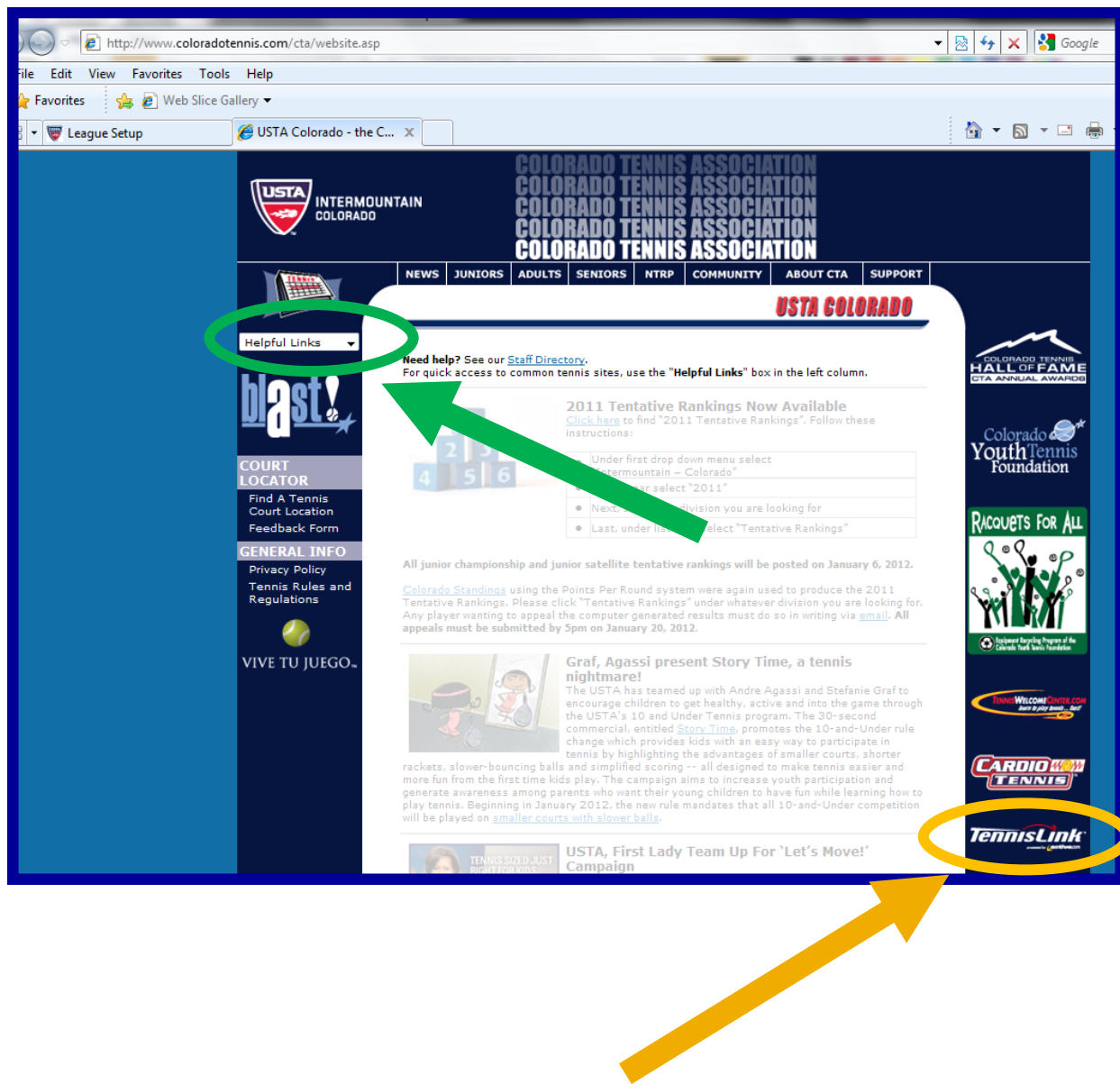


GUIDE TO TENNISLINK

How To Access TennisLink



3 WAYS TO ACCESS TENNISLINK

OPTION 1

Go to USTA CO home page at www.COLORADOTENNIS.com

Click Helpful Links (Circle in Green)

