OBL RAMP Front-End Registration Manual

Section 2: Ontario Basketball Programs League Registration

Ontario Basketball Association – Ontario Basketball League

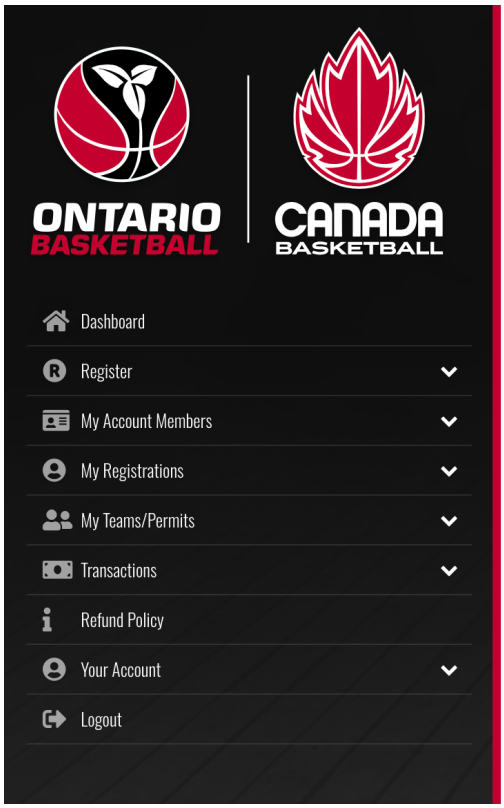
2023-2024

I. Login – Ontario Basketball Programs Front-End

→ Begin by following the Ontario Basketball Programs front-end registration link, you should end up at the following screen.

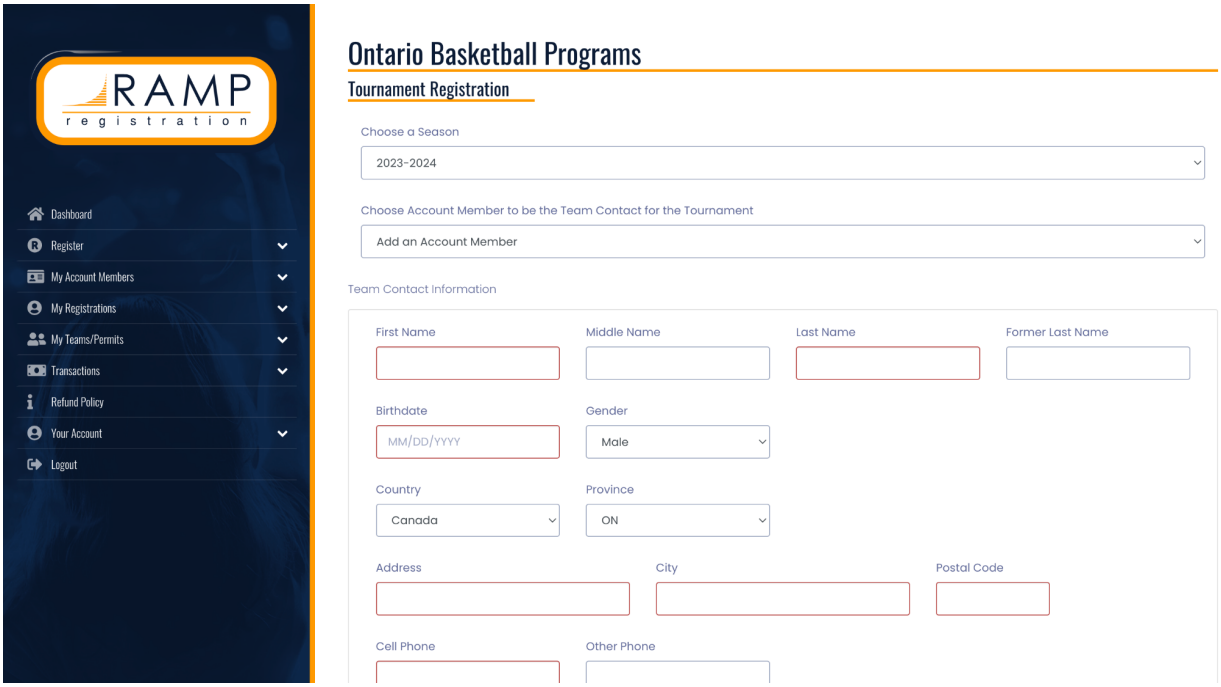
II. League Registration

→ This is the home page – to sign up for OBA Championships and OBL, please select *League Registration*



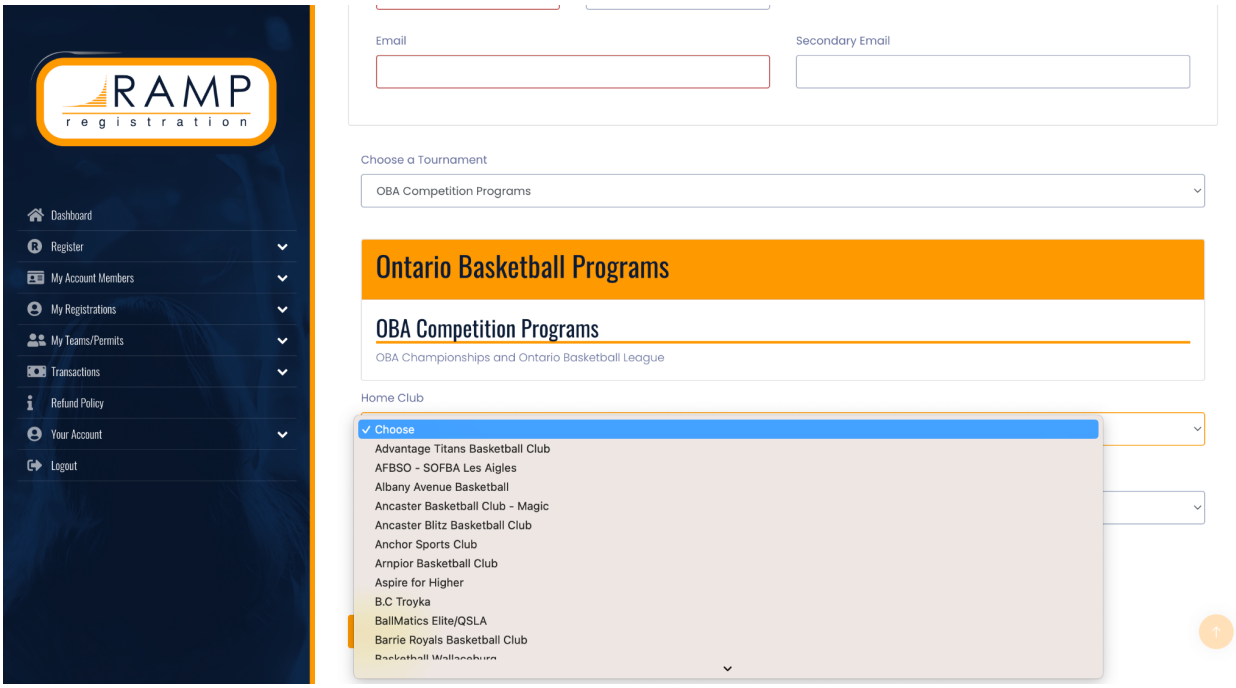
English

→ The following page should look like this, once here, please select the 2023-2024 season, and choose the staff/executive member that has already been assigned to the team you'd like to register.



III. OBA Competition Programs

→ When prompted to choose a tournament – please select *OBA Competition Programs*.



IV. Club, Division & Tier Selection

→ Once selected, you will be able to select your club, team name, division, and tier. (Note: on the upcoming page, there is a table to use as reference when deciding on your tier)

U10, U11 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA	D1
AA	D2
A	D3
U12 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA	D1 + D2
AA	D3 + D4
A	D5 or lower
U13 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA	D2
AA	D3
A	D4 or lower
U14 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA+	D1
AAA	D2
AAA-	D2
AA+	D3
AA	D4
AA-	D4
A+	D5
A	D6
A-	D6 or lower
U15, U17 and U19 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA	D2
AA	D3
A	D4 or lower
U16 Girls	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA+	D1
AAA	D2
AAA-	D2
AA+	D3
AA	D4
AA-	D4
A+	D5
A	D6
A-	D6 or lower

U10, U11, and U12 Boys	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA+	D1
AAA	D2
AAA-	D3
AA+	D4
AA	D5
AA-	D6
A+	D7
A	D8
A-	D9 or lower

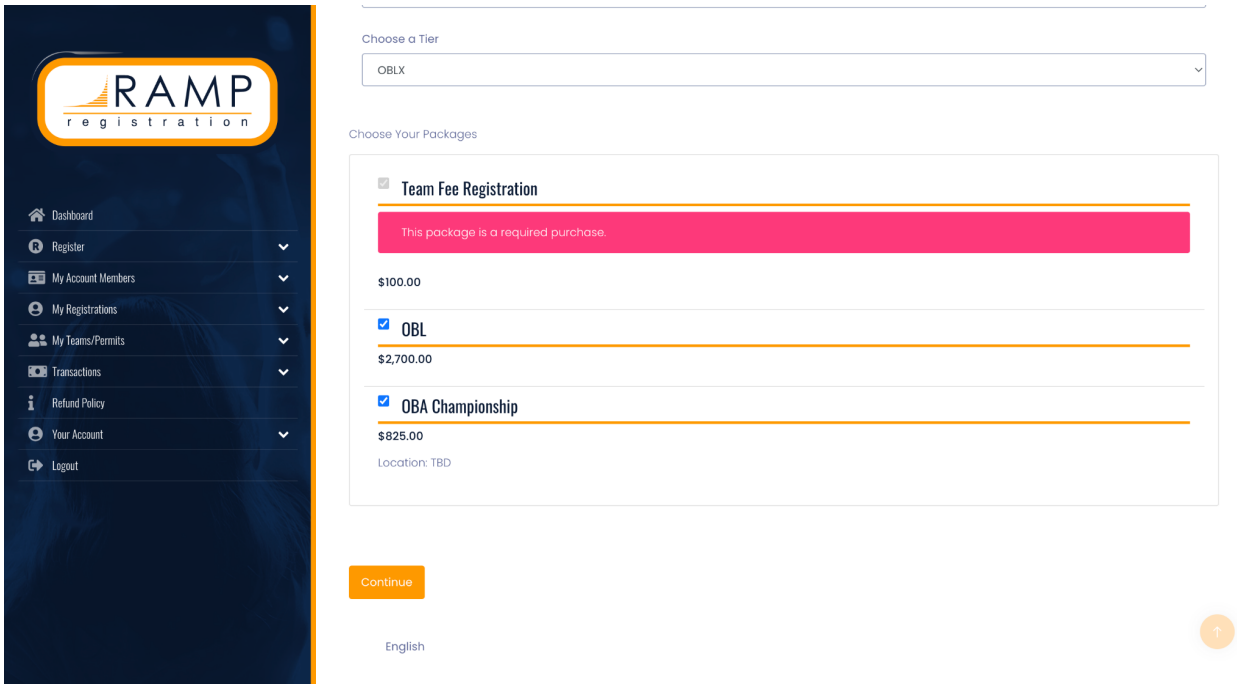
U13 and U14 Boys	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA+	D1
AAA	D2
AAA-	D3
AA+	D4 + D5
AA	D6 + D7
AA-	D8 + D9
A+	D10 - D12
A	D13-D14
A-	D15 or lower

