

Director quick reference

Use one controlling Director tab. Keep the laptop on power, prevent sleep, and connect all scoring devices to the tournament network.

Start or resume

1. Resume an event with Open Previous Tournament. Check the event name, roster, mats, and any pending results before continuing.
2. For a new event, choose New / Reset Tournament, then Start Completely Empty. Wait for Reset saved. Format and Rules and Roster should be incomplete. Open Event Setup. Choose Paper Scoring or Digital Scoring for each mat, then Save Event Information. After New / Reset Tournament, the per-mat choices appear even when you choose the previous mat count again.
3. In Format and Rules, choose Scramble. Grapevine League is the default. Choose a Girls / Boys pairing rule, then Save Format and Rules. Ordinary Scramble does not ask the USA Wrestling medical question; the organizer is responsible for coverage. Bracket formats still require their governing Rules Authority.
4. Import the final roster and verify names, weights, divisions, classes, and Grapevine ratings. Choose Review and Build Tournament. In Grapevine Preflight, approve or deny each proposed out-of-guideline pairing. Approve All Proposed requires coach and referee confirmations, then a second confirmation. Undecided and denied proposals are skipped. Choose Build Matches; the build rechecks each approved pairing.
5. After the first build, Check and Start opens and runs the read-only Tournament Check automatically. Use Device Links to connect every Digital mat. Resolve Must fix items and review Review before starting warnings. If no bouts were built, Build Tournament stays open for roster or pairing changes.
6. Choose Publish Online or Continue Locally, then Start Tournament & Open Live Control. The Print tab provides mat bout sheets, detailed team schedules, and compact wall schedules; the Build-stage print action opens it directly.

Keep the event moving

1. Open Event Health above Live Mats when a save, connection, or result needs attention. Leave it open for continuous status if useful.
2. On Paper mats, use Start Paper Bout above completed history. The referee marks one wrestler Red and the other Green on the sheet for mat scoring. When it returns, choose B# Enter result and select the winner. Optional final scores use wrestler names; the Director does not need to record mat colors. Submit once and wait for the saved notice.
3. Use Place Bout to choose Now Wrestling, On Deck, In the Hole, Coming Up, or End of Queue. Queue-only positions remain available on a paused mat; resume it before choosing Now Wrestling. A mat assigned by the Director stays fixed through Pause and Resume unless the Director moves the bout.
4. For a split mat, Event Setup → Mat Scoring and Assignment can set Oldest Age and Heaviest (lb). Example: Mat 3 limited to 8U and 75 lb while another full mat remains open. Automatic Scramble placement checks both wrestlers. A Director placement outside a limit requires an explicit override confirmation; the software cannot judge physical mat safety.
5. In Scramble, Add Scramble Bout adds the new bout to End of Queue. You can queue it while a wrestler is competing; it waits until both are available. Use Place Bout to change its position. After you explicitly choose Complete Tournament, Add Scramble Bout asks "Reopen tournament to add this bout?" Cancel changes nothing. Confirm reopens the tournament, adds the bout, and saves both changes together.
6. If a wrestler leaves a built Scramble, choose Scratch Wrestler in Live Control. Review the affected bouts, then confirm. Completed results remain, future bouts with that wrestler are canceled without forfeits, and the roster shows SCRATCHED. Resolve an active bout or Digital scorer assignment first. Review Replacement Bout opens manual pairing for any opponent left below the match goal; a replacement is not automatic. This action does not go on the general Undo stack.
7. Use Pause New Bouts to hold new assignments while current bouts finish. Use the mat pause control for a single mat. MatCommand must not stage or start a paused mat's successor until that mat is resumed.
8. Create Recovery Point Now before corrections or another major change. Use the recovery page of this reference for interruptions.

Finish and keep the records

1. For parents, open Print > Team Wall Schedule, select a team, and choose Print Wall Schedule. It lists each wrestler's bout numbers and mats on an ink-light sheet. Reprint after moving bouts; larger teams may exceed two pages.
2. Print Completed Bouts provides coach reports with final results and the recorded point-by-point history. Missing history is labeled; medical and private athlete details are excluded.
3. When Ready to Complete appears, choose Complete Tournament. Choose Export Final Roster & Records for the private event record, or Export One Team's Records to give a coach only that team's current-event W-L CSV. Export Full Event Backup. End the correct published Cloud event, if used.
4. The Parent Portal shows a wrestler's current-event record and completed bouts. For season and lifetime history, only the Director can choose Tools, Setup & Device Links, then Open Wrestler History. Coaches do not have a cross-event history login.
5. Choose Shutdown Tournament Server. Closing the browser alone may leave MatCommand running.

Scorer quick reference

The referee makes the wrestling decisions. The scorer records the clock, points, penalties, and result. Ask the Director about assignments or a connection problem.

Before each bout

1. Open the assigned mat link from Device Links and confirm the mat number. Keep one scoring device in control of that mat.
2. Verify the bout number, both wrestlers, Red and Green corners, division, and weight class. Mark both wrestlers present before beginning.
3. Confirm the period and clock before the referee starts wrestling. Do not score a different bout to work around an assignment problem.
4. On the Mat Display, the timer and Period or Overtime label sit between Red and Green, or above them on narrow screens. Long wrestler names wrap inside their color panels. Rest shows the time left and next period.

