

Edit player information



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Introduction

Member associations have the ability to manage players and their information from a management section on the BWF tournament website. This document will explain how to edit the details of any player from your management organization.

Screenshots and examples in this document are made from the point of view of the Badminton England member association unless stated otherwise.

Accessing your players

You will need an account that has been granted access to the management section of the BWF tournament website. The <http://bwf.tournamentsoftware.com> tournament website has a login option in the top right corner of the website, or you can use the following direct link:

<http://bwf.tournamentsoftware.com/member/login.aspx>

An account with access will show a link to your member association from its overview. If you are not taken to the overview page of your account after logging in you can click the account name in the top right corner of the website, or you can use the following direct link:

<http://bwf.tournamentsoftware.com/member/>

Active roles	
Tournament/Organization	Role
Badminton World Federation: ENG Badminton Association of ENGLAND	Organization group admin
	Organization group user

Figure 1: A link to the management section of Badminton England.

After clicking the link to your association, you will arrive at the management section of the BWF for your member association. Players can be found in the **Members** tab of your association.

The screenshot shows the management interface for the ENG Badminton Association of ENGLAND. On the left is a navigation menu with 'Organizations' selected, containing sub-items for 'Confederations' and 'Countries', and 'Persons' and 'Rankings'. The main content area has a breadcrumb trail: 'Badminton Europe > ENG Badminton Association of ENGLAND'. Below this are buttons for 'New person' and 'New membership (person)'. A tabbed interface shows 'Overview' selected, with other tabs for 'Members', 'New memberships', 'Profile', 'Exports', 'Rights', and 'Statistics'. The 'Overview' tab displays contact information for Anita Sherwood, including address, phone, fax, email, and website.

Contact: Anita Sherwood
Address: National Badminton Centre Bradwell Road, Loughton Lodge, Milton Keynes MK8 9LA England
Phone: +44 1908 268 400
Fax: +44 1908 268 412
Email: anitasherwood@badmintonengland.co.uk
Website: http://www.badmintonengland.co.uk

Figure 2: Overview of a member association in the management section.

The **Members** tab of an association shows a limited number of players, and hides inactive players in your association by default.

The screenshot displays the 'Members' tab for the 'ENG Badminton Association of ENGLAND'. At the top, there are navigation tabs: Overview, **Members**, New memberships, Profile, Exports, Rights, and Statistics. Below the tabs, there is a search area with a 'Find Member:' input field, a checked checkbox for 'Only active persons', a 'Roles:' dropdown menu set to 'All roles', and a 'Search' button. The main content is a table of members:

Member ID	Name	Nationality	Birth date	Gender	Membership Starts	Membership Ends	Role
92896	Patrick ADAIR	England	9/24/1994	Male	1/25/2012	Permanent	Player
93027	Darren ADAMSON	England	5/19/1994	Male	12/6/2010	Permanent	Player
70333	Chris ADCOCK	England	4/27/1989	Male	8/1/2008	Permanent	Player
62844	Gabrielle ADCOCK	England	9/30/1990	Female	8/1/2008	Permanent	Player
91136	Farid AKROUM	England	11/3/1995	Male	11/6/2012	Permanent	Player
30606	Langley ALEXANDRA	England		Female	8/1/2008	Permanent	Player
80322	Paul ANDERSON	England	1/9/1968	Male	7/16/2013	Permanent	Player
52570	Brenda ANDREW	England	2/26/1939	Female	7/19/2013	Permanent	Player
61674	PENN Andrew	England	11/26/1981	Male	11/9/2011	Permanent	Player
97108	WOOLWAY Andrew	England	11/30/1988	Male	11/9/2011	Permanent	Player

At the bottom of the page, there is a pagination control showing 'Page 1 of 39 - 388 results' and a 'Results per page' dropdown set to 10.

Figure 3: Members of an association.

You can increase the number of search results below the list of players, and you can include inactive players from your association in the list by unchecking 'Only active persons' before performing a search.

You can search by name or by member ID.

Editing a player

There is a basic profile and a public profile for every player. The basic profile contains name, date of birth, gender, contact details etcetera, while the public profile contains more sports related information and a profile picture.

