

Generating Fixtures

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This section provides instructions for creating the draw for the competition. This can be done either manually (each fixtured game is created individually) or using a fixture template which then generates the fixture automatically.

1. Select the **Competitions** module along the top menu
2. Select the **Competitions** tab on the left-side menu > Click on **Manager**
3. Click on the relevant Competition
4. Click on the **Fixtures & Results** tab on the left - side menu, there are now two options to create the competition fixture;

Using a fixture template and generating the fixture automatically

a. Select the **Generate Fixtures** button which is located on the main screen

b. Fill in all required fields;

Start Date: The first date of the competition

Round From: Select which Round you wish to generate from (usually this is round 1)

Round To: Select the last Round you wish to generate (usually this is the final round of the regular season)

Round Interval: The number of days that lapse between each round (note: if your competition alternates between playing on a Saturday and a Sunday, for example, simply select the closest round interval time - this is not hard-coded into the system and can be adjusted later)

Earliest Start Time: Provide the earliest start time for the match

Latest Start Time: Provide the latest start time for the match

Match Type: Select either Season or Finals

Existing Fixtures: If this is the FIRST time generating fixtures, select Overwrite. If you are creating ADDITIONAL fixture games and you wish to retain any current fixtured matches, select Extend

Include Teams: If this is set to YES then it will utilise the previously created Teams and Seeding

Random Fixture Time: If this is set to Yes then it will look for any free venue allocated time, rather than utilising the rules put in place previously.

c. Select **Generate Fixtures** once all fields are completed

NAVIGATION
Competitions

2015 ASSOCIATION COMPETITION
Generate Fixtures

Generate Fixtures

Start Date * 27 Oct 2016

Round From 1

Round To 8

Round Interval 7 Days

Earliest Start Time 04:00 AM

Latest Start Time 06:00 PM

Match Type Season

Fixture Template Please select...

Existing Fixtures Extend Overwrite

Include Teams Yes No

Random Fixture Time Yes No

Generate Fixtures Cancel

Help

Manually adding each fixtured match to the competition

- a. a. Select the **Add** button which is located on the bottom of the main screen
- b. Use the drop-down list to select the **Round** you wish to add
- c. Select the **Match Type**, **Home Team**, and **Away Team** using the drop-down list boxes

- d. Select the date of the fixture

- e. Select the number of sections required (this indicates the number of fields required)

- f. Select the **Venue & Time** (note: The system will only display available venue timeslots that have been set up prior)

- g. Click **Save**

- h. The fixture will now be added to the overall Fixture & Result Listing

The screenshot shows a web application interface for adding a fixture. On the left is a navigation menu with options like Manager, Dashboard, Clubs, Teams, Rounds, Fixtures & Results, Options, Seasons, Venues, Fixture Grid, Fixture Templates, Officials, Organisations, Reports, and Sports. The main content area is titled '2015 ASSOCIATION COMPETITION Add Fixture'. The form has a dark blue header with 'Fixture' and 'Actions' on the right. The form fields are: Round * (Please select...), Match Type * (Please select...), Home Team * (Please select...), Away Team * (Please select...), Date * (27 Oct 2016 with a calendar icon), Sections Required (1), and Venue & Time (Please select...). At the bottom are 'Save' and 'Cancel' buttons.

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