

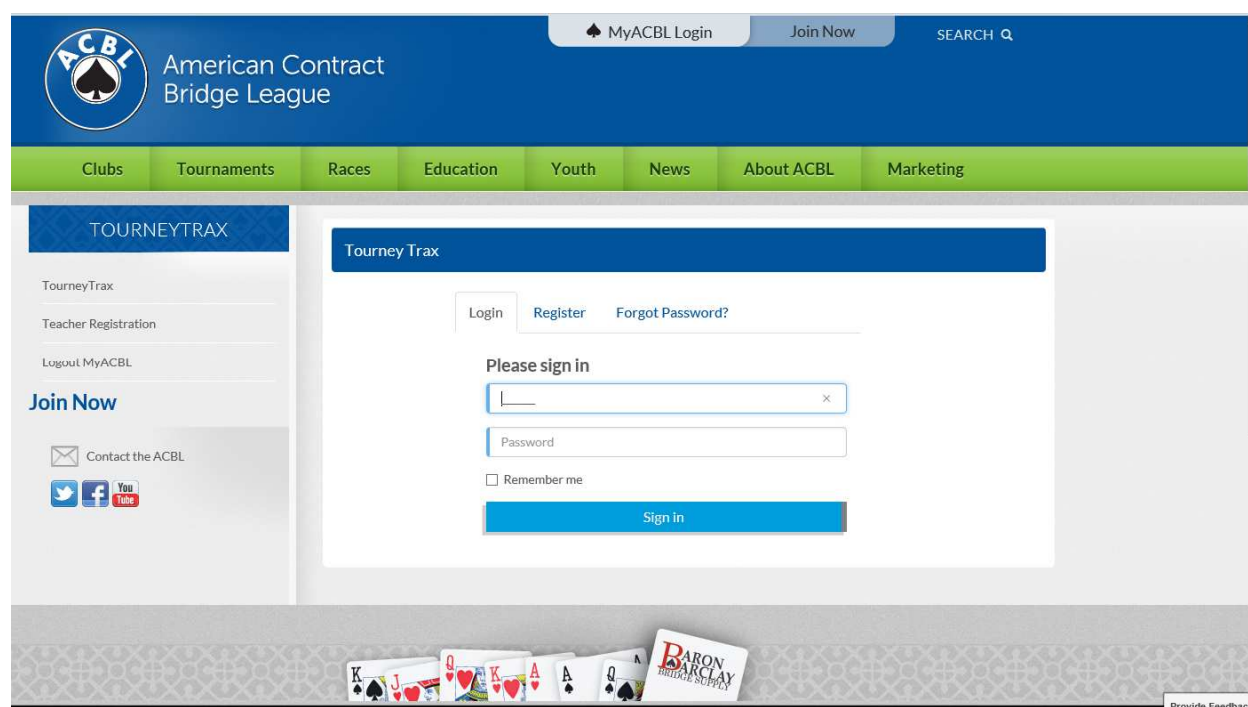
Using the NEW TourneyTRAX

Introduction

ACBL has made some upgrades to TourneyTRAX, your online tool for managing tournament sanction applications and sanctioned tournaments. There are not a lot of new features, but the look and feel is quite different. This document will help you find your way through the new screens.

New Login Screen

When you first click on the TourneyTRAX link, you will see the following login screen. When entering your ACBL number, use all numbers (in other words, don't change the first digit to a letter). If you have used TourneyTRAX previously, you do NOT need to re-register, and your password should remain the same as it was before.



