

NEW JUNIOR CAPTAIN INFORMATION

All information regarding USTA Junior League Tennis in New Orleans can be found by accessing the NOMATA website:

www.neworleanstennis.com

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Your first step as Captain is to "Create Your Team" online:

From the NOMATA home page, click on "**Junior Tennislink**", click on "*Creating a Team Online*". Using the below information to access our league, answer the questions to create your team and add yourself as "Captain." You will need a credit card to complete the transaction. When successfully completed, you will generate a "Team Number". Write down this number, as it will be used by each junior player when registering on your team.

Use the following information to access information regarding league:

Year: Current year
Section: Southern
District: LA – New Orleans
League: USTA Junior

Registering Players:

Each junior player or their parent must register themselves with a credit card online using the above "Team Number". You may add a player at any time during the season prior to the deadline stated in the Timeline. A player may be added the day of the match, but must be listed on your roster before he/she plays a match.

Printing Blank Scorecards before Match:

From "**Junior Tennislink**", click on "*Record a Score*". Enter your USTA number and Match number. Select "Print Scorecard."

Print two blank scorecards. Write your lineup on one and give the blank one to the opposing captain. Exchange lineups with opposing captain before the match begins. Complete and verify the scorecards after the match with the other captain.

Entering Scores after the Match (Host or Guest):**

From "**Junior Tennislink**", click on "*Record a Score*", enter your USTA number and Match number. Select "Next". Fill in the scorecard from the match by selecting players from the drop down menu. Enter scores; click "Submit" and if accurate, click "Finish".

Verifying Scores after the Match (Can be Host or Guest):**

From "**Junior Tennislink**", click on "*Record a Score*", Enter your USTA number and Match number. Review scores, click "Confirm" if accurate. Click "Dispute" if not accurate and send coordinator an e-mail with the discrepancy. sharonmlester@yahoo.com

** **NOTE:** Either Captain may enter the scores and confirm them. Initial scorecard must be entered within 24 hours of match and confirmed within 48 hours.

View Results and Standings:

From “**Junior Tennislink**”, you can review results and standings by searching by individual name, USTA number, or Match number. For more detailed information regarding team standings, click on “Advanced Search” at the bottom of the “**Junior Tennislink**” page.

Helpful Hints:

- All correspondence is handled through e-mail. Please make sure that you check your e-mail regularly.
- Please familiarize yourself and your players with the local rules.
- When the schedules are posted, Captains hosting are responsible for reserving courts and paying court fees to respective clubs.
- If you are hosting and have a split match time, call the guest captain by Friday prior to match to let him/her know what lines are playing at what time. Guest captain should call host captain if they have not been contacted by Friday.
- Never let opposing captain see your line up until after his/hers is written and you are ready to exchange.
- A captain is not allowed to forfeit an entire match. You must field 3 lines out of 5 for Spring league and 2 out of 3 for Fall Combo.
- If a player arrives after default time, a “Default” must be taken.
- If you must forfeit a line, it must always be from the bottom up – Singles 2 before Singles 1, and Doubles 3 before Doubles 2 and 1.
- You may not cancel or reschedule a match unless the facility is closed.
- Understand how to play a tie-break. Our league plays a “7” point tie-breaker to determine the winner of a set, and a “10” point tie-breaker instead of a full third set.
- Understand how to handle rescheduling a rain-out. (Consult the local rules)

If you experience any problems or have any questions, please e-mail or contact your local junior league coordinator.

Remember, we want to have a strong and competitive league, but our main goal is to have fun and promote the game of tennis!

Have a great six weeks,

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