Tournament Scheduler Lite
Quick Start Guide

To view specific help information, click on the Help button on any screen or click on the Help Menu and select Help Topics.

New Tournament

1. To begin a new tournament, click on the File Menu and select New Tournament.

2. On the Tournament Setup window, enter your tournament name, number of teams (or players), and the type of tournament you need and click OK.

3. Now you'll see your tournament chart with the tournament name at the top and blank brackets.

Edit Tournament

4. Move your mouse over any game number or set of brackets and click to display the Edit Game window. This is where you enter the opponents, and game information (location, date/time). All fields are optional. To automatically advance a team to the next bracket, click on the Winner box next to the appropriate opponent.

5. To change the tournament title at the top of the chart or to add a sub-title, click on the Edit Menu and select Titles.

Print Tournament

6. Click Print from the File Menu to print the tournament chart.

7. Click Options from the Tools Menu to change the bracket style, print options, and fonts. To import a picture or logo, click on the Edit Menu and select Import Picture.

8. Check-on **Fit to One Page** on the Options window to reduce the chart down to print on 1 page.

Save to PDF

9. To save the tournament chart to a PDF file, click on the File Menu and select Save to PDF. Now, you can send an email with the PDF as a file attachment. Or save the PDF file to a USB drive and take it to Kinkos or another printer to have a wall poster created.

Address Manager Quick Start Guide

Frequently Asked Questions

I have several different age divisions in my Tournament. How should I set that up?
Create each age division as a separate tournament. You can include the age division as part of the tournament name too.

How many teams or players can I have?
You can have up to 128 teams or players in each tournament. There is no limit on number of tournaments you can create.

Can I set up a blank tournament chart?
Yes, click on the File Menu and select New Tournament. Just specify the number of teams or players and select the tournament type (e.g., single or double elimination). Print your chart or save to PDF and you're done.

How do I change the tournament title heading?
Select Titles from the Edit Menu and enter the title and sub titles.

How do I add a game time?
Move your mouse over any set of brackets and click to display the Edit Game window. Click on the Display Game Date/Time. Then click on the drop down list to choose the appropriate date and time of the game.

How do I advance the teams on the tournament chart?
Move your mouse over any set of brackets and click to display the Edit Game window. Click on the Winner box next to the appropriate opponent. The Winner is automatically advanced to the next bracket.

How do I print a tournament chart on one page?
Select Options from the Tools Menu and check on the Fit to One Page check box.

Technical Support

To view specific help information, click on the Help button on any screen or click on the Help Menu and select Help Topics.

Search our knowledge base on or open a new help desk problem on our technical support website page www.allprosoftware.com/Technical Support