

## 2016 Ohio High School Athletic Association Regional Wrestling Dual Team Tournaments Online Entry and Seeding Instructions

All team seeding, voting, and roster entry will be submitted on [www.baumspage.com](http://www.baumspage.com). Teams will be seeded based on the ranks submitted by the other coaches in their sub-region. Coaches may not vote for their own team. If a coach does not submit his vote ranking the teams, the highest seed ranking submitted by the other coaches will be deducted from his team's total calculated score.

Please follow the time frame below. Coaches are reminded that this is a 3-step process.

1. **Submit Roster**
  - A. Window opens: 12:01 AM on Sunday, January 3
  - B. Need to fill at least 7 weight classes to access the **Submit Seeds and Vote** screens.
  - C. May login anytime before 12:00 noon the Tuesday before the regional to submit a current roster.
2. **Enter Team Seed Information**
  - A. Window opens: 12:01 AM on Sunday, January 10
  - B. Window closes: 11:59 PM on Tuesday, January 12
3. **Cast Your Vote**
  - A. Window opens: 12:01 AM on Wednesday, January 13
  - B. Window closes: 11:59 PM on Thursday, January 14

**Please note: The regional tournaments will be seeded by vote of coaches. The state draw will be conducted by the Commissioner's Office by the OHSAA State Wrestling Dual Team Tournament Seeding Committee.**

### Login Procedures:

Coaches that have accounts may login to [www.baumspage.com](http://www.baumspage.com) and enter their athletes anytime.

1. If you had an account last year, login using that e-mail address and password.
2. If you did not have an account, click on **Apply** and create an account'
  - A. Use • **Coaches** • | **Select Teams** | {select your school} | click **Get Available School Teams** | click **Select Sport | Wrestling – HS | Make me the Coach**

### Submit Roster: Any time after 12:01 AM on January 3rd

Coaches must submit a tentative roster with wrestlers listed in at least seven weight classes to gain access to the team seeding and voting forms. Follow the instructions below to submit your roster.

1. The window to submit initial roster opens at **12:01 AM on Sunday, January 3.**
2. Use • **Coaches** • | **Wrestling** | **Submit Rosters** | select your **OHSAA Team Tournament - Division and Region/Sub-Region.**
3. Enter a tentative roster with athletes in at least 7 weight classes.
  - A. You will be able to edit and resubmit that roster throughout the tournament. Entries will be downloaded and processed **at 12:00 Noon on Tuesday** before each round.
  - B. A school may enter no more than three wrestlers per weight class up to a maximum of 28 wrestlers.
  - C. A wrestler may compete in the weight class listed or the one above if he meets the weight requirements for that weight class.
  - D. **Do not list a wrestler in more than one weight class!**

### Enter Team Seed Information: January 10-12, 2016

1. Click the **Submit Seeds and Vote** link to access the event voting screens.
2. The window to **Enter Team Seed Information** will open at **12:01 AM on Sunday, January 10** and close at **11:59 PM on Tuesday, January 12.**
3. Coaches must enter a tentative roster with athletes in at least 7 weight classes before they can access the seeding and voting forms.
  - A. Regional Tournaments shall be hosted by the highest seeded teams with the Commissioner's Office authorized to move a site if necessary.

- B. Your athletic administrator has been sent information about hosting the regional rounds of tournament competition; please talk to your athletic administrator about hosting. Thank you!
- C. Seed information will include:
  - 1. # Returning 2015 State Qualifiers \_\_\_\_ State Placers \_\_\_\_
  - 2. Returning 2015 District Qualifiers \_\_\_\_ District Placers \_\_\_\_
  - 3. Team Dual Record from 2015-2016 Won \_\_\_\_ Lost \_\_\_\_
    - A. List teams, scores, and other details in the text box.
  - 4. Tournament Places from 2015-2016
    - A. List tournament name, number of teams, place, etc. in the text box.
  - 5. Additional Seed Information

#### **Cast Your Vote: January 13-14, 2016**

- 1. **If a coach does not submit his vote ranking the teams, the highest seed ranking submitted by the other coaches will be deducted from his team's total calculated score.**
- 2. After the **Enter Team Seed Information** window closes, click **View Team Bios** to view data from all teams that submitted.
  - A. After the information is loaded on the screen, click **Download All Bios** to generate a text file that can be viewed or printed using Notepad.
- 3. When the Voting window opens, select **Cast Your Vote** to access the voting form.
  - A. The window opens at **12:01 AM on Wednesday, January 13** and closes at **11:59 PM on Thursday, January 14.**
  - B. Login to your account on [www.baumspage.com](http://www.baumspage.com) and use • **Coaches • | Wrestling | Submit Rosters | Submit Seeds and Vote | Cast Your Vote**
    - 1. **Coaches cannot vote for their own team!** Your team will not be listed. Rank all of the others in your sub-region.
    - 2. Select a team and click **Move Up** or **Move Down** until all teams listed in order from **First Place to Last Place.**
    - 3. Use **Review Your Voting Choices** to review your vote and **Download Your Ballot** in a "test-based" format.
- 4. After the voting window closes, click **Voting Results** to see the final tally.
- 5. Teams will be placed on the tournament brackets in seeded order. Brackets will be posted when ready.

#### **Technical Support:**

- 1. If you have problems accessing or submitting the forms, use the **Contact Us** link on baumspage to submit a **Help Request.**
- 2. If the deadline is tight, call **Gary Baumgartner at 513-594-6154** or **Terry Young at 740-517-0195**