Ophidian Tournament Software Manual

Welcome to the tournament section. We have created this manual so that you can learn how our system works. There are three types of users in this system: 1) Venues (Stores and places to hold events) 2) Agents (Organizers/Judges) 3) and Players.

Member Registration and Applying to be a Venue / Agent

When using our software, the very first thing you will need to do no matter what type of user you are is to register. Click on the **Main** button on the menu bar and select **Register**. Follow the steps and you will become a member.

If you are logged in, you can upgrade your membership to either a Venue or an Agent, by simply clicking on the **Logged-In** button on the menu bar and selecting **Apply for Venue** or **Apply to be an Agent**. This will automatically send your request to our administrator. If you apply for venue, you will need to fill out a form listing the store hours and address etc. Once approved, you will be able to gain your appropriate functions.

Searching for Events and Players

Everyone can search for events or other Ophidian players. To search for an event, click on the **Main** button on the menu bar and select **Events** or **Event Search**. To view the details of the event, you can click on the **Info** link by the event. If you are logged in, you can add yourself to the event by clicking on the **Add me to this Event** button. To search for other players, click on the **Main** button on the menu bar and select **Members** or **Member Search**.

Creating an Event (Venue may do this after they are Approved)

The way we have setup an event whether it be a league or tourney in our system, is that the Venue creates the event by clicking on the **Venue** button on the menu bar and selecting **Add Event**. Your venue is listed and next to it is a link you can click on that says **Info**. When you click on info, a page with your venue info opens up. Below it is a button that says **Add Event to My Venue**. Click on that to go to the set up page. Here you fill out the details of the event i.e. type of event, place, time, etc. There is also a list of Agents available. Click on the **Agent** link by a player to choose him or her to be the agent for the event.

Note: If a venue in your area cannot submit itself for any reason, you may submit the info for them. That venue will be listed and can hold events or be found in our search.

Joining an Event

Once the Event is created, any player who wishes to attend this event may do so by clicking on the **Main** button on the menu bar and selecting **Events** or **Event Search**. Once they find your event, they click on **Info** next to your event and then click on **Add me to this event**. (The agent may also add a player to an event by clicking on the plus sign (+) by the player's name. For the Agent, the players in the state of the event are listed, but if you search with blank fields, all players are listed.) Once the event is completed, the Agent lets us know who won, who got crowd favorite, and what Gladiators won the event by scoring it (See below).

Scoring an Event (For Agents)

To score an event, the agent will go to the event detail. (This can also be done by clicking on the **Logged-In** button on the menu bar and selecting **My Events (agent)**. The agent's events are listed starting today. Since the event already happened, the agent will select **1 month ago** or **All**. Once they find the event, they click on **Info** next to the event.) If any players joined last minute, the agent can add them here by clicking on the plus signs as mentioned above.

Now the agent can click on **Result Input**. This button will appear the day after the event is over. The agent will see the list of players in the event. Clicking on a minus sign (**-**) by the player will remove the player from the event. Clicking on **Win** by a player will choose that player as the winner of the event. Clicking on **CF** by a player will choose that player as the Crowd Favorite of the event. Below the list of players in the event is the list of gladiators the winner of the event used. (They are in VP order, 4VP on top). Select the names of their gladiators and then click on **Save, Calculate and Lock**.

Any Questions?

If you need help with anything, have feedback, suggestions, questions or comments, feel free to send them to tournaments@ophidiangames.com