Under TennisLink Click Adult Leagues

Option 2

Go to USTA CO home page at www.COLORADOTENNIS.com

Click TennisLink (Circle in yellow)

Click Adult Leagues

Option 3

Go directly to Tennislink

In your browser type:

<http://tennislink.usta.com/LEAGUES>

GUIDE TO TENNISLINK

Team Standings

Team: BRMST BLACK Follow This Team | Send to Excel | Print Report

Section	District/Area	League	Flight/SubFlight
USTA/INTERMOUNTAIN	COLORADO - CO-DENVER METRO	2011 CTA WOMEN'S DAYTIME DOUBLES - DEN	WOMEN 3.5 - DAYTIME / NORTH I
Captain	Co-Captain	Facility	League Date
Lynn Knickerbocker		Broomfield Swim & Tennis Club PO Box 63 Broomfield CO 80038	05/24/2011 - 08/11/2011

Team Summary | Match Summary | Match Schedule | Player Roster | Captain's Report

Team Standings

Team Name	Wins	Losses	Indiv. Wins	Indiv. Losses	Sets Lost	Games Lost
BRMST BLACK	5	2	15	6	18	159
BCC BLUE	5	2	14	7	18	187
HH BLACK	5	2	14	7	20	187
RCC SILVER	4	3	9	12	27	209
FHCC BLACK	3	4	11	10	22	181
BRMST WHITE	3	4	9	12	27	207
BTA BLUE	3	4	9	12	29	216
MEA GOLD	0	7	3	18	38	233

TEAM STANDINGS

This is an example of how the standings would look after a local league season is completed. As you can see, the most important factor for determining placement in your division is your teams overall win loss record. If you win the team match you are awarded "1" team point. If you lose the team match you, you receive "0." In the case of a tie, the next determining factor is "individual matches won," then "fewest sets lost." then fewest "games lost." This is why it is very important to ensure that scores are correct.

In the screen shot to the left, there is a 3-way tie for 1st place. BRMST BLACK, BCC BLUE & HH BLACK all have a 5 –2 record. Therefore, the 1st place team must be determined by "individual matches won." In this particular example, BRMST BLACK had 15 individuals wins while BCC BLUE only had 14. Therefore, BRMST BLACK won their flight. Since the second and third place team both have 14 individual wins, the second place team must be determined by fewest sets lost. BCC BLUE has two fewer sets lost than HH BLACK. Therefore, BCC BLUE finished second in the flight.

GUIDE TO TENNISLINK

RECORD A SCORE

Once you are in the scorecard, you are allowed to start inputting the results. The first thing you will want to do is fill in the date that the match was played. **(red arrow.)** You will also start inputting the names of the players for each match line. (Every player from each team will be on the drop down menu under each line.)

Very Important: Report the score as the match was won! For example, your team may have won the overall team match but lost a particular line. For those matches, you will always report the score as it was won by your opponents. For example, if you lost your #1 singles match, you would not report the score as 4-6, 4-6. You would report it as 6-4, 6-4, and you are given the choice to select a “winner” for either the “home” team or the “visitor” team. **(green arrows.)** So in this example, you would report the score 6-4, 6-4, and select the “other” team as the “winner” of the match.

All third set tie breaks can only be reported as 1 - 0.

You are also asked to give specifics about the completion of the match. **(purple arrow.)** If the match was completed, then you would select “complete.” If the match was started and a player had to quit the match due to injury/illness, etc, then you would mark it as a retirement (i.e. you would input from the winning player’s perspective 6-2,3-1, and then select “retired.”) If a team has to forfeit a match, you would select “default.” ****Very important:** If you are marking a default, the only players that should be listed on the roster are the players that “won” by default. No score needs to be entered for a default. **DO NOT** mark it as 6-0, 6-0. A “double default” is when both teams cannot provide a line-up for that match. There is no need to fill out any players for a “double default.”

