



January 2018

Dear MTC Members,

We are ready to go live with the Top Dog Tennis Program. We have been using it behind the scenes at the club for the past month. This program has many tools that we will implement over time. As of now we will use the following aspects of the software:

- **Men's and Ladies Ladders** Where you can sign-up, challenge players & view results.
- Club Play match recordings & club organization of Club Play Where you can view your match history on Club Play matches. We will currently not use Top Dog for Club Play sign-ups.
- **Club tournaments** You can sign-up for our club Championships on Feb 3rd for example.
- **Member match arranging** Find matches with other players (once players have entered player availability)
- **Recording scores from social matches** This is an optional for social matches.

Here are few things to keep in mind when using Top Dog. The Top Dog rating system is only used for Murrieta Tennis Club events. Top Dog uses a dynamic rating system. To learn more about the dynamic rating system you can visit topdogtennis.com and then go to Blog (before you click on the login). Your USTA rating was initially entered into the program. If you have played in any of our Club Play events your rating may have changed based on your results. If your Top Dog rating changes, it has nothing to do with any other rating system outside of Top Dog such as USTA or UTR. All matches entered into the Top Dog software will affect your Top Dog rating. Ladder matches will affect your Top Dog rating. If you record a social match it will affect your Top Dog rating.

On the next few pages you will find directions on how to get started with Top Dog. Please take some time to become familiar with the program and contact us if you have any questions.

# HOW TO LOGIN

Go to **topdogtennis.com** and select LOGIN at the top right corner. Please DO NOT select SIGN-UP.



**LOGIN** = This is the email address that we have on file for you at the club.

**PASSWORD** = Your password is your last name followed by mtc with the first letter of your last name capitalized (examples: Smithmtc, or Jonesmtc).

\* If you have trouble with the login please contact the office and we will assist you. **PLEASE DO NOT CREATE A NEW ACCOUNT**. We will create an account for you if you are not in the system.

| FIND,          | A TOURNAMENT MEET PLAYERS   |                    |   |          | Login | 🕄 Help | Q Search |
|----------------|---|--------------------|---|----------|-------|--------|----------|
| Your Home Club |   |                    |   |          |       |        |          |
|                | First S<br>*Download of 6   | IMPLE LOGIN        | B⊠<br>Login to your FB account  |          |       |        |          |
|                | Email   | Email              |   |          |       |        |          |
|                | Password  | Password           |   | <b>a</b> |       |        |          |
|                |   | Remember Me        | Administrator   |          |       |        | Iback    |
|                |   |                    | Log in  |          |       |        | Feed     |
|                | Forgot  | or Change Password | Create TopDog account   |          |       |        | _        |
|                |   | You will nee       | ed to have your cookies enabled to use this site.   |          |       |        |          |
|                | Reasons to login Update your player profile Register for leagues and ev Enter Scores Enter your team availability View Match Lineup Enter vour personal availab | ents.<br>,         | You don't have to login to view Player Profiles League Standings Teams and Leagues Match Results Tournament Draws Round Robin Leagues |          |       |        |          |

Once you have logged into the system you will be taken to your profile. This is essentially your 'home page'. If you ever need to get back to this point in the website, simply click on the My Profile link, located at the upper right-hand corner of the web page.

When you are logged into the system you will be able to click on the EDIT button to change your information. Please make sure your information is correct. Please change your account password. You can turn on or off the email notification in your profile.



