

Bolton Tennis Web Site - User Guide

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Introduction

Since the 2024 summer season, the fixtures and results section of the Bolton Tennis League web site has undergone a number of changes. There were a number of aims:

- To reduce match card errors by improving the checking of data that is entered on each card.
- To help match card scrutineers by automatically detecting rule violations.
- To make rule violations visible to all clubs
- To improve the user experience when accessing the fixtures and results data from a smartphone.

This document explains most of the main changes, starting with match cards, as this is the area that most players have an interaction with throughout the season.

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Match Cards

The match card looks similar to how it looked in previous years, but there are some changes:

Firstly, it is not possible to access or submit a match card for a fixture until the current date is on or after the fixture date – this helps to reduce the likelihood of errors by filling in a match card for the wrong week. Therefore, prior to the first match of the season, match cards won't be available - an example of what is displayed instead can be seen in the screenshot below, for a Men's match card, but the same will be displayed for Mixed, Ladies and Junior match cards:

Submit Men's Match Card [Help](#)

Match cards will only be available for submission on or after the date of the first Men's fixture. See the "Men's fixtures and results" page for details of fixture dates

Select Date ... Select Division ...

Select Home Team ... VS Select Away Team ...

Match was played
 Match was abandoned BEFORE it started

Home Player 1:

Once the date of the first fixture has been reached, it will be possible to fill in a match card. The card submitter should specify the date, division and home team as in previous years, but there is no longer a need to specify the away team – this is filled in automatically according to the scheduled fixture.

All player names should then be entered – start typing a player name and possible names are suggested, based upon the list of the club's registered players. If the player is not listed, type it in anyway. The player will be shown as "Unregistered". If the player is borrowed from another club then it will be shown as "Borrowed" and the club from which the player was borrowed will be listed. Borrowed players are reported to match card scrutineers, who will check that the player is of the correct standard. In cases where teams are unable to field a full team, any absent players can be specified by using the special player name of "{absent player}".

Enter all scores, then provide any match comments and contact details, then click the "Submit" button.

See the screenshot below which shows an example of a match card containing a mixture of registered, unregistered, borrowed and absent players, together with set scores:

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Submit Men's Match Card [Help](#)

Week 1: 28 Apr Division 1
Walmer A vs DL Nautago A

Match was played
 Match was abandoned BEFORE it started

Home Player 1:
Home Player 2:
Home Player 3:
Home Player 4:
Home Player 5:
Home Player 6:

Away Player 1:
Away Player 2:
Away Player 3:
Away Player 4:
Unregistered!
Away Player 5:
Borrowed?
Away Player 6:

Enter results: H then A

1 v 1	<input type="text" value="6"/>	-	<input type="text" value="1"/>
1 v 2	<input type="text" value="6"/>	-	<input type="text" value="2"/>
1 v 3	<input type="text" value="6"/>	-	<input type="text" value="0"/>
2 v 1	<input type="text" value="6"/>	-	<input type="text" value="4"/>
2 v 2	<input type="text" value="7"/>	-	<input type="text" value="5"/>
2 v 3	<input type="text" value="6"/>	-	<input type="text" value="0"/>
3 v 1	<input type="text" value="3"/>	-	<input type="text" value="6"/>
3 v 2	<input type="text" value="2"/>	-	<input type="text" value="6"/>
3 v 3	<input type="text" value="6"/>	-	<input type="text" value="0"/>

Match score: -

Editing a match card

Another significant change is that it is now possible to edit a match card if a mistake is discovered. The card can still be edited, provided the following conditions are met:

- The match card has not yet been reviewed by a scrutineer.
- it is done from the same device on the same Wi-Fi or mobile network (be careful, if you submit a card whilst using the mobile network, then try to change when you get home and are connected to Wi-Fi, this is deemed to be a different user)

To amend a match card, simply revisit the match cards page and complete the week, division and home team fields as done previously. The previously submitted details will appear, together with an “info” message box towards the bottom of the match card which will give details of whether or not a match card can still be edited. If you are prevented from modifying the match card but wish to make a change, contact the relevant match card scrutineers.

