

# How do I create a Ladder Template?

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**Ladder Templates** are your own customised ladder configurations that can be applied to your competitions. You are able to customise the points each team will receive for a certain result, the fields your ladder will display and which fields your ladder will use to rank its teams. In order to create a new custom ladder template and apply this to your competitions, please follow the instructions below:

1. From Association level, click the **Settings Cog > SETTINGS**

The screenshot shows the 'GameDay Passport Training' interface. At the top right, there is a navigation bar with icons for Home, Users, Settings, Help, Notifications, and a user profile 'RS'. The 'Settings' icon (a gear) is highlighted with a red box. A dropdown menu is open from the 'Settings' icon, showing options: 'Settings', 'User Management', 'Process Log', 'Audit Log', and 'Dark Mode'. The 'Settings' option is also highlighted with a red box. Below the navigation bar, the main content area is divided into sections: 'Details' (with an 'Add/Edit Logo' button), 'Contacts' (listing President, Vice President, and Secretary), and a 'Tr' section. The 'Settings' dropdown is positioned over the 'Contacts' section.

2. Under Manage Competitions, click **LADDER TEMPLATES**

The screenshot shows the 'Configuration' page. It has a header 'Configuration' and a sub-header 'These configuration options allow you to modify the data and behaviour of the system.' Below this, there are four columns of links: 'Manage Users and Security' (Password Management, Permissions), 'Configure Database Fields' (Custom Fields, Field Configuration, Manage Lookup Information, Member Packages, Member List Display), 'Setup Registrations' (Age Groups, Seasons, Clearance Settings), and 'Manage Competitions' (Statistics Templates, Ladder Templates, Fixture Templates, Media Outlets, Finals Eligibility Settings, Match Day Reports). The 'Ladder Templates' link in the 'Manage Competitions' column is highlighted with a red box.

3. Click **ADD**

The screenshot shows the 'Ladder Templates' page. At the top right, there is a red 'ADD' button. Below the header, there is a table with columns for 'Name', 'Edit Fields', and 'Delete Template'. The table contains one row with the name 'Standard Ladder'. The 'ADD' button is highlighted with a red box.

4. On the first page, you can apply settings and calculations for your ladder, including:

**Ladder Points**

- **Template Name**
- **Points Win:** The ladder points allocated to a team when they win a match
- **Points Lost:** The ladder points allocated to a team when they lose a match
- **Points Draw:** The ladder points allocated to each team when a match is drawn
- **Points Bye:** The ladder points allocated to a team when they have a bye
- **Points Forfeit (Giving):** The ladder points allocated to a team when they forfeit a match
- **Points Forfeit (Receiving):** The ladder points allocated to a team when their opponent forfeits a match
- **Points Wash Out:** The ladder points allocated to each team when the match is washed out



**Note:** If you want to take points away from a team in any of the above scenarios (e.g. Points Forfeit (Giving)), just add a minus symbol before the value.

Ladder Points	
Template Name*	Standard Competition Ladder Template
Points Win	4
Points Lost	0
Points Draw	2
Points Bye	0
Points Forfeit (Giving)	-2
Points Forfeit (Receiving)	4
Points Wash Out	0

### Forfeit Configuration

- **Forfeits Received count as Wins:** Adds one to the Win column when a team's opponent forfeits a match
- **Forfeits Given count as Loss:** Adds one to the Loss columns when a team forfeits a match
- **Forfeit counts as Played:** Adds one to the Games Played column when a match is forfeit
- **Default score overrides manually entered score:** When a match is forfeit, the default score allocations (below) overrides any manually entered score
- **Default For Score for Forfeits Received:** Apply a default value to the Score For column when a team's opponent forfeits a match
- **Default Against Score for Forfeits Given:** Apply a default value to the Score Against column when a team forfeits a match

Forfeit Configuration	
Forfeits Received count as Wins	<input checked="" type="checkbox"/>
Forfeits Given count as Loss	<input checked="" type="checkbox"/>
Forfeit counts as Played	<input checked="" type="checkbox"/>
Default score overrides manually entered score	<input checked="" type="checkbox"/>
Default For Score for Forfeits Received	<input type="text" value="100"/>
Default Against Score for Forfeits Given	<input type="text" value="100"/>

### Washout Configuration

- **Wash Out counts as:** Allows you to define the result given to each team when a match is washed out
- **Wash Out Score:** Defines the default Score For given to both teams when a match is washed out

