

# TCRI JUNIOR INTERCLUB



**HANDBOOK 2022-23**

[www.tenniscanterbury.org](http://www.tenniscanterbury.org)

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## TENNIS PLAYER ETIQUETTE

Below are some guidelines with regards to tennis etiquette.

### Do

- Be honest with your calls. If unsure the ball must be called in.
- Make sure the ball bounces before calling it in or out.
- Make sure your opponent is ready before serving.
- Call the score so your opponent can hear before the start of the next point if you are the server.
- Leave your racquet on the court if you have to leave for any reason and explain to your opponent why you are leaving. Taking your racquet indicates you are abandoning the match.

### Do not

- Hit back serves if serve is obviously out.
- Walk behind a court when a point is in progress.
- Throw your racquet or swear - this is not acceptable behavior on the tennis court.
- You have 20 seconds between the end of one point and the beginning of the next.

You should be ready to serve or receive inside that time. You have a one minute break between the change of ends for a drink and rest.

## 2022/23 Junior Interclub - Scoring Format Explanation

Junior Age Groups		Scoring Format
10's, 12's		Best of 1 <b>normal set</b>
14's, Open		Best of 3 sets Set 1 & 2 are <b>short sets</b> 3 <sup>rd</sup> set is a Match tie-break game
Friday Division 1 Grades Only	12 & Under Boys Open Boys & Girls	Best of 3 sets Set 1 & 2 are <b>normal sets</b> 3 <sup>rd</sup> set is a Match tie-break game
	Mixed 10 & Under	Best of 3 sets Set 1 & 2 are <b>short sets</b> 3 <sup>rd</sup> set is a Match tie-break game

Short Sets:	Normal Sets:	Deuces: In ALL Age Groups
<ul style="list-style-type: none"> <li>-First to four games</li> <li>-If 3 games all, win by 2 games</li> <li>-If 4 games all, play a 7 point tie-break game</li> <li>-No 'lets'</li> </ul>	<ul style="list-style-type: none"> <li>-First to six games</li> <li>-If 5 games all, win by 2 games</li> <li>-If 6 games all, play a 7 point tie-break game</li> <li>-No 'lets'</li> </ul>	<ul style="list-style-type: none"> <li><b>Singles</b> play normal deuces</li> <li><b>Doubles</b> play short deuces</li> <li><b>Short deuce</b> – at score of deuce (40 all), next point wins the game (receiver(s) decide who receives)</li> <li>-No 'lets'</li> </ul>

**Tie-break Game:**

During the tie-break game, points are scored "zero", "1", "2", "3" etc.

The first player/team to win seven points win the "Game" and "Set", provided there is a margin of two points over the opponent(s).

If necessary, the tie-break game shall continue until this margin is achieved.

The player whose turn it is to serve shall serve the first point of the tie-break game.

The following two points shall be served by the opponent(s) (in doubles, the player of the opposing team due to serve next)

After this, each player/team shall serve alternately for two consecutive points until the end of the tie-break game (in doubles, the rotation of service within each team shall continue in the same order as during that set)

The Player/team whose turn it was to serve first in the tie-break game shall be the receiver in the first game of the following set.

**Match Tie-break Game:**

Exactly as above except the tie-break is the first player/team to reach **ten points**, provided there is a margin of two points over the opponent(s). If necessary, the tie-break game shall continue until this margin is achieved.

**No Let Rule:**

Nets are no longer called when the ball touches the net on a player's serve. If the ball touches the net and lands in the receiver's service box, the receiver must play the point.

## KEEPING TRACK OF THE SCORE

One of the major areas that create difficulty especially for younger or inexperienced players is keeping the score – ideally players need to learn how to do this themselves.

**Servers should be encouraged to announce the score before each point.**

**GAME SCORING**

Some clubs have scoreboards available to keep track of game scores however a good suggestion was made at a recent Junior Administrators meeting to have 2 sets of COLOURED CLOTHES PEGS OR SIMILIAR that can be pegged to the net at change of ends to indicate the score – this is a low cost way of players keeping track of the score and parents/spectators being able to see the score without having to be courtside.

