

Interclub team submissions

Go to on www.countiestennis.co.nz and click on Configure rankings

Go to Login (across the top, 5th from right)

Click on Admin & clubs login

Enter your club code (clubs inter club-administrators will be emailed these).

Enter your password

Click on Interclub

Team submission scroll down to Counties 2016-2017 Interclub

Click on Our teams on the right

Check that the teams are correct. Add managers name and contact details.

Select players (on the right) then add your players. Either by entering their codes or by pressing Find and typing in their surname.

Note that players that also play in the Auckland competition will have Pukekohe codes. Then you will have to find with in all clubs as opposed to just your club. If players have switched clubs I will need to change their codes from this end. Some clubs have merged teams from two clubs and that is fine to keep the same code if they remain affiliated to their home club.

If you can't find a player, download an 'Add player to Topdog' form from the web site under forms. Get the information to CTA admin so a code can be assigned. Probably most of the 6th graders will be new. If they are an older player who may have racquet skills , let me know or they will be on the lowest ranking.

Click UPDATE and that will save your information.