From the **Members** tab (figure 3) you can click on the name of any member in your organization, and you will be taken to their details in the BWF player database.

The basic profile is accessed from the Profile tab, while the public profile and profile picture are accessed from the red profile button.

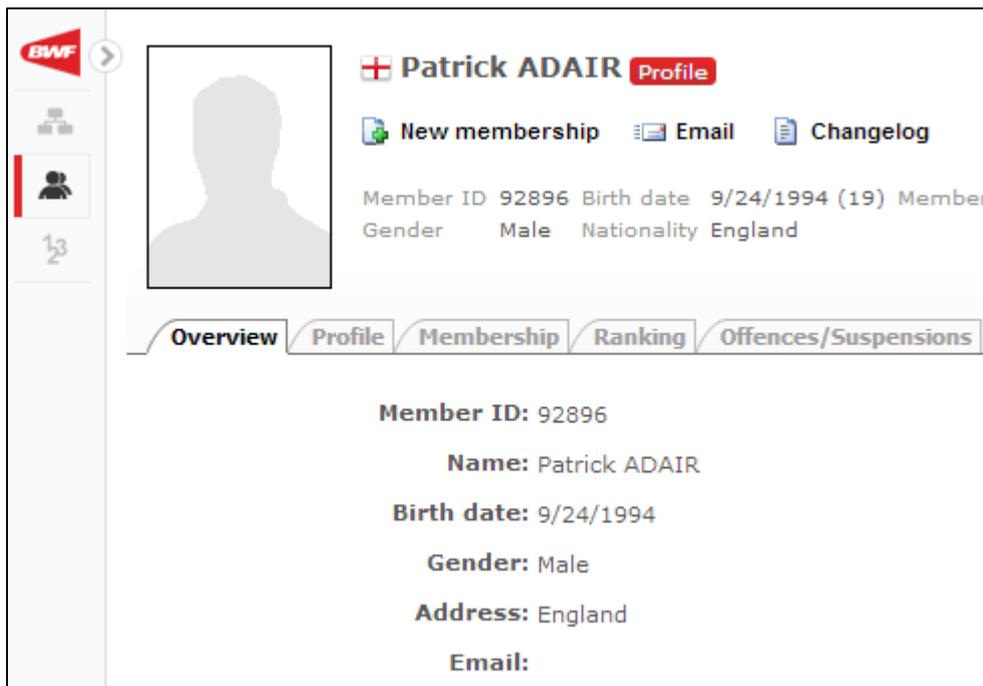
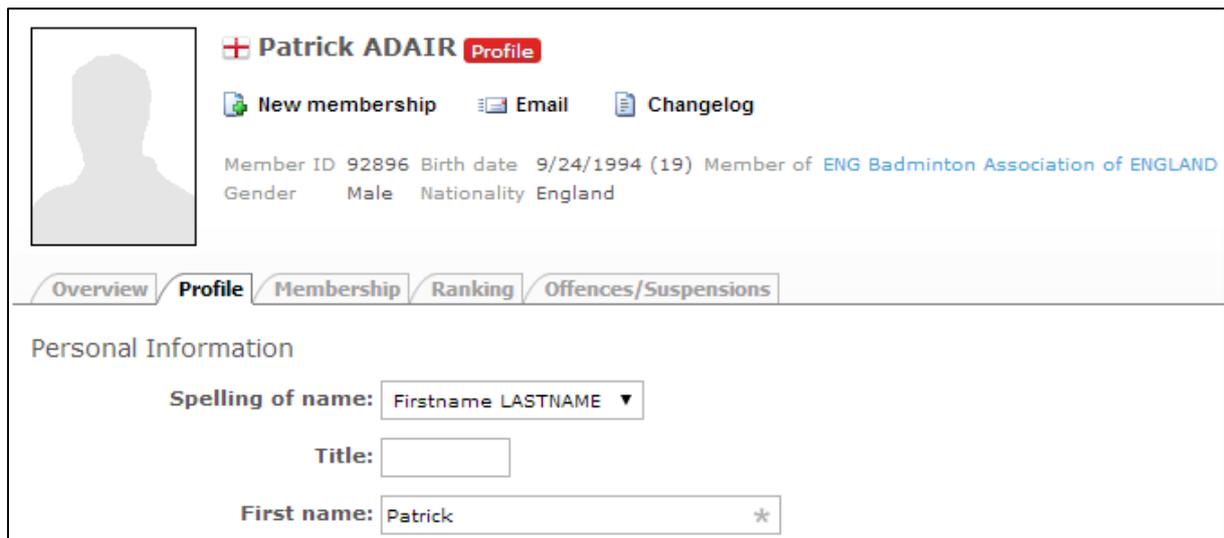


Figure 4: Overview of someone in the BWF player database.

