



## MATCOMMAND TOURNAMENT

# Tournament Director Reference Guide

Setup, operate, recover, and close MatCommand Tournament safely.

Applies to Tournament V14.13 · Updated September 12, 2026

**Director rule:** one controlling Director tab, one confirmed setup, one reviewed roster, and one deliberate build. The Director computer remains authoritative.

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## 1. Pre-event checklist

- ☐ Director laptop is on power with sleep disabled.
- ☐ Private non guest event network is rehearsed with every device.
- ☐ Current signed installer came from the official Downloads page and Info shows V14.13.
- ☐ License and event authorization are valid before travel.
- ☐ Roster, format, rules, divisions, actual weights, assigned classes, seeds, and mat plan are reviewed.
- ☐ Every mat is explicitly Paper or Digital.
- ☐ Printer, Device Links, QR codes, scorers, displays, public viewer, Parent Portal, recovery point, and Full Event Backup are tested.

## 2. Install and updates

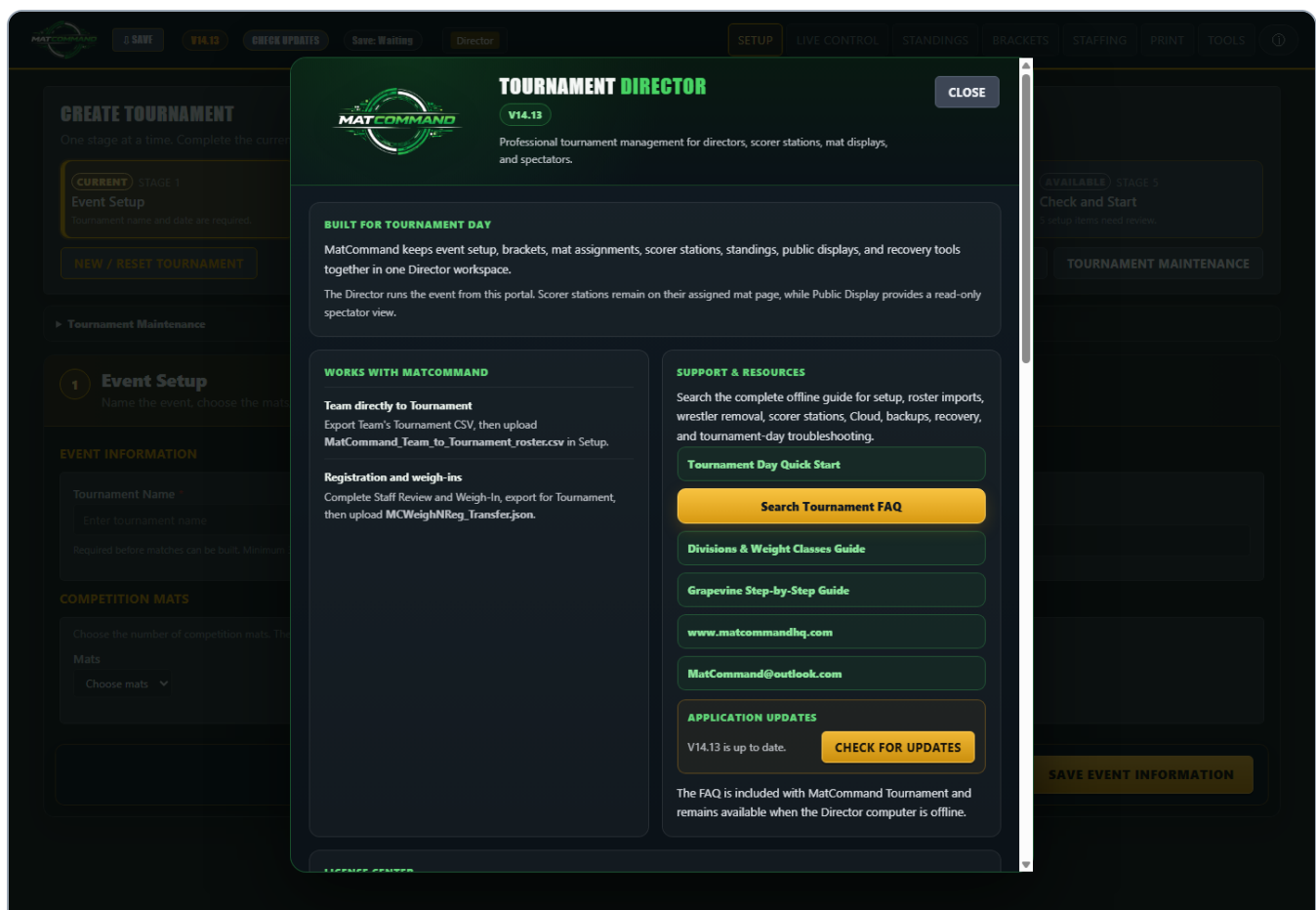
Tournament checks its signed update manifest after launch and caches the result for six hours. **Check Updates** in the header or Info forces a fresh check.

