Step-by-Step: Submitting Results to the ITA

1. Go to https://www.r2sports.com/system/login.asp?sportOrganizationID=792 to login to your team page.
   a. Problems logging in? Email cody.johnson@itatennis.com
2. Once logged in, you should see a screen similar to this:

3. First, click ‘Team Roster’ and make sure your team’s roster is up-to-date. All graduates and transfers should be marked as “Inactive”. Please also check for duplications and misspelled names.

4. Schedule / Results Entry
   a. If entering your schedule, click ‘Dual Matches’ and ‘Schedule New Dual Match’.
      i. Enter scores by clicking the Results icon next to that dual match.
   b. If entering tournament results: all tournament results must be entered through the tournament page for that sanctioned event.
IMPORTANT REMINDERS:

1. Matches decided before a point was played should be entered as ‘Default (Match Not Started)’ (sanctioned tournaments) or as ‘Scheduled’ (dual match). These results do not count toward rankings.

2. Enter ALL results from the perspective of the winner (i.e., 6-4, 3-6, 6-1; 7-5, 6-1). Failure to do this can directly affect a player’s UTR.

3. Always double-check to make sure your results are entered correctly and promptly, even when not hosting a dual match.