

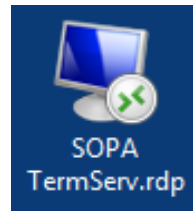


Games Management System (GMS)

Data Entry



1. Log onto Terminal Services



2. Log onto GMS7





3. In the “Games” tab, select the appropriate competition

ricksen (superuser); [change password](#) Close

Person lookup/data entry

Tool

- Find people by personal data - name, date of birth, address, phone number, e-mail address, etc.
- Find people using advanced criteria
- Enter name, address and phone changes

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Games: 29

Applicant screening

Reports

GMS Transfer

User tools

Administrator tools

Setup

Entering info into GMS



Person lookup/data entry

Games: 39 [Create new games](#)

Games: All games

Games	Start ...
2017 Eastern Fall Sectional	10/01/2017
(copy of) 2017 Western Fall Sectional	09/24/2017
2017 Central Fall Sectional	09/24/2017
2017 Western Fall Sectional	09/24/2017
2017 Sports Camp	08/13/2017
2017 Summer Games	06/01/2017
Warren County Basketball Invitational	05/13/2017
2017 Eastern Spring Sectional	05/06/2017
2017 Western Spring Sectional	04/29/2017
2017 Central Spring Sectional	04/23/2017
2017 Eastern Bowling Sectional - Rosebowl	03/26/2017
2017 Eastern Bowling Sectional - Parkway	03/26/2017
2017 Eastern Bowling Sectional - Mountainville	03/26/2017
2017 Western Bowling Sectional	03/18/2017
2017 Central Bowling Sectional	03/18/2017
2017 Figure Skating State Games	03/11/2017

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Find the event in the main screen





Find your delegation in the event page...

[change password](#)

People

Delegations: 17

Delegation	Status	Group kind	Other	Count
Allegheny County		Delegation		190 entrants
Beaver County		Delegation		44 entrants
Butler County		Delegation		69 entrants
Clarion County		Delegation		25 entrants
Crawford County		Delegation		59 entrants
DuBois/Jefferson		Delegation		21 entrants
Erie City		Delegation		66 entrants
Erie County		Delegation		(empty)
Greene County		Delegation		16 entrants
Lawrence County		Delegation		(empty)
Lawrence County		Delegation		50 entrants
Mercer County		Delegation		(empty)
Special Olympics Pennsylvania				(empty)
Venango/Forrest County		Delegation		35 entrants
Warren County		Delegation		45 entrants
Washington County		Delegation		75 entrants
Westmoreland County				43 entrants

Events



Find the volunteer record you wish to edit

[Change password](#)

[Back](#)

58 volunteers (plus 17 scratched)

