



MANUAL

2016-07-04 CupOnline 3.10.1.0



CupOnline is hosted and developed by CoreIT in Örnköldsvik

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Information

This is the manual for the web service CupOnline. CupOnline facilitates the work before, during and after your cup.

You can see in the bottom left of each page which date the manual last were updated.

**NOTE!**

The screenshots in this manual are taken from various cups and may differ from each other and from how your cup looks like.

Support

Phone

+46 (0)660-729 99

Weekdays 8-17, closed for lunch 12-13 (Swedish time)

Email

support@cuponline.se

Login

To get to the login for the administration when the Cup is in public access, you click on the link "Admin" which is in on the menu to the left.

Enter the username and password and click "Log in".

If you have lost your password, you can click the "Forgot password" link. You will then have to enter your email and the code that is showing and press the button "Send"

The starting position is closed for public access and require login to view and manage.

Administration

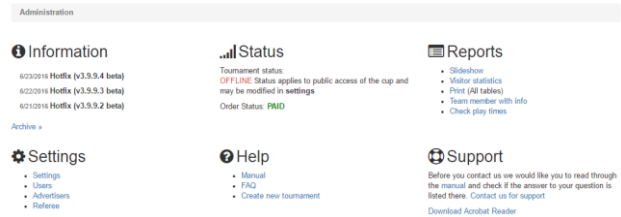
Cuparrangören har valt att inte göra cupsidan publik ännu.

[Forgot password?](#)

Administration Menu

Once you have logged in you automatically will be taken to a webpage with several administrative functions.

- Manual, you get access to the latest manual. (This document)
- FAQ, frequently asked questions and answers.
- Create a new tournament, what you need to do to start a new tournament.
- Settings, basic settings for the cup.
- User, administer users for the cup. However, NOT team-users.
- Slideshow, create a slideshow of selected "images"/pages.
- Visitor statistics, the number of visitors 14 days before and after the cup.
- Printing, tables for all groups.
- Sponsors, text/link-advertisers that appears on the pages "News", "Games", "Teams", "Arenas", "Rules" and "Statistics".
- Team member with information, a list of team participants who has notes.
- Check game times, function to check that matches aren't played at the same time and place.
- Referees, all referees posted with statistics.
- Download Acrobat Reader is needed for reading the manual and for prints.



Cup settings

Here, we operate the basic settings for the Cup, you can find it under “Settings”.

- The name of the cup
- Date, keyword
- Status
- Start date, as YYYY-MM-DD
- End date, as YYYY-MM-DD
- City
- Cup logo
- Participants age
- Main sponsors logo
- Main sponsors website address
- Table sorting
- Points at winning
- Show match number
- Show round (Omg)
- Show team participants in public
- Use match protocol
- Show statistics (The whole time, After the cup)
- Use goalkeepers statistics
- Status, public access to the cup

Administration / ⚙ Settings

General Game Uploads Statistics Other

Status Offline
Status is for public access of the tournament.

Tournament name Eriks Cup

Tournament date, text 30 jun - 3 jul 2016
Ex 1-4 September 2016

Tournament date, start 2016-07-01
Ex 2016-09-27

Tournament date, end 2016-07-03
Ex 2016-09-30

City Ömsköldsvik
Ex Stockholm

Participants age P05
Ex U14(-92) / Boys & girls born 1989-1999

boys 1996
boys 1997
boys 1998
boys 1999
boys 2000
boys 2001
boys 2002

Save

Users

Here is a list of users that are uploaded for the current cup.

NOTE!

Do not add up users for each team here. To send team-specific login information, click the “send user data” for each team.

Administration / Users				
Add user				
Name	Username	Email	Telephone	Change
Erik Moberg	erikm@coreit.se	erikm@coreit.se	0703436024	Change
Test behörighet	testat	erikm@coreit.se		Change
Praktikant	sommar	maku@coreit.se		Change

New user

To add a new user, click the “Add user”-link which you find under the heading “Users”.

Edit user

To edit a user, click on the link “Change” which you find on the right side of the table for each user.

You can specify email address and telephone number for each user to help finding them.

Through rights you controls what functions the user can administer.

Administration / Users / Add user

NOTE: Do not add a user per team. Instead go to Teams and click the "Send user data" to give teams the opportunity to register members themselves.