Basic profile details



The screenshot shows the 'Profile' tab of a player's page. At the top left is a placeholder for a profile picture. To the right, the player's name 'Patrick ADAIR' is displayed with a 'Profile' button. Below the name are links for 'New membership', 'Email', and 'Changelog'. Further down, the player's details are listed: Member ID 92896, Birth date 9/24/1994 (19), Member of ENG Badminton Association of ENGLAND, Gender Male, and Nationality England. A navigation bar contains tabs for 'Overview', 'Profile', 'Membership', 'Ranking', and 'Offences/Suspensions'. The 'Personal Information' section includes a 'Spelling of name' dropdown menu set to 'Firstname LASTNAME', a 'Title' input field, and a 'First name' input field containing 'Patrick' with an asterisk indicating it is a required field.

Figure 5: The basic profile tab of someone in the BWF player database.

The following items are required fields for basic details and you cannot save profile changes until they have been filled in;

- First name & last name.
- Birth date
- Gender
- Nationality

You should also check the spelling of name (figure 5) and make sure it is set to the appropriate option. The spelling of name applies to many locations where a name is displayed on the website, including M/Q lists, online entry systems and public profiles, but not lists that show match results. Match results are dictated by the information recorded in the Tournament Planner Software.

When you are satisfied with your changes you can click the 'Save' button at the bottom of the Profile tab. There is a short message when the changes have been saved.

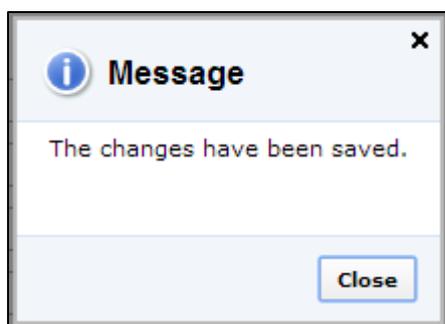


Figure 6: Changes to the profile have been saved.

Public profile details and profile picture



The screenshot shows a public profile for Patrick ADAIR. On the left is a placeholder for a profile picture. To the right, the player's name is followed by a list of statistics: Date of birth (9/24/1994), Men's singles (1063, Best: 1032), Men's doubles (1308, Best: 1237), and Mixed doubles (1307, Best: 1239). At the bottom, there are five tabs: Career Overview, Full Profile, Matches, Ranking History, and Head To Head.

Figure 7: The public profile of a player in the BWF player database.

After clicking the red profile button you are taken to the player's public profile, these are the pages that are publicly accessible to any visitors of the BWF websites, but when you are logged in as a member association account you have the ability to update public information for your players and add/change a profile picture.

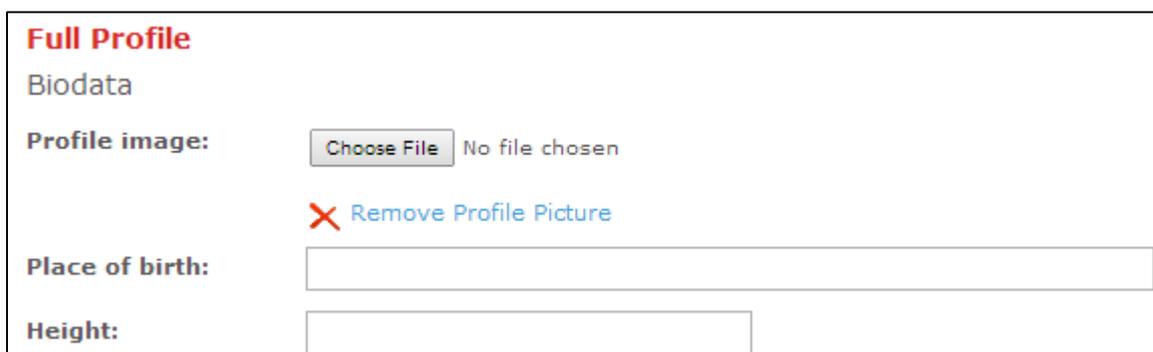
Go to the Full Profile tab and click the Edit button.