U15 and U16 Boys	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA+	D1
AAA	D2
AAA-	D3
AA+	D4
AA	D5 + D6
AA-	D7
A+	D7
A	D8 + D9
A-	D10 or lower

U17 and U19 Boys/Men	
Competition Level	**Suggested Ontario Cup Result**
OBLX	Provincial + D1
AAA	D2 + D3
AA	D4 + D5
A	D6 or lower

V. Package Selection

→ Once you've selected your division and tier, choose the packages your team is interested in. As the team registration fee is already included, teams can now select OBL and/or OBA Championship. (Note: Once the one-time registration fee of $100 has been paid – you can complete your registration, and register for any additional packages for your team up until the deadline.)



VI. Additional Info & Questions

→ If applicable for your team, please answer the following question.

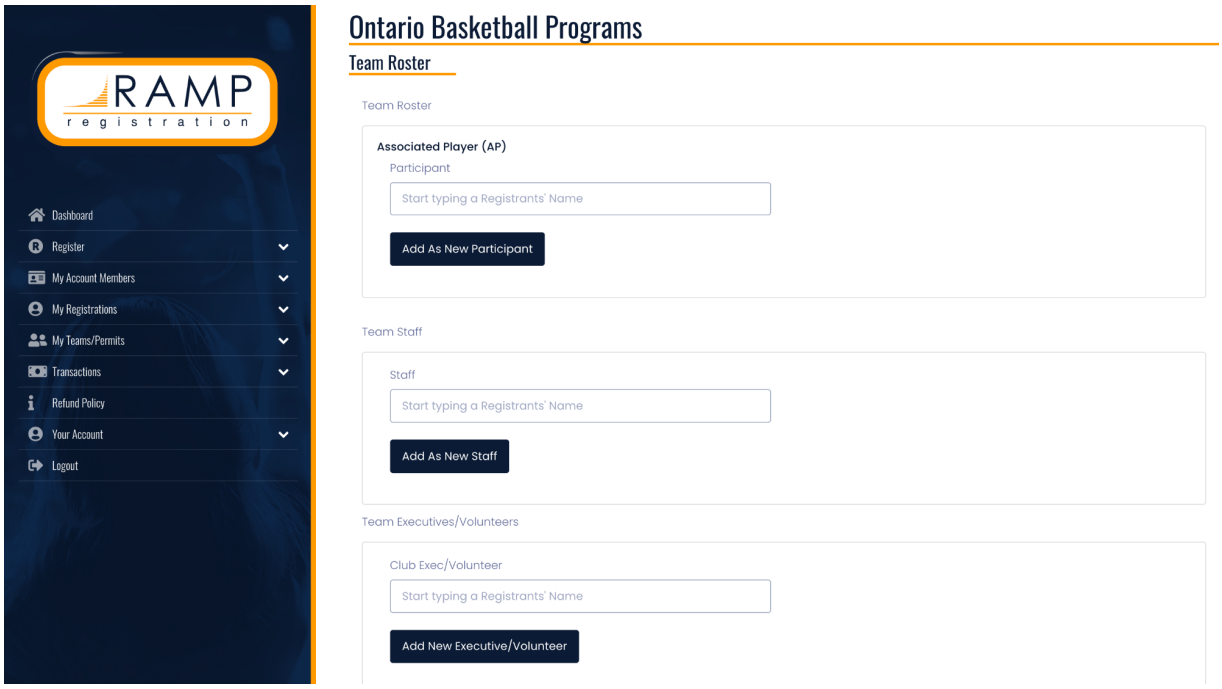
If applicable, please state your most recent finish in Ontario Basketball Championships. For example, if you finished in first place in Division 1, please enter D1 - 1.

D3 - 2

Back Continue

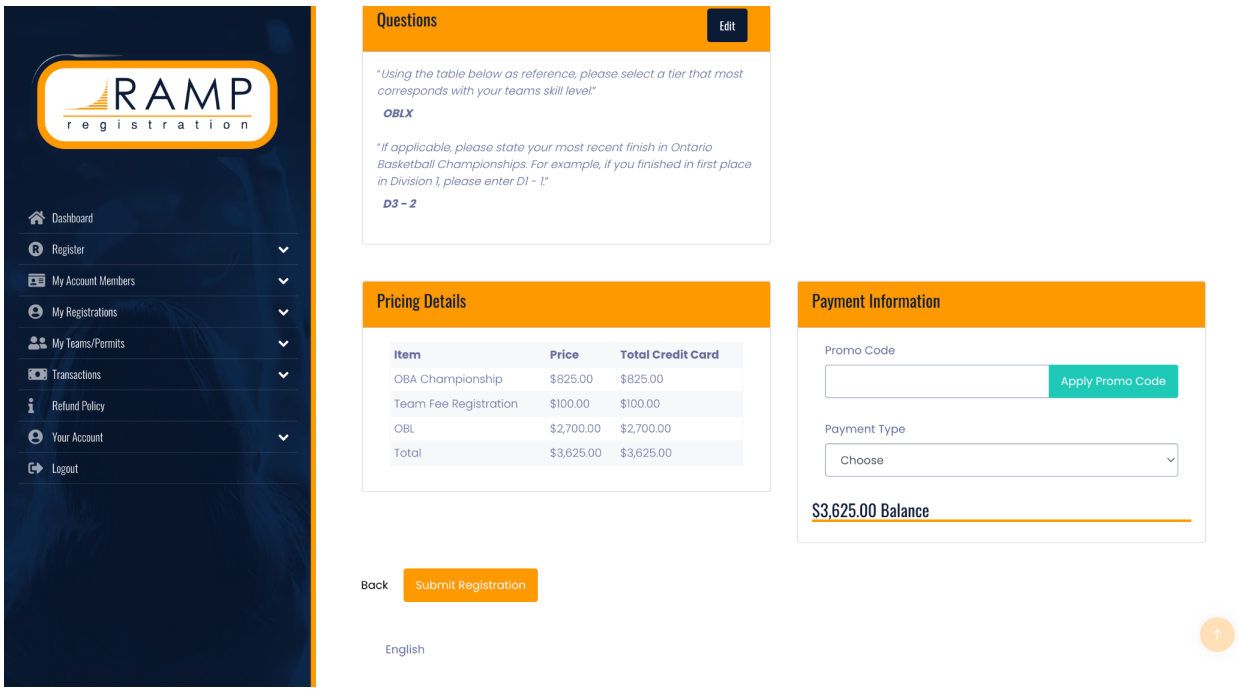
VII. Add Roster

→ Use the next page to add players, team staff, and executives. Note: You may skip this part – players and staff may be added either via bulk upload or sending out a team link. (See Section 3)



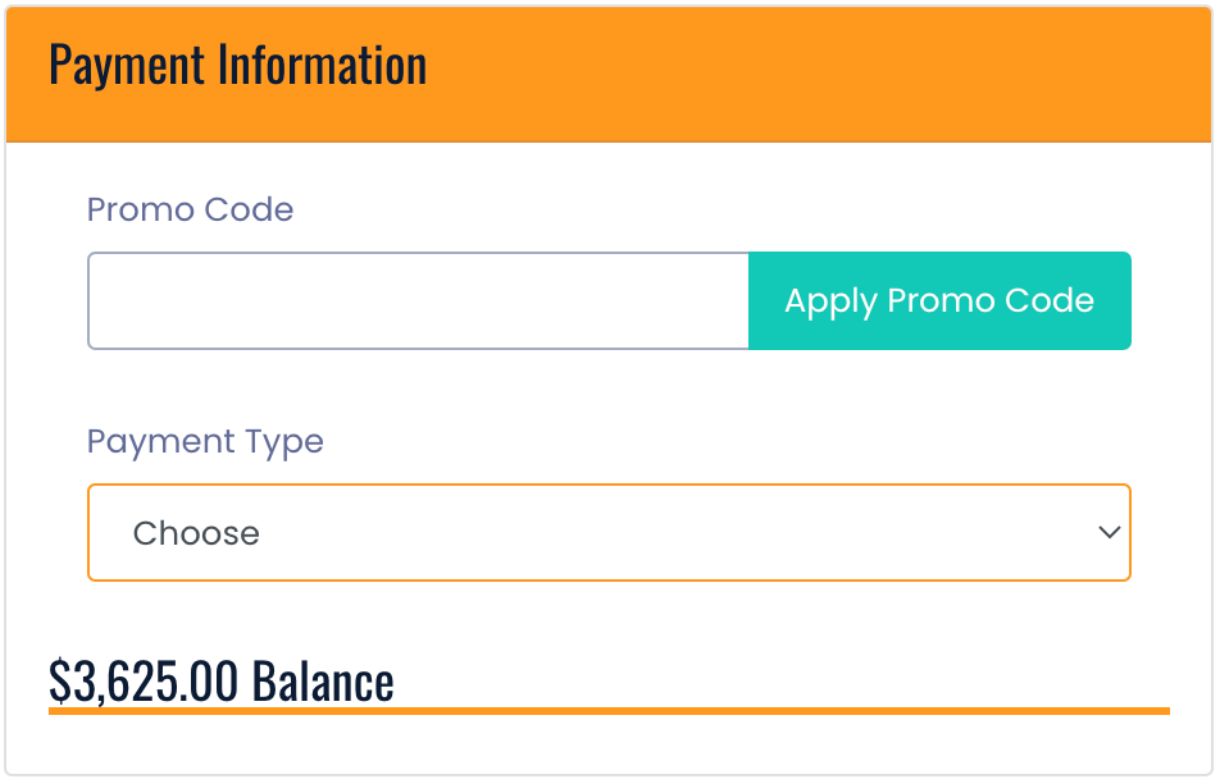
VIII. Review and Confirm Details

→ After completing your roster, please review and confirm all details on the following page. (Note: This page will look different on a club to club basis.)



