

Using the Online Roster Entry for the 2011 Junior Bulldog Wrestling Tourney

The Milton-Union Athletic Department will use an on-line roster entry procedure to eliminate the need for faxes, phone calls, and/or surface mail. This should provide accurate spelling of names in addition to saving time for the tournament managers. Our website and email addresses will also be a means of communication for general information and weather announcements. Our website is www.bgrafflin.com/jb

The Online Roster Entry is **open at 8:00 am on Sunday, November 20**. Please try the procedure as soon as possible. **The FINAL lineup MUST be submitted by Thursday, December 1 at 9:00 pm.**

To enter roster and seeds online:

Go to www.bgrafflin.com/jb and follow the links to the **Online Roster and Seed Form** for this tournament. All User Accounts from last year were retained, but the associations with the schools and teams were cleared. After login, the coach will be able to add multiple teams/sports/genders to the same account!

- If you did not have an account last year, use **Apply Here** to create your account.
- If you had an account last year, you can click **Login Here** using that e-mail address and password. **Please note: Passwords are case-sensitive!**
- If you don't know your password, click the **Forget your password?** link to have a temporary password e-mailed to you.
- Use **My Sports | Select Teams** to select your school from the drop-down list.
- Click **Get available Teams**, select your team, and then click **Make me the Coach**.
- If your school is not listed or somebody else has already claimed your team, use **My Tools | Online Help** and submit the appropriate Help Request.
- Use **My Sports | Wrestling | Modify Athletes** to enter your athletes on your alphabetic roster.
- You may enter athletes one at a time by entering first name, last name, and grade, then **Add Athlete**.
- Type all names in upper and lower case. ***Please check all entries carefully!** Or you can import your complete roster by pasting them from an Excel file. Use one row per athlete: **First Name, Last Name, and Grade**. Highlight and paste into textbox, then click **Import Athletes**.
- Use **My Sports | Wrestling | Submit Rosters** to enter them in a tournament.
- Select your team | click **Get Available Events** | Select an event | click **Get Roster**.
- For each weight class, click on **None** and select the athlete from the drop-down list.
- If appropriate, enter seeding information as requested. Leave blank if not up for seed!
- Click **Submit Roster** to save, and then click **Get Printable Roster** to print a copy for your records.
- If a name or grade is not correct or an athlete is missing, use **My Sports | Wrestling | Modify Athletes** to make the correction, then submit your entries again.
- **Event Rosters can only be submitted or corrected while the "Entry Window" is open!**
- The window closes automatically **precisely at the time and date listed. (December 1 at 9:00 pm)**
- **Submit Event Rosters** early and return to make changes **anytime before** the window closes.
- Entries **cannot** be edited or submitted online **after the window closes**.

If there are any problems with the Online Form, click the **Contact Us** link and submit a **Help Request**, or send an email to help@baumspage.com. Please allow up to 8 hours for a response! ***Most responses will be in less than 4 hours.** For immediate help call Gary Baumgartner at 513.424.6201 or Terry Young at 740.753.0561.

The tournament director is Tom Koogler, school phone 937.884.7960, or email at KooglerT@milton-union.K12.oh.us For other tournament entry, roster, or scoring concerns, please contact Bill Grafflin by cell phone 937.215.3670, or email at bill@bgrafflin.com or graffb@urbana.k12.oh.us