Name	<input type="text"/>
Email	<input type="text"/>
Telephone	<input type="text"/>
Username	<input type="text"/>
Password	<input type="password" value="YEuEvaA9"/>

Rights

☐ Super administration

☐ News

☐ Information & Rules

☐ Sponsors

☐ Slideshow

☐ Team

☐ Game ☐ Limit permissions:

☐ Results ☐ Limit permissions:

☐ Referee chief

☐ Referee

☐ Gallery

Save

Slideshow

Here you create a slideshow with selected “images”/pages.

- Table and matches on 1 side per group
- Table and matches on 2 side per group
- Table on 1 side per group
- Matches per day
- Matches per arena and day
- Playoff matches per class
- Places per class
- Scoring league, Top 10 per class
- Penalty league, Top 10 per class
- Goal keeper league, Top 10 per class
- Fairplay per class

You also choose how many seconds each image will be displayed.

When you click the button “Create slideshow” it is opened in a new window. In order to not display the browsers menu, click the Keyboard button F11.

In the line under the club brand you can see how many images the slideshow contains and which image in order that appears right now.

If you use Internet Explorer the image-effects change in a similar way to those found in PowerPoint.

Here are some examples of images.

Table

Administration / Slideshow

Create slideshow

Information Mark the pages you want in the slideshow.
Once you've got the slideshow, press F11 to view it full screen. Press F11 again to stop.
Point your mouse to the far right to hide it.
The slide show is adapted for a screen resolution of 1024 x 768.

- Table & games, group, 1 page
 - Group A
 - Group B
- Table & games, group, 2 pages
 - Group A
 - Group B
- Table, group
 - Group A
 - Group B
- Games, day
 - 7/1/2016
 - 7/2/2016
 - 7/3/2016
- Games, Arena, day
 - Superarenan, 7/1/2016
 - Superarenan, 7/2/2016
 - Superarenan, 7/3/2016
- Playoff games, class
 - Class P05
 - Class sommarjobb
- Placings, class
 - Class P05
 - Class sommarjobb
- Points league, Top 10, class
 - Class P05
 - Class sommarjobb
- Penalty league, Top 10, class
 - Class P05
 - Class sommarjobb
- Goalie league, Top 10, class
 - Class P05
 - Class sommarjobb
- Fairplay, class
 - Class P05
 - Class sommarjobb

Seconds per frame
10 Sec

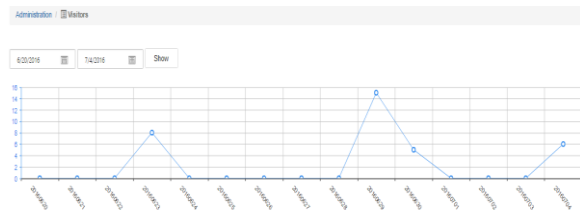
Create slideshow

Matches per day

Playoff

Visitor statistic

Here you can find visitor statistic for the Cup two weeks before it starts and two weeks after the cup has finished.



Team participants with information

Here you find a summary of the team participants who have something written in the “Team members with info”.

Administration / Team member with info		
Name	Note	Team
Pelle Karlsson Persson	Laktos	Test P05

This can be used, for example, to show to the food staff so that they know who needs special diets.

Check play times

This function checks that matches aren’t played at the same time and place.

Administration / Check play times

Inga matcher har samma tid och arena.

Sponsors

There are following types of sponsorship places in CupOnline.

Main sponsor

The logo on the opposite side of the club name/club logo.

Can be a maximum of 100x100 pixels.



Main sponsor

Class sponsors

For each class, you can specify a sponsor and their website address.

Group sponsors

For each group, you can specify a sponsor and their website address.

Administration / Advertisers		
Add Sponsor	Homepage	Admin
Name		
test	www.test.se	Change

Advertiser

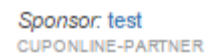
Administration / Advertisers / Edit test	
Name	test
Homepage	www.test.se
Status	Active
Save	Delete Cancel

Form , Advertiser

Advertiser

These appear randomly on the following pages.

- News
- Matches
- Team list
- Arenas
- Rules
- Statistic



Display advertiser

If you enter a URL the name becomes a link.

You add advertisers through the link "Admin" which is found on the left side at the menu.

Add new advertiser

To add a sponsor, you click on the link "Add sponsor" that you find at the top of all sponsors.

Change advertiser

To change a sponsor, you click on the link "Change" which is found to the right of each sponsor.

Referee

Here you find a list of referees that are listed for the cup.