IX. Payment

→ Enter your credit card information and fill out required fields.



X. Success Email

→ Congratulations, your team is now registered for the 2023-2024 season! You should receive a success email within 24 hours confirming your registration.

OBL RAMP Front-End Registration Manual

Section 3: Roster Population

Ontario Basketball Association – Ontario Basketball League

2023-2024

I. Uploading Rosters

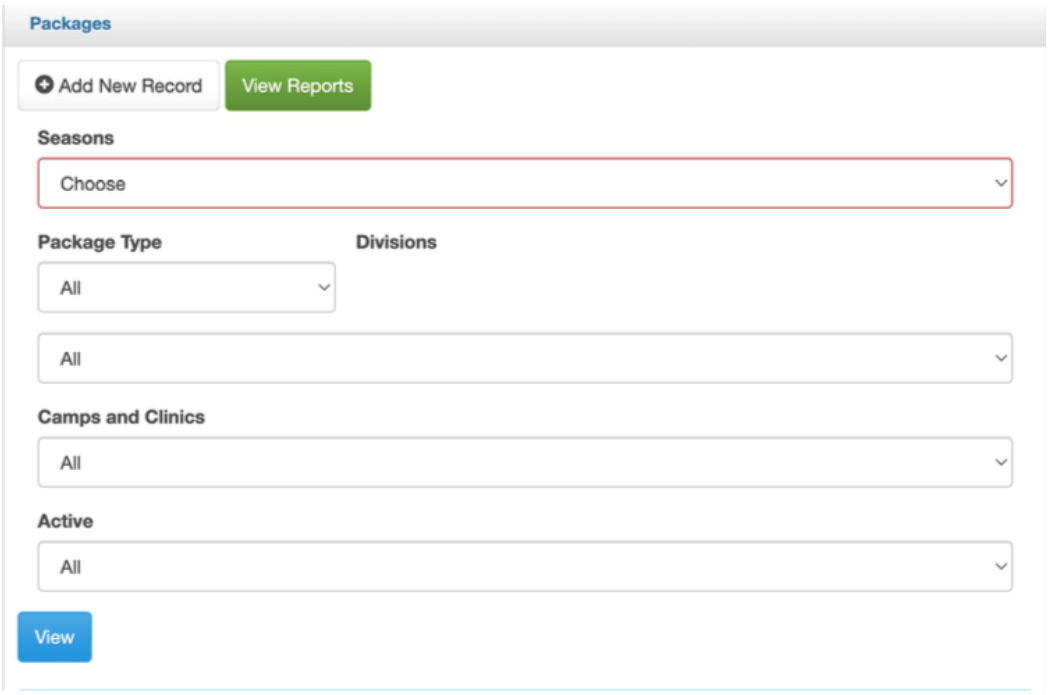
II. Roster Method 1: Team Invite Code Option

→ The following instructions will show you how to upload/register players in the RAMP system via an invite code

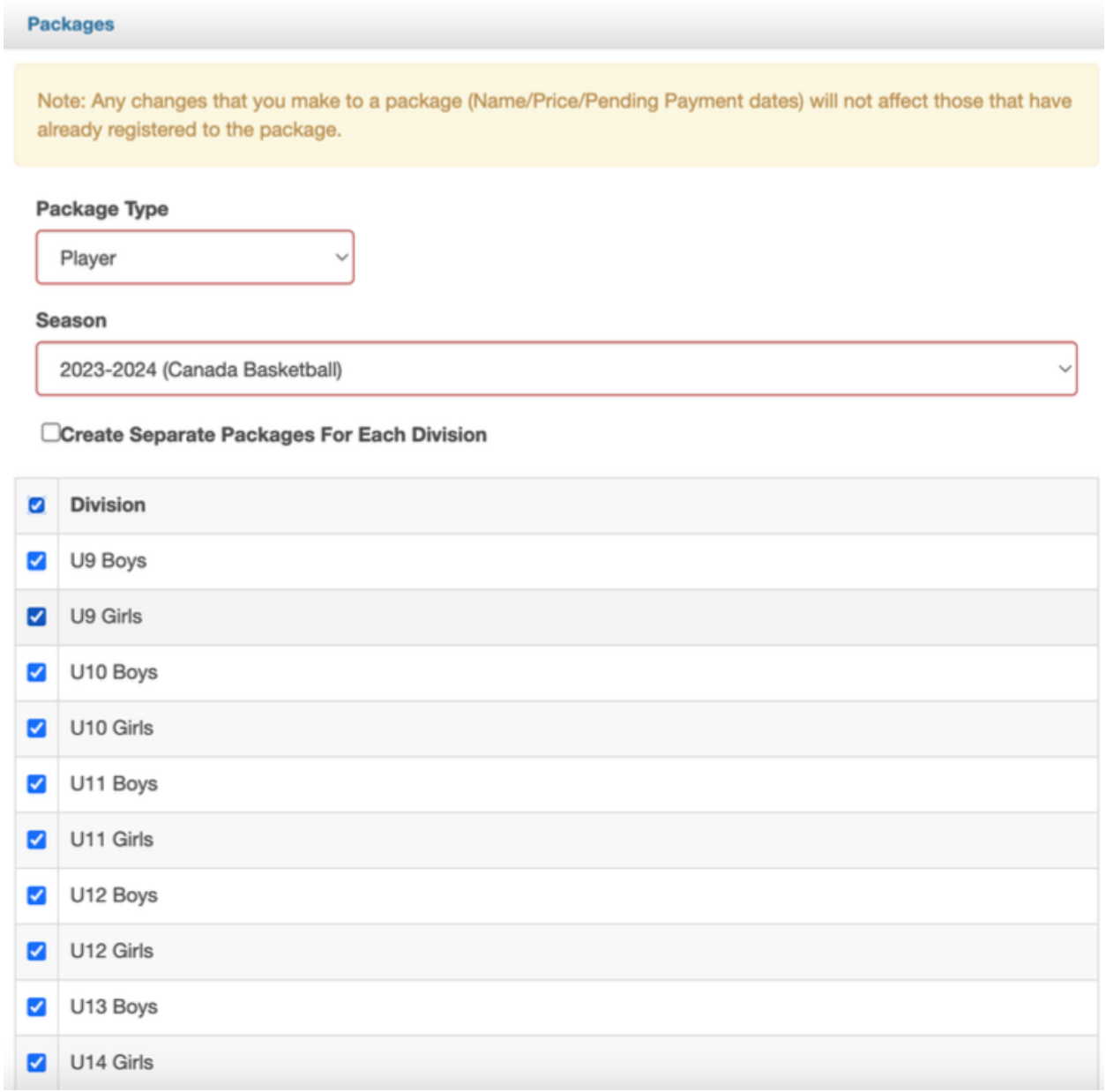
→ Before using this option please ensure that your club has a $0 player package available. To do this, follow the steps below.

1. Click on packages from the menu on the left of your screen

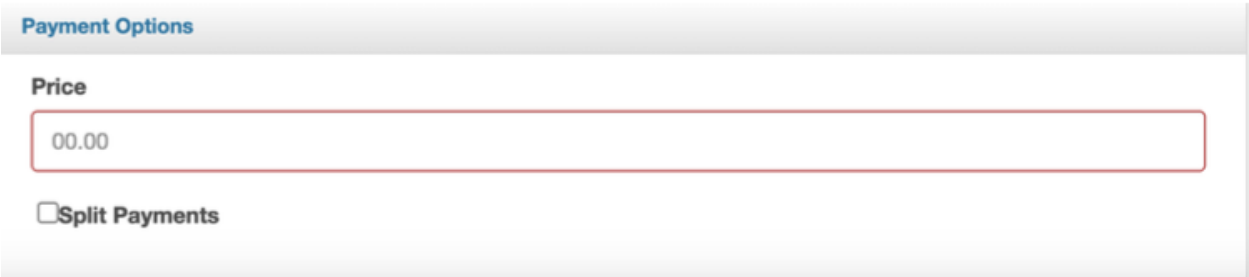
2. Select “Add New Record”



3. Under the package type heading, select “player”. Under the “Season” heading, select “2023-2024 (Canada Basketball)”. Click the “Division” checkbox to select all divisions.