| RRIETA  |            |
|---|------------|
| Player Profile Your Home Club   |            |
| ar's information  | * regulare |
| First Name: * [irst Name  |            |
| Last Name: "Last Name (test)  |            |
| Adult en kanise *   |            |
| Gender. * Maie V  |            |
| Birth date: (1/1/1900   |            |
| Official Number USTA number   |            |
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| neral Preferences   |            |
| king the bases below will show them to logged in users.   |            |
| Show home/cell phone: 🗹   |            |
| Shaw wark phane. 🕑  |            |
| w logged in users to email w  |            |
| Show your gender: 🖉   |            |
| il preferences  |            |
| Match Result Notification: 🗭 Teom Leogues   |            |
| Match Result Notification: 🗹 Cub Leegues - Round Robins, Box, tournaments, Ladders  |            |
| Receive E-mails  Only logged in users and admins will be allowed to send you email  |            |
| No system generated emails. Such as match reminders etc.  |            |
|   |            |
| dress and Phones  |            |
| Street Inc. Inc. Inc. Inc. Inc. Inc. Inc. Inc.  |            |
| City 77 Steller (20) [Murrieta JCA (92543   |            |
| Komp  |            |
| Wark Phone  |            |
| Cell Phone:   |            |
| Cell Company: Choose 🔻 ATT, Verizion etc. We use this for text messaging  |            |
| Allow users to text you: 🛄 (Users must be logged into the system)   |            |
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| English Internet (State Strategy and State Stat |            |
| Email (sonotrop); @murriestenniscub.com Chanes Pestivori  |            |

# **SIGNING UP FOR LADDERS & EVENTS**

To sign-up for a club event select SIGN-UP under the NEWS in the middle of your screen. You can currently sign-up for our Men's or Ladies Ladder or our Club Championships.

\*Please DO NOT use the "New Scheduled Play" Tab to sign up for the Club Play events such as Tuesday Men's Doubles or Wednesday Ladies doubles. We will continue to use our current process to sign-up and confirm players for Club Play events.

|  |   |                  |                       |              |                      | ) 🔹 🕄 Help 🛛  |
|--|---|------------------|-----------------------|--------------|----------------------|---------------|
| HOME CLUB FIND A TOUR  | NAMENT MEET PLAYERS - CALENDAR                |                  |                       |              |                      |               |
| ummary Completed Matches Ratings New Sched   | ulePlay Affiliations/ Home Court More •       |                  |                       |              |                      |               |
|  |   |                  |                       |              |                      |               |
| irst Name Last Name (test)   |   |                  |                       |              |                      | Ema           |
| Add Picture  | News  |                  |                       |              |                      |               |
| •  | Signup Click here to signup for Murrieta Tenr | is Club programs |                       |              | Murrieta Tennis Club |               |
| Murrieta, CA   |   | Þ                |                       |              |                      |               |
| Edit   |   |                  |                       |              |                      |               |
| Record Club Match  |   |                  |                       |              |                      |               |
| Contact Information  |   |                  |                       |              |                      |               |
| Email: Send E-Mail   |   | -                |                       |              | _                    | T             |
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| Tennis Doubles   | Calendar                                      |                  |                       |              |                      | _             |
| Tennis Doubles Played - Wins -   | Calendar                                      |                  |                       |              |                      |               |
| Tennis Doubles Played - Wins - Losses -  | Calendar                                      |                  | January 2018          |              | month we             | ek døy        |
| Tennis Doubles           Played  | Calendar<br>Sun Mon                           | Tue              | January 2018<br>Wed   | Thu          | month we             | ek day<br>Sat |
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The Ladders are ready to go. Please start using this program for all your Challenge Ladder matches. If you are not already on the ladder, you may sign-up. We will place you on the ladder after you sign up. Do not start challenging other player until you are placed in the ladder and receive a confirmation email from the director of tennis.



| HOME CLUB FIND A TOURNA                                     | First Name Last Name fresh • • • Help • Q Search MENT MEET PLAYERS •  |
|---|---|
|   | He empty.   |
| Murrieta Tennis Club<br>Men's Singles Ladder - Registration |   |
| Men's Singles Ladder  | You are registering First Name Last Name (test).  |
| Play Dates  | If you wish to register someone else <u>Click here</u> to search for them in our database. If the person you are looking for does not exist, <u>click here to create an account</u> , |
| End 07/01/18  | Carrel Back Continue  |
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Once you are signed up for the ladder please wait for a confirmation email from Scott Dickey before you start challenging other players.

