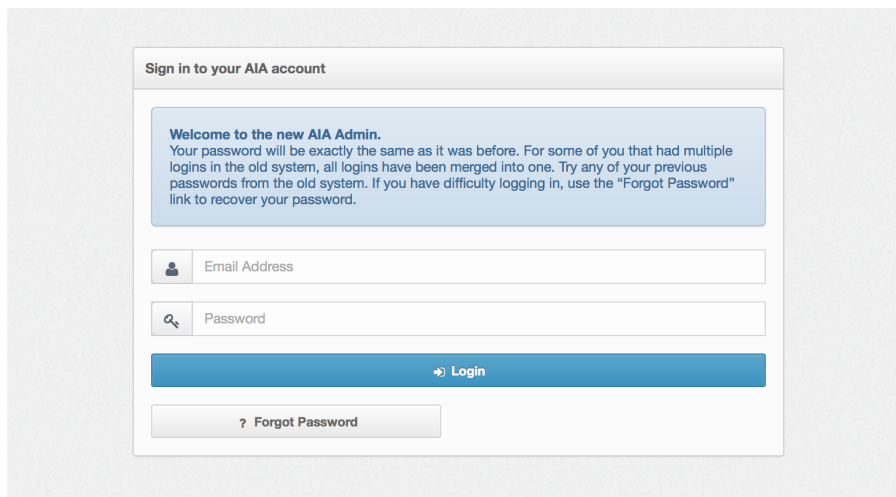


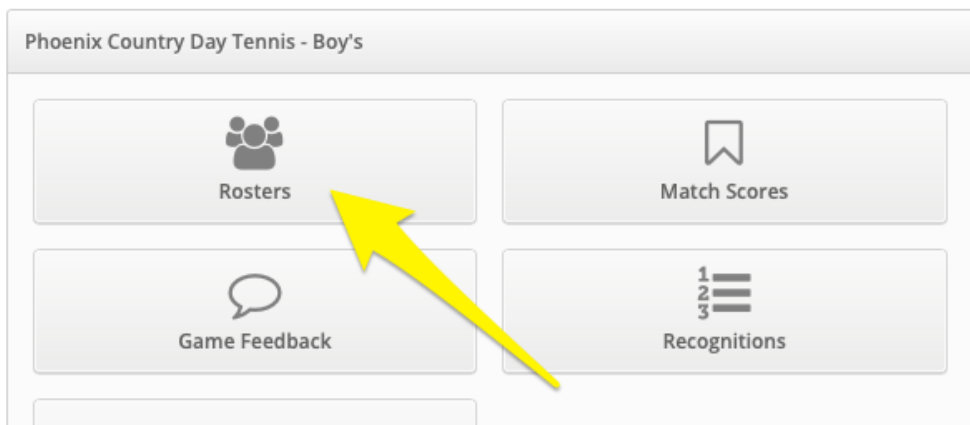
Tennis Results Entry Process

Coach Process:

1. Obtain a Login:
 - <https://admin.aiaonline.org>
 - Coaches: If you don't know your login, please see your AD so they can send you an account invite.
 - You can also use the password reset option and use the email address they have listed for you under the member directory as the coach:
 - <http://aiaonline.org/schools>
2. Login to the School Page



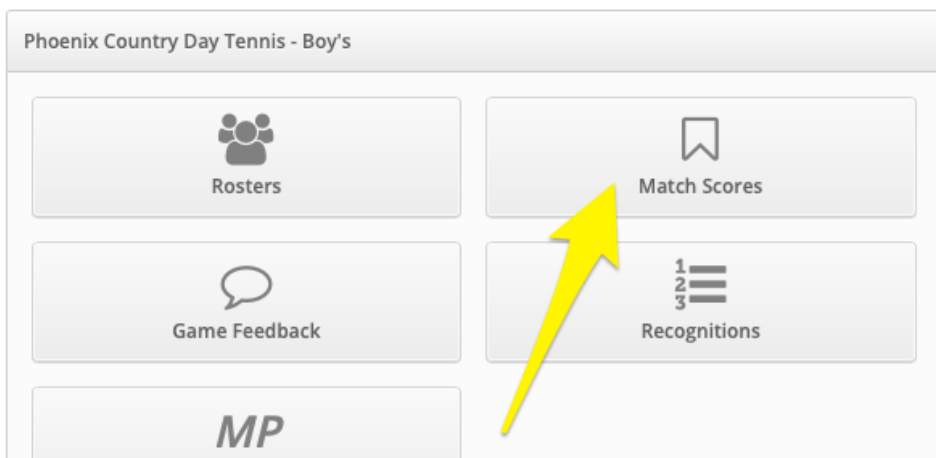
3. Click Rosters



4. Enter Your Roster One by One
 - Enter Players to your lineup for singles and doubles teams
 - You can edit this throughout the year