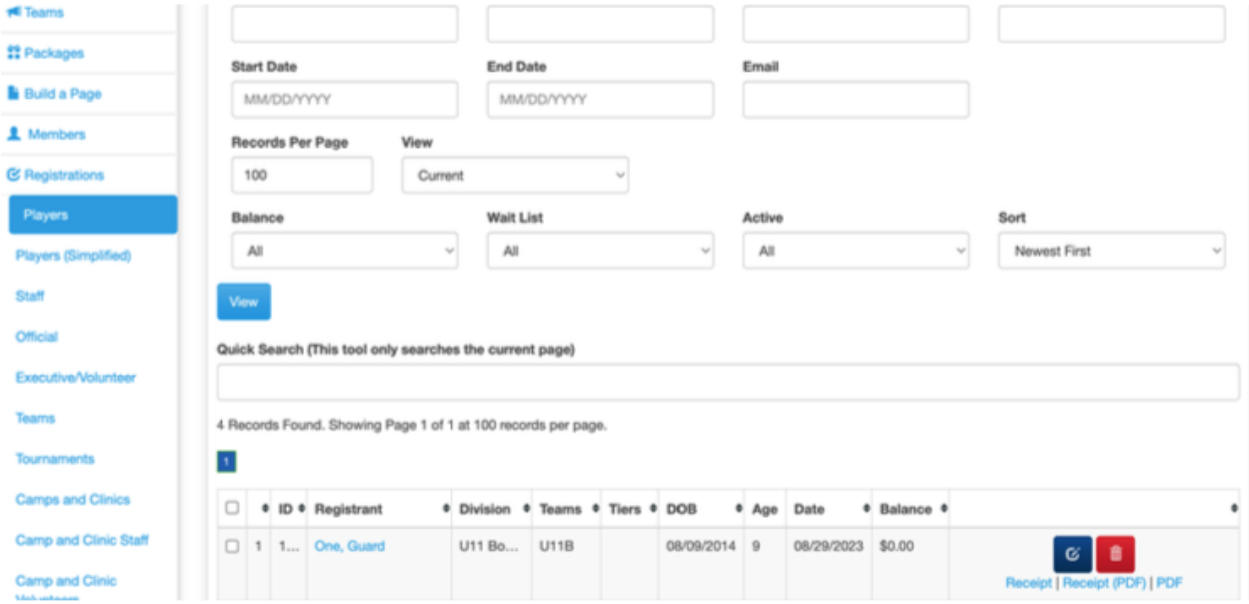


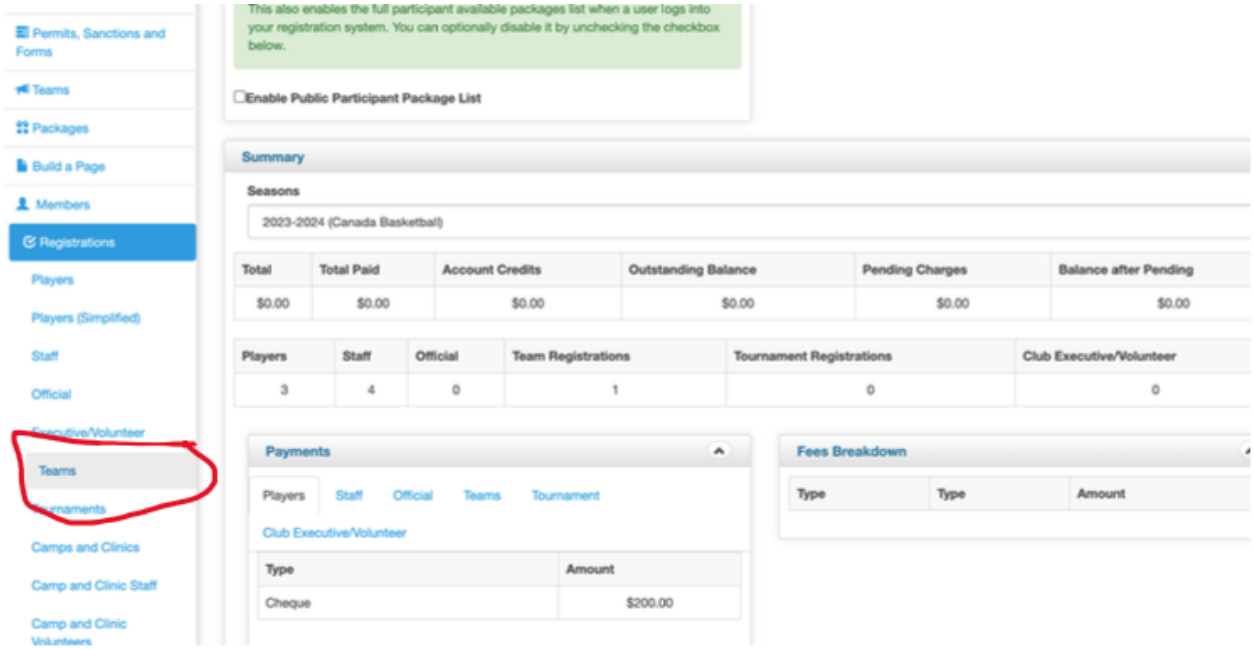
4. Scroll to the bottom of the screen to set the price. Set the price to “$0.00”.



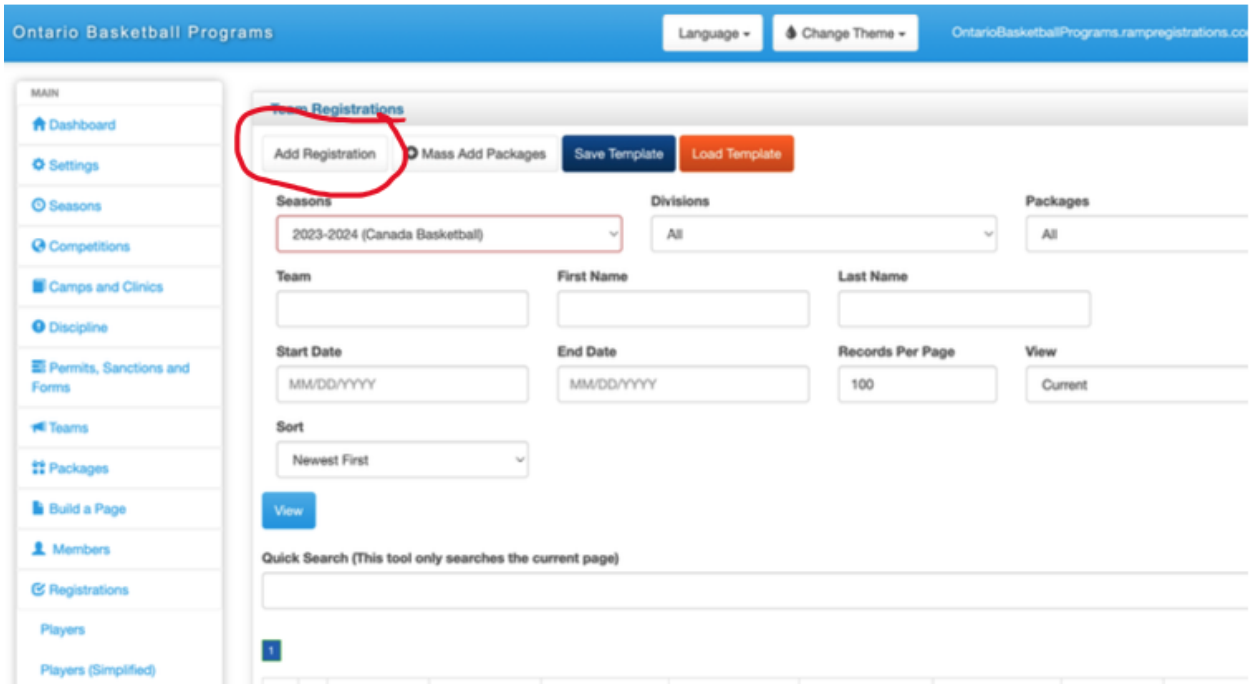
5. Scroll up and click the blue submit button. **You are now ready to send your teams' invite code to your players.**

→ Go to the Menu on the left of your screen, scroll down to "Registrations", and click on it. A Drop-down menu will appear – scroll down to "Teams" and click on it.





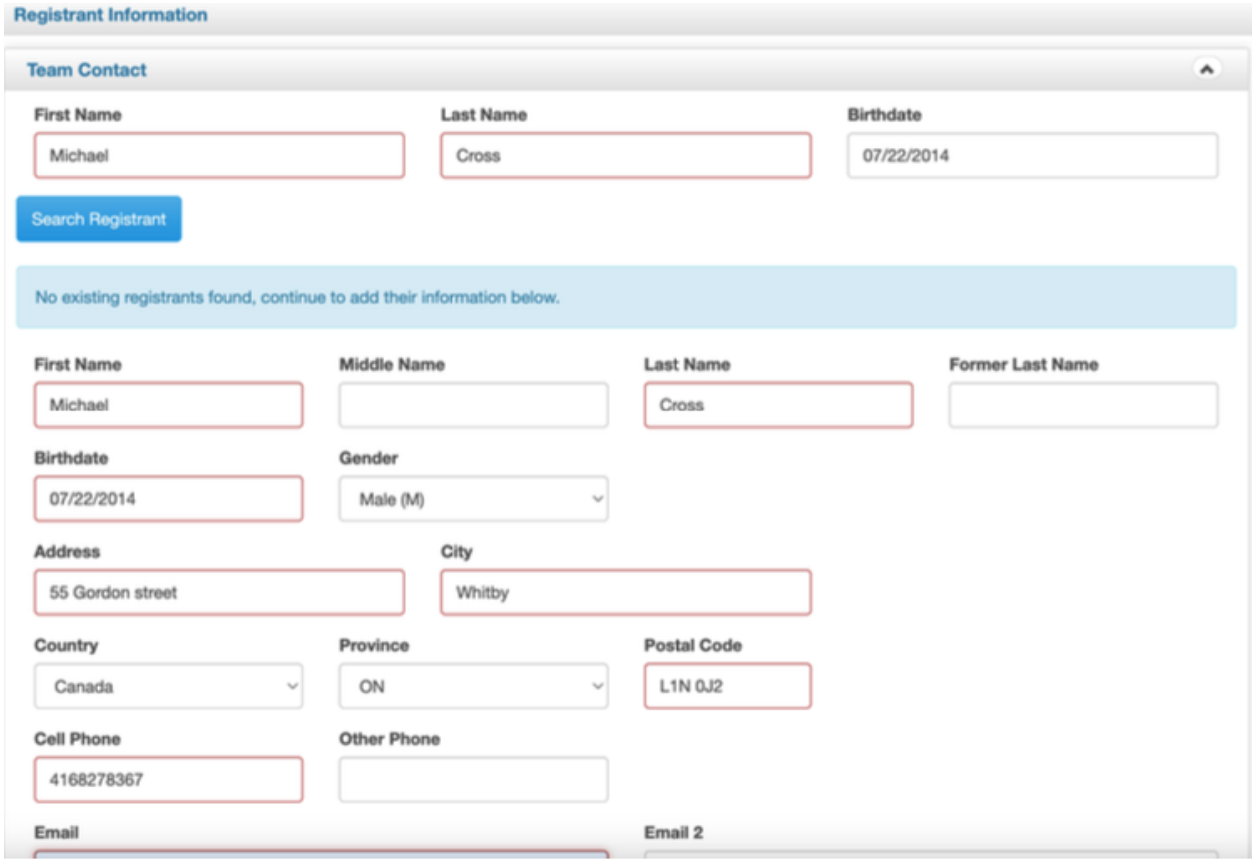
6. Near the top of the screen, you should see an “Add Registration” tab. Click on it.