1. Finish or safely pause live work and export a Full Event Backup.
2. Confirm the offered revision; Tournament never silently installs.

3. Tournament downloads only from the approved host and verifies SHA 256.
4. Setup uses the shutdown helper embedded in the new installer and targets only Tournament processes owned by that exact installation. Portable copies and unrelated same-named applications remain running.
5. If safe shutdown cannot be proven, Setup stops and tells you to close Tournament and run Install again. It does not replace files around a running Tournament process.
6. Approve the Windows administrator prompt so Setup can install the application and configure its local-network firewall rule.
7. Launch normally and verify V14.13 in Info before restoring the event.

**Installed firewall scope:** Setup removes earlier Tournament rules and creates one inbound TCP rule for ports 8765 through 8774, the installed executable, Private and Public Windows network profiles, and Local Subnet devices only. It does not open every port and it does not allow internet-wide access.

Use only the signed installer from [matcommandhq.com/downloads](http://matcommandhq.com/downloads).



V14.13 Info keeps revision, licensing, documentation, support, and Check Updates together.

### 3. Startup and recovery

A started, unfinished tournament restores automatically after a Director refresh or application restart. Setup-only and completed events stay behind **Open Previous Tournament**. Confirm the event name, build, roster, mats, active bouts, queues, and pending results before resuming.

#### Recovery discipline

Create recovery points before the first whistle, finals, corrections, imports, or structural changes. Recovery points do not replace the Full Event Backup.

### Director Reference Guide

**V14.13**

Choose where to begin. The Tournament Setup Wizard provides the full step-by-step process, while this page keeps the most important day-of links and checks close at hand.

#### THREE DAY-OF REMINDERS

**Keep MatCommand running:** leave the Director laptop plugged in and awake, and confirm the Director page still opens.

**Use one event network:** every device must use the same non-guest network.

**Check before wrestling:** Tournament Check must pass, every mat must be marked Paper or Digital, and every Digital mat must have its matching scorer connected.

#### Choose Where to Begin

[Start Guided Setup](#) [Open Previous Tournament](#) [Open Tournament Quick Start](#)

Guided Setup opens a clean setup path. Gold marks the recommended action. Open Previous Tournament is a quiet secondary option and never loads old tournament data until you choose it.

**Want to try it first?** Open Guided Setup, then open Director Info / License Center and choose **Load Full Demo Tournament**. The fixed 16-wrestler Demo uses real scoring, Undo, corner swaps, brackets, printing, public viewing, Parent Portal, and mat displays without a paid license. Demo output is local-only and marked Not Official.

#### License Center

##### LICENSE STATUS

**License Required**

Activate MatCommand Tournament on this Director computer.

##### PRODUCT / PLAN

**No license installed**

The activated plan controls real tournament access.

##### THIS COMPUTER

**This computer is not activated**

No MatCommand annual license activated.

[Activate License](#) [Validate Now](#)

**MATCOMMAND TOURNAMENT DIRECTOR — \$349.99/YEAR**

[Buy License with PayPal](#) [Check Purchase Status](#)

Includes unlimited local tournaments, Tournament Cloud publishing, offline operation after activation, and up to two Director computers. Save the delivered key for the second Director computer.

**Youth Organization Annual:** unlimited Scramble / Grapevine plus up to three unique Round Robin, Single Elimination, or Double Elimination tournaments per annual term. Each counted event needs Internet once for its signed authorization, then that exact Tournament ID can continue and recover offline.

##### NEED TO ACTIVATE WITHOUT INTERNET?

Create a request file and send it to MatCommand. Import the signed license file you receive in return.

[1. Create Offline License Request](#) [2. Import Offline License File](#)

V14.13 launch keeps previous work available without covering the new-event path.

## 4. Five-stage Guided Setup

| Stage               | Finish condition                                                                                  |
|---------------------|---------------------------------------------------------------------------------------------------|
| 1. Event Setup      | Name, date, 1–18 mats, per-mat Paper/Digital plan, and optional Scramble mat limits are saved.    |
| 2. Format and Rules | Format, program, divisions, weight classes, rules, and Scramble/Grapevine settings are confirmed. |
| 3. Roster           | Import or manual entry is complete and every error is resolved. Roster review stays visible.      |
| 4. Build Tournament | Optional seeds are reviewed and bouts are built once.                                             |
| 5. Check and Start  | Tournament Check passes, Public Access is chosen, and the event starts.                           |

Completed stages remain available for review. A saved field or section gives a visible confirmation so the Director knows it is done.

