

SportSavvy Registration Manual

SANCTIONED TOURNAMENTS

Creating a Sanctioned Tournament

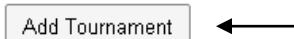
1. Log onto registration.sportsavvy.com/oba
2. When logged onto the Registration SportSavvy site, click on the “Tournaments” tab.

Ontario Basketball Association User Management System



3. To create a new sanctioned tournament, click “Add Tournament”.

Ontario Basketball Association User Management System



4. Fill in the mandatory fields for the tournament you want to create, and then click “Save”. ***Note: This section is for the general club sanctioned tournament information. There will be another section for tournament details (i.e. age category, dates, and fee).**

Tournament Information

* Organization: National

Sanctioned Information	
* Sanctioned Name:	<input type="text"/>
Description:	<input type="text"/>
* Location:	<input type="text"/>
* Contact Name:	<input type="text"/>
* Email:	<input type="text" value="someone@mail.com"/>
* Phone:	<input type="text" value="xxx xxx-xxxx"/> (xxx xxx-xxxx)
* Fax:	<input type="text" value="xxx xxx-xxxx"/> (xxx xxx-xxxx)
* Address 1:	<input type="text"/>
Address 2:	<input type="text"/>
* City:	<input type="text"/>
Province:	<input type="text"/>
* Postal Code:	<input type="text"/>
Website:	<input type="text"/>
Results:	<input type="text"/>
General Information	
Skills Competition:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Officials Board:	<input type="text"/>
No BBO Teams:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Save Cancel

- Once the tournament is saved, the new tournament will appear on your sanctioned tournament list.

Sanctioned Tournaments

Sanctioned Name	Club	Status	Actions
New Tournament	Test Club	Pending	<input type="button" value="Edit"/> <input type="button" value="Approval"/>
Created New Tournament	Test Club	Pending	<input type="button" value="Edit"/> <input type="button" value="Approval"/>

- To add your sanctioned tournament details, click "Edit".

Sanctioned Tournaments

Sanctioned Name	Club	Status	Actions
New Tournament	Test Club	Pending	<input type="button" value="Edit"/> <input type="button" value="Approval"/>
Created New Tournament	Test Club	Pending	<input type="button" value="Edit"/> <input type="button" value="Approval"/>

- At the bottom of the page, click "New Sub Tournament".

Tournament Information

* Organization: National:OBA:Toronto:Test Club

Sanctioned Information

* Sanctioned Name:

Description:

* Location:

* Contact Name:

* Email:

* Phone: (xxx xxx-xxxx)

* Fax: (xxx xxx-xxxx)

* Address 1:

Address 2:

* City:

Province:

* Postal Code:

Website:

Results:

General Information

Skills Competition: Yes No

Officials Board:

No BBO Teams: Yes No




Sub Tournaments


Category	Level	Gender	Actions
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8. Enter your tournament details, referee confirmation and tournament contract, then click "Save".


Sub Tournament Information

Sub-Tournaments Information	
* Category:	- Select Category - ▾
* Level of Competition:	<input type="text"/>
* Start Date:	dd/mm/yyyy
* End Date:	dd/mm/yyyy
* Gender:	- Select Gender - ▾
* Number of Teams:	<input type="text"/>
* Shot Clocks:	<input type="radio"/> Yes <input checked="" type="radio"/> No
* Fee:	<input type="text" value="0"/>
* Registration Deadline:	dd/mm/yyyy
Tournament Draw:	<input type="text"/> 
Referee Confirmation:	<input type="text"/> 
Tournament Contract:	<input type="text"/> 



9. The sub tournaments will be saved in the sub tournament section under your tournament information.

* Organization: National OBA Toronto Test Club ▾

Sanctioned Information	
* Sanctioned Name:	<input type="text"/>
Description:	<input type="text"/>
* Location:	<input type="text"/>
* Contact Name:	<input type="text"/>
* Email:	someone@mail.com
* Phone:	000 000-0000 (xxx xxx-xxxx)
* Fax:	000 000-0000 (xxx xxx-xxxx)
* Address 1:	<input type="text"/>
Address 2:	<input type="text"/>
* City:	<input type="text"/>
Province:	<input type="text"/>
* Postal Code:	<input type="text"/>
Website:	<input type="text"/>
Results:	<input type="text"/> 
General Information	
Skills Competition:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Officials Board:	<input type="text"/>
No BBO Teams:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Sub Tournaments

Category	Level	Gender	Actions
U10 Novice	A/AA/AAA	Female	<input type="button" value="Edit"/>
U11 Atom	A/AA/AAA	Female	<input type="button" value="Edit"/>
U12 Major Atom	A	Male	<input type="button" value="Edit"/>

10. If you will be hosting multiple tournaments throughout the year, repeat steps 7 and 8 until you have completed entering your tournaments.

You will be contacted if your tournament is approved. If you have any questions about the online Sanctioned Tournament application process, please email Emerson Molina emolina@basketball.on.ca or visit <https://www.basketball.on.ca/site/index.cfm?DSP=Section&ID=219>