Coach Process:

- 1. Obtain a Login:
 - <u>https://admin.aiaonline.org</u>
 - Coaches: If you don't know your login, please see your AD so they can send you an account invite.
 - You can also use the password reset option and use the email address they have listed for you under the member directory as the coach:
 - <u>http://aiaonline.org/schools</u>
- 2. Login to the School Page

You log	Icome to the new AIA Admin. Ir password will be exactly the same as it was before. For some of you that had multiple ins in the old system, all logins have been merged into one. Try any of your previous sswords from the old system. If you have difficulty logging in, use the "Forgot Password" to recover your password.
4	Email Address
Q.	Password
	+) Login
	? Forgot Password

3. Click Rosters

Phoenix Country Day Tennis - Boy's	
Rosters	Match Scores
\mathcal{P}	¹ / ₃
Game Feedback	Recognitions

- 4. Enter Your Roster One by One
 - Enter Players to your lineup for singles and doubles teams
 - You can edit this throughout the year

5. Enter Match Scores

noenix Country Day Tennis - Boy's	
	\sim
Rosters	Match Scores
Σ	23
Game Feedback	Recognitions
MP	/

- You can then enter the set scores for each flight
 - If a school doesn't have a roster in, it will show as "No Player" for that matchup
 - It's advised that the schools add their rosters before entering match scores, although, a school can add a roster afterwards and edit the players involved in each flight at a later date
- Click "Save Match Scores" to finalize

Athletic Director Process:

1. Login to the School Page

You logi pas	Icome to the new AIA Admin. Ir password will be exactly the same as it was before. For some of you that had multiple ns in the old system, all logins have been merged into one. Try any of your previous swords from the old system. If you have difficulty logging in, use the "Forgot Password" to recover your password.
4	Email Address
Q.	Password
	+) Login
	? Forgot Password

- 2. Click Rosters
 - Select Varsity next to
 - :
- o "Badminton"
- Enter Your Roster One by One
- Enter Players to your lineup for singles and doubles teams
 - o You can edit this throughout the year
- 3. Enter Match Scores
 - Click on Pending Scores
 - Click Enter next to the match
 - You can then enter the overall score and press save, and have your coach enter in the match results, or you can click to edit match results
 - See screen shot next page

Badminton Results Entry Process

Contest Details		
Venue	Perry High School	
Participants	Sandra Day O'Connor Perry Leone	
Date/Time	February 21, 2019 @ 3:30pm	
Sport	Tennis - Boy's	
Game Result		
Status	Final	\$
Sandra Day O'Connor		
Perry		
	₿) Save	
Match Results		
Match results are typically entero	ed by your coach. This information is used to build individual player records for post season seeding.	
Singles Flights		

- If entering match results, you can then enter the set scores for each flight
 - If a school doesn't have a roster in, it will show as "No Player" for that matchup
 - It's advised that the schools add their rosters before entering match scores, although, a school can add a roster afterwards and edit the players involved in each flight at a later date
- Click "Save Match Scores" to finalize