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Player Names in Match Cards

it is primarily the responsibility of the person submitting the card to enter player names **accurately** – this helps save the workload of match card scrutineers. If a card does contain one or more unregistered players, club secretaries have two weeks to register those players. An email will now automatically be sent to the appropriate club secretary one week before the deadline for each unregistered player, reminding them to register any unregistered players. As a result, if incorrect or nonsense names are used, club secretaries will still get an email. Match card scrutineers do detect and correct obvious errors, but they have a lot of match cards to review.

Club secretaries will not receive automated emails for borrowed players and absent players.

Reporting of Abandoned Matches

The other main change in the match card is the mechanism by which abandoned matches are reported. **A match card should be submitted for all matches, irrespective of whether they have been played or abandoned.**

If a match is abandoned after some but not all sets have been played, then complete the match card as normal using the information provided earlier in this document. When the card is submitted, a message will appear, asking the user to confirm that not all sets were played – just click ok to continue. A win will be recorded if a team has won enough sets before abandonment, otherwise the result is recorded as an abandoned match.

If a match is abandoned before any sets have been played (e.g. due to bad weather), click the “Match was abandoned BEFORE it started radio” button. There is no option to enter scores and a result is recorded as 0-0. See the screenshot below::

Submit Men's Match Card [Help](#)

Week 1: 28 Apr vs Division 1

Walmer A vs DL Nautago A

Match was played
 Match was abandoned BEFORE it started
 Provide names of players who were selected to play (optional)

Match score: 0 - 0

Any remarks or comments: Rained off!

Name: Fred Bloggs
Tel: 01204 111222

Info: The match card has not yet been reviewed by a match scrutineer, so you can make any additional changes then click the Apply Changes button

Apply Changes

For clubs with multiple teams, it can be useful (for reasons of future player eligibility) to still record the players who would have played if the match had been started. To record the players. Ensure the “Provide names of players who were selected to play” checkbox is checked. Player details can then be supplied. It is ok to just provide a home or away team’s players and player names in this case can be left blank – there is no need to specify “{absent player}” and there is

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no option to specify any set scores. Details of any unregistered players will still be flagged to match card scrutineers. The screenshot below shows an example of an abandoned match where player names have been specified for the home team only:

The screenshot shows a web form titled "Submit Men's Match Card" with a "Help" link. At the top, there are dropdown menus for "Week 1: 28 Apr", "Division 1", "Walmer A", and "DL Nautago A". Below these are radio buttons for "Match was played", "Match was abandoned BEFORE it started" (which is selected), and a checked checkbox for "Provide names of players who were selected to play (optional)".

The form lists "Home Player 1" through "Home Player 6" with text input fields containing the names: Adam Gooddy, Dylan Nabb, Andrew Davies, Andy Rodgers, Charlie Hutchings, and Daniel Moul. The "Away Player 1" through "Away Player 6" fields are empty.

The "Match score:" section shows "0 - 0".

The "Any remarks or comments:" field contains "Rained off!".

The "Name:" field contains "Fred Bloggs" and the "Tel:" field contains "01204 111222".

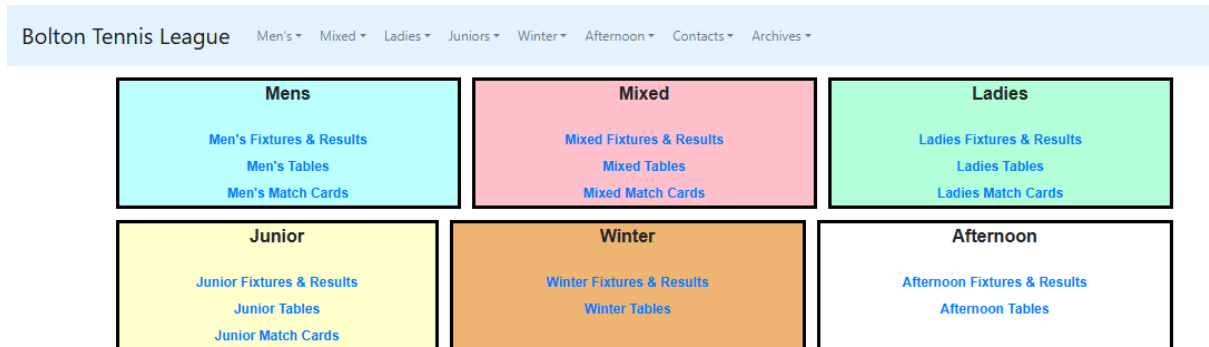
An "Info:" section contains a message: "The match card has not yet been reviewed by a match scrutineer, so you can make any additional changes then click the Apply Changes button".

