2018 Northeast District Soccer and Volleyball
Seeding and Voting Instructions for Managers

All team seeding and voting will be submitted on www.baumspage.com. Teams will be seeded based on the ranks submitted by all the coaches in their tournament. <mark>Coaches can vote for their own team.</mark> Prior to final tabulation, the highest and lowest votes for each school will be dropped.   If a coach does not submit the seeding ballot, the highest seed ranking submitted by the other coaches will be deducted from their team's total calculated score.

Please follow the time frame below. Coaches are reminded that this is a two-step process.
1. **Enter Team Seed Bio**
   A. Window opens: **12:01 AM on Sunday, September 30th**
   B. Window closes: **11:59 PM on Wednesday, October 3rd**
2. **Cast Your Vote**
   A. Window opens: **12:01 AM on Thursday, October 4th**
   B. Window closes: **12:00 PM on Saturday, October 6th**

2018 NEDAB Team Assignments - **Use link to view team assignments.**

Note: Coaches and managers will create their own accounts using their e-mail address as their UserID and any password that they want.
1. **During each phase of the process, the coach will only have access to his own data while a window is open.**
2. **After the bio window closes, the coach will be able to view all bios.**
3. **Managers will have access to View Team Seed Bios and View Voting Summary while the windows are open.**

Manager/Assigned Delegates:
1. All managers will need to have an account on **www.baumspage.com** to access data. (If you already have a Baum's page account we will use it)
   a) Please create your account <mark>by Sept 26th</mark> and e-mail **genne.renee@gmail.com** – she will add you to your tournament.
2. To access the online entry system, use the **Online Entry** link at **www.baumspage.com**.
3. Click on **Login here** if you already have an account or **Apply here** to create a new account.
   a) To create an account, click on **Apply Here**.
      i) Enter your name, e-mail address, and a password.
      ii) Include appropriate phone numbers.
   b) If you already have an account, click on **Login.**
4. <u>Use **Managers |** select **Soccer or Volleyball** to get to the **Manager's Menu**.</u>

<table>
<tr><td colspan="2" align="center">online entries home page</td></tr>
<tr><td>• Coaches •</td><td rowspan="13">

baumspage.com site news

Please Note: Access to sports is restricted to in-season. Cross Country and Golf are active now.

by: Gary Baumgartner on Wednesday, August 6th, 2014 at 3:53 am

Cross Country and Golf Coaches: August 1 to November 15
Use • Coaches • | Select Teams to claim your team/teams.
Sports selected will not appear on menu until August 1st!
Use • Coaches • | {your sport} | Modify Athletes to enter or import athletes.
Use • Coaches • | {your sport} | Submit Rosters to enter them in an event.

Cross Country Managers: July 1 to November 15
Please use • Managers • | Cross Country | Add/Renew My Events to submit your events.
The event details will be reviewed by the baumspage staff prior to activation.
After an event is approved, additional options will be added to the • Managers • | Cross Country menu.
Click Manager Options for details.

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<tr><td>Select Teams</td></tr>
<tr><td>• Managers •</td></tr>
<tr><td>Cross Country »</td></tr>
<tr><td>Golf »</td></tr>
<tr><td>Soccer »</td></tr>
<tr><td>Volleyball »</td></tr>
<tr><td>Basketball »</td></tr>
<tr><td>Softball »</td></tr>
<tr><td>Baseball »</td></tr>
<tr><td>• My Account •</td></tr>
<tr><td>My Tools »</td></tr>
<tr><td>Entries Home</td></tr>
<tr><td>Logout</td></tr>
<tr><td colspan="2" align="center">User logged in as: Kevin Katafias using kevinkatafias@genoaschools.com</td></tr>
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- Use **Add/Renew My Events** to update last season's meets or add new ones.
- Use **Assign Delegates** to grant access rights another person.

- Use **Voting** to access to voting screens.

i) Use **View Team Seed Bios** to see the seed information submitted by the coaches.

Volleyball Voting Options

Coach: Gary Bauer	
Current Overall Record: Won-Lost	16-1
Record vs. Division I Teams: Won-Lost	13-1
Record vs. Division II Teams: Won-Lost	2-0
Record vs. Division III Teams: Won-Lost	1-0
Record vs. Division IV Teams: Won-Lost	
Season Highlights - Quality Wins	Defeated North in straight sets. Defeated East, West, and South. Only loss was to Central.
Additional Seed Information - Comments	Should be 1st or 2nd Seed

Team Seed Bio submitted on September 8th, 2018 at 10:46 am.

   a) Click **Download All Team Seed Bios** at the bottom to download a text file.

ii) Use **View Voting Summary** to confirm team lists and monitor the process.

Volleyball Voting Options

No.	School	Coach	Bio Entered	Votes Entered
1	Bauerville	No Account	No	No
2	Xtra Eight	No Account	No	No
3	Xtra Five	Pauline Baumgartner	Yes	No
4	Xtra Four	Gary Bauer	Yes	No
5	Xtra One	Bax Baxtor	No	No
6	Xtra Seven	No Account	No	No
7	Xtra Six	No Account	No	No
8	Xtra Three	No Account	No	No
9	Xtra Two	Billy Bob Thornton	No	No

Bios = 2 of 9   Votes = 0 of 9

   a) It is **absolutely critical** that all team lists are correct before the actual voting process begins!
   b) If any team is not listed or is listed in the wrong tournament, please let Gary Baumgartner or Terry Young know ASAP!
   c) As the seeding and voting week nears, use **View Voting Summary** on a regular basis to make sure all coaches from the schools listed have accounts.
   d) During the seed/vote week coaches have until midnight Wednesday to create an account and submit the seed bio.
      (1) On Wednesday morning check your team list – schools that don't have a "Coach" listed and no bio entered should be contacted (athletic director).
         (a) There is no penalty for not submitting a bio except that other coaches will not have accurate information when they rank the teams.
      (2) On Friday, schools that haven't submitted a VOTE should be contacted (athletic director) to remind them of the Saturday noon deadline.
         (a) **Schools will be penalized the highest vote submitted by the other coaches in the coach does not submit a ballot and OHSAA is**

        imposing penalties as well.

    e) <mark>**Voting is finished when the window closes. The window will not re-open**</mark>!

       (1) Note: The system is secure and only people with specific rights will be able to view or access the voting data.

       (2) <mark>**TOURNAMENT MANAGERS ARE NOT TO RELEASE RESULTS PRIOR TO 5:00 PM ON SUNDAY**</mark>.

       (3) Voting results will be posted at nedab.org (under Northeast Sports & Tournaments – drop down to your sport)

Please feel free to call or e-mail if you have questions or need anything.

- **Gary Baumgartner, e-mail: gb@baumspage.com or cell: 513-594-6154**
- **Terry Young, e-mail: terry@baumspage.com or cell: 740-517-0195**