# HOW TO CHALLENGE A LADDER MATCH

To Challenge a ladder match go to COMPETITIONS / PROGRAMS and follow the directions on the screen.



#### First Name Last Name (test)

| Add Picture                        |     | News                      |                      |                                   |                              |                |               |            |                       |              |        |
|------------------------------------|-----|---------------------------|----------------------|-----------------------------------|------------------------------|----------------|---------------|------------|-----------------------|--------------|--------|
| Murrieta, CA                       |     | Signup Click here to sign | up for Murrieta Tenn | is Club progran                   | ns                           |                |               |            | Murrieta Tennis C     | lub          |        |
| Edit                               |     |                           | Free                 | e Denta                           | il Implant                   | S              |               |            | ×                     |              |        |
| Record Club Match                  |     |                           | cosme                | tic Dentistry G<br>icdentistrygra | rants. No Fee. Mu<br>nts.org | ist Be Employe | d. Up to 20k. | $\bigcirc$ |                       |              |        |
| Contact Information                |     |                           |                      |                                   |                              |                |               |            |                       |              |        |
| Email: Send E-Mail<br>Murrieta, CA |     | Competitions / Pro        | ograms               |                                   | Vie                          | w All          | Complete      | d Matches  | Record                | club match   | View A |
| Gender:M                           |     | Men's Single              | es Ladder 1/1/2018   |                                   |                              |                |               | No Co      | mpleted Matches Found |              |        |
| Tennis Doubles                     |     |                           |                      |                                   |                              |                |               |            |                       |              |        |
| Played                             |     | Calendar                  |                      |                                   |                              |                |               |            |                       |              |        |
| Wins<br>Losses<br>Ties             |     | 4 >                       | today                |                                   |                              | January 2      | 018           |            | mo                    | nth week day |        |
| Rating                             | 3.0 | Sun                       | Mon                  |                                   | Tue                          | Wed            |               | Thu        | Fri                   | Sat          |        |
| ennis Singles                      |     |                           |                      |                                   | -                            |                | 2             |            |                       |              |        |
| Played                             |     |                           |                      |                                   |                              |                |               |            |                       |              |        |
| Wins<br>Losses                     | 1   |                           | 7                    | 8                                 | 9                            |                | 10            | 11         | 1 12                  |              |        |
|                                    |     |                           |                      |                                   |                              |                |               |            |                       |              |        |

### **RECORDING A MATCH**

To record a ladder match or a social match select HOME CLUB then RECORD CLUB MATCH. Please remember that when recording a social match all players must agree that the match will be recorded in TopDog prior to play.