At the bottom, there is a blue button labeled "Apply Changes".

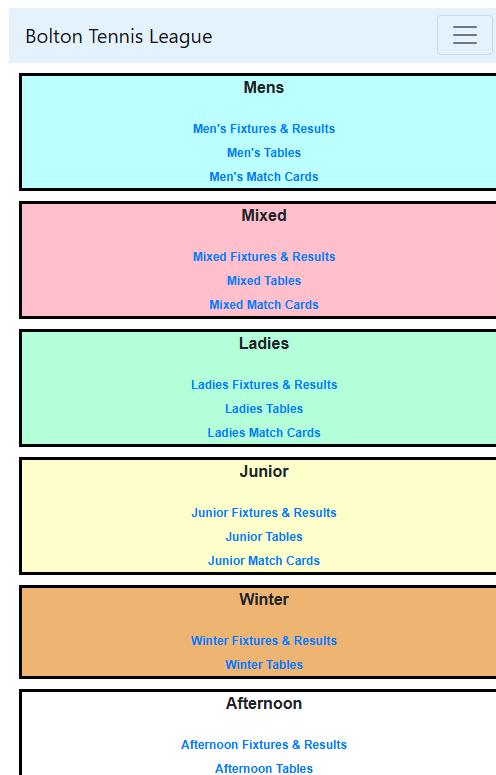
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Fixtures and Results Web Site Layout

The web site's original [home page](#) has not changed, but users will see a different layout when they click on the "Fixtures & Results; Tables; Cup Comps" link. See the screenshot below:



The main change is the inclusion of a menu bar at the top of the screen, providing easy access to results, league tables and completed match cards from any web page. On a smartphone, the screen looks slightly different with the menu options accessible via what's known as a "hamburger" menu – the vertical lines at the top right of the screen:



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Results

The results pages now include filters to enable the match results to be filtered by division and week, making it easier to locate find the required results, rather than scrolling through pages of information. The screenshot below shows an example where the filter is set to show all division 1 results for week 5:

Mixed Fixtures and Results

Divisions: ▼

Weeks: ▼

Division 1, Week 5

Date	Week	Home Team	Result	Away Team
2025-06-10	5	Chorley A	0-0	Markland Hill B
2025-06-10	5	DL Nautago A	0-0	Walmer A
2025-06-10	5	Holcombe Brook A	0-0	Worsley A
2025-06-10	5	Markland Hill A	0-0	Hawkshaw A

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Player Appearances

When each new match card is submitted, or amended, or reviewed and amended by a match card scrutineer, the system records and updates the details of the teams that each player has played for and data is automatically analysed for any rule violations.

All of this data can be viewed by selecting the appropriate “Player Appearances” option from the menu options at the top of each screen. The example below shows the “Mixed Player Appearances”, accessed from the “Mixed” menu options:

Mixed Player Appearances

Clubs: ▼

Sort by: ▼

Player search:

Player Name	Rank	Spec Stat	jsfm	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14	
Adrian Moores	A		SM			A	A	A	A	B	A	B	B					
Andrew Farrow	D		SM		C	C				D	C	D		C	D	D		
Ann Baldwin	E		SF				E	E							E			
Anne Jameson	E		SF	E			D	D					E			E	D	
Anne Jamieson	E								E									
Arfat Khan	A	A	SM	A	A	A	A	A		A		A						
Bob Woodcock	B		SM		B	B	B	B	B	B		B	B	B	B	B		
Brian Thompson	E		SM			E				E								
Cath Wadsworth	B		SF		B	B			B	A			B	B	B	B		
Catherine Jameson	A		SF		B			A	A		A	A	A	A	A	A		
Daniel Pilling	E		SM				E	E		E	E		E	E				
David Bedford	D		SM	D	D		D	E	E	D	D	D			D	D	E	D
Diane Cashmore	D		SF			E	C			D	E				D	E	D	D
Diane Farrow	D		SF							D	D				D	D	D	

Like the results screen, there are two filters at the top of the screen, allowing the user to firstly specify a club, then to specify one of the following to order the data:

- player name (the default) – players are listed in alphabetical order using the first name
- special statistics – players who are registered as permanent A team players are listed first, followed by players listed in alphabetical order using the first name.
- team rank – players are listed in order of team rank A-E, then player name. Team rank is calculated based upon which teams a player has played for – if a player plays 3 times for the B team and once for the A, their rank will be calculated as B.

