

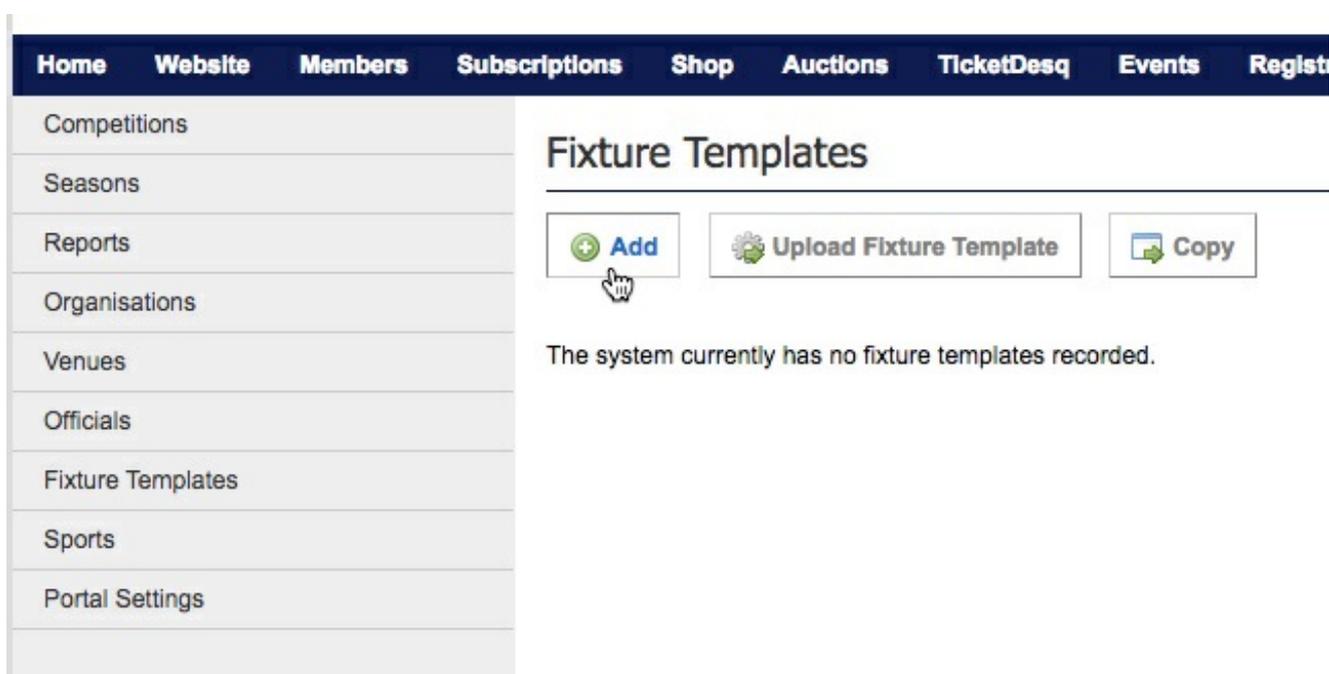
4. Creating and Uploading a Fixture Template

Last Modified on 19/10/2016 9:56 am AEDT

Fixture Templates allow organisations to create a template by which their fixturing is then done. This allows them to set up a template that creates the fixtures based upon the teams' seedings and automatically create the required fixture for the competition.

Adding Fixture Templates:

1. Within the Management Console, select **Competitions** from the top menu, then **Fixture Templates** from the left menu.
2. Click on **Add** at the top of the page.



The screenshot shows the Management Console interface. The top navigation bar is dark blue with white text for 'Home', 'Website', 'Members', 'Subscriptions', 'Shop', 'Auctions', 'TicketDesq', 'Events', and 'Register'. The left sidebar is light gray with a dark gray header 'Competitions' and a list of menu items: 'Seasons', 'Reports', 'Organisations', 'Venues', 'Officials', 'Fixture Templates', 'Sports', and 'Portal Settings'. The main content area has a white background and is titled 'Fixture Templates'. Below the title are three buttons: 'Add' (with a green plus icon), 'Upload Fixture Template' (with a green gear icon), and 'Copy' (with a green document icon). Below the buttons, the text reads: 'The system currently has no fixture templates recorded.' A mouse cursor is pointing at the 'Add' button.

3. Give the template a Title, as well as listing how many rounds are required, and how many games per round, then click **Save**.

Home Website Members Subscriptions Shop Auctions TicketDesq Events Registrations

Competitions
Seasons
Reports
Organisations
Venues
Officials
Fixture Templates
Sports
Portal Settings

Fixture Templates

[+ Add](#) [Upload Fixture Template](#) [Copy](#)

The system currently has no fixture templates recorded.

Note: If using Pools, list the Pools being used, eg. Pool A, Pool B, Pool C.

4. Click **Matches** at the top of the page.

Fixture Templates

[Listing](#) [Edit](#) [Add](#) [Delete](#) [Matches](#)

Record successfully added to system

Title: 4 Team Template

5. Click on **Edit Round** next to the first fixture of each round.

6. Drag and drop the Seeds into the **Matches** table to create the fixtures. This will populate all matches in this round.

7. Click **Save** to save your changes and then complete this process for any remaining rounds.

Fixture Template Matches (4 Team Competition)

Seeds

Bye

Matches

Match 1	1	4
Match 2	2	3

[← Previous](#) [Save](#)

Fixture Templates create an easy way for organisations to do their fixturing for each season. Setting up Fixture Templates for each of your standard competitions, allows you to use these time after time, and save administrators valuable time when doing fixturing.

Related Articles

[template("related")]