|   |  |   | Name (test) 👻 😨 Help 🛛 🖸               |
|---|--|---|--|
| HOME CLUB FIND A TOU  | RNAMENT MEET PLAYERS +   |   |  |
| ecord Club Match Reports Calendar   |  |   |  |
| lur ta Tennis Club  |  |   | Calenda                                |
| 1   |  | ji Like 0 G+  | y Tweet                                |
|   | News   |   |  |
|   | Welcome  |   |  |
|   | Welcome to Murrieta Tennis Club  |   |  |
|   | Last update: 11/13/17  |   |  |
| MURRIETA  | Last update: 11/13/17<br>◆ Competitions  |   | View all                               |
| MURRIETA<br>TENNIS CLUB   | Last update: 11/13/17     Competitions     Ladies Singles Ladder   | 01/01/18-07/01/18   | View all<br>Signup                     |
| MURRIETA<br>TENNIS CLUB<br>Create TopDog account  | Last update: 11/13/17  Competitions  Ladies Singles Ladder  Men's Singles Ladder   | 01/01/18-07/01/18<br>01/01/18-07/01/18                      | View all<br>Signup                     |
| Address<br>39405 Murrieta Hot Springs Rd  | Last update: 1/13/17   | 01/01/18-07/01/18<br>01/01/18-07/01/18<br>02/03/18-02/03/18 | View all<br>Signup<br>Signup<br>Signup |
| Address<br>39405 Murrieta Hot Springs Rd<br>Murrieta,CA 92563   | Last update: 1/13/17  Competitions  Calles Singles Ladder  Men's Singles Ladder  Calles Championships  | 01/01/18-07/01/18<br>01/01/18-07/01/18<br>02/03/18-02/03/18 | View all<br>Signup<br>Signup<br>Signup |
| Address<br>39405 Murrieta Hot Springs Rd<br>Murrieta, CA 92563<br>Phone<br>951-698-6774   | Lastupeze: 1/13/17   | 01/01/18-07/01/18<br>01/01/18-07/01/18<br>02/03/18-02/03/18 | View all<br>Signup<br>Signup<br>Signup |
| Address<br>39405 Murrieta Hot Springs Rd<br>Murrieta, CA 92563<br>Phone<br>951-698-6774<br>Site<br>www.murrietatennisclub.com             | Last update: 11/13/17             Competitions          Ladies Singles Ladder          Men's Singles Ladder          Min Club Doubles Championships           MTC Club Doubles Championships | 01/01/18-07/01/18<br>01/01/18-07/01/18<br>02/03/18-02/03/18 | View all<br>Signup<br>Signup<br>Signup |
| Address<br>39405 Murrieta Hot Springs Rd<br>Murrieta,CA 92563<br>Phone<br>951-698-6774<br>Site<br>www.murrietatennisclub.com<br>Courts: 9 | Last update: 11/13/17   Competitions  Calles Singles Ladder  Men's Singles Ladder  Calles Championships  | 01/01/18-07/01/18<br>01/01/18-07/01/18<br>02/03/18-02/03/18 | View all<br>Signup<br>Signup<br>Signup |

|  |   |   |  | First Name Last Name (test) 👻 | 🕄 Help | <b>Q</b> Sea |
|--|---|---|--|-------------------------------|--------|--------------|
| HOME CLUB  | FIND A TOURNAMENT   | MEET PLAYERS -  |  |                               |        |              |
| Your Player Profile Your Home Club   |   |   |  |                               |        |              |
| Record a Club Match This program is used to enter your indivi Enter Winner's name(s) on the left side a  | dual matches. It's not meant to be us<br>nd the Loser's name(s) on the right si | ed for your league or tournaments matches.<br>de. Setting the Scoring validation to "conventi                       | tional" will only accept valid scores.           |                               |        |              |
| Match Date:<br>1/18/2018<br>Match Status:<br>Completed V<br>Singles/Doubles:<br>Doubles V<br>Scoring validation:<br>Any Other Scoring V<br>Match Type:<br>Practice/ Social V<br>Sport:<br>Tennis V | Set 1:<br>Set 2:<br>Set 3:<br>Set 4:<br>Set 5:                                  | Winner Winner/s name Winner partner's name Uinner partner's name Uinner partner's name Uinner partner's name Uinner | Opponent<br>Loser's name<br>Loser partner's name |                               |        |              |

### ENTERING YOUR PLAYER AVAILABILITY

Please enter your player availability. This will be used for match arranging for social and ladder matches. To do this go to your PLAYER PROFILE then select MORE then PLAYER AVAILABITY. Enter your availability and click Save at the bottom.