During the bout

1. Start Clock and Stop Clock are directly below the main timer. Use them on the referee's signal. Record points and penalties for the correct corner.
2. Undo reverses the last recorded reversible action. Undoing a point or penalty leaves a running main clock running. Undo that restores a running medical timer pauses the main clock at its current time. Check the score, period, and timers after Undo. Reset Period Clock cannot be undone.
3. For Blood or Injury, select the correct corner. When the referee ends the medical stoppage, choose Stop on the active medical timer, then Start Clock. MatCommand blocks Start Clock while a medical timer is running.
4. High School NFHS only: Head/Neck (HNC) requires the referee's instruction and an on-site physician or certified athletic trainer. Each wrestler gets one evaluation, up to 5:00. Record the official decision; do not restart wrestling until signaled. Second occurrence requires the referee's default ruling.
5. Use the saved rules profile and referee's directions for activity, rest, and medical time. MatCommand does not decide whether a wrestler may continue.

Submit the result once

1. Confirm the winner, result method, and scores or fall time with the referee. Submit once and wait for confirmation that the result was saved.
2. For a no show, choose the absent wrestler's No Show button. Confirm the opposite wrestler is the winner before submitting.
3. If the result remains pending, keep the device open and contact the Director. Do not enter the result again through another device.

If the device disconnects

1. Reconnect to the tournament network and reopen the same mat link. Confirm the bout and displayed score with the Director before continuing.
2. Do not reset the event, switch mats, or submit a guessed result. The Director can recover the connection or record the referee's result.

Director recovery reference

Keep the current tournament intact. Identify the affected mat and bout, read the status, and use the matching action below.

A scorer disconnects

1. Reconnect the tablet to the tournament network and reopen its exact mat link. Verify the current bout in Live Control before using Re-push Current Bout.
2. If the tablet cannot return, record the referee's result from Live Control. If the bout is On Deck, use Start B# first. Then use B# Enter Result, confirm the names and winner, submit once, and wait for the saved notice.
3. Resolve a pending result first. A mat that you paused must be resumed before another bout can start.

A result is pending

1. Do not force the next bout or enter a second result. Reconnect the scorer and review Event Health. If a restart is needed, reopen the same tournament and verify whether the result saved before retrying.

The wrong result was saved

1. Create Recovery Point Now. Use Undo Last Result for the most recent protected result, or Correct Result for an older bout.
2. Read the affected bouts in the confirmation. A repair clears the selected result and the later bouts that depend on it. Unrelated bouts and results stay unchanged.
3. Type REPAIR only when requested. Enter the correct result, then verify the bracket, queue, standings, and any affected completed bouts before continuing.

A bout is blocked or the event restarts

1. For a blocked bout, read its reason. Resolve the feeder result, rest conflict, mat assignment, or pending result. Never force guessed participants.
2. After a restart, keep one Director tab. A started unfinished event restores automatically; otherwise use Open Previous Tournament. Verify the event name, mat assignments, scores, and pending results before wrestling resumes.

Ask for help

1. Record the revision, event, mat, bout number, time, and exact message. Keep a Full Event Backup and screenshots for support. Do not include license keys or athlete contact information in a public post.

Roster review and safe mat assignments

Import review: If a bracket or Round Robin file uses division names that are not configured, Match roster divisions opens. Choose the intended configured division for every group and review weight-class changes. Nothing imports until the review checkbox and Import Reviewed Roster are confirmed. Cancel Import imports none of the file. Actual weights, names, records, known IDs and supplied ratings are preserved.

BirthDate and Age: BirthDate uses YYYY-MM-DD; Age is a fallback. These fields do not verify a birth certificate or automatically repair a conflicting division. Check the event's age rules and cutoff. Bantam and Junior are not universal aliases across every organization's presets.

Scramble mat limits: Both wrestlers must fit a mat's age-division and actual-weight limits, including later queued bouts. A restricted half mat never receives an automatic out-of-range bout. Eligible small wrestlers may also use an unrestricted mat. If no mat fits, review the unassigned bout or mat plan. An explicit Director MAT LIMIT OVERRIDE is required for an exception.

Bracket and Round Robin assignments: Optionally assign a whole division or a specific division/weight class before build. Specific class assignments take priority. Assigned mats are reserved; Automatic groups use unreserved mats. If no automatic mat remains, assign the remaining group or free a mat before building. Live moves outside the plan require an explicit MAT GROUP OVERRIDE.

Scratch and recovery: A Scramble scratch cancels unstarted future bouts without awarding forfeits, preserves completed results and lists affected opponents in Director Activity. Review a replacement hand bout deliberately. Undo This Scratch is limited to ten minutes in the same unfinished build and only while affected bout, athlete, result, reservation and mat-rule state remains unchanged. Bracket scratch preserves completed results and progression, with recorded future forfeit wins where needed. Resolve active or scorer-held bouts first.

Scratch from Remaining Scramble Bouts

Completed results and the athlete's roster record stay. Unstarted future bouts are canceled without awarding a forfeit. Review the affected opponents before confirming.

Wrestler

Choose wrestler



Choose the wrestler who is leaving. No bout changes have been made.

CONFIRM SCRATCH

CLOSE

Current Scramble Director controls. Review affected opponents before confirming.