## JUNIOR INTERCLUB TENNIS NOTES

For full rules please refer to the Tennis Canterbury website or your Junior Administrator

### BEFORE THE MATCH

- Up to 5 players' **christian and surnames names** must be filled out in the Handbook, which both supervisors must confirm as their complete correct playing order.
- Fill-in players must play in the 4<sup>th</sup> singles position if used in singles
- The named number 1 singles player must play in the top doubles
- **Players short:** If a team consists of only 3 players the 2nd doubles will be defaulted and 4<sup>th</sup> singles - however a late arriving 4<sup>th</sup> player should be able to play singles when a court is available. Should singles be played first the doubles may still be played. If the team is two members short 16 minutes after the start time then the match will be defaulted.
- **If a team is more than 16 minutes late it shall be defaulted.**
- All 10.30am games must wait until the previous matches are completed.
- **Doubles are to be played before singles** except where 4 courts are available.

#### Photographs and Video Policy will apply –

Full details of the policy are included in the rules but can be summarised by stating – “Photographing and videoing of matches by competitors/coaches and parents is permitted for matches in which they are personally involved. **However, they must obtain the other players permission to photograph or video. If the player is 18 or under the permission of that player’s parent/guardian is required”.**

### DURING THE MATCH

- **ALL DOUBLES ARE SHORT DUECE THAT MEANS THAT THE WINNER OF THE FIRST POINT AFTER THE FIRST DEUCE WINS THE GAME – THE RECEIVER WILL DECIDE WHO RECIEVES THE DEUCE SERVICE.**
- **TEAM SUPERVISORS MUST REMAIN WITH THE TEAM DURING PLAY.**
- Approved tennis clothing and shoes must be worn.
- A hit up prior to a match must not exceed **three** minutes.
- **Control of matches - Players must call their own lines** - all singles matches can be adjudicated by team members, except when there are more than two courts available and no spare players are available to adjudicate.
- **Adjudicators assist in keeping the score and make decisions on any disagreements. Supervisors may assist adjudicators to keep the score only in 9, 10, 11 and 12 grades only.**
- **Points should not be replayed. If receiving players are unsure if a ball is in or out - IT IS IN.**
- Players must call their own lines **ON THEIR SIDE OF THE NET.**
- No advice or instructions to be given to players whilst a match is in progress. (Rules of Tennis)
- **Abandonment of play due to extremely bad weather conditions** - Play may be abandoned only after waiting 16 minutes. The decision to be made after this time with the majority consent of all parties at the venue.
- **Players are encouraged to stay until the completion of their all their teams matches.**

### AFTER THE MATCH

- Remember to complete and check each others Handbooks after each match.
- Please remove any rubbish that may have been left by the game and vacate the courts quickly after your matches if there are match waiting to commence.
- **Follow the instructions in Appendix B for inputting the results into the The Match Hub Ranking system.**
- Try and encourage **PLAYERS** to enter the results via the internet (under supervision where required) as this is good for their E-learning as a relevant application of Internet use.
- **INFORM YOUR JUNIOR ADMINISTRATOR OF ANY ISSUES TO DO WITH YOUR GAME THAT ARE OF CONCERN – THESE INCLUDE THE PLAYING CONDITIONS, ADHERANCE TO RULES, DOUBT ABOUT THE OPPOSITIONS PLAYING ORDER OR BEHAVIOURAL ISSUES.**  
**THEY WILL CONTACT TENNIS CANTEBRURY AND MANAGE THE PROCESS FROM THIS POINT.**

### CANCELLATIONS

<https://www.facebook.com/TennisCanterbury>

## INTERCLUB TEAM CONTACT LIST

<b>Club</b>	
<b>Grade</b>	

<b>MH LOGIN</b>	
<b>MH PASSWORD</b>	

Season Start / Final Playing Order	Player Name	Match Hub Code
1		
2		
3		
4		
5		
6		
7		
8		

### Contact details

<b>JUNIOR CLUB ADMINISTRATOR</b>	
<b>TENNIS CLUB</b>	

## INTERCLUB TEAM CONTACT LIST

<b>PLAYERS FIRST NAME</b>	<b>Player Cell Phone</b>	<b>Player Email</b>
<b>1</b>		
<b>2</b>		
<b>3</b>		
<b>4</b>		
<b>5</b>		
<b>6</b>		
<b>7</b>		
<b>8</b>		