|  |                                  |  |                |                            |   |  | est) 👻 🕄 Help 🔍                   |
|--|----------------------------------|--|----------------|----------------------------|---|--|-----------------------------------|
| HOME CLUB FIND A T   | OURNAMENT MEET PLAY              | YERS - CALENDAR  |                |                            |   |  |                                   |
| Summary Completed Matches Ratings New S  | SchedulePlay Affiliations/ Hom   | ne Court More 🔻  |                |                            |   |  |                                   |
|  |                                  | 🗮 Leagues  |                |                            |   |  |                                   |
| First Name Last Name (te   | est)                             | Ladders  |                |                            |   |  | Emai                              |
| Add Picture  | News                             | 🖬 Availability   |                |                            |   |  |                                   |
| -  | Signup Click her                 | re to signup to morneta rennis club p                              | rograms        |                            |   | Murrieta Tennis Club   |                                   |
| Murrieta, CA   |                                  |  |                |                            |   |  |                                   |
| Edit   |                                  |  |                |                            |   |  |                                   |
| Edit   |                                  |  |                |                            |   |  |                                   |
| Record Club Match  |                                  |  |                |                            |   |  |                                   |
| Contact Information  |                                  |  |                |                            |   |  |                                   |
|  |                                  |  |                |                            |   |  |                                   |
| Email: Send E-Mail   |                                  |  |                |                            | C   |  |                                   |
| Email: Send E-Mail<br>Murrieta, CA   | Competition                      | ns / Programs  | Vi             | ew All                     | Completed Matches                             | Record club  | match View All                    |
| Email: Send E-Mail<br>Murrieta, CA<br>Gender:M   | Competition                      | ns / Programs<br>m's Singles Ladder 1/1/2018                       | Vi             | ew All                     | Completed Matches<br>No Ci                    | Record club  | match View All                    |
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|  |                         |  |                         |                           |   |        |          | First Name Last N | Name (test) 👻 | Help | Q Search |
|--|-------------------------|--|-------------------------|---------------------------|---|--------|----------|-------------------|---------------|------|----------|
|  | HOME CLUB               | FIND A TOURNAMENT                      | MEET PLAYERS -          |                           |   |        |          |                   |               |      |          |
| Your Player Profile                      | Your Home Club          |  |                         |                           |   |        |          |                   |               |      |          |
|  |                         |  |                         |                           |   |        |          |                   |               |      |          |
| First Name Last Name                     | e (test)'s availability | 1                                      |                         |                           |   |        |          |                   |               |      |          |
| Primary Phone: No p<br>City: Murrieta,CA | hone                    |  |                         |                           | Gender: M<br>E-mail: Click here to send e | email  |          |                   |               |      |          |
|  |                         |  |                         |                           |   |        |          |                   |               |      |          |
|  | Monday                  | Tuesda                                 | /                       | Wednesday                 | Thursday                                  | Friday | Saturday | S                 | unday         |      |          |
| Morning                                  |                         |  |                         |                           |   |        |          |                   |               |      |          |
| Noon-ish                                 |                         |  |                         |                           |   |        |          |                   |               |      |          |
| Afternoon                                |                         |  |                         |                           |   |        |          |                   |               |      |          |
| Evening                                  |                         |  |                         |                           |   |        |          |                   |               |      |          |
|  | Return Date:            | T                                      |                         |                           | Prefers to play: Unknown                  | •      |          |                   |               |      |          |
|  |                         |  |                         |                           |   |        |          |                   |               |      |          |
| Comment (to be used                      | l to communicate w      | <i>ith your opponents)</i> This inform | nation will be displaye | d when viewed by your opp | onents. Ex. vacations days                |        |          |                   |               |      |          |
|  |                         |  |                         |                           |   |        |          |                   |               |      |          |
|  |                         |  |                         | Back Save                 |   |        |          |                   |               |      |          |

## FIND OTHER PLAYERS - FIND A MATCH

Players can use this section to find other players to play with. This information is based on the availability you entered in for yourself. To Find a game go to MEET PLAYERS then select LOOKING FOR A GAME.

