

# On-line Sectional Wrestling Host Instructions

All sectional results will be submitted on-line to the IESA. Location and time information will also be entered by the host and posted on the website. At any time, a host may access their tournament information to post dates, times, and locations for their tournament games.

## I. LOGGING-IN TO THE IESA MEMBER CENTER

- Go to the IESA Website and click on the red Member Center login button on the left hand side of the web page.
- Choose your school and enter your school's password. Example below.

**Choose your school and enter your password to log in.**

**Administrators, coaches and directors log in here.**

User IDs are no longer needed - choose your school by common name (city first), ex. Normal Parkside.

Choose your school and enter your Password here

➡

Your School

Choose City/School

Password

Click Here ➡

Click here to log in

[HELP! I don't know the password!](#)

## II. ACCESSING HOST ADMINISTRATION

- The Sectional Host Administration Area appears on your school page.
- If you are hosting multiple activities, all of your tournaments will show a link.
- Click on the tournament link for the tournament that you would like to update.

Membership Dues & Activity Registration	Entry Centers & Host Administration
<b>Membership renewed on 5/27/2009</b>	
Dues, Athletics and Scholastic Bowl	<a href="#">2009-2010</a>
Dues/Art Workshops	<a href="#">2009-2010</a>
Dues/Music Contests	<a href="#">2009-2010</a>
-Speech Registration will be available Aug. 1 - Area 21: Nov. 12.	
-Cheer Registration is not currently available.	
Girls Softball	<a href="#">Entry Center</a>
Cross-Country	<a href="#">Entry Center</a>
Boys Wrestling	<a href="#">Entry Center</a> - <a href="#">Host Admin</a>
Scholastic Bowl	<a href="#">Entry Center</a>
Track & Field	Assignment Pending

Click Here

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### III. SET MEET LOCATION INFORMATION

Sectional Hosts Click Here ➡

Sectional A	
<a href="#">Email Sectional A Qualifier Coaches</a>	
<a href="#">Sectional Host Info</a>	
<a href="#">Sectional Host Online Instructions</a>	
<a href="#">Set Sectional Location</a>	<b>OPEN</b>
Open thru 3/6/2010	
<a href="#">Sectional Qualifiers by Weight/Rank</a>	
<a href="#">Set Sectional Results</a>	<b>PENDING</b>
Open from regional scoring thru state scoring	
<a href="#">Download Sectional Entry Data</a>	
<a href="#">View Sectional Rosters</a>	

- As a host, you enter the actual location of the sectional meet. You will need to provide the venue name, address and city. Click on the "Update" button after you have filled in your information. If you do not click "Update", your information will not be saved.
- After updating, the venue information will then be posted on the IESA website on the wrestling assignments page. You may direct fans/parents to the assignment page for tournament information.
- The address and city information is extremely important to enter. This information will generate an on-line map and directions to your facility.

Sectional A Venue	
<b>Update as often as needed.</b>	
Venue	<input type="text" value="TBD"/>
Street Address	<input type="text"/>
City (just city)	<input type="text"/>
Comment	<input type="text"/>
<input type="button" value="Update"/>	

**Map will be linked to address and city inserted here**

**IV. VIEWING & DOWNLOADING SECTIONAL ENTRIES BY SCHOOL**

- A. As a host, you will be able to view all sectional qualifiers by school.
- B. Click on **“View Sectional Qualifiers by School”** on the Host Administration page.
- C. If you are creating a written program for your tournament, you will be able to download all of the regional entry information for your tournament.
  - Click on the **“Download Sectional Qualifier Data”** link.
  - Choose PC or Mac.
  - Click **“Get School Data”** (member school data) or **“Get Entry Data”** (contestant data)
  - Save the resulting file to your hard drive as an .xls file.

**Boys Wrestling Host Administration**

[Entry Menu](#) - [Regional Entry Form](#) - [Host Administration](#)

**Sectional A Entry Data**

**To download Sectional A data file:**

- Choose **PC** or **Mac**
- Click **Get Data**
- **SAVE** the resulting file to your hard drive as an **.xls** file

Click here to access data ➔

[View All Sectional A Qualifiers as Webpage](#)

**V. VIEW SECTIONAL QUALIFIERS BY WEIGHT/RANK**

- A. Access the sectional qualifier names by weight and regional place rank prior to the Sectional to create your bracket.
  - Log-in at the IESA Member Center and proceed to the wrestling host administration page.
  - Click on **“Sectional Qualifiers by Weight/Rank”** on the Host Administration page.

		Regional 7		Regional 8		
WT	Place	Name	School	Place	Name	School
65	1	Jontry, Ron	Bolingbrook Brooks	1	Brooks, Darren	Bolingbrook Addams
	2	Peterson, Kris	Bolingbrook Brooks	2	Patel, Derek	Bolingbrook Humphrey
	3	Johnson, Carl	Dwight	3	Crider, Dan	Bolingbrook Humphrey
	4	Jordan, Steven	McHenry MS	4	Strohl, Thomas	Grayslake

**VI. ENTERING SECTIONAL RESULTS**

A. After your sectional tournament, all results must be submitted on-line to the IESA. Results will be posted on the IESA website. **All Sectional results should be entered immediately after your meet and absolutely no later that 6:00 p.m. Sunday, March 7.**

B. To enter results, do the following:

- Log-in at the IESA Member Center and proceed to the wrestling host administration page.
- Click on **“Set Sectional Results”**
- Choose 1<sup>st</sup> Place Team winner from drop-down list and tab to enter points.
- Choose 2<sup>nd</sup> Place Team winner from drop-down list and tab to enter points.

Sectional A Results		
Team Results		
	School	Points
1st Place	Choose School <input type="text"/>	<input type="text"/>
2nd Place	Choose School <input type="text"/>	<input type="text"/>

- Enter Sectional Individual Results.
- Choose a 1<sup>st</sup> place winner from the 65 pound weight class drop-down list. See below.
- Tab to select the 2<sup>nd</sup> place winner, 3<sup>rd</sup>, and alternate for the weight class.
- Select winners from each weight class.
- If there is no qualifier for a particular weight-class place, select “no qualifier”.
- Click the “Update” button in the lower right hand corner. If you do not click this button, your information will not be saved. **Be sure to click “Update Results” periodically to “save” the information.**

Individual Results				
Weight	1st Place	2nd Place	3rd Place	4th Place (Alternate)
65	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>
70	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>
75	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>	Choose Wrestler <input type="text"/>
				Update Results

C. The IESA will be able to view all results once they are updated. You will not need to fax results.

VII. CONTACT INFORMATION
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A. Contact information for the schools in your sectional is listed on the Host Administration page.

**Sectional 3 Coaches**

<b>Antioch</b>	John Smith	847-999-2323	<a href="mailto:jsmith@antioch34.com">jsmith@antioch34.com</a>
<b>Fox Lake Stanton</b>	Jim Smith	847-333-9455	<a href="mailto:jsmith@aol.com">jsmith@aol.com</a>
<b>Grayslake</b>	Matt Smith	847-222-9455	<a href="mailto:matt.smith@d46.org">matt.smith@d46.org</a>