Name	Role	Gender	Age	Status	Bib	Sports	Events
Ames, Theresa	Volunteer	Female	43		0	Basketball	
Auen, Jerry	Volunteer	Male	68		0	Basketball	
Beasley, Shaunda	Volunteer	Female	37		0	Basketball	
Bloom, Dave	Volunteer	Male	58	Scratched	0	Basketball	
Bonatesta, Brittany	Volunteer	Female	30		0	Basketball	
Book, Gary	Volunteer	Male	69	Scratched	0	Athletics/Track and Field	
Bozicevich, Gilbert	Volunteer	Male	54		0	Athletics/Track and Field	
Bozicevich, Gilbert	Volunteer	Male	54		0	Athletics/Track and Field	
Brookins, Christine	Volunteer	Female	50		0	Athletics/Track and Field	
Brookins, Christine	Volunteer	Female	50		0	Athletics/Track and Field	
Buzza, Zachary	Volunteer	Male	25	Scratched	0	Basketball	
Cardillo, Helen	Volunteer	Female	62		0	Basketball	
Carlin, James	Volunteer	Male	58		0		
Carlin, James	Volunteer	Male	58	Scratched	0	Basketball	
Clayton, Pamela	Volunteer	Female	54		0	Athletics/Track and Field	
Collins, Paul	Volunteer	Male	30		0	Basketball	
Collins, Paul	Volunteer	Male	30		0		
Degelman, Darryl	Volunteer	Male	72		0	Basketball	
Degelman, Diane	Volunteer	Female	72	Scratched	0	Basketball	
Devlin, Maria Carla	Volunteer	Female	55		0	Aquatics/Swimming	
Devlin, Maria Carla	Volunteer	Female	55		0		
Dulski, Loretta	Volunteer	Female	59		0	Aquatics/Swimming	
Geer, Kayla	Volunteer	Female	28	Scratched	0	Aquatics/Swimming	
Geer, Melody	Volunteer	Female	58	Scratched	0	Aquatics/Swimming	
Graysay, Karen	Volunteer	Female	56		0	Basketball	
Guy, Kathy	Volunteer	Female	52		0		
Handra, Kate	Volunteer	Female	36	Scratched	0	Aquatics/Swimming	
Hastings, Chris	Volunteer	Male	54		0	Basketball	
Hirsh, Jan	Volunteer	Female	56	Scratched	0	Basketball	
Janicak, Nancy	Volunteer	Female	53		0		
Janicak, Nancy	Volunteer	Female	53		0	Aquatics/Swimming	
Kremer, Sandra	Volunteer	Female	48	Scratched	0	Aquatics/Swimming	



In the volunteer record, you can choose the sport they are associated with...

Personal data 5KE9P [Other names](#)

Ignore capitalization rules

Prefix/title: First/given name: Middle: Family/last: Suffix/generation:

Mailing label title: "Dear ..." title:

Gender: Date of birth: Age: 68 Requires wheelchair and/or handicapped- accessible locations

Person type: Additional types:

Group: Additional groups:

Archived Banned Deceased

Status:

Date started: Date active: Inactive date:

Games information

Delegation: **Allegheny County**, Role: **Volunteer**

Scratched Alternate Checked-in

Bib #: Sport: Weight:

Additional data Date created: 12/26/2015 Last changed: 05/09/2017

Addresses: 2 [Add an address](#)

Alerts: none

Custom fields

Past games: 6 games

Certifications: 6

Background checks: 1

Trainings: 6



Gender: Date of birth: Age: 68 Requires wheelchair and/or handicapped- accessible locations

Person type: Additional types:

Group: Additional groups:

Archived Banned Deceased

Status:

Date started: Date active: Inactive date:

Games information

Delegation: **Allegheny County**, Role: **Volunteer**
 Scratched
 Alternate
 Checked-in
Bib #: Sport: Weight:

Additional data Date created: 12/26/2015 Last changed: 05/09/2017

Addresses: 2 [Add an address](#)

Alerts: none

Custom fields

Misc.

Non Diver

Summer Games Drawing

Additional Roles



Then assign their role, under "Custom Fields" and "Additional Roles"



Just like selecting the volunteer to edit, you can select the athlete to edit as well.

132 athletes (plus 14 scratched)