This screenshot shows the same public profile as Figure 7, but with the 'Full Profile' tab selected and highlighted in red. Below the statistics, there is a red 'Full Profile' heading and a grey 'Edit' button.

Figure 8: The public profile edit option for member associations and other BWF administrators.

On the edit page you can fill out the relevant fields, these are all optional and can be left blank. You also have the option to choose a profile picture for the player from your computer or remove the current profile picture.



The screenshot shows the 'Full Profile' edit form. It has a heading 'Full Profile' and a sub-heading 'Biodata'. The 'Profile image:' field has a 'Choose File' button and the text 'No file chosen'. Below it is a red 'X' icon and the text 'Remove Profile Picture'. The 'Place of birth:' field is an empty text box. The 'Height:' field is also an empty text box.

Figure 9: Editing public profile and choosing a profile picture.

Clicking Choose File will open a dialog where you can browse your computer for a suitable profile picture. A profile picture must be either a .jpg, .jpeg or .gif file, other file types are not accepted.

The profile picture will also be scaled to fit 120px height by 90px width dimensions, for optimal results you should prepare the profile picture before uploading to fit these dimensions.

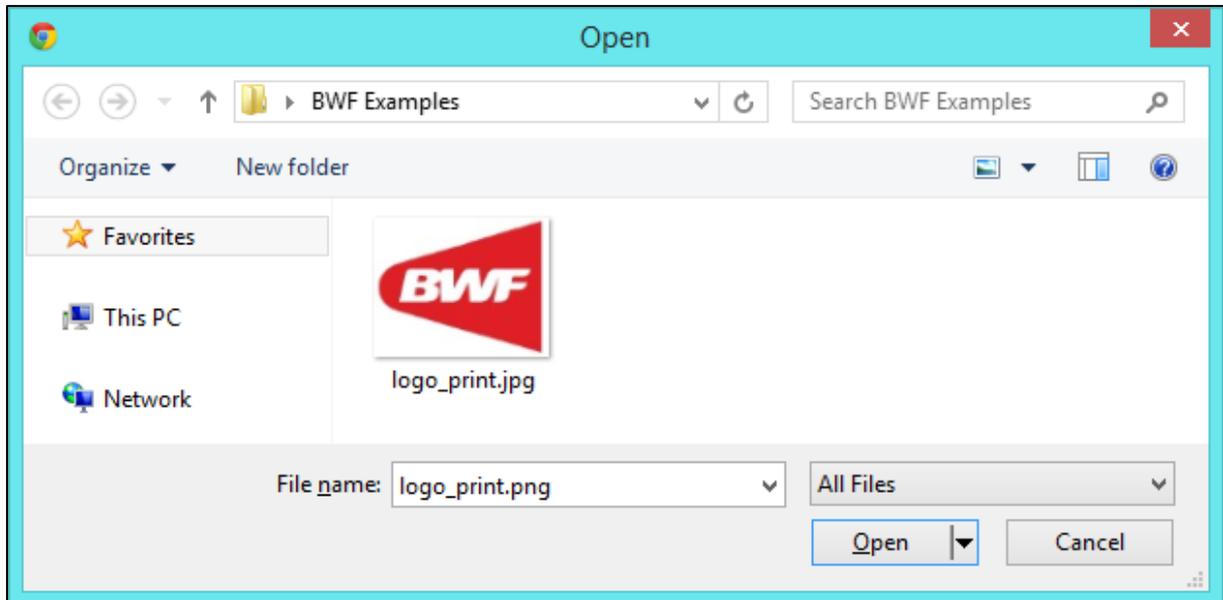


Figure 10: Choosing a file to upload as the profile picture.

A profile picture and changes to public information can be saved by clicking Submit on the bottom of the edit page.

Should you wish to remove a profile picture you can use the Remove Profile Picture link on the page, a separate confirmation will pop up.