Washout Configuration	
Wash Out counts as	<input type="text" value="Draw"/>
Wash Out Score	<input type="text" value="0"/>

### Byes Configuration

- **Bye counts as played:** Includes a game played in the ladder when a team has a Bye
- **Bye Score:** Defines the default Score For given when a team has a Bye

Byes Configuration	
Bye counts as Played	<input checked="" type="checkbox"/>
Bye Score	<input type="text" value="0"/>

### Score Capping Configuration

- **Margin of Victory Cap:** Applies a maximum limit to the margin of victory within a given match when calculating the Score For and Score Against fields

Score Capping Configuration	
Margin of Victory Cap	<input type="text" value="25"/>

### Team Inclusion Configuration:

- **Date Team Added:** Displays teams on the ladder from the point in time it was added to the competition
- **Matches in Round:** Displays teams on the ladder if it has a match in a given round, regardless of the date in

which this team was added to the competition

Team Inclusion Configuration	
Method to Determine Team Inclusion	Date Team Added ▼



**NOTE:** We recommend having this set to MATCHES IN ROUND which provides a more accurate ladder and bases it off the matches played in the competition and adjusts the ladder correctly for teams if they happen to move in/out of the competition or get added in before/after other teams.

Even if they don't move in and out it just generally provides a more accurate ladder.

**NOTE:** this is also needs to be set to MATCHES IN ROUND if associations happen to re-grade teams at any point and choose to bring across previous values. If set to DATE TEAM ADDED this will not.

Once you have completed all fields, select the **UPDATE LADDER CONFIGURATION** button.

Byes Configuration	
Bye counts as Played	<input checked="" type="checkbox"/>
Bye Score	<input type="text" value="0"/>
Score Capping Configuration	
Margin of Victory Cap	<input type="text" value="25"/>
Team Inclusion Configuration	
Method to Determine Team Inclusion	Date Team Added ▼
<div>Update Ladder Configuration</div>	

5. At the following screen you are able to decide which fields you would like your ladder to display. Under **Available Fields** you will see all possible fields that your ladder can display.

To select a field to display in your ladder, drag and drop the field from Available Fields to **Selected Fields**. The order in which selected fields display, are how they will appear on your ladder.

## Ladder Template - Add New

Use this screen to choose which fields to display on your ladder by dragging fields from the box on the left into the (box on the right). When you have finished press the 'Update' button.

Ascending - sorts lowest number to highest number

Descending - sorts highest number to lowest number

### Available Fields

Byes  
Points  
Percentage Points  
Percentage of Scoring  
Goal Difference  
Forfeits Received  
Forfeits Given  
Championship Points  
Bonus Points  
Bye Adjusted Points  
Penalty Points  
Average Match Point

### Selected Fields

1. Played  
2. Won  
3. Lost  
4. Draws  
5. For  
6. Against  
7. Percentage  
8. Percentage Won

Sort by 1:

Points

Descending

Sort by 2:

Percentage

Descending

Sort by 3:

Percentage Won

Descending

Update



Determine your Ladder sort order by selecting your preferences from the drop-down. E.g. #1 Points, 2# Percentage etc. This determines the order of teams on the ladder based on their results.

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3. Lost  
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5. For  
6. Against  
7. Percentage  
8. Percentage Won

Sort by 1:

Points

Descending

Sort by 2:

Percentage

Descending

Sort by 3:

Percentage Won

Descending

Update



6. Once you've configured your ladder, click **UPDATE**

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### Selected Fields

1. Played  
2. Won  
3. Lost  
4. Draws  
5. For  
6. Against  
7. Percentage  
8. Percentage Won

Sort by 1:

Points

Descending

Sort by 2:

Percentage

Descending

Sort by 3:

Percentage Won

Descending

Update



7. In order to apply this ladder template to a competition, navigate to your left hand menu and open the **Competitions** menu > click **List Competitions** > **View** a Competition > **Edit** the Competition Configuration > Scroll down to the **Templates** section and apply the **Ladder Template** as needed > click **Update Competition**

Templates [Help](#)

Fixture Template\*

Aussie Rules - 22-Week Home & Away

Publish to Web as

Choose Type

Ladder Template

Standard Competition Ladder Template

Finals Template

Choose a Finals Type

Now that you have a Ladder Template assigned to the competition, your ladder will automatically start generating when match results are entered.