Each cell in the screen shows the team that a player played for on a particular week, usually highlighted in blue. If there are any rule violations, these are initially highlighted in red, but may be amber (a match card scrutineer is investigating a potential rule violation), or green (a rule

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violation has been actioned by a scrutineer and closed, either because no further action was necessary or because a match card has been adjusted, e.g. to score sets to love if an ineligible player was played). Brief details of any rule violation can be seen by hovering over a red/amber/green – the rule number will be displayed, which corresponds to those listed in the handbook. A user can also double click a red/amber/green cell to view more information on the rule violation. The screenshot below shows the detail of a particular rule violation from last year:

Anne Jamieson: violation of Rule 1 ×

Match info:

Week=6, Division=6, Hawkshaw D vs Lostock E

Set scores:

6-7, 0-6, 6-2

[View match card](#)

Nature of rule violation:

Player is not registered to Lostock and has until 2024-06-25 to be registered

[Cancel](#)

The rule provides a textual explanation of the nature of the violation. A “View match card” button enables a user to view the original match card that this piece of appearance data was compiled from, but the user would not be unable to make any changes to that card.

Note: this rule would have been resolved in a real-world scenario, because the name that was entered on the match card was Anne Jamieson, when the registered player’s name was Anne Jameson . A scrutineer would have corrected this mistake and the rule violation would have automatically been deleted as Anne Jamieson would no longer be listed in player appearances. This serves to emphasise the importance of correctly filling in a match card.

Player appearances can be used by teams to check how many matches a particular player has played for a team and help avoid future rule violations – but see the next section for details of the player eligibility checking feature.

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Player Eligibility Checker

The player eligibility checker is a new feature which enables team selectors to check whether a player is eligible to play for a particular team on a given week. It does this by analysing all previous team appearances in the season, and provides an indication of whether the player's selection would result in a violation of a league rule.

The checker can be accessed from the menu options at the top of the screen. Select Men's, Mixed, Ladies or Junior, then select "Mixed Player Eligibility Checker". The screenshot below shows the player eligibility checker for the Mixed league:

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Mixed Player Eligibility Checker

Team:

Player:

Week:

The player is not eligible because the following rule would be broken: Rule 3.

Explanation: Player is registered for the A team but has played in the B team

When the screen appears, select the team, a registered player from the team's parent club and the week, then click the "Check eligibility" button.

In the example above, the player, who is registered to be a permanent member of the A team, is being checked for his eligibility to play for the B team. Players registered as permanent A team players are never allowed to play for a team other than the A team, so the eligibility checker has highlighted a potential 3 rule violation, as can be seen below.

Whilst some player eligibility (such as the permanent A team rule above) are simple to analyse, analysis of other rules can be more complex. For example, rule 7c – players selected for a lower team when a higher team has an open date - relies upon match cards having been submitted up to and including the most recent week. It is therefore recommended that users allow a couple of days after the last set of completed fixtures before checking eligibility for the following week, to give time for the match card to be submitted. The player appearance view, described in the previous section of this document, can be used to see if a player's appearances are up to date.

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Team Contacts

The web site includes a list of team contacts, their contact details, and the teams they are responsible for, accessible via the “Contacts” option in the top menu. At the time of writing, the contacts are the club secretaries and a few deputies, but some clubs may wish to include additional contacts for specific teams. If this is the case, please email Roy Caswell.

