Team Captains Guide to Pickleballscores

Login

Why should you have a login?

- All players must have a login to use the NETT **Directory.**
- Captains and co-captains need ADMIN functions for entering scores or creating a lineup; special ADMIN access is granted by flight coordinators. If you have a player you would like to make co-captain, ask your flight coordinator for assistance.
- Request a password by clicking **Login>Request your Password.**

Your Profile Record

You can change or update your player account record.

- After logging in, click **Profile** on the top of your screen.
  - Under the **My Registrations** tab, find leagues and teams for which you have registered.
    - *Hint: Click **View** beside a registration to jump to the league page.*
  - Tournaments do not show up here. Click **Home>Tournaments**, then the tournament your registered for and click **Players** to see your name once you have registered.
  - Change your password in the **Change My Password** tab.
  - Add a photo for the directory in the **Change My Picture** tab.
  - Change your email (also your userID) or street address under the **Edit My Profile** tab*.*
  - Change your match availability.

Roster

You can view or print your team roster, i.e. to help keep track of who has registered.

- Click **Admin>Team Leagues>Teams** to view your roster.

Adding Players to Your Team

- The player add deadline is on the calendar of the home page. If you find you need more players on your team, you can add players up to midnight on that date.
- New players can register/pay using **Forms>Registration Forms**.
  - *Hint: Go to the registration page and copy the URL. Then paste it in an email or text to invite a player to register.*
- Illegal players will cost you penalty points; make sure your players are registered.

Match Times

Some home court facilities like to set the match times, while others like NETT to set them. If your home court facility sets times, you will need to add them for your home matches.

- Enter match times in **Admin>Team Leagues>Schedule**. The deadline to add matches will be on the NETT calendar (located on the Home Page); but it is typically the Monday prior to the first week of play.
- Please double check the times since errors can cause big problems on match day.

Captain Contact List

As a courtesy, the home team captain can contact the visiting team captain/co-captain a few days prior to match day to explain water availability, warm up court availability and discuss weather issues. Click **Admin>Team Leagues>Contact List** for a list of captains/co-captains in your flight.

Rules

As always, please take time to read the NETT rules. The rules explain captain and player responsibilities, match play disputes, late player arrivals and weather delays. It would be wise to have a printed copy in your tennis bag for questions that arise.

- Click the **Rules** tab. Send a copy or the link to your team before the season begins.
- Clicking on a section in the Table of Contents will jump to that section.

Player Availability

You can request player availability in Pickleballscores. The players availability input will be stored and can be used to create your weekly lineups.

- Click **Admin>Team Leagues>Team Mgmt>View Team Page>Match Availability Request Form** to send a request to your players.
- **NEW**Players can easily update availability by signing in with their password and using the availability links in their **Profile** record.
  - *Hint: If you use a separate system, ALWAYS check Pickleballscores for match times/locations before sending a lineup to your players as times/locations could change.*

Creating a Lineup

You can create your weekly lineup in Pickleballscores

- Click **Admin>Team Leagues>Team Mgmt>View Team Page>View/Edit Line Up** to create or edit your weekly line up.

Email Your Team

You can send an email to your team or members of your team from Pickleballscores.

- Click **Admin>Communication** and click **Select**. Make sure you see a count of recipients at the top.
- You can omit individual players by clicking **Show Recipient List** and clicking names to omit.

Score Entry

You are responsible for adding home match scores. There is a penalty for not adding them by midnight following the day of the match. Don't forget!

- Click **Admin>Team Leagues>Scores>Add** for the correct match.
  - If a pair retires due to injury, enter the scores up to the end of the last game played and **Select a Team** winner *by Retired*.
  - If you have a default/forfeit, do not add player names, just mark the games 11-0, 11-0 and **Select a Team** *by Forfeit.*
  - Enter total team points in the bottom.

Rain Make-Ups

In the event of rain or extreme weather, each captain has until midnight on the 3rd day following the match to email the league coordinator with the date/time of their rain makeup match. The email must be sent before midnight on Tuesday.

- Both captains should send an email to pickleball@nettleague.org.
- If one captain does not send an email by the deadline, the rescheduled match date and time emailed by the other captain stands.
- The home team will have until midnight of the day following the makeup match to enter scores on the original match date.

Helpful Tips for Your Phone

Save NETT's league page as a home page on your phone, so it appears like an APP. From there, you can search rules or match times quickly. This is much easier to find on your home screen than a bookmark page in a browser. Instructions are below:

- For IPhone, use Safari to search for the NETT Leagues website. Once loaded, click the download icon on the bottom (box with arrow) and then select **Add to Home Screen.**
- For Android, use Google Chrome to search for the NETT Leagues website. Once loaded, click the three dots icon on your page and then select **Add to Home Screen.**