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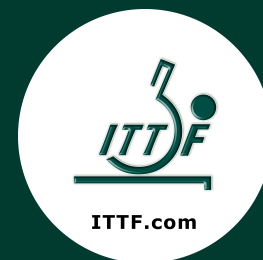
# TOURNAMENT PAGE

How to manage a tournament page



# CONTENTS

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- i. Full Event Webpage
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# EVENT WEBPAGE (INITIAL)

**Dates: 7 to 11 Feb 2019**

**Manama, Bahrain**

## Important Documents/Links

- [Final Schedule](#) (Updated: 21/10/2018)
- [Prospectus](#) (Updated: 21/10/2018 – Corrected seeded draw date)
- [Entry Forms \(excel\)](#)

## Online Entry System

[to enter your entries ONLINE here](#)

## Current entries

- All Entries: [Men – Women](#)
- Singles: [Men – Women](#)
- Singles Seeded: [Men – Women](#)
- Doubles: [Men – Women](#)
- Doubles Seeded: [Men – Women](#)
- U21 Singles: [Men – Women](#)
- U21 Seeded: [Men – Women](#)

Head  
of  
events

# FULL EVENT WEBPAGE (JUNIORS)

**Dates:** 7 to 11 Feb 2019

**Manama, Bahrain**

## Live Streaming

- Day 4
- Day 2

## Draws & Results

- Daily Schedule
- Groups
- Knock-outs
- Reports

## Photo Gallery

- Collection
- Day 1
- Day 2
- Day 3

## Documents/Links

- Prospectus
- General Schedule
- List of participants
- Singles Seeding
- Doubles Seeding
- Teams Seeding

## On-line Entry link

to enter your entries ONLINE here

## Current entries

Current list of entries



Head of  
events



Marketing



Comp  
Manager



Marketing



Comp  
Manager  
Only the  
prospectus by  
Head of events



Head of  
events



Head of  
events

# FULL EVENT WEBPAGE (CHALLENGE)

**Dates:** 7 to 11 Feb 2019

**Manama, Bahrain**

## Draws & Results

- [Daily Schedule](#)
- [Groups](#)
- [Knock-outs](#)
- [Reports](#)

## Important Documents

- [Prospectus](#)
- [Accommodation & Travel Forms](#)

## Photo Gallery

- [Collection](#)
- [Qualifications Day 1](#)
- [Qualifications Day 2](#)
- [Main Draw Day 1](#)
- [Main Draw Day 2](#)
- [Main Draw Day 3](#)

## Media

- [Flash Quotes](#)
- [Media accreditation](#)

## Schedule

- [Main Event Schedule](#)
- [Qualification Schedule](#)

## Online Entry System

[to enter your entries ONLINE here](#)

## Current entries

- All Entries: [Men – Women](#)
- Singles: [Men – Women](#)
- Singles Seeded: [Men – Women](#)
- Doubles: [Men – Women](#)
- Doubles Seeded: [Men – Women](#)
- U21 Singles: [Men – Women](#)
- U21 Seeded: [Men – Women](#)



Head of  
events



Comp  
Manager



Head of  
events



Marketing/  
Media



Comp  
Manager



Head of  
events

# UPDATES BY HEAD OF EVENT

- Dates, city
- Documents
  - Prospectus
  - Entry forms (for Challenge)
- Online entry link
- Current entries

# UPDATES BY CM

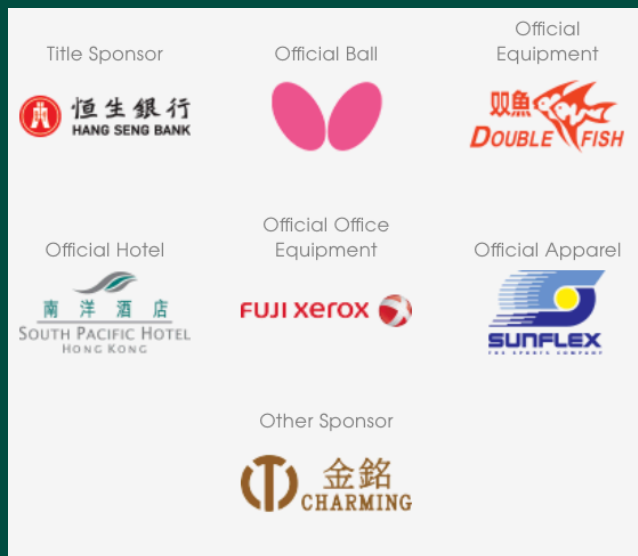
- Draws & Results
- Documents
  - Schedule
  - Seeding list (singles, doubles, team)
- Live scoring link (if applicable)

