

# SWF GC Level Play league results – ranking input

With the rising prominence of Dynamic Grades to both entry and allocation for Croquet England GC events, our Level Play leagues are a very good way for our club members to be introduced into the ranking system. Unfortunately though, we have to submit the singles results in quite a different format for the rankings.

## What is required?

After each league match, the **singles** results from the normal SWF form need to be translated into the format required for entry to the ranking system. *(The normal league results sheet must also be returned to the League Results Secretary as usual.)*

## Does it apply to all level play league matches?

- Yes, for the Level Play league, as long as the courts are no smaller than 30 yds x 24 yds
- Yes, for the Level Play 5+ and 10+ leagues, even if played on smaller courts.

## Who should do it?

The **Home Team** is responsible for undertaking this translation and submitting it to [results@croquetengland.org.uk](mailto:results@croquetengland.org.uk). For any team, this will have to be done only a few times a season.

The submission must be on the standard template (example on page 3) and **must be in Excel format** (for example .xlsx).

The Home Team captain, who is responsible for completing and returning the normal SWF league results form, does **NOT** also have to do the translation. **It is suggested** each club finds a member with some Excel knowledge to undertake the task. It does not require sophisticated Excel experience.

## Are other formats acceptable?

No, it will be returned to you if the file type isn't Excel or it isn't in the required template.

It is possible to use Apple Numbers or Google Sheets to enter the results, provided the file is **saved** into Excel format before submitting.

## Is any other information required?

It's critical to ensure that you have identified the players **unambiguously**. You can imagine that if your player has the same or similar name to someone else already in the ranking system, and this is not made clear by you, then their results might be added to someone else's record!

It will help to have access to the world ranking **Player List** to check players' precise names, if they have already played ranked games – see <https://rank.worldcroquet.org/gcrankdg/rank.php>.

You will also require **accurate** information about the players' names from the other team – ask your opposite number from the visitors' side for precise information.

## How do I resolve any problems?

Clubs should exchange names and contact details for the people looking after this task, so queries can easily be resolved.

If you get stuck, you can contact Martin French ([martin@frenchfamily.eu](mailto:martin@frenchfamily.eu), 07718 630804) for help or to check your completed template.

## Step by step help on completing the template

**Tournament/ Match** – put the names of the two clubs involved, Home team first

**Match result** – not required

**Date or dates** – the date of the league match

**Game:**

- Only record **singles** games on this return
- Always put the **Winner** of each game on the **left**, Loser on the right
- It is not necessary to say which team each person is playing for
- List the games in the order played
- Always put the players' names with Surname first, then Forename second.
- Use their names exactly as shown in the world ranking Player List – full or preferred name, but without any unknown abbreviations, common names, shortenings, nicknames, etc.

**Handicaps:**

- List every player with their name, in the correct format as above, with their current handicap. This is necessary both to help the Ranking Officer identify someone with a name similar to another's, and to ensure if the player is new to the rankings, they are given the **correct starting grade**.
- If a player is new to the rankings, preferred names (shortenings, etc.) are welcome, but the full name **must** be reported, as the Ranking Officer will have to create a new entry for them with a unique name.

## Submitting the template

1. Resolve any uncertain names or handicaps of visitors etc. with the other team
2. Ensure the file is saved in Excel format
3. Send it to [results@croquetengland.org.uk](mailto:results@croquetengland.org.uk) as soon as possible. It **must** be within 14 days, but if either team is playing another match shortly, the results want to be in before then.