Name	Role	Gender	Age	Status	Bib	Sports	Events
Aiello, Logan	Athlete	Male	18		0	Basketball	BB Basketball 3 on 3
Auen, Scott	Athlete	Male	43		0	Basketball	Basketball Team
Beasley, Raymon	Athlete	Male	29		0	Basketball	Basketball Team
<u>Beavers, Haley</u>	<u>Athlete</u>	<u>Female</u>	<u>20</u>		<u>0</u>	<u>Aquatics/Swimming</u>	<u>AQ 50M Backstroke,AQ 50M Freestyle</u>
Bernett, Molly	Athlete	Female	13		0	Aquatics/Swimming	AQ 25M Freestyle,AQ 50M Breaststroke,AQ 50M Freestyle,AQ 4X25 Freestyle Relay
Blake, Michael	Athlete	Male	23		0	Basketball	Basketball Team
Bolla, Ryan	Athlete	Male	29		0	Basketball	Basketball Team
Bonicky, Matthew	Athlete	Male	33		0	Basketball	Basketball Team
Breletic, Joaquin "Dylan"	Athlete	Male	23		0	Aquatics/Swimming	AQ 25M Backstroke,AQ 25M Freestyle
Brookins, Kellen	Athlete	Male	30		900	Athletics/Track and Field	AT 25M Race,AT 50M Run,AT 4X400 Relay,AT Softball Throw
Brown, Deanna	Athlete	Female	35		0	Aquatics/Swimming	AQ 25M Backstroke,AQ 25M Freestyle,AQ 50M Freestyle,AQ 4X25 Freestyle Relay
Brucker, Michael	Athlete	Male	30		0	Basketball	Basketball Team
Brunick, Kyle	Athlete	Male	23		0	Aquatics/Swimming	AQ 200M Freestyle,AQ 200M Individual Medley,AQ 400M Freestyle,AQ 4X50MR Medley Relay
Bryant, Raymond	Athlete	Male	15		0	Basketball	Basketball Team
Burford, Mary	Athlete	Female	31		0	Basketball	BB Basketball 3 on 3
Buzza, Troy	Athlete	Male	23		0	Basketball	Basketball Team
Caliendo, David	Athlete	Male	33		0	Aquatics/Swimming	AQ 25M Backstroke,AQ 25M Freestyle,AQ 50M Freestyle,AQ 4X25 Freestyle Relay
Cardillo, Tara	Athlete	Female	31		0	Basketball	Basketball Team
Carrington, Clement	Athlete	Male	23		0	Basketball	BB Basketball 3 on 3
Cheeseman, Michael	Athlete	Male	21		0	Basketball	BB Basketball 3 on 3
Clayton, Jessica	Athlete	Female	24		901	Athletics/Track and Field	AT 100M Walk,AT 400M Walk,AT 800M Walk,AT 4X100 Relay
Begelman, Ron	Athlete	Male	44	Scratched	0	Basketball	Basketball Team
Dentici, Joseph	Athlete	Male	31		0	Aquatics/Swimming	AQ 25M Butterfly,AQ 50M Freestyle,AQ 100M Freestyle,AQ 4X25 Freestyle Relay
Devlin, Lucia	Athlete	Female	21		0	Aquatics/Swimming	AQ 25M Breaststroke,AQ 50M Backstroke,AQ 50M Breaststroke,AQ 50M Freestyle,AQ 100M Freestyle,AQ 100M Individual Medley,AQ
Dhagat, Harshal	Athlete	Male	42		0	Basketball	BB Basketball 3 on 3
DiNome, Terri	Athlete	Female	41		0	Basketball	BB Basketball 3 on 3
Dorsette, Anthony	Athlete	Male	32		0	Basketball	Basketball Team
Dotts, Phoebe	Athlete	Female	55		0	Basketball	BB Basketball 3 on 3
Dulski, Megan	Athlete	Female	20		0	Aquatics/Swimming	AQ 25M Breaststroke,AQ 50M Backstroke,AQ 50M Freestyle,AQ 4X25 Freestyle Relay
Fekos, Anthony	Athlete	Male	25		0	Basketball	Basketball Team
Forster, Rachel	Athlete	Female	21		902	Athletics/Track and Field	AT 100M Walk,AT 400M Walk,AT 800M Walk,AT 4X100 Relay
Geer, Jordan	Athlete	Male	31		0	Aquatics/Swimming	AQ 100M Butterfly,AQ 200M Individual Medley,AQ 400M Freestyle,AQ 4X50MR Medley Relay



[hide password](#)

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XNW8R

[Other names](#)

Personal data

Ignore capitalization rules

Prefix/title: First/given name: Middle: Family/last: Suffix/generation:

Mailing label title: "Dear ..." title:

Gender: Date of birth: Age: 18 Requires wheelchair and/or handicapped- accessible locations