[Bolton Tennis League](#) [Men's](#) [Mixed](#) [Ladies](#) [Juniors](#) [Winter](#) [Afternoon](#) [Contacts](#) [Archives](#)

Team Contacts

Please click on one of the club links below to view the team contacts (usually the secretary) of that club:

[Astley & Tyldesley](#)
[Bradshaw](#)
[DL Chorley](#)
[David Lloyd Nautago](#)
[Hawkshaw](#)
[Leigh](#)
[Meadow Hill](#)
[Tyldesley](#)
[Worsley](#)

[Barrow Bridge](#)
[Chorley](#)
[DL Nautago](#)
[Eagley](#)
[Hawkshaw](#)
[Lostock](#)
[Monton](#)
[Walmer](#)

[Bellingham](#)
[Claremont](#)
[David Lloyd Chorley](#)
[Elton Vale](#)
[Holcombe Brook](#)
[Markland Hill](#)
[Roe Green](#)
[Winton](#)

If this page is viewed from a smart phone, the contact can be emailed or telephoned simply by clicking on the required email or telephone link.

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Accessing Archives - Previous Season's Data

In the menu bar at the top of each page, there is an "Archives" option. Users can view all the data from previous seasons by clicking on this and selecting the year. Users will have access to all match cards, results, tables and player appearances, but no data changes are possible. At the time of writing, only data from the 2024 season is available, but this will grow as each year passes. To access, select "Archive...2024". When viewing an archive, the banner at the top of the web page changes and a button appears allowing the user to revert to the current database. See the screenshot below which shows 2024 Men's league tables:

Bolton Tennis League Archive: 2024



Exit the archive

Administrator logged in as : cashyp@gmail.com

Bolton Tennis League: Men's Tables

Division 1

Team	Played	Won	Lost	Abandoned	Points	For	Against	SetDiff
Ellesmere A	12	10	2	0	20	85	23	62
Walmer A	12	9	2	1	19	68	38	30
Markland Hill A	12	9	3	0	18	71	37	34
Holcombe Brook A	12	6	5	1	13	56	43	13
Leigh	12	4	8	0	8	39	69	-30
Ellesmere B	12	2	8	2	6	32	65	-33
DL Chorley A	12	0	12	0	0	16	92	-76

Division 2

Team	Played	Won	Lost	Abandoned	Points	For	Against	SetDiff
DL Abitare A	12	11	1	0	22	73	35	38
Hawkshaw A	12	10	2	0	20	70	38	32
Markland Hill B	12	8	4	0	16	71	37	34
Lostock A	12	5	7	0	10	50	58	-8
Eagley A	12	4	7	1	9	48	51	-3
Holcombe Brook B	12	2	9	1	5	35	64	-29
Elton Vale A	12	1	11	0	2	21	87	-66

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Player Registration – Club Secretaries Only

Club secretaries are emailed prior to each new season with a link that enables them to register new players. Clubs still need to contact the registration secretary to amend details of any existing registered players.

When player registration is open (secretaries are sent an email), club secretaries can navigate to the following page:

[Player Registration for Club Secretaries](#)

A screenshot of the page is shown below:

The screenshot shows the Bolton Tennis League website header with the logo and a menu icon. Below the header, it indicates that the administrator is logged in as 'cashyp@gmail.com'. The main content area is titled 'Player Registration for Club Secretaries' and contains the following text: 'Select a club, at which point a "Register a new player" button will appear. Click the button to register a new player'. Below this text is a form with a dropdown menu labeled 'Select Club:' showing 'Barrow Bridge' and a blue button labeled 'Register a new player'.

A club secretary should modify the club selection to their own club, then click the “Register a new player” button. The following screen will then appear:

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Adding a new player to Barrow Bridge ×

Player Name:

Address:

email:

Type (jsfm): Senior Man Senior Lady Junior Boy Junior Girl

Special Status:

Date of Birth (Juniors): Date Registered:

By submitting this form I agree that the personal information given may be used for the purpose of running the Bolton Tennis League. It is destroyed when either the club or player or league committee removes the registration. Names will appear on match cards, online club registration lists and press reports. Match cards are kept for three years. Statutory rights under the data protection act are not affected.

Complete the player details and click the “Save” button.

If registration is closed to club secretaries, the page will show the following content:

Bolton Tennis League 

Player Registration for Club Secretaries

Player registration is now closed to club secretaries. To register a player, contact the registration secretary

In this case, clubs need to contact the registration secretary to register new players.