

How do I use the Fixture Grid?

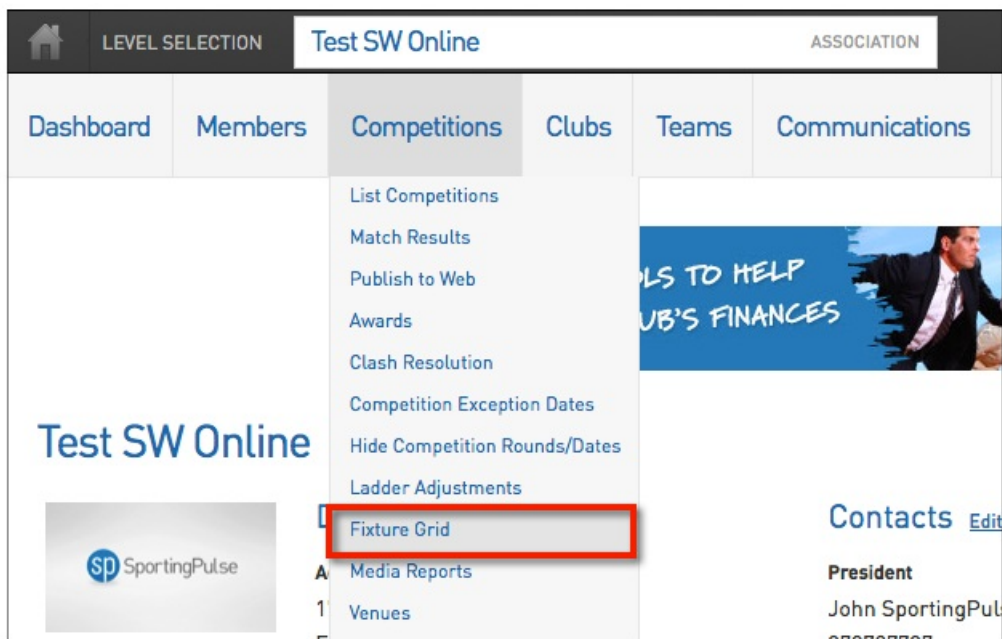
Last Modified on 17/11/2023 12:29 pm AEDT

Fixture Grid

About the Fixture Grid The Fixture Grid functionality allows an administrator to graphically displays matches or games which are due to be played between certain dates and times at specific venues.

It also allows matches to be moved into new time, date and venue slots manually or using drag and drop technology.

To access the Fixture Grid click hover over the Competitions tab and click Fixture Grid.



The Fixture Grid will appear. You will see all the matches that are playing on the selected venues by date and time. To the left of this information you will also see all the matches that are due to be played between the selected dates but have not been allocated to venues yet.

Unallocated	Date/Time	A1 Mainland Courts	AABailey	AAMI Park	Alex Park	Wesley Oval (Inside College)	WW1
U18PL Unknown vs Unknown Grand Final Original Date: 21/09/2013	12:00 AM						
CDTC N.A.S vs Cove Round 6 Original Date: 21/09/2013		Tuesday 25th Test Comp Rolfopters vs Cove	Bartanes Mini Comp Purple vs Pink	MPLT Melbourne 1 vs Blues			
CDTC Brisbane 1 vs FBTIF Round 6 Original Date: 21/09/2013		DGN RLPK vs Adelaide Hills	RITY Cove vs Gawler	SD1 Berwick United vs Sturt	FTT Peckington Test Team vs Cove	DAAD Torres vs Geonella City SC	
BSWNTIW Unknown vs Unknown Grand Final Original Date: 22/09/2013		Bartanes Mini Comp Green vs Blue	LBC NT Headaches vs Beechys Seniors	FGT2N Cove vs Blazing Gazelles	MPLT Tasmania vs Adelaide United	MPLT Monbulk Forest vs Brisbane 1	
		SS Cavoking vs Victoria	LBC NT/JSA U13 Boys vs Armadale	OSFA Test Richmond vs Hutchins	DAAD West Ham United vs Seaford		

Display Settings

The grid will show the details of the matches, venues and times according to the selected settings which are located directly above the grid.

Start Date	18/09/2013	Number of Days to display	7	<input type="radio"/> Venues in Use	<input type="radio"/> All Venues	<input checked="" type="radio"/> Selected Venues (see below grid)	REFRESH
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The settings that can be used to change the matches displayed are the Start Date, Number of Days to Display (from the start date) and whether to display all the Venues with matches already allocated to them (in use), All the Venues in the database or you can select to display a specific selection of Venues.

Changing the Start Date

To change the start date on the Venue Grid click in the Start Date box. A calendar will open.

Start Date	18/09/2013	Number of Days to display	7	<input type="radio"/> Venues in Use	<input type="radio"/> All Venues	<input checked="" type="radio"/> Selected Venues (see below grid)	REFRESH
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2. Simply click the arrows next to the month heading until the appropriate month has appeared in the calendar then highlight and select a date to change the start date setting.

3. To apply the new start date to the Fixture Grid click the Refresh button.

REFRESH

4. The grid will change to display the match information from the new start date

Changing the Number of Days to Display

1. To alter the number of days that are being displayed in the grid click on the arrow next to the current Number of Days to Display setting.

Start Date Number of Days to display Venues in Use All Venues Selected Venues (see below grid)

2. You will then be able to select any number of days between 1 and 30 to display
3. To apply the new start date click on the Refresh
4. The grid will change to display the match information from the new start date

Changing the Venue(s) Display

Displaying Venues in Use

To display all the venues that currently have matches allocated to them on the selected display dates check the Venues in Use box and click the Refresh button to apply this.