Person type: Additional types:

Group: Additional groups:

Archived Banned Deceased

Status:

Date started: Date active: Inactive date:

Games information

Delegation: **Allegheny County**, Role: **Athlete**

Scratched Alternate Checked-in

Bib #: Sport: Weight:

Events

Sport	Event	Qualifying	Team	Status
Basketball	BB Basketball 3 on 3	27.00 points	Allegheny Blue Piranhas	

Again, inside the athlete record, select their sport

Additional data Date created: 12/29/2015 Last changed: 04/10/2017



Games information

Delegation: **Allegheny County**, Role: **Athlete**

Scratched
 Alternate
 Checked-in

Bib #: Sport: Weight:

Events

Sport	Event	Qualifying	Team	Status
Basketball	BB Basketball 3 on 3	27.00 points	Allegheny Blue Piranhas	

Additional data Date created: 12/29/2015 Last changed: 04/10/2017

Addresses: 3 [Add an address](#)

8:54 AM

- Add event
 - Aquatics/Swimming
 - Athletics/Track and Field
 - Basketball**
 - Basketball Team
 - BB Basketball Individual Skills
 - BB Basketball Speed Dribble
 - BB Basketball Team Skills
 - BB Basketball Unified 3 on 3**
 - Unified Basketball Team
 - Golf
 - Softball
 - Tennis
- Edit
- Scratch
- Alternate
- Delete
- See tracked changes

In the "Events" field, right click to bring up the "Add Event" menu. Then follow the arrows through the appropriate fields to select the appropriate event.



XNW6R

[Other names](#)

Personal data

Ignore capitalization rules

Prefix/title: First/given name: Middle: Family/last: Suffix/generation:

Mailing label title: "Dear ..." title:

Gender: Date of birth: Age: 18 Requires wheelchair and/or handicapped- accessible

Person type: Addition:

Athlete Particip

Group: Additor

Allegheny County None s

Archived Banned

Status:

Active

Date started: Date active: Inactiv

12/29/2015 12/29/2015

Games information

Delegation: **Allegheny County**, Role: **Athlete**

Scratched

Alternate

Checked-in

Bib #: Sport:

0 Basket

Events

Sport	Event	Qualifying	Tea
Basketball	BB Basketball 3 on 3	27.00 points	Alle
Basketball	Basketball Team	0 points	

Basketball Team

Bib

0

Team

(default team for Basketball Team)

Allegheny Flames

Allegheny Hot Shots

Allegheny Kool Shots

Allegheny Rangers

Beaver All Stars

Beaver Buccos

Beaver Sharks

Butler Bulldogs

Clarion

Crawford Avengers

Erie City

Lawrence Indians 1

Lawrence Indians 2

Washington Cavaliers

Washington Vulcans

Washington Wild

Westmoreland Wolverines 1

Westmoreland Wolverines 2

Westmoreland Wolverines 3

(add team)

Save Cancel

Additional data Date created: 12/29/2015 Last changed: 04/10/2017

Once the event is selected, you can select the team (if applicable) and enter the qualifying score



Events

Sport	Event	Qualifying	Team	Status
Basketball	BB Basketball 3 on 3	27.00 points	Allegheny Blue Piranhas	

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Additional data Date created: 12/29/2015 Last changed: 04/10/2017

Addresses: 3 [Add an address](#)

Alerts: none

Custom fields

Misc. | 1 Sports Associations | 2 Personal Data | 2016 - Leadership Conference | 3 Insurance and Physician | 4 Medications | 5 Health Information | 6 Allergies To Medications | Project | Volunteer Application | Volunteer Interests | Volunteer

Non Diver

Summer Games Drawing

Golf Partner

Summer Games No
Summer Games Yes

After the event is selected, you can proceed to the “Custom Field” tab to indicate if the athlete is interested in advancement to state or higher level games. This can appear as a “Yes/No” question or a check box.

Then “rinse and repeat” until your data entry is complete.