Add a referee

To add a referee, click the link “Add referee” which is found over all of the added referees.

Change referee

To change a referee, click the link “Change” which is found to the right of each referee.

Statistic

For each referee you can see how many matches they had ruled, penalty minutes and averaged. You can also click on the number of matches and see how many penalties the teams received in each match.

Clicking on the number of penalty minutes, you will see what kind of and how many penalties the referee has taken.



Name	Games	PM	Average	Change
Test Referee 1	1/2	2	2.00	Change

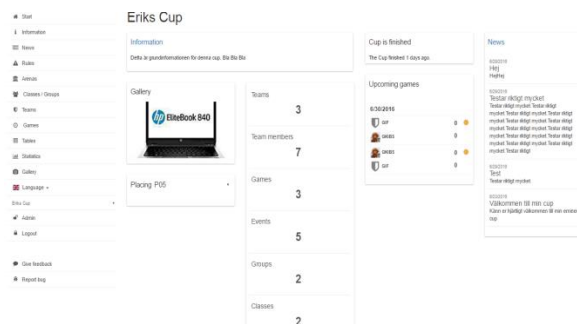
Referee

Information

This is the home page for a cup.

To administer the contents of the box under the cup name, you click on the cogwheel to the right and then “Change”.

Once you’ve made your changes, click the “Save” button that you find under the box for the text. Then you automatically will return to the home page.



Home page

Information

Form

News

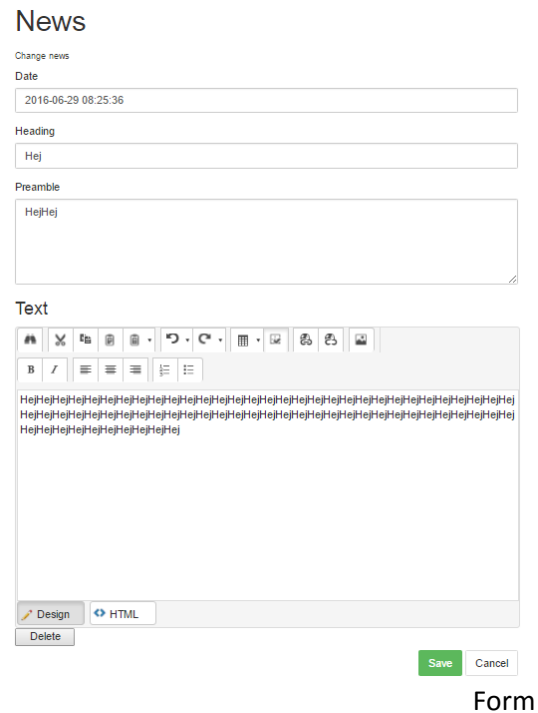
Here you see all news with title and introduction. If there is a longer text in the news, you can view it by clicking on the news.

Add

To add news, click the cogwheel to the right then “Add news”.

Change

To change existing news, click on the “Change news”-link which is on the right side of the current news.



Form

Classes

Here you find all the classes that are offered.
A class must be either an age group or a level of difficulty of the cup.

Add

To add a class, click on the cogwheel then “Add class” that you find to the right of the title “Classes/Groups”.

Change

To change an existing class, click on the link “Change class” that you find to the right of the current class.

For each class, you can specify a sponsor and their website address.

You can also choose if you want the table and results to appear for the current class.
If you choose “no” there will appear a text that says that the cup follows the National Sports Confederations guidelines to not display tables and results.

A class can not be deleted if there are groups, teams and matches attached to it. These must be redirect or deleted to make it possible to erase the class.

Places

When you are in a class, you can click on the “Placements” below the list of teams in the class.

Classes / Groups

Classes

Edit P05

Form

Placeringar U-16 [Visa klass](#) [Matcher](#)

RK	Lag
1	Skellefteå AIK
2	Stocksunds IF
3	MODO Hockey
4	Team Ångermanland
5	Hammarby IF
6	Brynäs IF
7	Mora IK
8	Timrå IK
9	Jonstorp IF
10	Flemingsberg IK
11	Luleå HF
12	Almtuna IS
-	IF Björklöven

Groups

Here you see all the groups that are offered.
A group is as a sub-grouping of classes.

Add

To add a group, click on the cogwheel that you find to the right of the title “Classes/Groups”. Then “Add group”.

Change

To change a group, click on the cogwheel that you find to the right of the title “Classes/Groups”. Then “change group”.