**CREATE TOURNAMENT**  
One stage at a time. Complete the current stage, then use its single gold action. Completed stages remain available for review.

**CURRENT** STAGE 1  
**Event Setup**  
Tournament name and date are required.

**AVAILABLE** STAGE 2  
**Format and Rules**  
Choose the tournament format.

**AVAILABLE** STAGE 3  
**Roster**  
Import a roster or add at least two wrestlers.

**AVAILABLE** STAGE 4  
**Build Tournament**  
Build matches after reviewing the setup.

**AVAILABLE** STAGE 5  
**Check and Start**  
5 setup items need review.

**NEW / RESET TOURNAMENT** **DEVICE LINKS** **DIRECTOR GUIDE** **TOURNAMENT MAINTENANCE**

**Tournament Maintenance**

**1 Event Setup**  
Name the event, choose the mats, and set Paper or Digital scoring for each mat.

**EVENT INFORMATION**

Tournament Name \*  
Enter tournament name  
Required before matches can be built. Minimum 3 characters.

Tournament Date \*  
09 / 12 / 2026

Location  
Optional

**COMPETITION MATS**  
Choose the number of competition mats. The same value is used by Setup, Live Control, scorer links, queues, recovery, and public displays.

Mats  
Choose mats

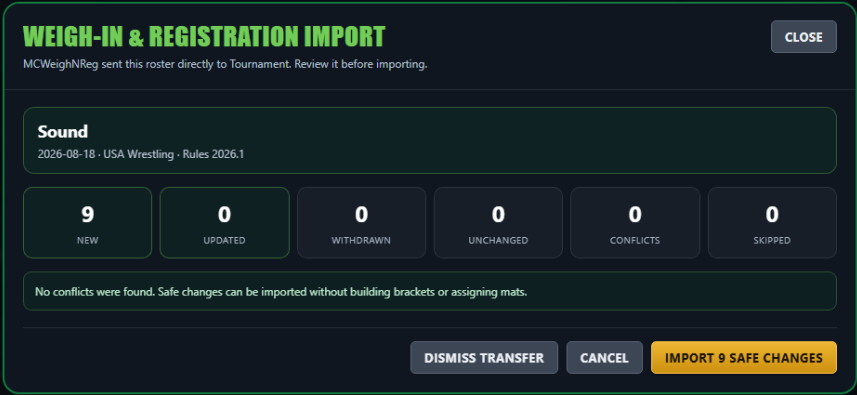
**SAVE EVENT INFORMATION**

**V14.13 Guided Setup: five visible stages, one current stage, and one gold next action.**

## 5. Roster and Weigh In & Registration

Use **Import Roster File**, manual entry, or the reviewed WeighNReg handoff. The current template includes Name, Weight, Division, Team, Record, Skill, BirthDate, MatCommandAthleteId, Rating, and Assigned Weight Class.

- Do not invent or reuse Athlete IDs.
- Grapevine requires Rating 0.5 through 6.0; blank remains blank and blocks build.
- In fixed-class events, Assigned Weight Class is the competition class, not actual measured weight.
- A direct transfer uses stable event and entry IDs and classifies New, Updated, Withdrawn, Unchanged, Conflict, and Skipped rows.
- A valid transferred USA Wrestling, NFHS, MatCommand, or custom setup is the source of truth.
- Built, started, or mixed manual rosters are never silently replaced. Replacement is transactional; a rejected row restores the prior roster.



**WEIGH-IN & REGISTRATION IMPORT** CLOSE

MCWeighNReg sent this roster directly to Tournament. Review it before importing.

**Sound**  
2026-08-18 - USA Wrestling - Rules 2026.1

|                 |                     |                       |                       |                       |                     |
|-----------------|---------------------|-----------------------|-----------------------|-----------------------|---------------------|
| <b>9</b><br>NEW | <b>0</b><br>UPDATED | <b>0</b><br>WITHDRAWN | <b>0</b><br>UNCHANGED | <b>0</b><br>CONFLICTS | <b>0</b><br>SKIPPED |
|-----------------|---------------------|-----------------------|-----------------------|-----------------------|---------------------|

No conflicts were found. Safe changes can be imported without building brackets or assigning mats.

DISMISS TRANSFER CANCEL IMPORT 9 SAFE CHANGES

V14.13 direct transfer review shows every change category before safe rows are applied.