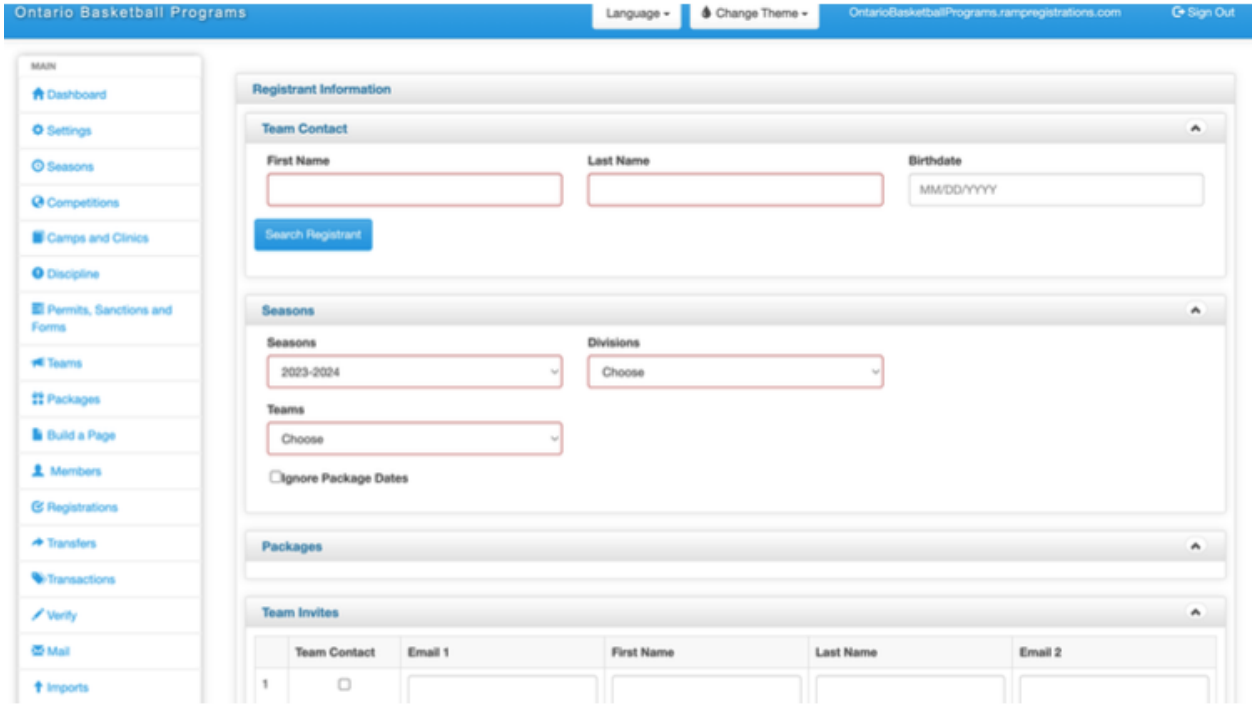


7. You will then need to fill out the required fields (highlighted in red) and add

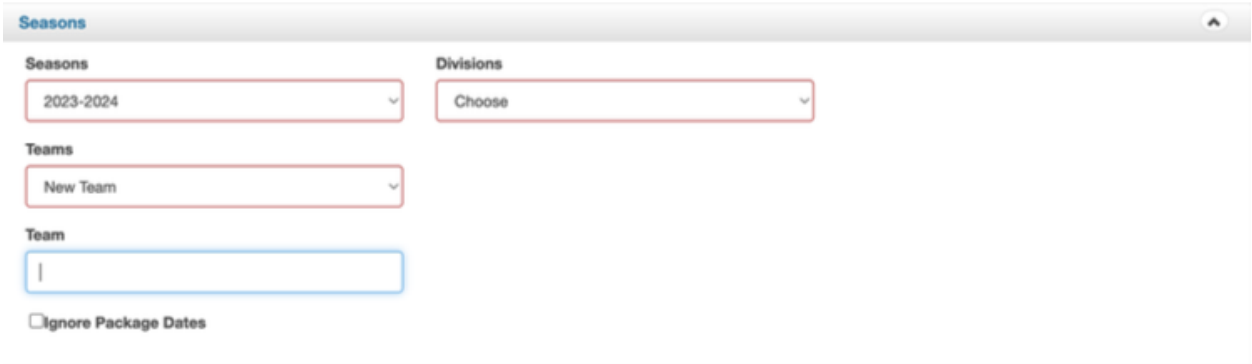
the contact's birthdate. You will need to have a registered team contact to proceed. This can either be a club administrator or a coach. If the team contact is already registered, they should appear when you type their name and click "search registrant". Club administrators can list themselves as the team contact for each team if they wish. In this case you can ignore 5(b).

a. Fill in the "Team Contact" fields and click "Search registrant".
b. You should see more fields appear under this section.



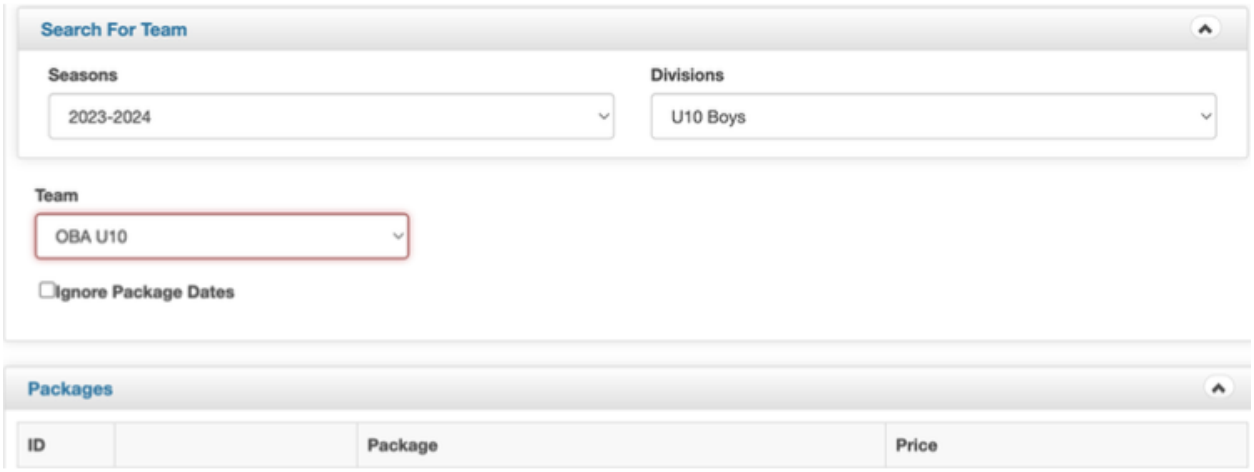


8. Choose the appropriate team and division (age group).
9. In the tabs under “Seasons” go to the “Teams” tab and click on “New Team” from the dropdown menu.