For each group, you can specify a sponsor and their website address.

Attach team

To attach a team to a group, click on “change group” and choose the teams that shall be attached to the group one by one and then click on “add team”.

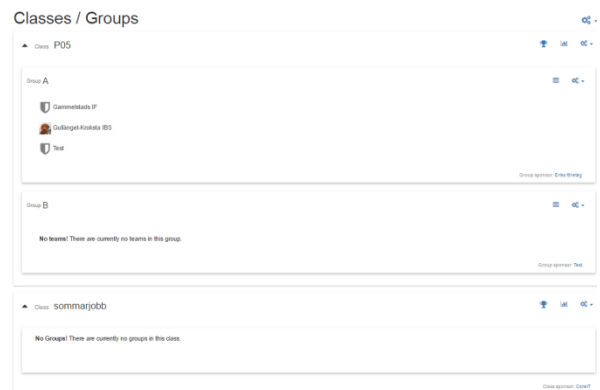
To remove an attached team from the current group, click on “delete” that you find to the right of each team that are attached to the group.

Table

If you click on the table icon next to the cogwheel you will be taken to a page that shows the table and matches for the current group.

The table is ordered by the criteria that are set during Cup data.

Peer meetings and drawing of lots are carried out manually using the Drop Down List that is farthest out to the right of each team in the table.



Groups

Edit A

Form

#	Team	GP	W	T	L	GF	GA	+/-	TP
1	Test	1	1	0	0	2	0	2	2
2	Gullängen-Kristina IS	0	0	0	0	0	0	0	0
3	Gammelstad IF	1	0	0	1	0	2	-2	0

#	Time	Arena	Home Team	Guest Team	Result	Admin
1	12:34	SA	Gammelstad IF	Gullängen-Kristina IS	0 - 0	Not started
3	15:00	SA	Test	Gammelstad IF	2 - 0	Finished
1	15:45	SA	Gullängen-Kristina IS	Gammelstad IF	0 - 0	Not started

Table och matches

Games

Here you see every game that are offered.

You can choose which matches to be shown using the various criteria set out in the roll bars.

Matches

Add

To add a game click on the cogwheel icon and then “add game” that you find to the right of the title “Games”.

Change

To change an existing game, click on the game that you want to change and then on the cogwheel icon to the right. Then choose “change game”.

If the game is a group game you must choose a group and choose the match type called “Group game”. If it is a playoff match you don’t choose a group, just the current class.

If the game is a placement game then you have to choose that.

Game

Form

When you upload a playoff game and don’t know which teams that will play the match you use the boxes (“Temp”) that you find to the right of the home team and the guest teams roll lists. Example.

Quarterfinals, “1st group A” v. “2nd group B”
Final, “Winner Semifinal 1” v. “Winner Semifinal 2”

In the game list you can administer the results by filling in the boxes in the column “Results.”

Scoresheet

Displayed if you have activated this. See next page.

Scoresheet

To get access to the scoresheet it must first be activated under settings. The title scoresheet will appear under the title “games”. Click on a game and then on the cogwheel icon, “change game” then click on the cogwheel icon again, “scoresheet”.

Add event

To add an event, choose period, time, event team and players.

Press the button “Save” to complete the registration.

Change event

To change an event, click on “change” which is found on the right side of every event.

Goal keeper statistic

If the goalkeeper statistics are activated under Cup data you will see “Goal keeper statistics” under game data and results. See next page for more information.

The screenshot displays the 'Scoresheet' interface. On the left, there is a sidebar with a list of events. The main area shows the 'Add event' form with fields for Period (1), Time (0), Event (Goal), Team (GIF), and a dropdown for Goals (0-0). Below this, there are fields for Scorer, Assist 1, and Assist 2, followed by 'Save' and 'Back' buttons. On the right, there is a game summary showing the score 0-0, the teams Gammelstad IF and Öllångel-Kronan 100, and a 'Start' button.

Goalkeeper statistic

Add goalkeeper

To add a goal keeper, fill out the form “Add goalkeeper”, this includes team, player, shots on goal, goals against and time played. Click the “Save” button to complete registration.

Change

To change the goalkeeper statistic, click on “Change”, which is found to the right of each goal keeper.

Remember that it’s the other team shots that are to be listed as “Shots on goal”.

NOTE!

Applying this function, the staff in the speaker booth has to be alert when a goalkeeper change occurs, so that the correct number of shots and goals are recorded.

