



# Club de Soccer Dollard / Dollard Soccer Club

Scheduling Committee

12001, boul. de Salaberry Dollard-des-Ormeaux, QC H9B 2A7

Tél: 514-421-2928

e-mail: scheduler@dollardsoccer.org

PTS RESERVATION: <http://www.tsisports.ca/sc/soccer/reservations/>

## PTS RESERVATION User Guide 2011

This user guide is to provide you the steps to request additional practices from Dollard Soccer Club:

### ACCESS PTS RESERVATION

- Option 1 (Pre-Season)** Open Internet Explorer (there are issues with Mozilla & Google Chrome) and navigate to: <http://www.tsisports.ca/sc/soccer/reservations/> (It is a good idea to save this in your favorites)

Enter the coaches passport # (six digits) for the user name and birthday for the password (you must use this format yyyy-mm-dd)

- Option 2 (In-Season)** Open Internet Explorer (there are issues with Mozilla & Google Chrome) and navigate to: <http://www.tsisports.ca/league.html> (It is a good idea to save this in your favorites), Select the league you were your teams is playing (Dollard Soccer **7-a-side**, Lac St Louis Inter-Club **Division 3 11-a-side**, Lac St Louis Youth League **Inter-City** or Metropolitan Soccer League **Seniors**, LSEQ **AAA**)

Enter the teams user name and password for the League and click Login -> Click PTS-

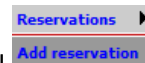
Reservations **▲ PTS-Reservations** then click [Open PTS-Reservations in a new page](#)

### REQUEST A PRACTICE SLOT

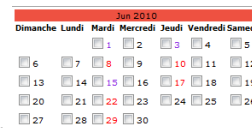
- If you are coaching multiple team you will be present a list of teams you are associated with, select the one that you would like to request a practice for:

6704001-2011E	6704001-2011E - Dollard Dragons F08 Development (F U-08 Locale)	Select / Choisir
6704013-2011E	6704013-2011E - Dollard Dragons B M09 (M U-09 A)	Select / Choisir
6704014-2011E	6704014-2011E - Dollard Dragons C M09 (M U-09 A)	Select / Choisir
6704031-2011E	6704031-2011E - Dollard Dragons M08 Development (M U-08 Locale)	Select / Choisir

- To request a practice slot click on **Add Reservation** under the Reservations Menu



- You will be presented with a calendar of your teams entire summer.



- Dates in RED are GAMES
  - Dates in PURPLE are PRACTICES
- In order to request practices the following 4 items must be done:
    - Check off the date(s) you would like practices
    - Select Duration of your practice either 75, 90 or 120 minutes
    - Select the time interval for your practice (18:00 – 19:30, 19:30 – 21:00, or 21:00 – 23:00) and click the 15 so it checks for 15 minute blocks)
      - During the week 18:15 (75 min), 19:30 (90 min) or 21:00 (120 min)
      - During the weekend 8:00, 9:15 (75), 10:30, 12:00 13:30, 15:00, 16:30, 18:00, 19:30 (90) 21:00 (120)

**NOTE IF THE REQUESTS DON'T MATCH THE TIME SLOTS LISTED ABOVE THEY WILL BE REFUSED**



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- d. Field Type:
- 7-a-side team you select 4 x 4 for ½ a field and 7 x 7 for full field
  - 11-a-side team you select 7 x 7 for ½ a field and 11 x 11 for a full field
- e. Highlight all the field you would like to check to see if they are free and click *Search*

**Vendredi Samedi**

21  22

28  29

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**Vendredi Samedi**

4  5

11  12

18  19

25  26

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**Vendredi Samedi**

2  3

Durée	75	
L'heure du début	<input type="radio"/> Heure fixe	18:00
	<input checked="" type="radio"/> L'intervalle de recherche	18:00 - 19:30
	<input type="radio"/> 10 <input checked="" type="radio"/> 15 <input type="radio"/> 30	
Type terrain	4 x 4	
Terrain	COOLBROOKE 1 (EAST) DEMI/HALF A COOLBROOKE 1 (EAST) DEMI/HALF B COOLBROOKE 2 (WEST) DEMI/HALF A COOLBROOKE 2 (WEST) DEMI/HALF B DES SOURCES EAST (7) DEMI/HALF A DES SOURCES EAST (7) DEMI/HALF B DES SOURCES WEST (7) DEMI/HALF A DES SOURCES WEST (7) DEMI/HALF B <b>FAIRVIEW 1 (SOUTH) DEMI/HALF A</b> <b>FAIRVIEW 1 (SOUTH) DEMI/HALF B</b>	
<b>Rechercher</b>		

- f. If there is a slot available on the field it will be displayed at the bottom of the screen (scroll down). Check off the slot you would like to request and click (*Add*) **ADD**

Date	De l'heure	A l'heure	Numéro	Terrain	Sélectionner	Autre réservations
2010-06-04	18:00	19:15	6704314	FAIRVIEW 1 (SOUTH) DEMI/HALF A	<input type="checkbox"/>	
2010-06-04	18:00	19:15	6704414	FAIRVIEW 1 (SOUTH) DEMI/HALF B	<input type="checkbox"/>	
2010-06-04	18:15	19:30	6704314	FAIRVIEW 1 (SOUTH) DEMI/HALF A	<input checked="" type="checkbox"/>	
2010-06-04	18:15	19:30	6704414	FAIRVIEW 1 (SOUTH) DEMI/HALF B	<input type="checkbox"/>	

### CHECK IF REQUEST PRACTICES HAVE BEEN ACCEPTED/REFUSED

- Click on **All** under the Reservation Report menu

Reservations report ▾

Accepted

Refused

In process

**All**

- This will display all request that have been made by the team(In Progress, Refused, Accepted)

2010-06-04	18:15	19:30	FAIRVIEW 1 (SOUTH) DEMI/HALF A (6704314)	Refusées
2010-06-11	17:00	18:30	FAIRVIEW 1 (SOUTH) DEMI/HALF A (6704314)	Acceptées
2010-06-18	17:00	18:30	FEDERICK WILSON 2 (EAST) (6704115)	Non traitées

### VERIFY THE TEAMS FULL SCHEDULE OF GAMES AND PRACTICES

- Click Team Report under the Reservation Report menu

Reservations report ▾

Accepted

Refused

In process

All

**Team Report**

- Select the month you would like to check and click *Rechercher* and you will see all your games and accepted practices listed.



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Rapport équipe

Équipe	Dollard Dragons M09 A ▼	Date	Jun 2010 ▼
<b>Rechercher</b>			

Lundi	Mardi	Mercredi	Jeudi	Vendredi	Samedi	Dimanche
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Date	De l'heure	A l'heure	Type	Info
2010-06-01	18:30	19:25	Match	Terrain DES SOURCES EAST (7) (M A U-09) Dollard Dragons M09 A vs LaSalle M09 A (SP)
2010-06-08	18:30	19:25	Match	Terrain 6728120 (M A U-09) Pierrefonds Cobras M09 A vs Dollard Dragons M09 A
2010-06-11	17:00	18:30	Pratique	Terrain - FAIRVIEW 1 (SOUTH) DEMI/HALF A
2010-06-22	18:30	19:25	Match	Terrain DES SOURCES EAST (7) (M A U-09) Dollard Dragons M09 A vs CSMRO Griffons M09 A
2010-06-29	18:30	19:25	Match	Terrain DES SOURCES EAST (7) (M A U-09) Dollard Dragons M09 A vs LAKESHORE M09 A (RD)