Tennis Results Entry Process

5. Enter Match Scores

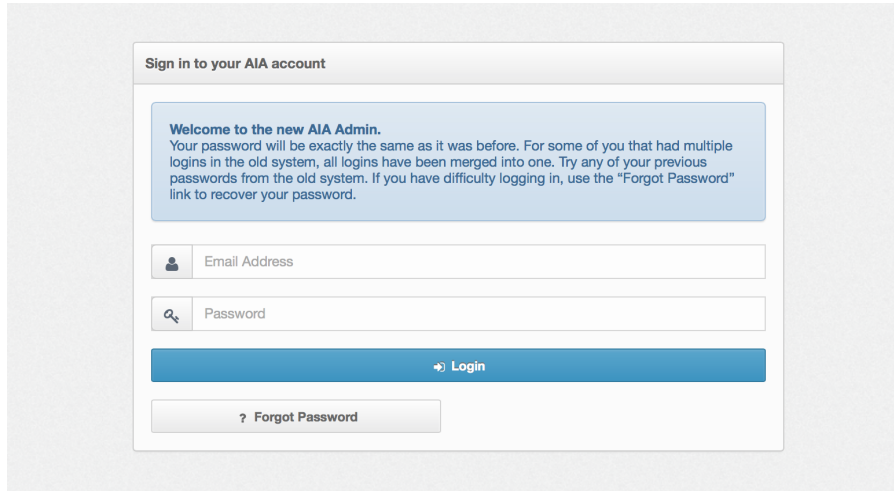


- You can then enter the set scores for each flight
 - If a school doesn't have a roster in, it will show as "No Player" for that matchup
 - It's advised that the schools add their rosters before entering match scores, although, a school can add a roster afterwards and edit the players involved in each flight at a later date
- Click "Save Match Scores" to finalize

Tennis Results Entry Process

Athletic Director Process:

1. Login to the School Page



The screenshot shows a login interface for an AIA account. At the top, it says "Sign in to your AIA account". Below this is a blue box with a welcome message: "Welcome to the new AIA Admin. Your password will be exactly the same as it was before. For some of you that had multiple logins in the old system, all logins have been merged into one. Try any of your previous passwords from the old system. If you have difficulty logging in, use the 'Forgot Password' link to recover your password." Below the message are two input fields: "Email Address" and "Password". A blue "Login" button is positioned below the password field, and a "Forgot Password" link is at the bottom.

2. Click Rosters

- Select Varsity next to:
 - "Tennis – Boy's" or "Tennis – Girls"
- Enter Your Roster One by One
- Enter Players to your lineup for singles and doubles teams
 - You can edit this throughout the year

3. Enter Match Scores

- Click on Pending Scores
- Click Enter next to the match
- You can then enter the overall score and press save, and have your coach enter in the match results, or you can click to edit match results
 - See screen shot next page

Tennis Results Entry Process

Contest Details

Venue	Perry High School
Participants	Sandra Day O'Connor Perry Home
Date/Time	February 21, 2019 @ 3:30pm
Sport	Tennis - Boy's

Game Result

Status:

Sandra Day O'Connor:

Perry:

[Save](#)

Match Results

Match results are typically entered by your coach. This information is used to build individual player records for post season seeding.

[Edit Match Results](#)

Singles Fliehts

- If entering match results, you can then enter the set scores for each flight
 - If a school doesn't have a roster in, it will show as "No Player" for that matchup
 - It's advised that the schools add their rosters before entering match scores, although, a school can add a roster afterwards and edit the players involved in each flight at a later date
- Click "Save Match Scores" to finalize