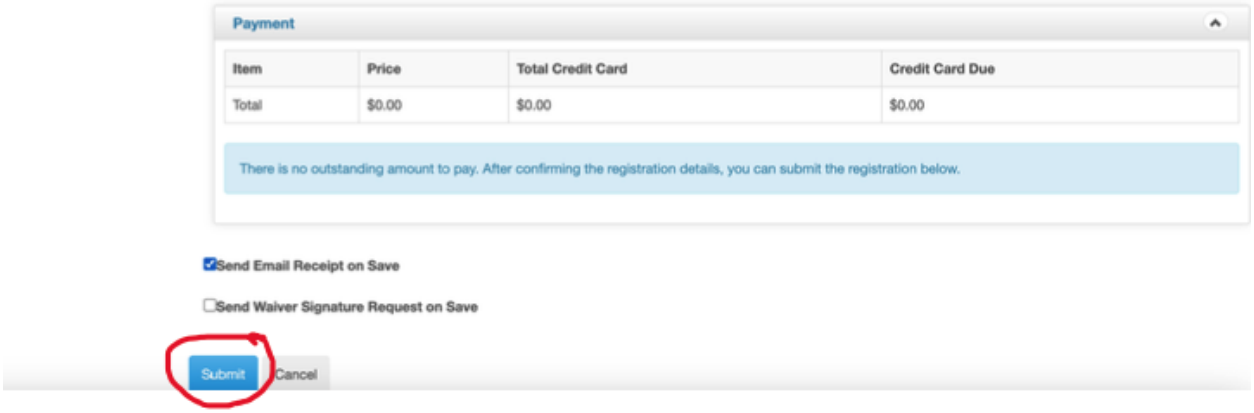


10. Select the appropriate division and type your team’s name into the “Team”

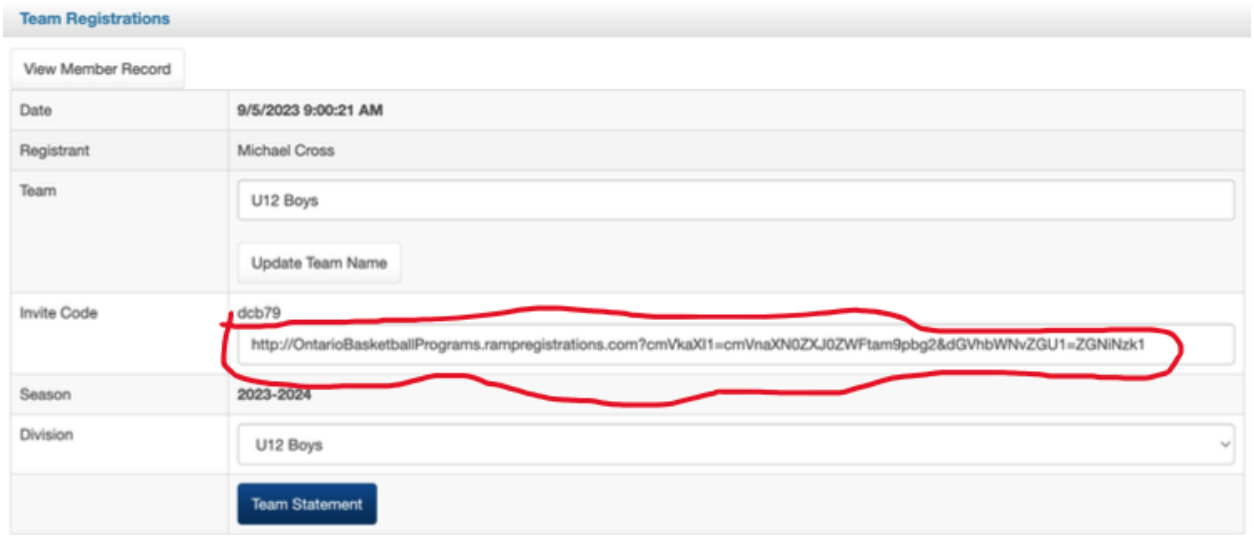
field.



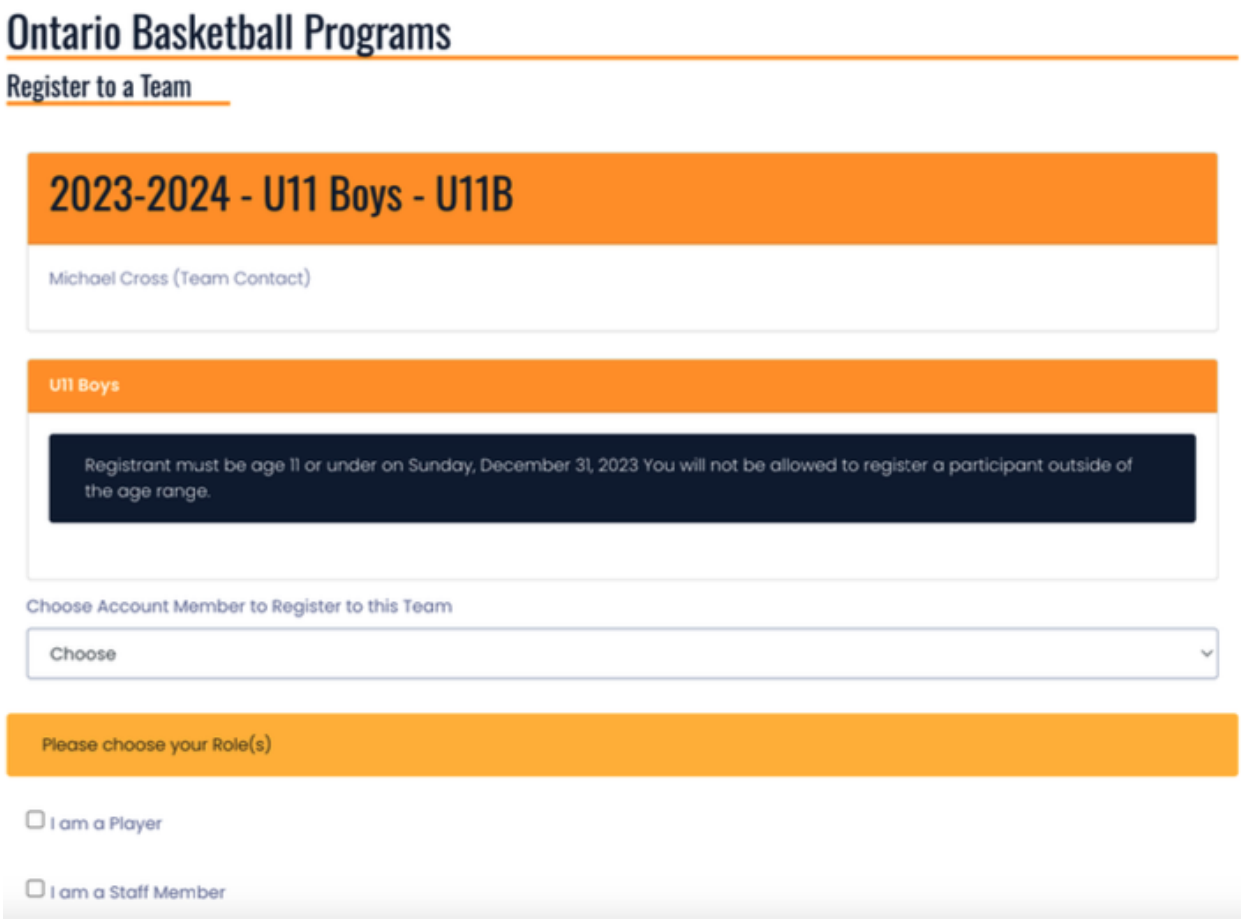
11. Click “Submit” at the bottom of the webpage.



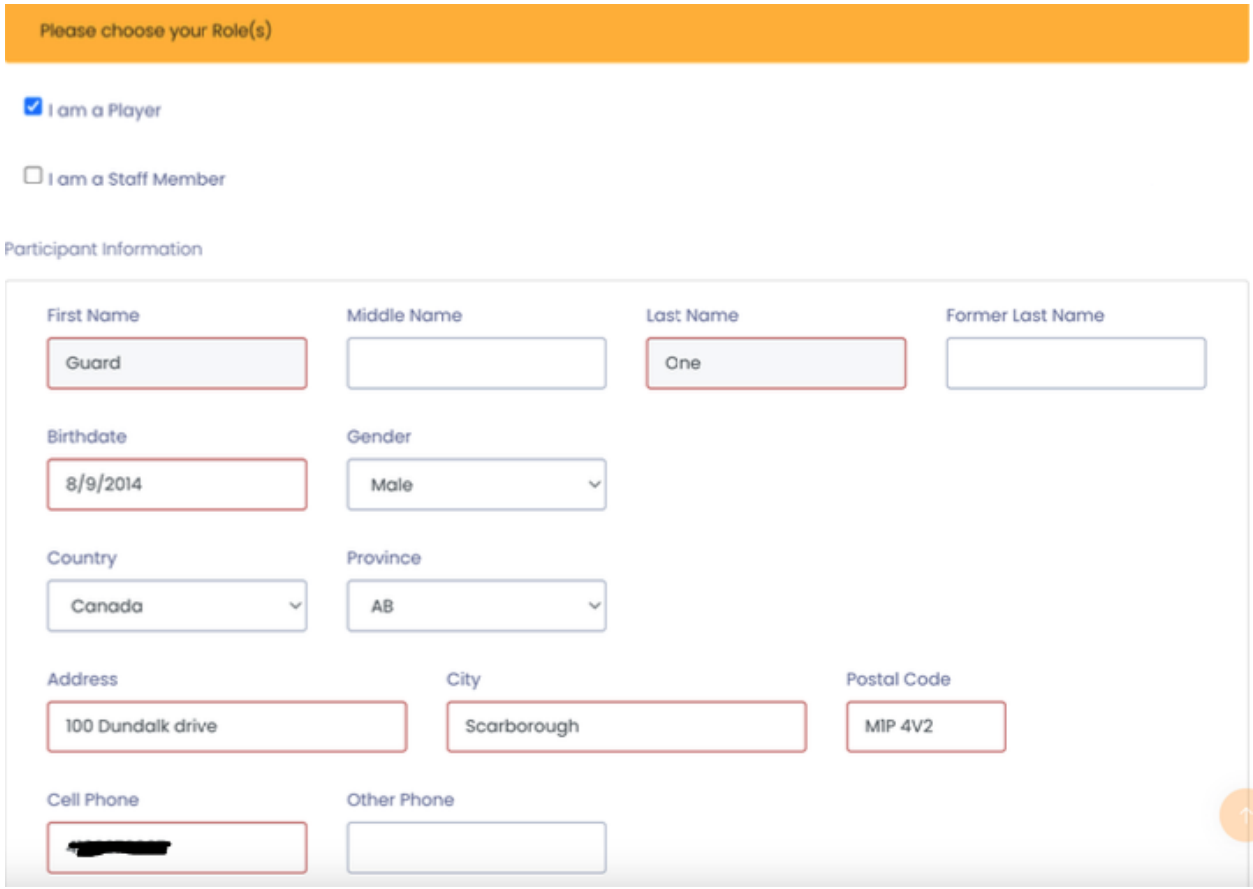
12. Go back to “Registrations” and “teams.” Click on your team’s name and copy the invite code to your clipboard. You can send this link to your players so they can accept your team invite.



13. Once the invitee clicks on the link provided, a page will appear where they can fill out their information to accept the invite.



14. You will need to be an account member to accept the invite.
15. If the player does not have an account, they will have the chance to fill out player information



16. Fill out the fields highlighted in red and click “Continue” at the bottom of the page.
17. On the next page, players will need to sign in both signature boxes and click the checkbox to consent to the terms and conditions.

