

Moving an archer to a different team or individual group within a school.

If you need to add a new group to the registration, go to Group Configuration first.

If you have already reserved flights for this team, you must assign all archer to a flight position before the system will allow you to move the archer. The flight position assigned to the archer will be moved with the archer to the new team group.

- Select Edit Roster
- Select the current team or individual Group
- Click Change Team Group next to the archer to move.

2013 Demo Tournament FRANKFORT TEST 2 Change

TEAM GROUPS	QUALIFY AS TEAM #	MALE #	FEMALE #	ARCHERS #	FLIGHT POSITIONS
HIGH Team #1	NO	0	1	1	1
INDIVIDUAL Group #1	NO	3	0	3	3
MIDDLE Team #1	NO	2	0	2	2

Number Archers Registered: 6

Analyze Registration
Group Configuration
Coach Info
View Roster
Edit Roster
Reserve Flights
Assign Flights
Swap Flights
Donations
Payments / Invoices

Edit Tournament Participant Roster
Instructions: The team grouping applies only to team scoring. Each archer will be considered for individual awards based on their grade level.

HIGH Team #1
 INDIVIDUAL Group #1
 MIDDLE Team #1

Add Participant

NAME	GENDER	GRADE	TEAM GROUP	FLIGHT	
STUDENT, TEST	M	5	MIDDLE Team #1	Wed Flight 1:00 PM	Participant Change Team Group Remove Participant
TEST, ANOTHER	M	3	MIDDLE Team #1	Wed Flight 2:15 PM	Edit Participant Change Team Group Remove Participant

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- Select the new team or individual group
- Select update

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INDIVIDUAL Group #1	NO	3	0	3	3
MIDDLE Team #1	NO	2	0	2	2

Number Archers Registered: 6

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Edit Tournament Participant Roster
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HIGH Team #1
 INDIVIDUAL Group #1
 MIDDLE Team #1

(Move flight positions from the swap flights screen)

Add Participant

NAME	GENDER	GRADE	TEAM GROUP	FLIGHT	
TEST, ANOTHER	M	3	MIDDLE Team #1	Wed Flight 1:00 PM	Update Cancel
TEST, ANOTHER	M	3	MIDDLE Team #1	Wed Flight 2:15 PM	Edit Participant Change Team Group Remove Participant

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