Once you report the score, the other captain will either confirm the score, or have a chance to “dispute” the score within 48 hours. Once the match is inputted and both captains confirm, your flight standings will be updated immediately when you do a search for your team and or sub-flight. If the score is disputed the captain who disputes must contact your league coordinator and let him / her know the reason for the dispute.

GUIDE TO TENNISLINK

Logging Into TennisLink

NEW TO TENNISLINK

You must create an account in order to utilize TennisLink. If you don’t create an account, you will only be able to view 25% of what you would see if you were logged in.

To create an account click “Create A USTA Account” **(Orange Circle)**

You will need your USTA #, date of birth and zip code to create the account.

Already Have An Account

If you already have a USTA account (not to be confused with USTA Membership), simply login each time you get to the TennisLink web site. **(Blue Circle)** Top right corner.

You can also check the “keep me logged in” box so you don’t have to login every time you get on TennisLink.

GUIDE TO TENNISLINK

Welcome Page

Welcome Page (once logged in it should say "Welcome! your name")

- My Teams – includes all the teams you are currently registered on (red arrow)
- Register for a Team – allows you to register for a team using your USTA # and Team # (purple arrow)
- Record a Score – allows a captain (or acting captain) to input scores (need match # from match schedule) (green arrow)
- Team Management – new team management tool that is great for organizing your league teams. (orange arrow)
- Manage Account— allows players to update their contact information. (black arrow)

Welcome! Chris Walling Logout
Southern - Georgia

NTRP Level: 4.5 12/31/2010
Appeal Rating Level
USTA Membership #: 11412250
Manage Account

Start Playing
Have a USTA Membership # and a team #?
REGISTER FOR A TEAM
Don't have a team #?
FIND A COORDINATOR

Stats and Standings
Enter Player name, USTA Membership #, team # or match #
SEARCH
League Advanced Search
Championship Advanced Search

Find NTRP Rating Info
Enter USTA Membership #, team # or player name
SEARCH
Self Rate
Advanced Search
Facility Search

My Quick Links
Record a Score
Local League Coordinators
Team Management
National Championships
Online Team Creation
USTA League Tennis Rules

Coordinator Options
Leagues Setup
Championship Setup
Mailing Labels
Review Appeals

Register for a Tournament
Upcoming tournaments in your area:
Georgia | change
TECNIFIBRE MEMORIAL CLASSIC JR CHPS - GA LEVEL 4:
RegOpen: 01/23/2011-05/26/2011
THE MANOR EXTREME TENNIS JR CHPS - GA LEVEL 4:
RegOpen: 01/01/2011-05/30/2011
SANDY SPRINGS JR TENNIS SATELLITE #3 - GA LEVEL 5:

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My Teams
Teams Following

Year	Team	League	Flight
2012	Sandy Springs TC (John McNaughton)*	USTA Atlanta Summer - Men - Low Levels	4.5 Low (Check Eligibility List) - Brandon McGirt
2011	Sandy Springs TC (John McNaughton)*	USTA Atlanta Spring - Combo Doubles Business Women and Men	Men 8.5 (Monday, April 18 - 6:45 PM)
	Dekalo TC (Chris Walling)*	USTA Atlanta Spring - Mixed Doubles Adult (Friday, March 18)	9.0 Mixed*
	Dekalo TC (Sam Peng)*	USTA Atlanta Summer - Men - Regular Levels	4.5 Men
	Sandy Springs TC (Brian McGuffey)*	USTA Atlanta Summer - Men - Low Levels	4.5 Low Men (Bob Bean)

GUIDE TO TENNISLINK

RECORD A SCORE

Recording A Score

Go back to your My Tennis homepage and select the "Record A Score" link (green arrow). To record a score, you will need to have your own individual USTA # and the match ID # (orange arrow) of the match you are reporting. You can also click on the match date under the "My Matches" section of the home page to get into score entry.