<b>TENNIS CANTERBURY IMPORTANT INFORMATION</b>	
<b>FULL RULES</b>	<b>FOR THE COMPLETE SET OF JUNIOR INTERCLUB RULES</b> <a href="https://www.tenniscanterbury.org/junior-interclub">https://www.tenniscanterbury.org/junior-interclub</a>

## INTERCLUB GRADE CONTACT LIST

TEAM NAME	Manager Name	Manager Cell	Manager Email
1			
2			
3			
4			
5			
6			
7			
8			

## COMPETITION POINTS

In Friday Division 1 Grades the results of all contests shall be decided on the number of matches won. If tied, on the number of sets won, and if still tied, then on the number of games won. If the contest is tied after games count back, then total points are shared.

### Other Junior Interclub Grades

Two points are allocated for each individual match won.

The points allocated for a win or draw, are as follows:

**Win: 4 points      Draw: 2 points each      Default: 0**

Examples of point allocations: **Default = 16 points to team defaulted to.**

6 - 0 = 16 points to 0

5 - 1 = 14 points to 2

4 - 2 = 12 points to 4

3 - 3 = 10 points to 6 - win on sets or games count back

3 - 3 = 8 points to 8 - equal on sets and games

**Junior Administrators may only query these points until 5pm on the Tuesday after the completed match. All queries must be in at least 4 days in before scheduled play off matches.**



# JUNIOR INTERCLUB RESULTS SHEET 1

\_\_\_\_\_ vs \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
<b>Order</b>	<b>Doubles – Your Team</b>	<b>Beat/Lost</b>	<b>Doubles - Opponent</b>	<b>Score</b>
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	<b>Singles – Your Team</b>	<b>Beat/Lost</b>	<b>Singles - Opponent</b>	<b>Score</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by: _____</b>	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 2

VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 3

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 4

VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 5

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 6

\_\_\_\_\_ VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponent</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 7

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
<b>Order</b>	<b>Doubles – Your Team</b>	<b>Beat/Lost</b>	<b>Doubles - Opponent</b>	<b>Score</b>
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	<b>Singles – Your Team</b>	<b>Beat/Lost</b>	<b>Singles - Opponent</b>	<b>Score</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponent</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 8

VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**



# JUNIOR INTERCLUB RESULTS SHEET 9

\_\_\_\_\_ VS \_\_\_\_\_ Date of Match \_\_\_\_\_

5 <sup>th</sup> player if named (may be used in singles or doubles)				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
Top (No 1 singles must play in top doubles)				
2				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
1				
2				
3				
4				

	Captains Signature	Date
Your team		
Opponent		

Contest won by: _____	Your team	Opponents
Total – Matches		
Total – Sets (if required on countback)		
Total – Games (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 10

\_\_\_\_\_ VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 11

VS \_\_\_\_\_ Date of Match \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
Top (No 1 singles must play in top doubles)				
2				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
1				
2				
3				
4				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your Team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 12

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponent</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 13

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET 14

\_\_\_\_\_ VS \_\_\_\_\_ **Date of Match** \_\_\_\_\_

<b>5<sup>th</sup> player if named (may be used in singles or doubles)</b>				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
<b>Top (No 1 singles must play in top doubles)</b>				
<b>2</b>				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				

	<b>Captains Signature</b>	<b>Date</b>
<b>Your team</b>		
<b>Opponent</b>		

<b>Contest won by:</b> _____	<b>Your team</b>	<b>Opponents</b>
<b>Total – Matches</b>		
<b>Total – Sets</b> (if required on countback)		
<b>Total – Games</b> (if required on countback)		

**NOTES – (including dates of birth of fill-in players)**

# JUNIOR INTERCLUB RESULTS SHEET (SPARE)

VS \_\_\_\_\_

Date of Match \_\_\_\_\_

5 <sup>th</sup> player if named (may be used in singles or doubles)				
Order	Doubles – Your Team	Beat/Lost	Doubles - Opponent	Score
Top (No 1 singles must play in top doubles)				
2				