# UPDATES BY MARKETING

- Live streaming link (for juniors)
- Photo gallery
- Sponsors logo
- Photo gallery
- Match highlights (for challenge)



# Updates by Marketing



## Photo Gallery



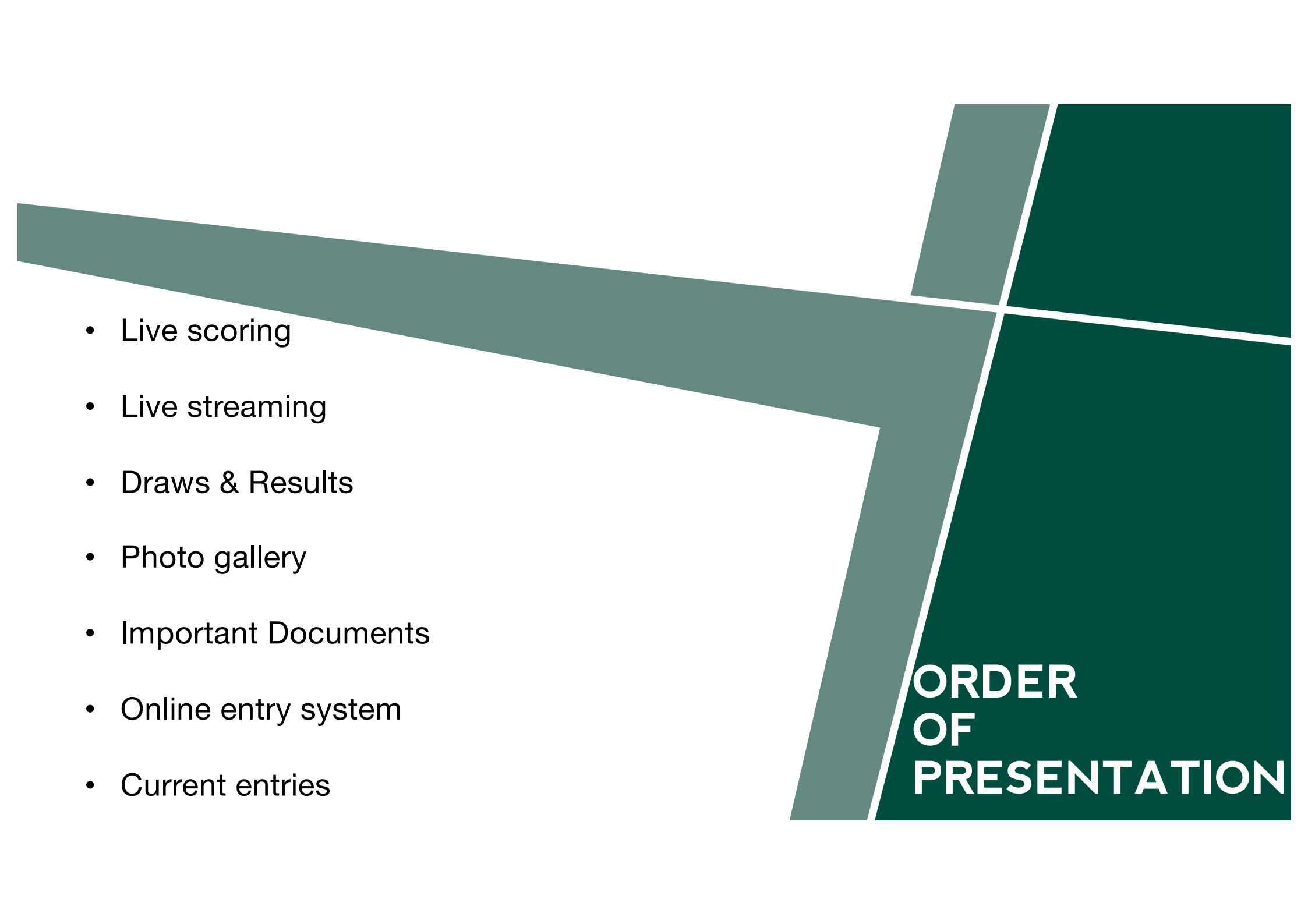
## Match Highlights



# FONT SIZE

Important Documents ← Heading 4

- Prospectus
- Entry forms (excel) ← Paragraph
- Schedule

- 
- Live scoring
  - Live streaming
  - Draws & Results
  - Photo gallery
  - Important Documents
  - Online entry system
  - Current entries

**ORDER  
OF  
PRESENTATION**

# DO'S AND DON'TS

## Dos

- Always check that the link is correct before updating
- Update information in 'visual' mode

## Don'ts

- Update information in 'text' mode
- DO NOT change the Database and ITTV ID in Wordpress