

## Player List

This is used to add and delete players from a tournament by either searching the master list of players (including the ECF Grading list and FIDE Rating list if they have been loaded) or by creating new players.

Name	Gender	DOB	Club	School	ECF Code	E
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Pin	Name	Grade	Score	Played
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### Left Hand Side

The left-hand side of the screen is used to search for players to add to the tournament.

### Player Search

A player can be searched for using their name, ECF Code, ECF Membership No or FIDE No by entering the required details and clicking on Find. A list of matching players are then displayed.

If Local is ticked, the master list of players will be searched.

If ECF is ticked, the ECF Grading list will be searched (if it has been loaded)

If FIDE is ticked, the FIDE Rating list will be searched (if it is loaded)

A list of matching players will be shown. For the selected player is the list of potential matches, the players details will be shown along with any tournaments the player has played in (which are stored on this database).

### Add Player button

To add the selected player to the tournament, click on the Add Player button. The player will immediately be added to the list of players on the right-hand side.

### New Player button

To create a new player and add them to this tournament, click on the New Player button. The Player details screen will be displayed to allow you to enter the required player details. When you click on Ok button on the Player details screen, the player will be added to the tournament and they will appear in the list of players on the right-hand side.

### Right Hand Side

The right-hand side of the screen displays the list of the players in the tournament. The right-click pop up menu can be used to manage the players and the PINS for the players in the tournament.

### Auto Number Players

To assign PINs to players in the tournament, select the required automatic method of allocating PINs (By Name, By Grade/Rating, by Order Added) and click on the Auto Number button. The PINs will be automatically allocated to the players and they will be displayed in the Player List.

The system will number from 1 sequentially, e.g. 1,2,3,4,5....

Note: This will overwrite any PINs already allocated to the players.

You can also use the pop-up menu "Auto Number" option, which performs the same function.

### Manually Number Players

To manually number players you can enter the player numbers in the first column of the player list. A PIN must be in the format AAAB where AAA is a number between 1 and 999 and B is a letter e.g. A or Z.

Use the arrow keys to move up and down the lists to add the PIN to each player.

### Player List

This is a list of players which have been added to the tournament. It can be used to manage the players in the tournament and manage the PINs for the players in the tournament.

PINs can be manually added to players as described above.

### Player Validations List

This is not shown on the screen print above, but will be displayed below the player list if there are any errors.

If some, but not all PINs have been allocated to players, an error will be displayed.

If the same PIN has been allocated to more than one player an error will be displayed.

### Pop up menu

The right-click pop-up menu provides options to manage the players. The options available are:

- New...  
Displays the player details dialogue, so that the player details can be entered for a new player.

- Update...  
Displays the player details, so that the details for the player can be updated.
- Withdraw/Reinstate  
Mark the player as withdrawn, so that they will not be included in any future automatic pairings in this tournament.  
If the player has been withdrawn, they can be reinstated.
- Remove  
Remove the player from the tournament. This option is not available for a player if they have been included in a pairing, a pre-arranged bye or an Avoid
- Clear All Players  
Remove all players from the tournament. This option is not available if pairings, pre-arranged byes or avoids have been entered.
- Clear All PINs  
This will clear all the Pins for the players.
- Auto Number  
This provides the option to auto number By Name, By Rating/Grade or By Order Added (the order the players were added to the tournament). See Auto Number Players above.
- Refresh All Grades  
This refreshes the players grades/ratings used for the player in the tournament from the ECF Grading or FIDE Rating lists (if they have been loaded) . This can be used for players which have been added to a tournament before a new ECF Grading or FIDE Rating list has been loaded. It should not be used once the first pairings have been created
- Export  
This creates an Excel (csv) export of the players in the tournament, exactly as shown in the Player list.