	Singles – Your Team	Beat/Lost	Singles - Opponent	Score
1				
2				
3				
4				

	Captains Signature	Date
Your team		
Opponent		

Contest won by: _____	Your team	Opponents
Total – Matches		
Total – Sets (if required on countback)		
Total – Games (if required on countback)		

NOTES – (including dates of birth of fill-in players)

## CLUB DIRECTORY – JUNIOR ADMINISTRATORS

Avonhead Tennis Club	Rhys	Weaver	<a href="mailto:rhysweaver@gmail.com">rhysweaver@gmail.com</a>
Beckenham Tennis Club	Joelene	Feneon	<a href="mailto:joefeneon@outlook.com">joefeneon@outlook.com</a>
Bishopdale Tennis Club	Andrea	Stanton	<a href="mailto:a.a.stants@gmail.com">a.a.stants@gmail.com</a>
Burnside Park Tennis Club	Chrisa	Pipilaki	<a href="mailto:burnsideparktennis@gmail.com">burnsideparktennis@gmail.com</a>
Burwood Park Tennis Club	Nic	Jenkins	<a href="mailto:n.jenkins687@gmail.com">n.jenkins687@gmail.com</a>
Cashmere Tennis Club	James	Meredith	<a href="mailto:juniors@cashmeretennis.org.nz">juniors@cashmeretennis.org.nz</a> ; <a href="mailto:cashmerejuniortennis@gmail.com">cashmerejuniortennis@gmail.com</a>
Edgware Tennis Club	Nic	Jenkins	<a href="mailto:n.jenkins687@gmail.com">n.jenkins687@gmail.com</a>
Elmwood Tennis Club			<a href="mailto:elmwoodtc@extra.co.nz">elmwoodtc@extra.co.nz</a>
Halswell Tennis Club	Catalina	Slegghel	<a href="mailto:icslegghel@yahoo.co.nz">icslegghel@yahoo.co.nz</a>
Mount Pleasant	Grant	Anderson	<a href="mailto:grant.anderson@doppelmayr.nz">grant.anderson@doppelmayr.nz</a>
Opawa Tennis Club	Andrea	Barker	<a href="mailto:ja.opawatennis@gmail.com">ja.opawatennis@gmail.com</a>
Redcliffs Tennis Club	Jo	Watts	<a href="mailto:wajjo@slingshot.co.nz">wajjo@slingshot.co.nz</a>
Riccarton Domain Tennis Club	Hukaatai	Hart	<a href="mailto:Hukaataihart@yahoo.com">Hukaataihart@yahoo.com</a>
Shirley Tennis Club	Wayne	Turner	<a href="mailto:wayne.turner1@extra.co.nz">wayne.turner1@extra.co.nz</a> ;
Shirley Tennis Club	Theserie	Aknine	<a href="mailto:theserie.aknine@gmail.com">theserie.aknine@gmail.com</a>
South Brighton Tennis Club	Reuben	McNabb	<a href="mailto:coastalreuben@gmail.com">coastalreuben@gmail.com</a> ;
Spreydon Tennis Club	Maria	Perazzolo	<a href="mailto:admin@spreydontennis.co.nz">admin@spreydontennis.co.nz</a>
Sumner Tennis Club	Annette	Tainui	<a href="mailto:aytainui@gmail.com">aytainui@gmail.com</a>
Te Kura Tennis Club	Charlotte	Bryden	<a href="mailto:juniors@tkhptennis.nz">juniors@tkhptennis.nz</a>
Waimairi Tennis Club	Amanda	Marchant	<a href="mailto:juniors@wtc.co.nz">juniors@wtc.co.nz</a>
Mid Canterbury Tennis Sub-Assn	Jack	Tiller	<a href="mailto:coach@midcanterburytennis.co.nz">coach@midcanterburytennis.co.nz</a>
North Canterbury Tennis Sub-Assn	Marianne	Benson	<a href="mailto:northcanterburyjuniortennis@gmail.com">northcanterburyjuniortennis@gmail.com</a>



## ENTERING RESULTS

### MH = The Match Hub Ranking System

#### How do I enter my team's interclub results?

If you are the **winning team** you must enter your results into MH within 48 hours of the game being played. However any player (from either the winning or losing team) who has been listed as an interclub recorder can enter the result. To be listed as an interclub recorder your email address must be listed under your MH code on the MH system.