|  |   |                           |                           |                            | irst Name Last Name (test)  | <ul> <li>Bell</li> </ul> |    |
|--|---|---------------------------|---------------------------|----------------------------|---|--------------------------|----|
| HOME CLUB FIND A TOURN   | NAMENT MEET PLAYERS - CALENDAR  |                           |                           |                            |   |                          |    |
|  |   |                           |                           |                            |   |                          |    |
| mary Completed Matches Ratings New Schedu  | JlePlay Aff   |                           |                           |                            |   |                          |    |
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| vet Neme Leet Neme (test)  |   |                           |                           |                            |   |                          |    |
| rst Name Last Name (test)  |   |                           |                           |                            |   |                          |    |
|  | News  |                           |                           |                            |   |                          |    |
| Add Picture  | Signue Click here to signue Murrieta Teopis Club  | o programs                |                           | N                          | Aurrieta Tennis Club  |                          |    |
| Aurrieta CA  | Signap Circk Here to signap it wannets hermis clar  | programs                  |                           | lv.                        | violitieta rennis club  |                          |    |
|  | ·   |                           |                           |                            |   |                          |    |
| Edit   |   |                           |                           |                            |   |                          |    |
| Record Club Match  |   |                           |                           |                            |   |                          |    |
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| iontact Information  |   |                           |                           |                            |   |                          |    |
| Contact Information  |   |                           |                           |                            |   |                          |    |
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| iontact Information<br>Email: Send E-Mail<br>Murrieta, CA<br>Gender:M  | Competitions / Programs Men's Singles Ladder 1/1/2018   | View At                   | Completed Ma              | atches<br>No Completed N   | Record club m<br>Matches Found                                    | atch Vie                 | ew |
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| ontact Information Email: Send E-Mail Murrieta, CA Gender:M ennis Doubles Played - Vins - Losses - Ties - Ties - Playing 30  | Competitions / Programs<br>Men's Singles Ladder 1/1/2018<br>Calendar<br>Sun Mon                           | View Al                   | January 2018              | No Completed N             | Record club m.<br>Matches Found<br>month wee                      | stch Vie<br>k day<br>Sat | ew |
| ansact Information Email: Send E-Mail Murrieta, CA Gender:M ennis Doubles Played - Wins - Losses - Ties - Rating 3.0   | Competitions / Programs<br>Men's Singles Ladder 1/1/2018<br>Calendar                                      | View Al                   | January 2018              | No Completed N<br>Thu      | Record club m<br>Matches Found<br>month wee<br>Fri                | k day<br>Sat             | ew |
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|  |  |   |                   |             |                                      |                                  |        | 😗 Help | Q, Sea |
|--|--|---|-------------------|-------------|--------------------------------------|----------------------------------|--------|--------|--------|
|  | HOME CLUB FIND A TOU   | RNAMENT MEET PLAYE  | RS -              |             |                                      |                                  |        |        |        |
| Your Player Profile Y                          | our Home Club  |   |                   |             |                                      |                                  |        |        |        |
| Home Find a match                              |  |   |                   |             |                                      |                                  |        |        |        |
| Find A Match                                   | 1  |   |                   |             |                                      |                                  |        |        |        |
| Check all of the time:<br>Please note that you | s you wish to find a match. Then<br>can only send to multiple player             | fill out the boxes below to na<br>s in your organization. | rrow your search. |             |                                      |                                  |        |        |        |
|  | Monday   | Tuesday   | Wednesday         | Thursday    | Friday                               | Saturday                         | Sunday |        |        |
| Morning  |  |   |                   |             |                                      |                                  | 1      |        |        |
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| Afternoon                                      |  |   |                   |             |                                      |                                  | 1      |        |        |
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| Include All Times                              |  |   |                   |             |                                      |                                  |        |        |        |
| Adu<br>Org:<br>or with                         | It/ Junior Adult  Gender All All Anization Murrieta Tennis Clu nin milesnone Zig | b<br>x  | T                 |             | Sort order<br>Rating range<br>Sport: | Last name •<br>3.0 •<br>Tennis • |        |        |        |
|  |  |   | I                 | Back Search |                                      |                                  |        |        |        |

We are excited to use Top Dog here at the Murrieta Tennis Club and will keep adding additional features. If you have further question please contact the club at (951) 698-6774 or email us at info@murrietatennisclub.com.

Thank you,

Scott Dickey CEO & Director of Tennis Murrieta Tennis Club