ORGANISER QUICK-START

American Doubles · Charleville LTC · **american-tennis-doubles.vercel.app**

SIGN IN

1. Your club's page (or the front page) → **Organiser** (bottom) → **Continue with Google**, **Email me a sign-in link**, or *Use the club passcode instead*. Closing the tab signs you out. Add Organisers under **Organiser sign-ins**.
2. Menu: **Run tonight** (on the day), **Create a new night**, **Manage current nights**, **Manage club players**, **Past nights**, **Club settings** (name, crest, venue, contact email, help), **Privacy and old data**, **Passcode and sign out**.

CREATE THE NIGHT

1. **Create a new night** → name, date → blank or *Copy of …* (optionally copy players as Not yet) → **CREATE**.
2. Manage night has four tabs: **Setup** **Players** **Draw** **Live**.

SETUP TAB

- **Competition setup:** *Set Rounds* (fixed rounds; missed rounds topped up with the player's average) or *Equal matches* (extra rounds so all play the same number; plain totals; possible fill-ins and empty courts).
- **Courts** (4 players each), **Rounds** (5 typical). Round/Break minutes are information only: no timer.
- **Court names:** e.g. `3, 4, 5, 6, 7`.
- **Pairing slider:** Close games ↔ Meet everyone. Middle for most nights.
- **Mixed pairs:** on for mixed nights.
- **SAVE SETTINGS**. "Settings not saved" shows until you do.
- Settings apply at draw time: redraw after changing them.
- Night options: *Mark night as finished / Reopen*, *Clear scores*, *Clear draw and scores*, *Delete this night* (the app's Admin can bring it back within 14 days).

PLAYERS TAB

- **Signup link** (under the QR): share in advance. Optional.
- **ENTER CLUB PLAYERS**: tick, *Pick all*, **ENTER … AS NOT YET**.
- **Add a player**: name, M/F, level → **ADD AND MARK HERE** or **ADD AS NOT HERE YET**. A level change updates the club list and future nights; after the draw, Live alerts (redraw or *Keep the draw*).
- Rows: **Here**/**Not yet**, M/F, level, × remove.
- On the night: **SHOW FULL SCREEN** QR. Players scan → tap name → level → **CHECK IN** → marked Here.
- **REMOVE THE … WHO HAVEN'T ARRIVED** clears no-shows.

DRAW TAB

1. Outlook shows players, courts and sit-outs per round.
2. **DRAW ROUNDS** → private preview. Counters: Pairings, Repeated, Same-gender.
3. **DRAW AGAIN**, or tap two players in one round to swap (on court or Sitting out).
4. **PUBLISH ROUNDS** → phones and big screen update.
5. Later: **REDRAW FROM ROUND N** → preview → Publish. Started rounds never change.

LIVE TAB: EACH ROUND

1. Players on court → **START ROUND N**. Score entry opens for that round.
2. ~15 min: call time; games in progress finish.
3. **FINISH ROUND N** (warns about missing scores; you can still finish).
4. Break: chase courts marked **Waiting**; handle alerts.
5. Repeat. Finishing the last round finishes the night.

Mistake? Small **Reopen round N** link. Also on Live: **Big screen**, **All rounds**, **All scores**, **Rankings**.

SCORES

- Any of the four players enters games won per pair on **My night**. First score in locks the court; only the person who entered it, or you, can change it.
- You: tap a court on Live or All rounds (+/−), or type on **All scores** (empty both boxes to clear).
- **Disagree**: save the right score to settle it.

ALERTS (NUMBER ON LIVE TAB)

- **Late arrival** → **GO TO THE DRAW** → Redraw from next round → Publish.
- **Leaver**: × on Players → on Draw, tap leaver then a sitting-out player in the same round (per round), or redraw.
- **Entered twice** → **FIX …**.
- Redraw in the break, not mid-round.

BIG SCREEN

Live → **BIG SCREEN** (or All rounds → Big screen) → **Full screen**. No sign-in, no controls. Follows the live round; in the break shows last results + next courts; A–Z "Find your name".

RANKINGS AND AFTER

- Games won, then game difference. Filter Men / Women / level. "Final rankings" once the night is finished and every score is in.
- Next week: *Copy of …* last night with players.
- **Manage club players**: edit, merge (rename onto an existing name), remove, erase everywhere.
- **Privacy and old data** → **TIDY NOW** every few months (12-month nights, 24-month players).