1. Connect to the Internet.
2. Go to [www.tennis.org.nz/resultslogin.asp](http://www.tennis.org.nz/resultslogin.asp) or, look for the Capture Result link under Interclub on the Tennis Canterbury homepage –

**<http://www.tenniscanterbury.org>**

3. You will see a Login window. Enter your MH player code and password and click Login.

IF YOU ARE LOGGING IN FOR THE FIRST TIME THE SYSTEM WILL EMAIL YOUR PASSWORD TO YOUR EMAIL ADDRESS – ONCE YOU HAVE RECEIVED THIS YOU CAN THEN ENTER THE RESULT

If you do not have a password, or have forgotten it, then click the Request New Password button. If an error message appears please email [info@canterburytennis.co.nz](mailto:info@canterburytennis.co.nz) as your email address will be either missing or incorrect on the MH system.

4. After logging in you must select the Interclub Round Number from the drop down list. Select the opposition team and click the capture result button.

5. Next you will see the Interclub Results window. Enter your match results. There is a Help button that provides instructions should you require. Once entered, click the update button to submit the results.

6. The contest result and points are calculated automatically. Any errors will be highlighted in red. If you cannot find a player, or have any problems that you cannot fix, **then write a note for the administrator in the box at bottom of the screen.**

**If there are any incidents or problems with your venue please convey these to your Junior Administrator. You may include these in the notes but you MUST inform your JA.**

IT IS IMPORTANT THAT FULL NAMES ARE RECORDED AT LEAST ONCE IN YOUR HANDBOOK RESULT SHEET <b>AND THAT ANY PLAYERS THAT ARE FILLING IN HAVE BOTH THEIR FULL NAME AND DATE OF BIRTH RECORDED</b> SO TENNIS CANTERBURY ADMINISTRATION STAFF CAN TRY AND FIND THEM IN THE SYSTEM OR CREATE A NEW PLAYER CODE AND GRADING FOR THEM.
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The results will be saved even if they are incomplete or have errors. After completing the results click the Exit button. The administrator will adjust points calculations if required.

7. Select the Display Points Table button to see the current standings and review any match result.

### **I requested a password but it says my email is not registered?**

This means that for some reason your email is not in the system. How to register your email: send an email to info@canterburytennis.co.nz and ask for your email to be registered for MH. You will need to say which grade and club you play for.

### **I requested a password but it has not arrived in my inbox?**

If the email address you registered is a Hotmail, Yahoo, Gmail or similar account the response from MH may be sitting in your junk Mail Inbox.

### **Do I have to enter the results every week? And can someone else from my team enter them?**

Only the winning team **has to enter the results**. If you continue to win you will need to keep entering the results. If you would like someone else to enter the results you will need to give them your code and password or email info@tenniscanterbury.co.nz to have their email address linked to your MH code. They will then have to apply for another password. All players with their email attached to their MH code will be able to record results for the grade in which they play.

### **The other team has not entered the results?**

On your draw you will find the contact details of the other managers in your grade. Call, or email them, and ask them to enter the results. Losing team managers can enter the results at any time without risk of duplication. As a winning captain if you cannot enter your result it may be that the losing team captain has already entered them. Please check the results tables.

### **I can't find a player in our team or the other team?**

If the player you are looking for does not appear in the drop down list of team players, click on the FIND button to do a search of their surname. If their name appears click on it and it will appear in grey under the appropriate box. If their name does not appear write a note for the Administrator in the box at the bottom of the screen giving full details of player's name and position they played. **Don't forget to search nationally** as some players may have a Tennis Southern or other region player code if they play for more than one club.

### **When I go to enter the results it won't let me in?**

MH will not let you in once a result has been recorded. Even though you are the winning team sometimes your opposition may have already entered the result.



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