NTRP Level: 4.5 12/31/2010
Appeal Rating Level
USTA Membership #: [REDACTED]
Manage Account

My Quick Links
Record a Score
Local League Coordinators
Team Management
National Championships
Online Team Creation
USTA League Tennis Rules

Coordinator Options
Leagues Setup
Championship Setup

UNITED STATES TENNIS ASSOCIATION

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TennisLink | USTA LEAGUE | TOURNAMENTS | USTA FLEX LEAGUES | JR. TEAM TENNIS | MY TENNIS PAGE | LOGOUT

Record a Score
To record a League or Championship Scorecard, enter a match # (League or Championship Match), then hit 'Next' to continue.

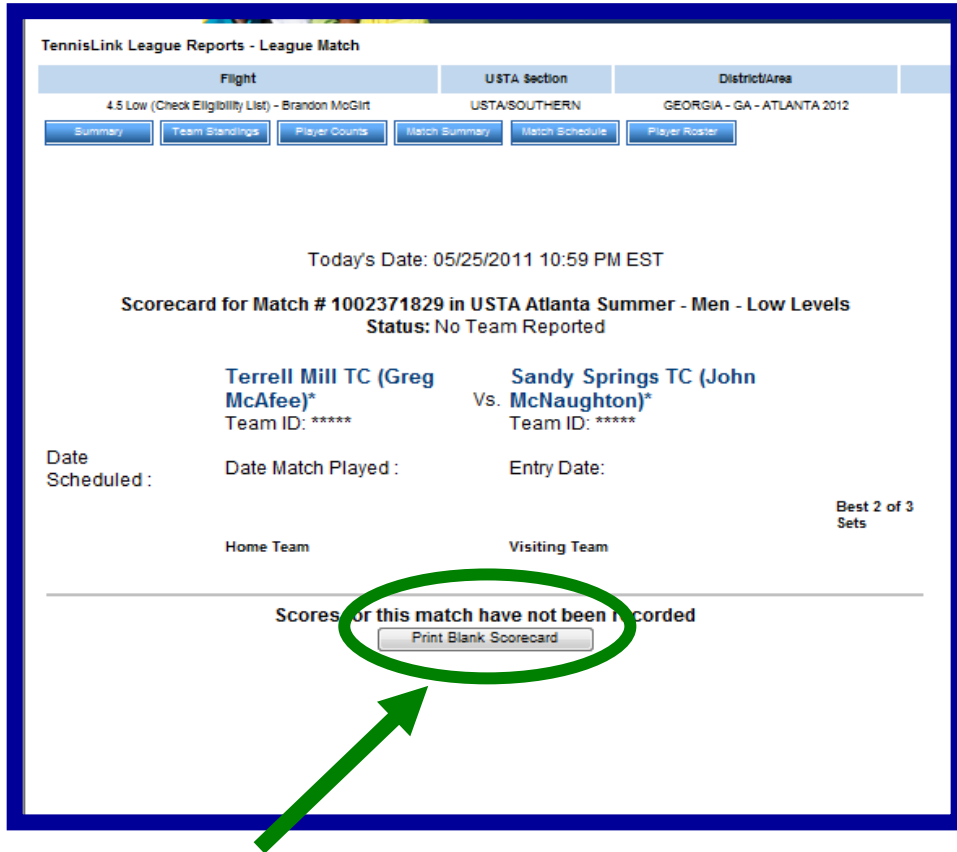
Match #: [Input Field]
Next

Required field

GUIDE TO TENNISLINK

Print Blank Scorecards

On the previous screen shot, you can select your match ID #. It will bring this screen shot below of the match you selected. You will see a tab at the bottom that says "Print Blank Scorecard." (green arrow). Once you do this, it will give you the roster of both your team and your opponents. There will be a print option at the top right screen to print your scorecard.



