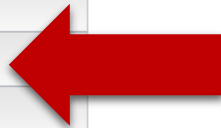


# Creating Meets and Tournaments in Home Campus

## Step 1 – Tournament Manager Location



- Home/Calendar
- Add Event
- School Setup
- Clearances
- Teams
- Contract Manager
- School Directory
- Score Poster
- FHSAA Forms
- Reports
- Widgets
- FHSAA Calendar
- My Account
- Help
- Password
- Logout

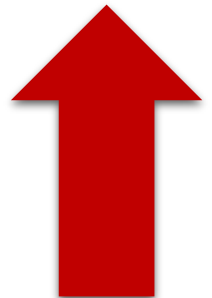


Add Event → Tournament Manager

#1

Add Event

- ADD GAME
- ADD PRACTICE
- ADD TEAM EVENT
- SCHOOL EVENT
- NON SCHOOL EVENT
- TOURNAMENT MANAGER



# Creating Meets and Tournaments in Home Campus

## Step 2 - Adding the Event

### Tournament Manager



Keywords

Tournament Name	Edit	Manage	Delete
Home Campus Classic			
Winter Classic			

- Once in the Tournament Manager you will "Add New" Tournament.
- After Tournaments are entered, this is where you can come back to edit or view the details of each particular tournament you have hosted.

# Creating Meets and Tournaments in Home Campus

## Step 3 - Creating the Event Details

- Enter the details of the Tournament.
- **If this is a pre-season tournament or meet, please select Non-District.**

### Add Tournament / Meet

Tournament / Meet Name: \*

Year: \*

Sport: \*

Level: \*

Game Type: \*

#3

Enter Event  
Details

### Add Tournament / Meet

Tournament / Meet Name: \*

Year: \*

Sport: \*

Level: \*

Game Type: \*

# Creating Meets and Tournaments in Home Campus

## Step 4 & 5 - Managing the Event

Once the Tournament details are entered, you will Manage the Tournament to add each individual game.

#4

### Tournament Manager



Keywords

Record Inserted Successfully.



Tournament Name	Edit	Manage	Delete
Home Campus Classic			
Winter Classic			
Holiday Shootout			

#5 Click "Add New" to start entering participants and individual games.

### "Holiday Shootout" Games



Date	Time	Home Team	Away Team(s)	Result	Edit	Delete
------	------	-----------	--------------	--------	------	--------

Go Back

# Creating Meets and Tournaments in Home Campus

## Step 6a - Types of Events: **Head-to-Head** vs. Meet

### Matchup Types:

#### 1. Head-To-Head

1. Team Sports Tournaments
2. i.e. Basketball, Baseball, Soccer


#### 2. Meet

1. Events with more than two schools competing at the same time
2. i.e. Track and Field, Wrestling, Weightlifting etc.

### Matchup Type: Head –to-head Tournament

#### Holiday Shootout: Add New Game

Please only select Meet if there are more than 2 teams competing against each other at the same time.

Matchup Type: \*  

Facility: \*  @Home School    Ignore Conflict

Is the event "To Be Announced" or do you have a Date and Time?: \*

Date: \*

Time From: \*

Time To: \*

Home Team: \*

Away Team: \*

Notes:

- **TIP:** Use the “Save and Copy” option to enter more than one game on the same day quicker!

# Creating Meets and Tournaments in Home Campus

## Step 6b - Types of Events: Head-to-Head vs. **Meet**

### Matchup Types:

#### 1. Head-To-Head

1. Team Sports Tournaments
2. i.e. Basketball, Baseball, Soccer

#### 2. **Meet**

1. Events with more than two schools competing at the same time
2. i.e. Track and Field, Wrestling, Weightlifting etc.

### Multiple Team Meet

#### Winter Classic: Add New Game

Please select your school as Team 1 if you are participating in this meet.

Please only select Meet if there are more than 2 teams competing against each other at the same time.

Matchup Type: \*

Facility: \*  @Home School    Ignore Conflict

Is the event "To Be Announced" or do you have a Date and Time?: \*

Date: \*

Time From: \*

Time To: \*

Team 1: \*

Team 2: \*

Team 3: \*

Team 4: \*

Team 5: \*

[Add More Teams](#)

Notes:

- ONLY select **"Meet"** as the Matchup Type if there are more than 2 teams competing against each other at the same time.
- **TIP:** Use the "Save and Copy" option to enter more than one game on the same day quicker!

# Creating Meets and Tournaments in Home Campus









## Step 7 - Resulting Event Details

- Once the event has been created and details entered, they will appear on the “Event page”
- Each game/meet may be edited from this page using the “Edit” button(s).

### "Holiday Shootout" Games



## Matchup Type: Head-to-head: Team Tournament

Date	Time	Home Team	Away Team(s)	Result	Edit	Delete
12/21/2017	10:00AM - 11:00AM	Bye	Test	<a href="#">Post Result</a>		
12/21/2017	11:00AM - 12:00PM	Demo	TBA	<a href="#">Post Result</a>		
12/22/2017	11:00AM - 12:00PM	TBA	TBA	<a href="#">Post Result</a>		
12/22/2017	12:00PM - 01:00PM	TBA	TBA	<a href="#">Post Result</a>		



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### "Spring Fling" Games



Record Inserted Successfully.

## Matchup Type: Meet

Date	Time	Home Team	Away Team(s)	Result	Edit	Delete
03/02/2018	10:00AM - 06:00PM	Demo	Test   Bye   Young High School, GA   Alford Academy, TX	<a href="#">Post Result</a>		

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