## 6. Build and Tournament Check

1. Resolve every roster and class error.

2. Confirm Stage 2 and Stage 3 are complete.
3. Review seeds for Single or Double Elimination.
4. Build once in Stage 4.
5. Run Tournament Check in Stage 5 before choosing Public Access.
6. Fix every red item and review every gold item. The check is read only and never starts or publishes the event.

An intentional rebuild creates a new match generation and clears old assignments, scores, clocks, periods, penalties, injury state, pending results, and scorer sessions. Publishing is separate and does not rebuild.

## 7. Scorers and displays

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| Device                        | Purpose                                               | When needed                                 |
|-------------------------------|-------------------------------------------------------|---------------------------------------------|
| Digital Scoring Station       | Clock, points, result review, and one-mat submission. | One connected station for each Digital mat. |
| Mat Display                   | Read-only score and bout display.                     | Digital events when the venue wants it.     |
| Bracket Board                 | Read-only bracket and progression view.               | Bracket formats when desired.               |
| Public Viewer / Parent Portal | Read-only schedule, athlete lookup, and results.      | Paper or Digital events.                    |

Paper mats need no Scoring Station or mat score display. Click a QR code or choose **Enlarge QR** to isolate one clearly labeled code with its complete URL.



Mat 1



Bout --

TIME

0:00

Red

0

Green

0

STALL CAUTION  
○ ○

STALL CAUTION  
○ ○

Waiting for the next bout on this mat.

ON DECK

**Waiting for next assignment**

Director has not queued the next bout yet.

IN THE HOLE

**No bout listed**

The second upcoming bout will be

DEMO TOURNAMENT • NOT OFFICIAL

V14.13 Digital Mat Display is read only and mirrors the assigned live bout.

MATCOMMAND

TOURNAMENT

Live bracket board • modern display • print ready

BANTAM 60 LBS

BANTAM 65 LBS

BANTAM 70 LBS

BANTAM 75 LBS

Live

Bantam 60 LBS • 4 classes • bracket board

BRACKET

LIST

REFRESH

PRINT

CHAMPIONSHIP BRACKET

SEMIFINALS

Round of 4

#1 Aiden Price

Mat Kings

#4 Mason Kelly

River Hawks

#1 Mat 1

#2 Owen Scott

Warhawks

#3 Liam Carter

Ironmen

#2 Mat 2

FINALS

Championship

TBD

TBD

#3 Mat 1

CONSOLATION BRACKET

CONSI FINALS

3rd Place Match

TBD

TBD

#3 Mat 1

DEMO TOURNAMENT • NOT OFFICIAL

V14.13 Bracket Board is a read-only public progression view.

## 8. Live operation

1. Keep every configured mat visible in the primary Live Mats grid.
2. Open Director Controls only when an action is needed.
3. Place any eligible ready bout on any safe mat as Now Wrestling, On Deck, In the Hole, or Coming Up.
4. Pause automatic staging for the entire event or one mat. An active bout may finish while every other mat continues.
5. Move queued bouts off a delayed mat only when the bout remains safe to move.
6. In Scramble, automatic placement uses optional mat age and weight limits. A deliberate out-of-limit placement requires confirmation.
7. Add a late or walk-up Scramble bout from **Add Scramble Bout**, review the safety information, and select its mat.

## 9. Paper and Digital fallback results

Paper mats start and finish at the Director. When the completed sheet returns, choose **B# Enter Result**, click the winner, optionally enter method, scores, or Fall time, then choose **B# Submit Result** once.

If a Digital scorer fails while the bout is still On Deck, choose **Start B#**, confirm Now Wrestling, then choose **B# Enter Result**. Digital mode remains unchanged. The reconnected scorer returns to the same bout and cannot replace the saved Director result.

For No Show, select the absent wrestler. **Green No Show selects Red**; Red No Show selects Green. Verify the winner name before submission.

The screenshot displays the V14.13 Director software interface, which has a fallback to Digital mode. The interface is organized into four columns, each representing a different mat. The top navigation bar includes buttons for 'SAVE', 'V14.11', 'CHECK UPDATES', 'Save: Saving...', 'Director', 'SETUP', 'LIVE CONTROL', 'RESULTS', 'BRACKETS', 'STAFFING', 'PRINT', and 'TOOLS'. The 'LIVE CONTROL' tab is currently selected. The interface shows various match statuses: 'COMING UP', 'ON DECK', 'IN THE HOLE', and 'LATER ON THIS MAT'. A modal window titled 'MAT 4 COMPLETE' is open, showing 'Athlete 0106' as the winner of a bout against 'Athlete 0262'. A status bar at the bottom indicates 'BOUT 6' and 'B6 is Now Wrestling on Mat 6. Enter the result here when complete.'