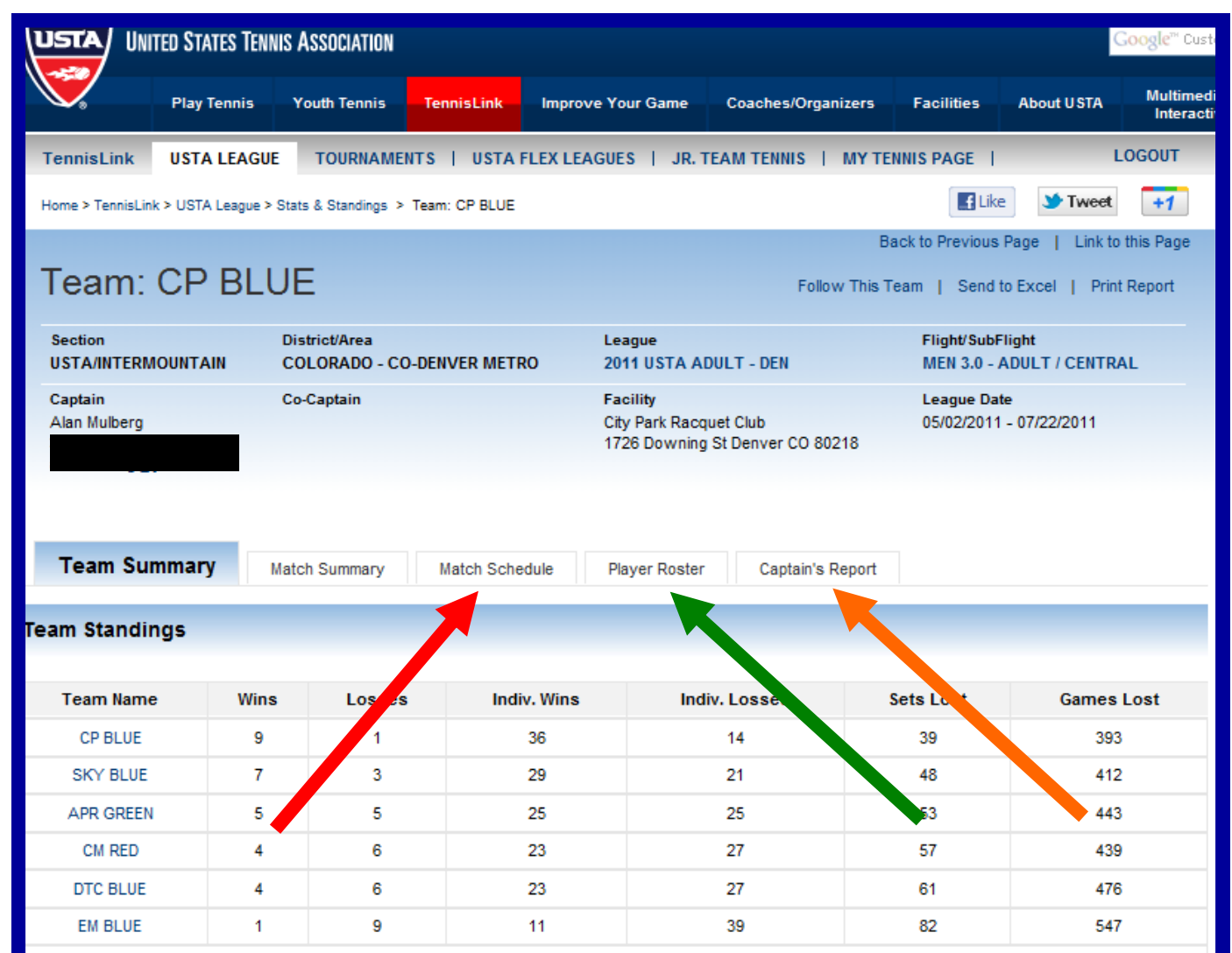
GUIDE TO TENNISLINK

TEAM SUMMARY PAGE

Team Summary Page

See screen shot below. To get here, simply click on one of your teams from the home page. Here, you will be able to view:

- Team Standings/Stats
- Match Schedule (red arrow)
- Player Roster (with rating info and contact information for your team) (green arrow)
- Captain's Report—Lists all captains' contact information (orange arrow)



GUIDE TO TENNISLINK

FINDING OPPOSING CAPTAIN CONTACT INFORMATION

Accessing opposing team captains' phone numbers and emails in your flight

Go to "My Teams." Click on your team. Click "Captains Report." (green arrow). For privacy purposes the phone numbers and email addresses have been blacked out.