Ontario Basketball Programs

Waivers/Consent/Acknowledgment

Privacy Policy

By signing below, you acknowledge and accept Canada Basketball's Privacy Policy that is linked below:

Canada Basketball's Privacy Policy

Please Sign Here - Privacy Policy

Clear Signature

Please Sign Here

Please Sign Here

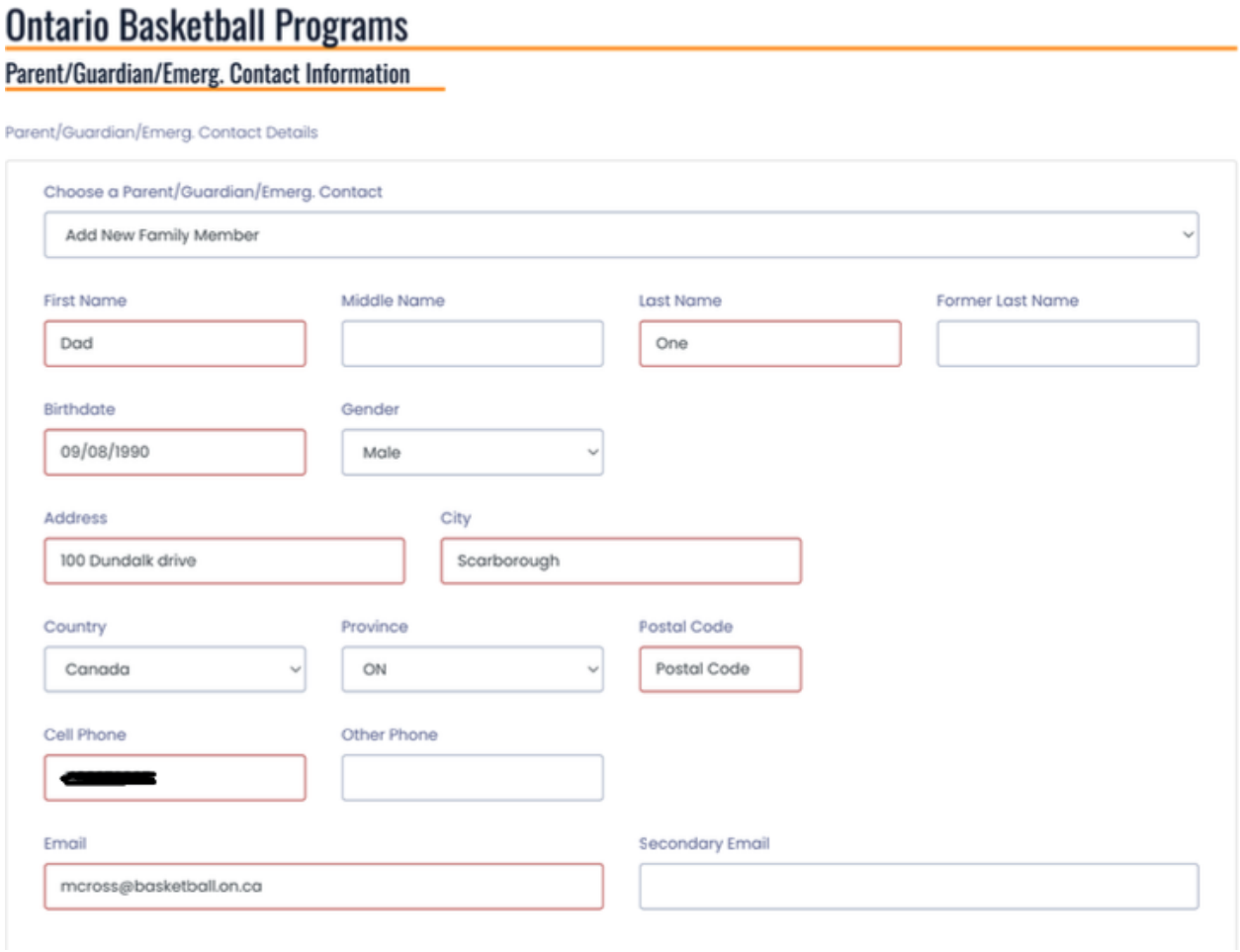
Clear Signature

I am the Age of Majority or am a Parent/Guardian to the Registrant and Agree to the Terms and Conditions Above

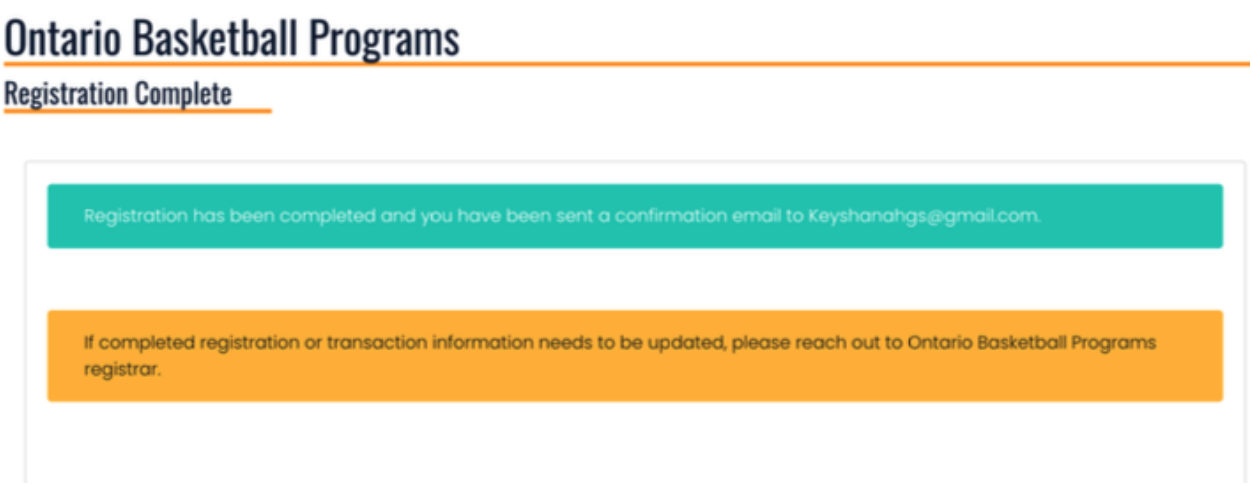
Back Continue

English

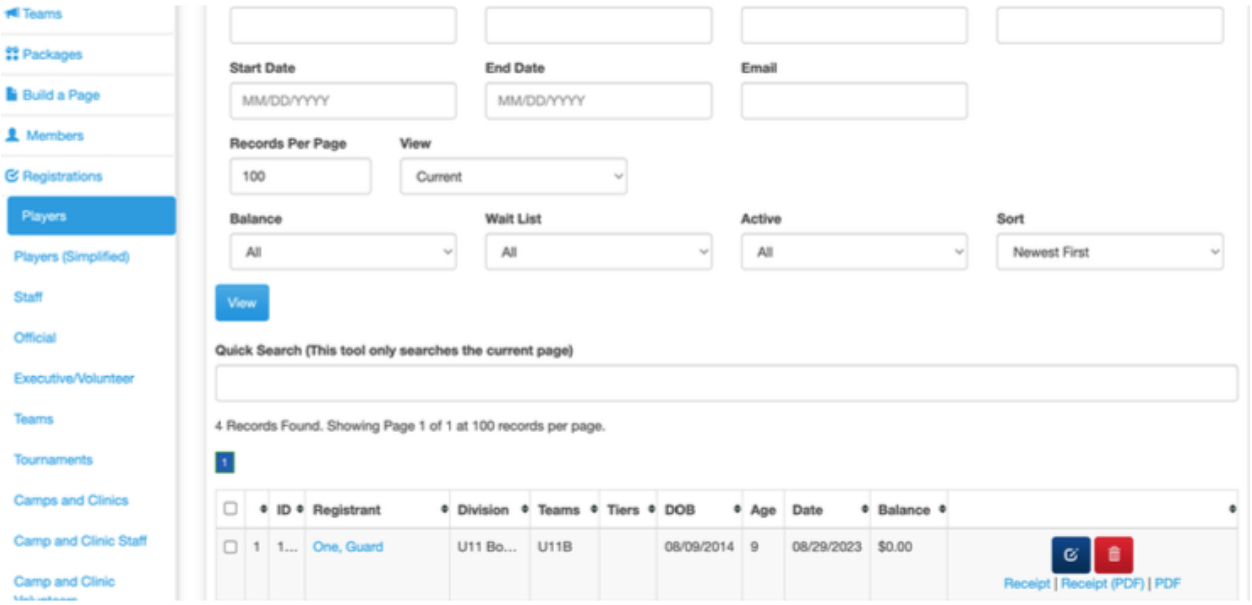
18. Players' parents will need to add parent/guardian information on the next page. Fill out the fields and click "Continue".



19. On the following page, answer the Canada basketball questions and click "Continue" at the bottom of the page.
20. On the next page, players will see the information they entered on the previous pages. Once they confirm that the information is correct, they will need to scroll to the bottom of the page and click "Submit registration".
21. Players will see a message that says they have completed the registration and a confirmation email will be sent to the invitee.



