

# GUIDE TO ENTERING RESULTS ONLINE

All results will be entered by the duty team, ideally on the date the matches are played. This can be done court side, on any device with an internet connection.

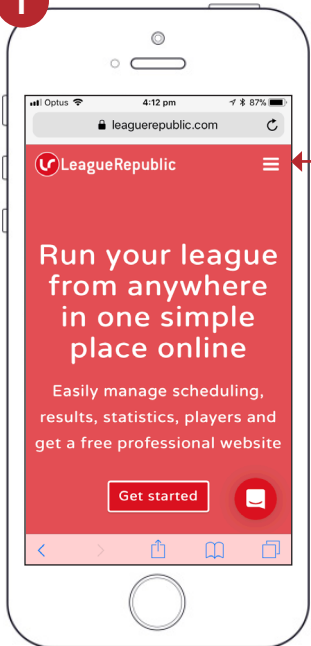
*NOTE: These steps are shown on an iPhone screen but are the same whether you login in via a tablet or desktop computer.*

**1**

Open a internet browser.  
Go to:  
**www.leaguerepublic.com**

Go to the main menu icon

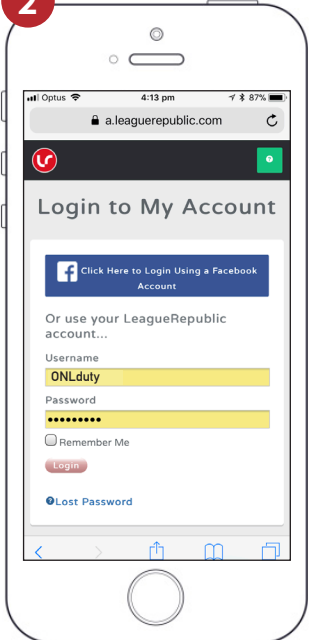
A side panel will appear.  
Click on **Sign In**.



**2**

Enter the login details

User: **ONLduty**  
Password: **ONLnetba11**



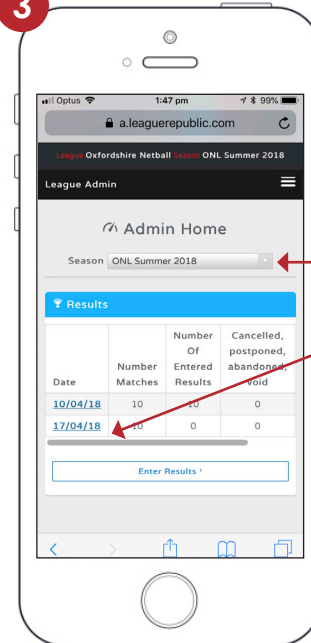
**3**

On the Admin Home screen select your current season.

All match dates from the last 14 days will show below.

**Click on the date** you are entering results for.

**NOTE:** If you click on Enter Results, you will see a list of ALL dates in the current season.

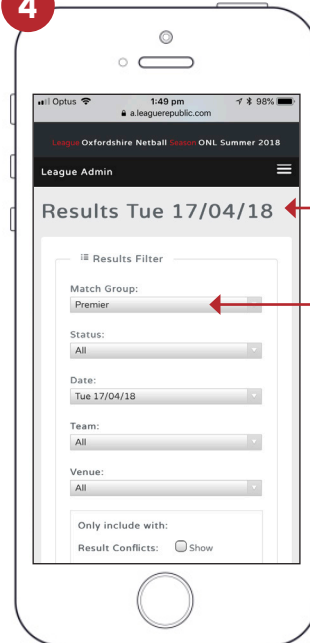


**4**

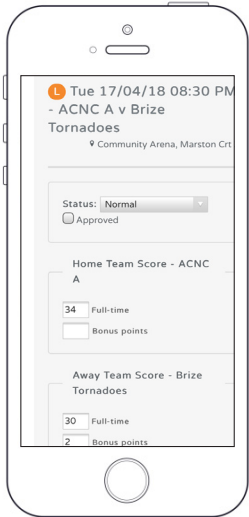
The date you selected should be displayed.

Go to the **Match Group** drop down menu and find the correct division.

Scroll down and you will now see a list of all matches that should have been played on the date, in your selected division.



## 5 Were matches played, forfeit or postponed?



### Matches played

Go ahead and enter the scores.

Points awarded automatically:

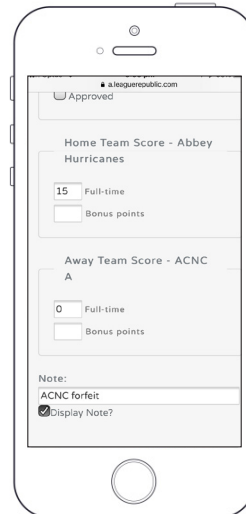
Winner - 5pts

Draw - 3pts

**Bonus points will need to be added manually:**

Within 5 goals of the winner - 2pts

50% or more of the winners score - 1pt

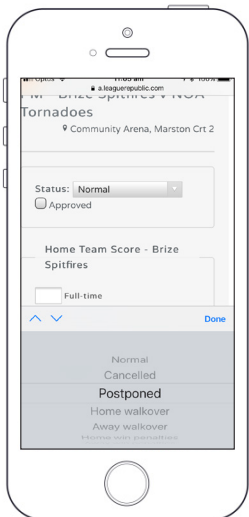


### Forfeit game

Team who conceded gets a **score of 0**, and the other teams wins with a **score of 15**.

Add a note to the match '**TEAMNAME forfeit**' and **check the display note box**.

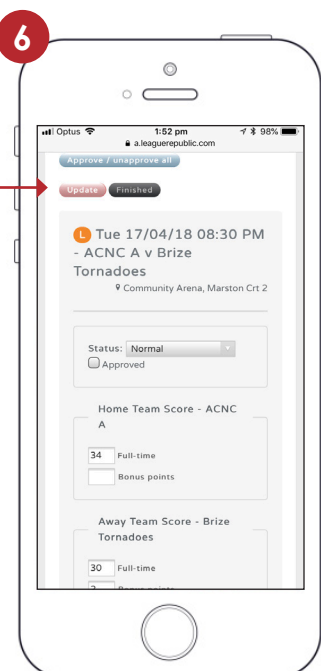
Points will be awarded automatically.



### Postponed matches

If matches were not played due to weather or other circumstances allowing a rescheduled game, change the status of that match from the dropdown menu to **Postponed**.

Your league administrators will reschedule the match.

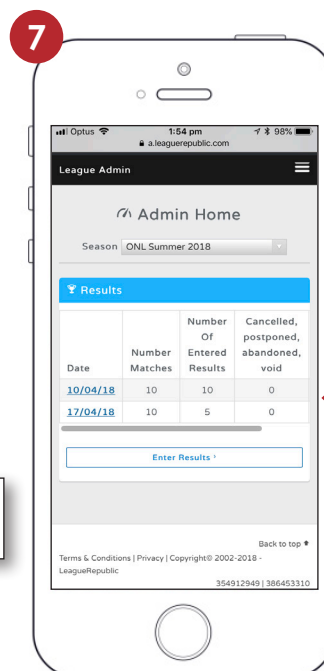


Check all of the results are correct.

Click the **Update** button found at the top or bottom of the match list to enter the results.

When results are accepted the message below will appear.

✓Your transaction was successful



Return to **Admin Home** from the main menu.

If you have more than one division to enter results for, follow the previous steps.

The number of entered results and postponed matches should have updated.

When finished, sign out of League Republic.