Team: CP BLUE

Section	District/Area	League	Flight/SubFlight
USTA/INTERMOUNTAIN	COLORADO - CO-DENVER METRO	2011 USTA ADULT - DEN	MEN 3.0 - ADULT / CENTRAL
Captain	Co-Captain	Facility	League Date
Alan Mulberg		City Park Racquet Club 1726 Downing St Denver CO 80218	05/02/2011 - 07/22/2011

Team Summary | Match Summary | Match Schedule | Player Roster | **Captain's Report**

Team Captains by Team Report As of 01/31/2012 11:54 AM

Team Captain Report
USTA/INTERMOUNTAIN / COLORADO / CO-DENVER METRO
Adult / 2011 USTA ADULT - DEN
MEN 3.0 - ADULT - 31 Teams
NORTH - 10 Teams

BCC BLUE:2572649590 Boulder Country Club	Morgan O'Brien	
BRMST GREEN:2572649591 Broomfield Swim & Tennis Club	Reed W. Thompson	
BRMST RED:2572649593 Broomfield Swim & Tennis Club	Robert L Tedesco	Paul A. Fazzini
CVTA BLUE:2572649608 Centennial Park	Ted Hine	

GUIDE TO TENNISLINK

MATCH SCHEDULE

Once you select the tab "Match Schedule," you will be able to do the following:

- View match schedule (home and away matches) (Blue Circle)
- View Opponent contact information (for privacy purposes, phone #'s from this screen shot have been blacked out, but phone numbers will appear for team captains (non-captains will not be able to see the phone numbers).
- View Match ID # (red circle). You will need each Match ID to report scores.
- Orange Circle:** The address listed here is not always the address to the tennis courts, so we recommend not using this for directions.
- Green Circle:** Match Site. To get directions to match sites, go to www.COLORADOTENNIS.com and click on the "Find a Tennis Court Location" link located along the left side of the screen.

Team: CP BLUE

Section	District/Area	League	Flight/SubFlight
USTA/INTERMOUNTAIN	COLORADO - CO-DENVER METRO	2011 USTA ADULT - DEN	MEN 3.0 - ADULT / CENTRAL
Captain	Co-Captain	Facility	League Date
Alan Mulberg		City Park Racquet Club 1726 Downing St Denver CO 80218	05/02/2011 - 07/22/2011

Team Summary | Match Summary | **Match Schedule** | Player Roster | Captain's Report

Match Schedule by Team Report As of 01/31/2012 12:04 PM EST

USTA Section	USTA District	Division / Local League	Team NTRP/Gender	Flight/Sub-Flight Name
USTA/INTERMOUNTAIN	COLORADO	2011 USTA ADULT - DEN	3.0/M	MEN 3.0 - ADULT /CENTRAL

Match ID	Schedule Date	Schedule Time	Home Team	Captain/Phone	Visiting Team	Captain/Phone	Facility/Match Site
1002270615	5/4/2011	6:00 PM	CP BLUE	Alan Mulberg	SKY BLUE	Craig W. Mills	City Park Racquet Club
1002270617	5/11/2011	6:00 PM	CP BLUE	Alan Mulberg	APR GREEN	Michael Lopez	City Park Racquet Club
1002270621	5/18/2011	6:00 PM	EM BLUE	Timothy Small Michael G. Garland	CP BLUE	Alan Mulberg	Eastmoor Swim & Tennis Club
1002270625	5/25/2011	6:00 PM	CP BLUE	Alan Mulberg	CM RED	James Bruce Daley	City Park Racquet Club
1002270628	6/1/2011	6:00 PM	DTC BLUE	Lucien Layne	CP BLUE	Alan Mulberg	Denver Tennis Club
1002270630	6/8/2011	6:00 PM	SKY BLUE	Craig W. Mills	CP BLUE	Alan Mulberg	Skyline Acres Swim/Tennis Club
1002270632	6/15/2011	6:00 PM	CP BLUE	Alan Mulberg	APR GREEN	Michael Lopez	City Park Racquet Club