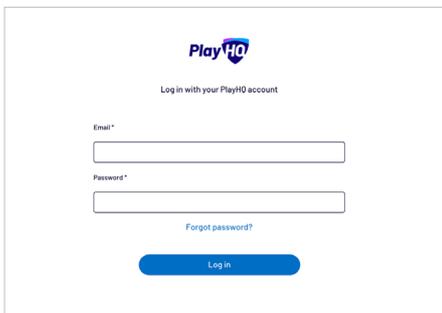
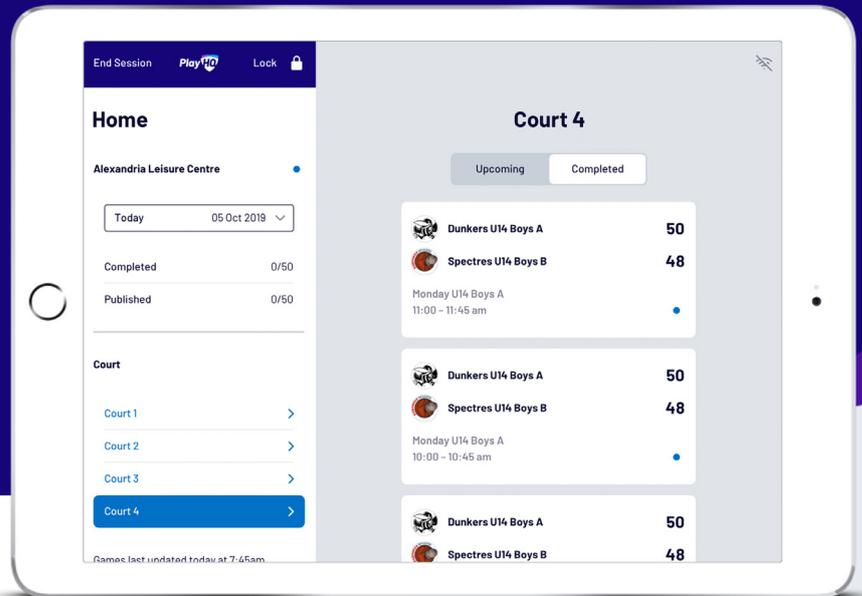




Electronic Scoring Guide (Setup)

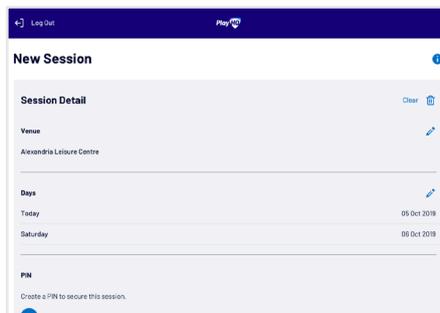
UPDATED: JANUARY 2020



Getting started

Login to score.playhq.com using your PlayHQ admin credentials (full access required).

Please note that internet access is required at the point of login and session setup (downloading games). Once games are downloaded and session is setup, the electronic scoring will work in an offline state.

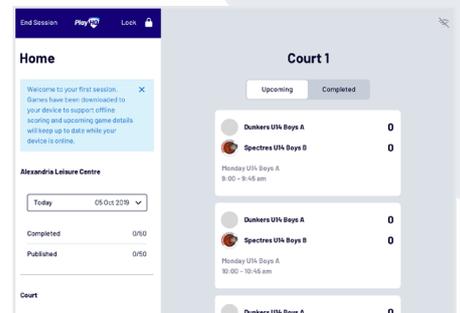


Setting up a session

A session is a downloaded set of games at a particular venue over a period of days.

Once logged in, a session can be setup by selecting a venue, day/s and creating a pin. All games will then be stored on the device, and accessible via the URL even when offline.

Login credentials will be required if PIN is forgotten once in a session.

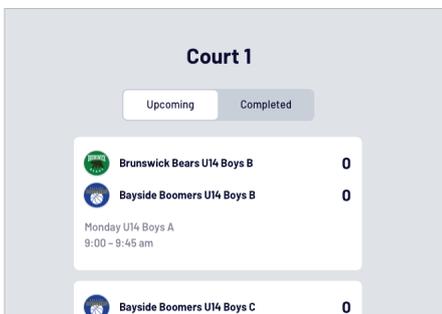


Selecting courts and locking

Once a session is downloaded, you can select a court and the relevant upcoming and completed games.

Once a court is selected, click **LOCK** to hide the sidebar (removing the ability to change courts). To unlock, the PIN will be required.

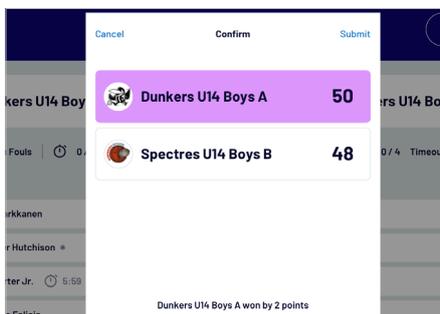
Tip: Set the browser as full screen to prevent scorers navigating away from the games.



Selecting games

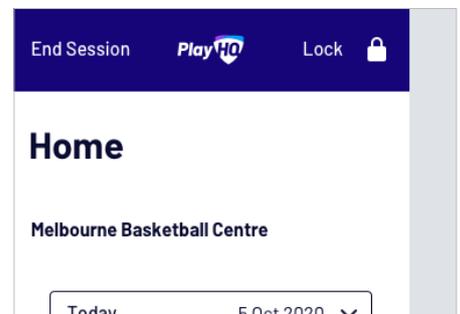
When ready to score, select any of the upcoming games. Completed games can be opened, but will be read-only.

Please read the scoring document for more information on scoring games.



Game sign-off

To complete a game, a referee will be required to input the session PIN. If the PIN is forgotten, an administrator login can be used.



Syncing results and ending sessions

When the device is online, all completed game results will be synced automatically. If offline, internet will be required before syncing can take place.

Games that have not synced will display with ●, and those that have synced will display with ✓.

Once all games have been synced, a session can be ended by using login credentials.