V14.13 Director fallback shows the exact Digital bout as Now Wrestling before result entry.

The screenshot displays the V14.13 wrestling scoring interface. A central pop-up window titled "Bout 1 — Athlete 0157 wins by Forfeit / DNS" is highlighted with a yellow border. This window contains two score boxes: a red box for "RED" with a score of 0 and a green box for "GREEN" with a score of 0. Below these boxes is a table with columns for PERIOD, RED, GREEN, and POSITION. The table shows a "TOTAL" row with 0 for both RED and GREEN. At the bottom of the pop-up are three buttons: "Back to Match", "CHANGE RESULT", and "SUBMIT RESULT". The background interface shows two athlete profiles, "Athlete 0157" and "Athlete 0209", each with a large "0" score. Below the profiles are various match controls like "TD 1", "ESC 1", "REV 2", "NF 2", "NF 3", "NF 4", "STALL", "ILLEGAL", "CAUTION B", and a large "01:00" timer. At the bottom of the interface are buttons for "START MATCH", "ADD TIME", "STOP WS", "NEXT PERIOD CLOCK", "PREVIOUS PERIOD", "GO TO PERIOD", "RESET ENTIRE MATCH", and "END MATCH".

V14.13 automatically maps the absent wrestler to the opposite winner and Forfeit / DNS.

## 10. Undo, correction, and recovery

- Use Undo Last Result only for the most recent eligible protected result.
- Use Correct Result for a specific completed bout. Reassign and submit that exact reopened bout once.
- Do not clear browser storage, run two Director controls, or submit an opposite result to cancel a mistake.
- If a result is pending, restore the network and let canonical recovery decide whether it must retry or already committed.
- After a restart, verify the exact event and every mat before scoring resumes.

## 11. Demo

The fixed local Demo provides 16 wrestlers, two mats, a built Single Elimination event, Digital Scoring Stations, Mat Displays, Bracket Board, and Device Links. It needs no paid license, is marked Not Official, cannot publish, and cannot convert into a real event. A purchased license does not remove Demo; it remains a deliberate training choice.

**Demo Mode**  
1. Open both scorer links. 2. Tournament Check refreshes when both connect. 3. Start Tournament. 4. Score a bout and watch the Mat Display and Bracket Board update.

**CREATE TOURNAMENT**  
One stage at a time. Complete the current stage, then use its single gold action. Completed stages remain available for review.

**Check and Start**  
Run the read-only Tournament Check, choose public access, and start the event.

**Public access selected**

**SCORING STATIONS (OPTIONAL)**  
Stage 1 marks every mat Paper or Digital. Use Device Links for mats selected as Digital. Enter paper results from Director Live Control. A Digital mat must have its scorer connected before Tournament Check can pass.

**TOURNAMENT CHECK**  
Run Tournament Check after building. Paper mats need no scorer. Every mat selected as Digital must have its matching scorer connected. Fix every red item, then continue to the online publishing choice.

**Tournament Needs Review: 1 Item**  
Fix every blocking item before starting.  
• Digital scorer not connected: Mat 1, Mat 2. Connect each selected D

Demo built: Open both Digital scorer links, rerun Tournament Check, then Start Tournament.

DEMO TOURNAMENT - NOT FOR OFFICIAL RESULTS

**V14.13 Demo remains a clearly labeled practice environment, separate from real tournament data.**

## 12. Closeout

1. Resolve every required bout and pending result.
2. Save, print, or export final results and reports.
3. Create a recovery point and Full Event Backup.
4. Confirm the final public state, then end the correct Cloud event when applicable.
5. Choose the gold Complete Tournament action.
6. Use New Tournament and Save Results and Start New Tournament for the next event. Finished events require no extra Reset.

## 13. Troubleshooting

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| Problem            | Safe response                                                                                                                         |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Duplicate Director | Keep the intended tab. Use the takeover PIN only to deliberately transfer control.                                                    |
| Scorer offline     | Restore the same network and exact mat URL. For a started bout, use the Director fallback only after confirming the referee's result. |
| Bout blocked       | Read the reason. Resolve the feeder, rest, reservation, active assignment, or pending result. Do not force guessed participants.      |
| Import conflict    | Review each conflict. Do not overwrite built or started work.                                                                         |
| Cloud unavailable  | Continue the already authorized local event. Local scoring and saving remain authoritative.                                           |
| Wrong result       | Use Undo or Correct Result, then verify brackets, queues, standings, public views, and printed output.                                |