Goals scored in an empty cage should not be listed on any goal keeper.

Målvaktstatistik (aktiverad)

PERIODER	5	Periodresult(MB):	Skott	Periodresult(Skott):
1-2	4	0-2, 1-2	28	12-10, 28-12
3-4			22	

TIMRÄ (aktiverad)

Målvakt	Skott på mål	Felaktiga mål	Skottmängdprocent	Speltid	Aktör
Jan Eriksson	12	3	85.52%	20 min	Ändra
Markus Rönkä	16	3	90%	20 min	Ändra

BÖRKLÖVEN (aktiverad)

Målvakt	Skott på mål	Felaktiga mål	Skottmängdprocent	Speltid	Aktör
Roof Lindgren	28	3	97.37%	40 min	Ändra

Goalkeeper statistic

Goalkeeper Statistics

Add a goalkeeper

Team

Player

Shots

Goals against

Time on ice

Add a goalkeeper

Teams

Here you can see all participating teams in the cup. To sort them click on the icon located to the right of the table headings.

Add team

To add a team, click on “Add team” which is found under the title “Teams” and under the cogwheel to the right.

Change team

To change a team, click on the teams name and then click on the cogwheel and then “Team properties” which is found on the right side of the team names.

Delete team

To delete a team, click on the teams name and then the cogwheel to the right, than “Team Properties” and then press the red “Delete” button.

Team specific logins

To send team-specific login information, so that the teams themselves can administer their team participants and contact details, click on the link “Send user data” which is found on the right side of the team names under the cogwheel.

Team administration is available to the day before the cup begins.

Add team participant

To add a team participant, click on the link “Add team member” which is found under the cogwheel on the right side of the title “Team members”.

Change team participant


To change a team participant, click the icon which is found on the right side of each team participant. (The icon looks like a pen and paper)

Allergies and special diets

For each team participant you can enter information (allergies/special diets).


Teams

Class P05




Gullänget-Kroksta IBS

[Games](#)[Statistics](#)[Exit](#)



Gullänget-Kroksta IBS

[Homepage](#)[Games](#)[Statistics](#)[Exit](#)



Gullänget-Kroksta IBS

[Games](#)[Statistics](#)[Exit](#)

Team

Team roster

Team members Gullänget-Kroksta IBS

Name

Position

Player

Number

Born Available ONLY for organizer

yyyy-mm-dd

Info

-Allergy

-Spec. diet

Save Cancel

Team participant data

Rules

Here you find the rules for the cup.
To administer the contents click on the cogwheel then “Change”.

Once you’ve made your changes, click the
“Save” button you find below the text box.

Rules

Everything is accepted.

Rules



The screenshot shows a web form titled "Rules" with a blue cogwheel icon in the top right corner. The form has a rich text editor toolbar at the top with icons for bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, and other formatting options. The main area of the form contains the text "Everything is accepted." Below the text area, there are two tabs: "Design" (selected) and "HTML". At the bottom right of the form, there are two buttons: "Save" (green) and "Cancel" (grey).

Form

Arenas

Here you see all arenas/halls/fields that are available for the cup.

Add arena

To add an arena, click the link “Add arena” located on the right side under the cogwheel.

Change arena

To change an arena, click the link “Edit” which is found below each arena.

Arenas 🔍

Superarenan
Min egen arena

[Games](#) [Edit](#)

Arenas

Edit Arena

Name

Short name

Information

B *I*

Min egen arena.

Design HTML

[Save](#) [Cancel](#) [Delete](#)

Form

Gallery

If gallery is activated it will be shown in the main menu.

Once you are logged in, there will be "blabla" shown on the top of the page. Press "Choose file" and choose what picture you want to upload from your computer.


Enter a name and potentially a description to the picture and press the button "Save". It is also possible to create new maps to the right of the page. If you press "Edit" to edit your picture, you could also change its name and description.

It is also possible to do an easier image process by pressing the icons below the picture.

- Rotate left
- Rotate right
- Increase light
- Decrease light
- Increase image clarity

Gallery

Upload image

 Ingen fi har valts
Image: (MAX 10 MB, Images larger than 600x400px will be reduced)

Name:

Description:

[Save](#)



[Edit](#)
[Delete](#)

Create new folder

Name:

[Save](#)

 Gallery
 Testmapp

Gallery



Image processing

Statistic

Here you find all statistics for the cup.