Start Date Number of Days to display Venues in Use All Venues Selected Venues (see below grid)

Displaying Specific Venues

1. To display a specific selection of venues click on the Selected Venues box.

Start Date Number of Days to display Venues in Use All Venues Selected Venues (see below grid)

2. You will then see a list of all the venues in the database appear below the grid.
3. Tick the boxes next to those venues you want to appear on the grid then click the Refresh button at the bottom to apply these changes.

Select individual Venues

[Select All](#) / [Unselect All](#)

<input type="checkbox"/> 1	<input type="checkbox"/> Forest Road	<input type="checkbox"/> Pips Futsal Venue
<input checked="" type="checkbox"/> A.A Bailey Reserve	<input type="checkbox"/> Forsyth Barr Stadium, Dunedin	<input type="checkbox"/> Pittwater RSL Futsal
<input checked="" type="checkbox"/> A1 Mainland Courts	<input type="checkbox"/> Frank Drago Reserve	<input type="checkbox"/> Port Hacking High
<input checked="" type="checkbox"/> AAMI Park	<input type="checkbox"/> Fraser 1	<input type="checkbox"/> Preston Park
<input checked="" type="checkbox"/> Alex Park	<input type="checkbox"/> Fred Jones Park	<input type="checkbox"/> Prince Edward Park
<input type="checkbox"/> Alfred Skeet Oval (A)	<input type="checkbox"/> Gavenlock Oval	<input type="checkbox"/> Princess Park
<input type="checkbox"/> Alfred Skeet Oval (B)	<input type="checkbox"/> Gibbney Reserve	<input type="checkbox"/> QE2 Court 1

4. The selected venues will now appear on the Fixture Grid.

Allocating and Moving Match Times, Dates and Venues

One of the key features of the Fixture Grid is the ability to drag and drop matches into new times, dates and venues. You can also edit match details manually through the Fixture Grid.

Drag and Drop

1. To move a match either from the Unallocated column or from an existing venue, date and time slot click and hold the match. The slot you are moving the match out of will turn blue.

Unallocated	Date/Time	A1 Mainland Courts	AABailey
U18PL Unknown vs Unknown Grand Final Original Date: 21/09/2013	12:00 AM	DQM R4PK vs Adelaide Hills	Darlenes Mini Comp Green vs Blue
CDTC N.A.B vs Cove Round 6 Original Date: 21/09/2013			SS Cevaking vs Victoria
CDTC Brisbane 1 vs FBTIF Round 6 Original Date: 21/09/2013			Tuesday 20th Test Comp Roflcopters vs Cove
BSunW11W Unknown vs Unknown Grand Final Original Date: 22/09/2013			

2. Drag the match into the the date, time and venue slot you would like to move it too. As you hover over the grid you will see the slots turn blue to indicate where the match will be placed if you release the mouse button.

3. Release the mouse button to place the match into the Grid.

Unallocated	Date/Time	A1 Mainland Courts	AABailey
U18PL Unknown vs Unknown Grand Final Original Date: 21/09/2013	12:00 AM		Darlenes Mini Comp Green vs Blue
CDTC N.A.B vs Cove Round 6 Original Date: 21/09/2013		DQM R4PK vs Adelaide Hills	SS Cevaking vs Victoria
CDTC Brisbane 1 vs FBTIF Round 6 Original Date: 21/09/2013			Tuesday 20th Test Comp Roflcopters vs Cove
BSunW11W Unknown vs Unknown Grand Final Original Date: 22/09/2013			

4. This process can be followed for any matches in the Unallocated area or to move a match

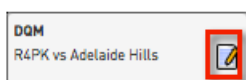
already appearing in the grid.

Creating a New Time Slot/Manually Editing a Match


If you wish to place a match at a specific start time at a venue but that time slot is not available (this will occur because there are no existing matches commencing at that time on a displayed venue) you will need to manually edit the match to create this new time slot.



An example of this will be used below to explain the process.

1. To manually edit a match and/or create a new time slot click on the pen and paper icon in the bottom right of the match details box for that specific match.



2. The Edit Match Details screen will open for that match.

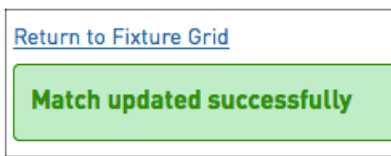
To modify this information change the information in the boxes below and when you have finished press the 'Update Match' button.
Note: All boxes marked with a  are compulsory and must be filled in.

Match Name:	<input type="text"/>
Abbreviation:	<input type="text"/>
Round No:	<input type="text" value="9"/> 
Match Date:	<input type="text"/> 
Match Time:	<input type="text" value="00"/> : <input type="text" value="00"/> <small>24 hour time</small>
Venue:	<input type="text" value="A1 Mainland Courts"/>
Home Team:	<input type="text" value="Ridiculously ripped 4 pack"/>
Away Team:	<input type="text" value="Adelaide Hills"/>
Hide in Ladder:	<input type="checkbox"/>
Hide in Stats:	<input type="checkbox"/>
Match Locked:	<input type="checkbox"/>

3. Edit these details to suit the match venue, date and time allocation that you need. For the given example these details will need to be as per the below. Once the necessary changes have been made click the Update Match button to save these.



4. Once you click Update Match you will be taken to a screen with a link to Return to Fixture Grid. Click on this link to go back to the grid.



5. If you create a new time that doesn;t already exist for a venue it will be created. This new time slot will now be available for matches to be placed into at any venue that you select to display.

The manual match edit option does not just need to be used to create new time slots. It can also be used to reallocate matches into existing slots if you find that it is easier to use. The match edit screen also allows you to change the teams involved in the match, the round, adjust the match name and lock the match.