The screenshot shows the ACBL American Contract Bridge League website. The top navigation bar includes the ACBL logo, the text "American Contract Bridge League", and links for "MyACBL Login", "Join Now", and a search function. Below this is a green menu bar with categories: Clubs, Tournaments, Races, Education, Youth, News, About ACBL, and Marketing. The main content area is titled "TOURNEYTRAX" and features a sidebar with links for "TourneyTrax", "Teacher Registration", and "Logout MyACBL", along with a "Join Now" button and social media icons. The central focus is the "Tourney Trax" login form, which includes tabs for "Login", "Register", and "Forgot Password?". The "Login" tab is active, showing a "Please sign in" section with input fields for "ACBL Number" and "Password", a "Remember me" checkbox, and a "Sign in" button. At the bottom of the page, there is a decorative banner with playing cards and a "BARON BARCLAY BRIDGE SUPPLY" logo, and a "Provide Feedback" link in the bottom right corner.

Dashboard

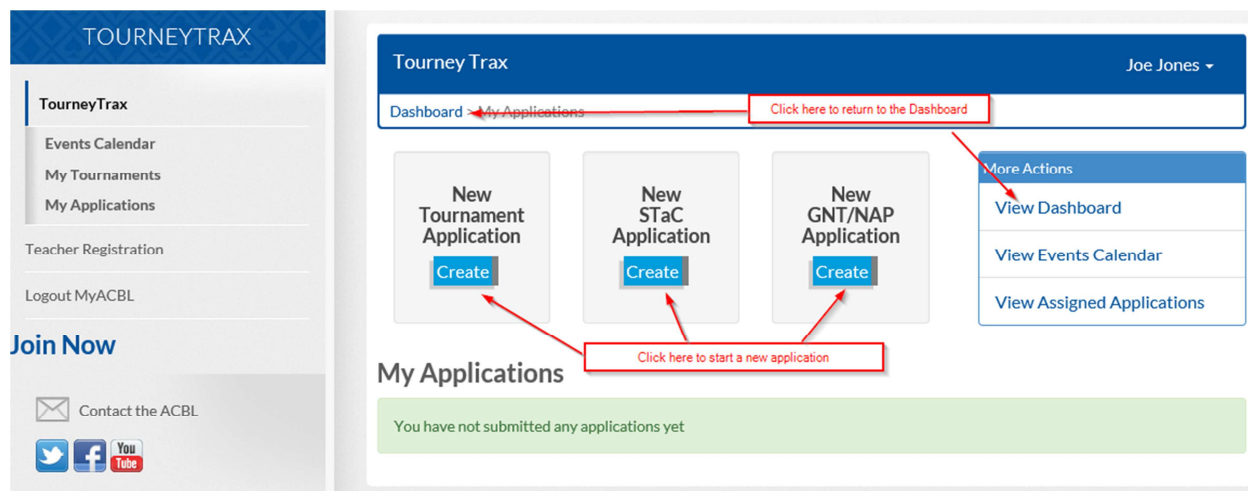
Upon signing in to TourneyTRAX, you will be taken to the Dashboard screen (see next page). The main dashboard is divided into three sections. At the top will be a list of items requiring your immediate attention. For example, if you are a Unit or District Tournament Coordinator, any applications that are awaiting your review and approval will appear here. At the bottom left is a link to applications assigned to you, and at the bottom right is a link to sanctioned tournaments assigned to you. You can also access the same information using the links on the menu at the left of the screen.

Events Calendar

One new feature is the Events Calendar, which can be accessed using the links at the left of the Dashboard screen. This will show you a graphical view of all the events happening in your District and adjacent Districts. This includes all tournaments, ACBL special events, holidays, etc.

Creating New Tournament Applications

To create a new tournament application, click on My Applications on the menu at the left of the Dashboard screen. You should see the following screen.



To create an application for a STaC, or for a GNT or NAP Unit or District final, click the appropriate button. For all other Regionals and Sectionals (including NLM tournaments, Senior events, tournaments-at-sea, etc.) click the New Tournament Application button. A step-by-step guide to creating your application will be included in a separate document.

Feedback

At the bottom right corner of the screen you may see a button labeled Provide Feedback. This will allow you to send a note directly to ACBL IT. We are most particularly interested to know if you find something that is broken, but we are also interested in your suggestions for making TourneyTRAX easier to use. Please include your name and email address so we can contact you about your issue.