One class is shown at a time, you will have to choose which class is to be shown each time you enter.

If you have activated Match protocol top 10 for points, penalty league, goal keeper league (if it is activated) and fairplay they are displayed as a standard. Otherwise, you'll see a summary.

Statistics P05

Select P05

Summary

1 matchar har spelats och hemmalagen gjorde totalt 2 mål (2 per match) på 0 skott och gjorde som mest 2 mål i en match. Bortalagen gjorde totalt 0 mål (0 per match) på 0 skott och gjorde som mest 0 mål i en match. Hemmalagen vann 1 (~100%) av matcherna. Bortalagen vann 0 (~0%) av matcherna och 0 (~0%) matcher slutade oavgjort.

Total Points Leaders [Print](#)

RK	Name	Team	Pos	GP	G	A	P
1	Kalle-Pelle Andersson	tst	Defenceman	1	1	1	2
2	Pelle Karlsson Persson	tst	Forward	1	0	1	1

Goals league

RK	Name	Team	Pos	GP	Goal
1	Kalle-Pelle Andersson	tst	Defenceman	1	1

Top Goalies [Print](#)

There is no statistics yet!

Most penalized players [Print](#)

RK	Name	Team	Pos	GP	PIM
1	Kalle-Pelle Andersson	tst	Defenceman	1	2

Fairplay [Print](#)

RK	Team	PIM
1	Test	2 (2)

Statistic, tables

Prints

Following prints are available in CupOnline.



Eriks Cup



Classes

- Team roster
- Team list
- Group

Group

- Team roster
- Table and matches

Matches

- Match list

Match

- Match protocol

Team

- Team roster
- Team list
- Team members as textfile
- Team as text

Statistic

- Points league - Top 15
- Penalty league - Top 15
- Goal keeper league - Top 15
- Fairplay

The other is in Admin

- All groups with table and matches

Group A

Group sponsor
Eriks företag

RK	Team	M	V	O	F	GM	IM	+/-	P
1	Test	1	1	0	2	2	0	2	2
2	Gullänget-Kroksta IBS	0	0	0	0	0	0	0	0
3	Gammelstads IF	1	0	0	0	0	2	-2	0

Games

GNO	Date	Time	Class	Group	Arena	Home team	Away Team	Result
1	2016-06-30	12:34	P05		SA	GIF	GKIBS	0 - 0
3	2016-06-30	15:00	P05		SA	ist	GIF	2 - 0
1	2016-06-30	15:45	P05		SA	GKIBS	GIF	0 - 0

Group, table and matches

MODO Cup 40 Cuponline

SVEALP

Poängliga, U-16

RK	NAMN	LAG	MÅL	ASS	POÄNG
1	Sebastian Magnusson	Jonstorp IF	10	6	16
2	John Persson	Jonstorp IF	6	5	11
3	Jonathan Zaar	Jonstorp IF	4	7	11
4	Viktor Björk Lindström	Stocksunds IF	6	4	10
5	Jesper Olofsson	MODO Hockey	5	5	10
5	Kristoffer Melin	Mora IK	5	5	10
7	Peter Segersten	MODO Hockey	3	7	10
8	Adam Larsson	Skellefteå ADK	1	9	10
9	Mattias Janmark	Stocksunds IF	3	6	9
10	Adam Petersson	Skellefteå ADK	5	3	8
11	Emil Helligren	Skellefteå ADK	4	4	8
12	Felix Eriksson	Brynäs IF	3	5	8
12	Oskar Jonsson	Skellefteå ADK	3	5	8
14	Rasmus Holmén	Stocksunds IF	2	6	8
15	Fredrik Norman	Brynäs IF	5	2	7

Släppt: 2020-08-08 11:34:30

www.CUPonline.se

Sida 1 av 1

Create a new cup

This is how you do to create a new cup.

Cup data

Check the settings for the cup under Admin, Cup data.

User

Add all the users that is needed.

Information

Enter information about the cup.

Rules

Enter the rules for the cup.

Classes

Register all the age classes that are to be found in the cup.

Groups

Enter the groups that are to be included in each age class.

Teams

Enter the teams that shall participate in the cup.
Send team-specific login information.

Attach teams to the groups

Visit each group and attach the teams that belong to each group.

Arenas

Enter all the arenas/halls/fields that you have in the cup.

Matches

Enter all matches.

In the placement matches, you have to fill in "Placement", otherwise not.