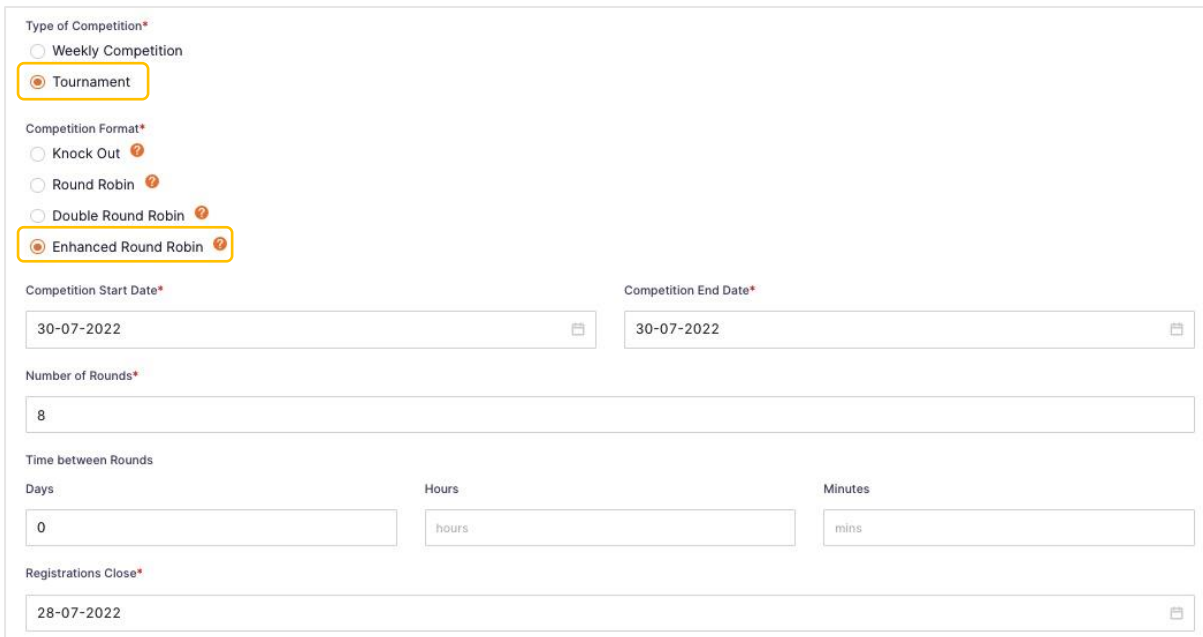Creating a tournament in Netball Connect is similar to creating a regular competition. Firstly, select **+ New Competition Registration** on the Registration Module to create your Tournament. This resource will not cover how to setup a competition, click here for that process.

On the competition setup page under *Type of Competition* select 'Tournament', under *Competition Format* select 'Enhanced Round Robin'.
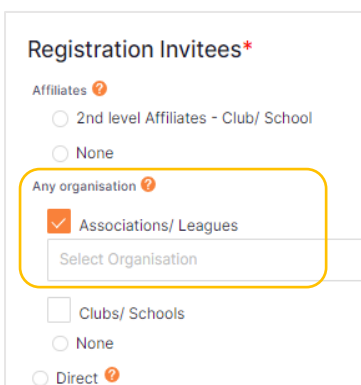
Complete the other competition fields as required. You then have the choice of how you want to invite associations to participate in the tournament.

For Association Tournaments follow Option 1.
For Tournaments with direct entry for independent teams follow Option 2.

Option 1 - Any Organisation - Association/Leagues
a. Under the 'Registration Invitees' header, tick 'Associations/Leagues', and proceed to search for each Association that will be participating in your tournament. Once invited, the Tournament will appear under the Registration module "Participating in Competition' section.
b. The invited Associations will receive a notification to open their registration forms. After the invitee opens their registration form, they can then create and submit the participating teams in the tournament via their Competitions module.
c. This tournament structure allows the participating Association to submit teams directly to the competition. You will need to invoice the association externally for team entry.
d. It is a good idea to invite your own Association at this point. If you have individual teams wanting to participate in the tournament, by inviting your association you can create a tournament registration form and share the link with these teams to enter directly.

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Participating Associations will add teams using the 'Create Team' function.

Once these teams have been added, the participating Association will 'Propose a Grade' for this team. Your Association can then finalise the grades for the tournament draw, *as you would a regular competition.*

Option 2 - Direct Entry

Select Direct.

Direct Entry is for tournaments taking independent team entry rather than association teams. Teams will register via your registration form link. Direct Entry and point d on the previous page (inviting your own association) are effectively doing the same thing so if you need to invite Associations and allow for independent teams please use Option 1 and invite your own Association as per point d.

This option is not ideal for association as all registered teams will be submitted by an individual and all registered teams would be listed under that individuals profile. Also, only one team can be registered at a time so team entry fees, and associated transactions fees will be charged at time of registration.

> NOTE
>
> If you are unsure about which option to select please lodge a ticket and request a call from our team to discuss.

When setting up your tournament, you have the option to apply 'Team Registrations' as a registration option under the 'Fees' tab. These fees will be charged for any teams registering directly through your registration form using Option 2. Option 1 which allows Associations to submit teams will need to be invoiced externally.

Select Team Registrations, *Team Fee* (charged for the whole team) then *Charged for Full Season*. You can then add the charge for each team via either of the Nomination Fees or Competition Fees boxes. After publishing your competition, setup your registration form. Tick the membership types that correspond to the **'Team'** *registration types* for each of your created *registration divisions*. To see more on setting up a registration form, click here.

NOTE

If you *do not* tick a selectable box for a 'Team' registration type for each of your divisions, then your participating Associations will not be able to register teams to this particular division.

Successfully registered teams will populate in your Competitions module 'Team Grading' page, where you can allocate teams to their final grade for the tournament and create fixtures.