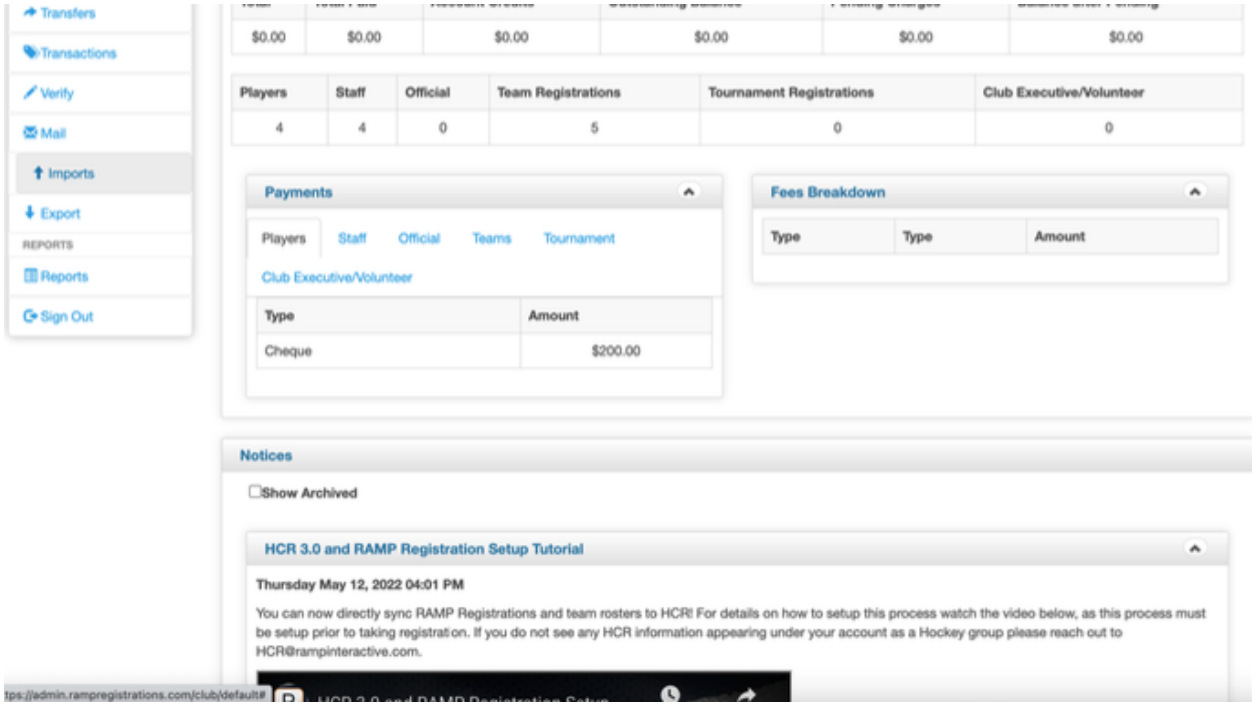
22. Once the player accepts the invitation, you can locate the player on the backend by going to “Registrations” and selecting “Players.”



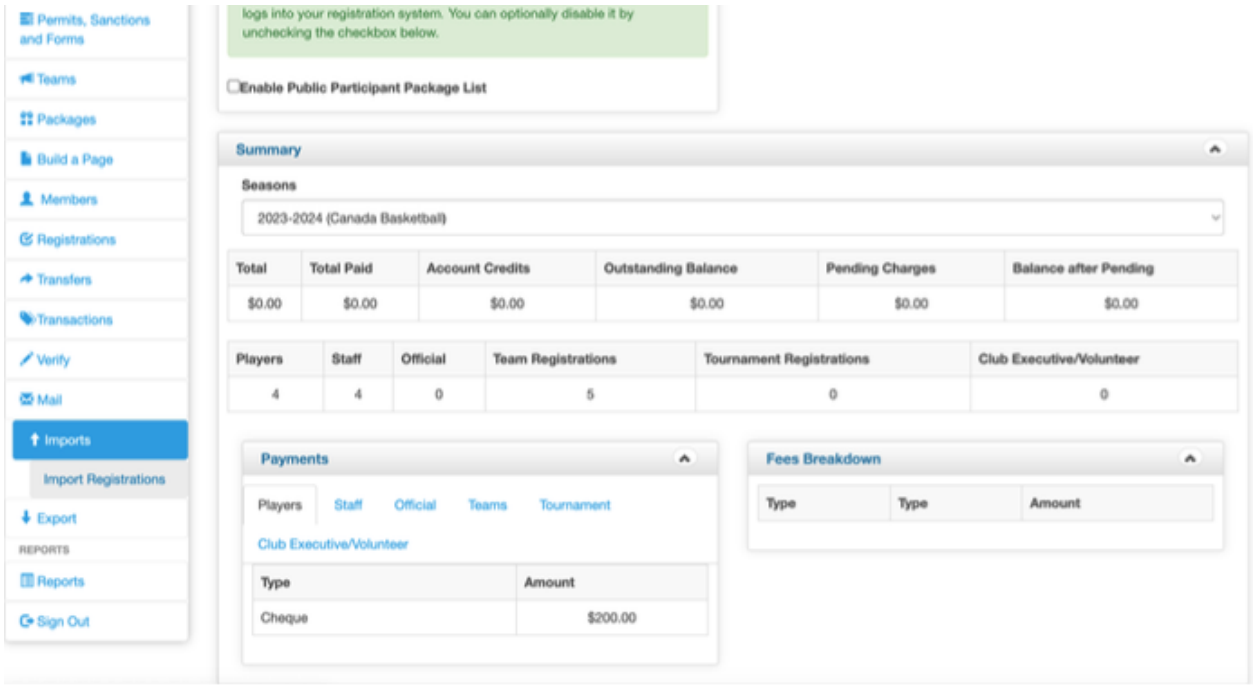
III. Roster Method 2: Bulk Upload Option

→ Before using this option, create your teams.

1. Go to the menu on the left of your screen and scroll down to “Imports” and click on it.



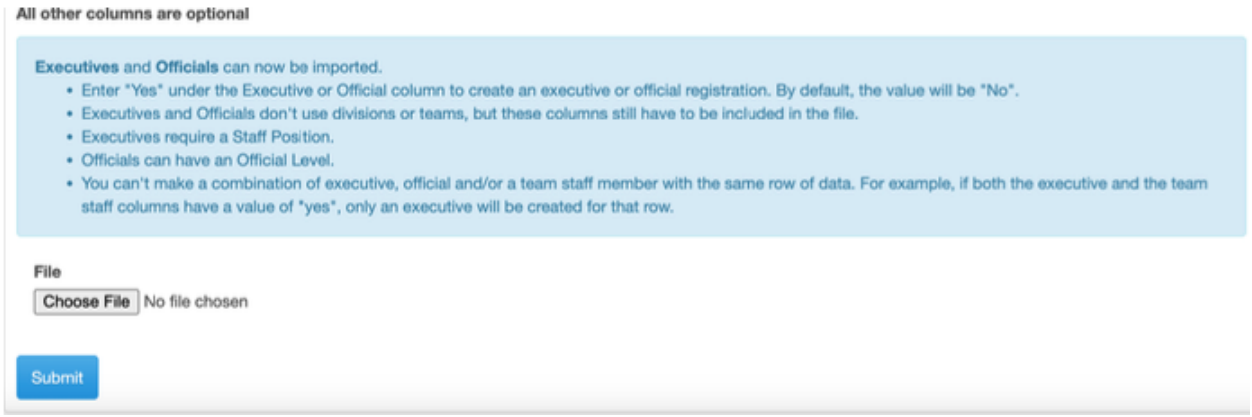
2. Click on “Import registrations”



3. You will see a set of instructions on how to build the bulk upload file. Follow

them carefully and put them into a CSV file (.csv Comma Delimited).

4. If you are having trouble with this step, please email mcross@basketball.on.ca for a blank template.
5. Select “Choose File” at the bottom of the page. Select your csv file with your players listed.



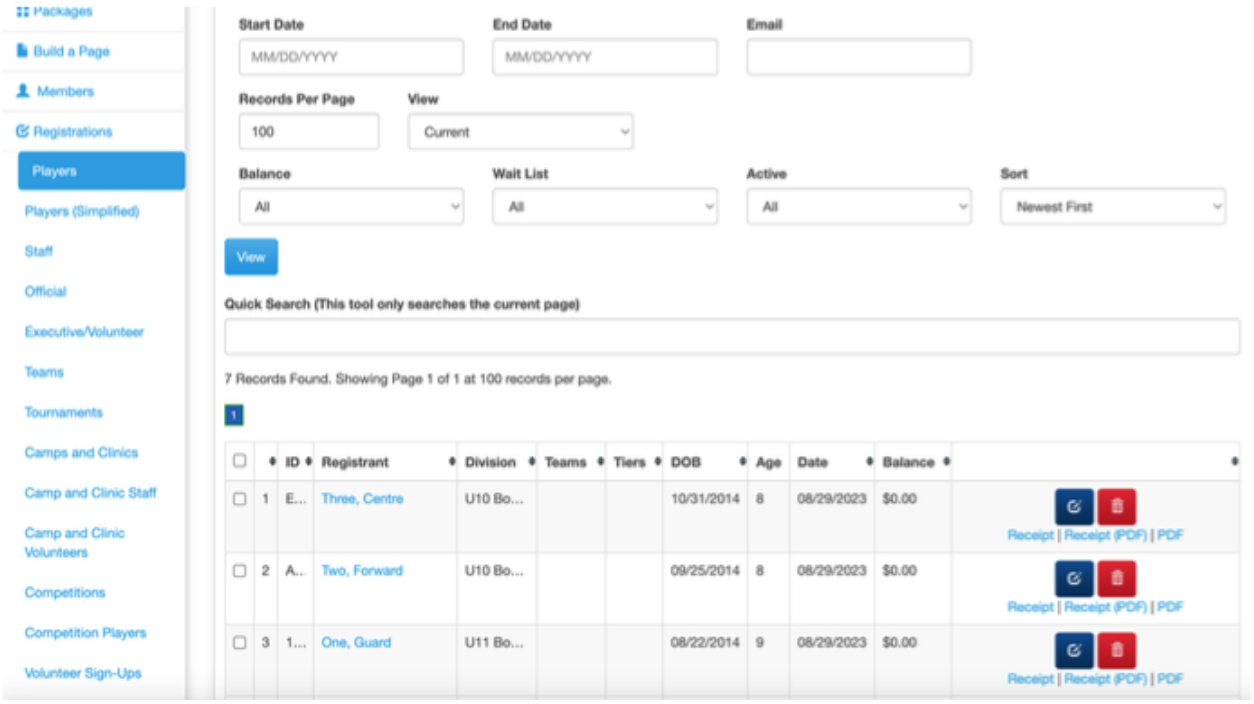
6. Click “Submit”

7. You will see the players in your csv listed at the bottom of the page.

8. Select “Import data” at the very bottom of the page.

9. Once you have successfully imported your players, you should see the below message on your screen:

10. Go to “Registrations” and click on “Players” to see your newly uploaded players



Important Notes:

→ in the “Season” column, please write “2023-2024”

→ Write “no” in the PSO column and “yes” in the NSO column

Questions or Concerns? Please contact

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