



Send-It entry application for Judo events

www.judoshiai.fi

The header section

<p> Home Make a new entry List of entrants Change/Delete © Send-It </p> <p>An entry to Swedish Open for Juniors and Cadets 17th</p> <p>September 2011</p>

Each form has a header. Through the application the header is the same. This header consist of five action links.

- [Home](#) which leads to competitions homepage
- [Make a new entry](#) which leads you to make a new entry process.
- [List of entrants](#) which leads you to the online list of registered competitors
- [Change/delete](#) which leads you to update process.
- [© Send-It](#) when pressing the link © it leads you to administration pages.
 - If you press the balloon , it leads you to the homepages of JudoShiai <http://www.judoshiai.fi>

Creating a new entry

- Press Make a new entry link and you'll get the following form in the screen.
- You'll find every mandatory field marked by asterisk (*)
- Fill in or select the data demanded
- Press the "Send-It" button to submit the form and wait until the confirmation page appears.

Please fill in the form properly !!! (fields marked with * asterisk are mandatory)					
Contact person:					
* Name: (Firstname Lastname)	<input type="text" value="Erkki Jokikokko"/>				
* Telephone: (+46 22 33 44 55)	<input type="text" value="+358 44 204 2704"/>				
* Email: (firstname.lastname@mymail.net)	<input type="text" value="erkki.jokikokko@iki.fi"/>				
* Country: (Sweden/SWE)	Finland/FIN ▼				
* Federation/Club: (National Team, Name of the Club etc)	<input type="text" value="Tikkurilan Judokat/FIN"/>				
Your additional message to the organizing committee:	<input type="text"/>				
Entrants (Please fill in at least one competitor on row 1)					
	* First name: (Comny)	* Lastname: (Competitor)	* Year of Birth: (1996)	* Belt/grade: (2 kyu)	* Category: (B17-55 kg)
1	<input type="text" value="Matias"/>	<input type="text" value="Kalloi"/>	1994 ▼	1 kyu (brown) ▼	M20-66 ▼
2	<input type="text" value="Vilma"/>	<input type="text" value="Pietilänen"/>	1996 ▼	2 kyu (blue) ▼	G17-52 ▼
3	<input type="text"/>	<input type="text"/>	-Select ▼	-Select ▼	-Select ▼
4	<input type="text"/>	<input type="text"/>	-Select ▼	-Select ▼	-Select ▼
5	<input type="text"/>	<input type="text"/>	-Select ▼	-Select ▼	-Select ▼



Send-It entry application for Judo events

www.judoshiai.fi

At the same time you can register up to 15 competitors in separate rows. If somebody is fighting in two age category, enter him/her twice in two different rows which are equal besides of the category.

Finally I press the “Send-It” button at the bottom of the page. It submits the request.

Please fill in the form properly. Press **Send-It button only once** and wait until you're guided to the confirmation page !!! If you've given a valid email, you will find the confirmation also in your mailbox

Copyright © [Send-It 2011](#)

I will wait until the confirmation page appears.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) © Send-It

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

Thanks for your entry and wellcome. If you gave a valid email, you will find the confirmation also in your mailbox.

Please proceed by pressing [this](#)

Copyright © [Send-It 2011](#)

Now your registration has been delivered and the data stored in the database. At the same time you have received a confirmation mail in your mailbox.

You can leave this page by pressing some of the links or normally end your browser session in the browsers or sheets top right corner.



Send-It entry application for Judo events

www.judoshiai.fi

The confirmation mail

Normally you have now finished your registration process. The confirmation mail is just a reminder and document to you of the registration you made.

If it happens so, that you need some data to be corrected, changed etc. or you even want to cancel some bodys entry then the mail includes very essential data. That is the UserId and the PassWord which are the keys to you to modify your entries later by yourself. We will discuss of them later in this manual.

Entry form to Swedish Open for Juniors and Cadets 17th September 2011 Stockholm, Sweden
Send-It [INFO@sendit.fi]

Viestistä poistettiin ylimääräiset rivinvaihdot.

Vastaanottaja: info@sendit.fi; ERKKI.JOKIKOKKO@iki.fi; FIN/FINLAND@whm01.louhi.net

Welcome to Swedish Open for Juniors and Cadets 17th September 2011 Your entry data has been saved in our database. If there is something to change in your entries, you can do it by your self. Details can be found below.

Any questions concerning the entries, please don't hesitate to contact <http://www.sendit.fi/yhteydenotto.php?a=ENG>

In other matters please contact to organizing committee

email: jswop@stockholmsjudo.se
homepage:www.stockholmsjudo.se/jswop

Your Entry data:

Below You'll find a With them you can make changes to the entries in this mail until the entrytime has expired.

Contact person Erkki Jokikokko
Telephone +358 44 204 2704
Email erkki.jokikokko@iki.fi
Country FIN/Finland
Federation/Club Tikkurilan Judokat/FIN
Additional information
1
First name Matias
Lastname Kallio
Year of birth 1994
Grade 1k
Category M20-66
2
First name Vilma
Lastname Pietiläinen
Year of birth 1996
Grade 2k
Category G17-52

Having a list of all the entrants

We will start from the header section of the entry form application. Press List of entrants

[Home](#) [Make a new entry](#) [Change/Delete](#) © Send-It

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**



Send-It entry application for Judo events

www.judoshiai.fi

You will get the following screen on your display

Home Make a new entry List of entrants Change/Delete © Send-It							
An entry to Swedish Open for Juniors and Cadets 17th September 2011							
<u>Jno</u>	<u>Nro</u>	<u>Country</u>	<u>Federation/Club</u>	<u>First name</u>	<u>Lastname</u>	<u>Grade</u>	<u>Category</u>
1	1	FIN/Finland	TIKKURILAN JUDOKAT/FIN	Matias	KALLOI	1k	M20-66
2	2		TIKKURILAN JUDOKAT/FIN	Vilma	PIETILÄNEN	2k	G17-52
3	3		NATIONAL TEAM	Jaakko	KETTUNEN	1d	M20-100
4	4		NATIONAL TEAM	Tiia	SUO-OJA	1d	W20-52
5	1	SWE/Sweden	NORRKÖPINGS JK	Mia	CARLSSON	1k	G17-44
6	2		NORRKÖPINGS JK	Mia	CARLSSON	1k	W20-44
Copyright © Send-It 2011							

There we see also my registrations Matias KALLOI and Vilma PIETILÄINEN. The list can be sorted by any column which is marked as a link. The default is that this list is sorted by Country.

The application it is also calculating the amount of some columns. Country is one, Federation/Club and Category are the others. You can easily see that from Finland there are 4 competitors and from Sweden 2. If you'd like to sort the list by Category you'll get a similar list sorted by categories etc.

Making a change to an entry

We will start from the header section of the entry form application. Press [Change/delete](#)

Home Make a new entry List of entrants Change/Delete © Send-It							
An entry to Swedish Open for Juniors and Cadets 17th September 2011							



Send-It entry application for Judo events

www.judoshiai.fi

You will get a sign-on screen on your display and it is asking UserId and PassWord until it will go further. Do You have your confirmation mail saved ?

```
In other matters please contact to organizing committee

email: jswop@stockholmsjudo.se
homepage:www.stockholmsjudo.se/jswop
*****
Your Entry data:

Below You'll find a . With them you can make changes to the entries in this mail until the entry




Contact person Erkki Jokikokko
Telephone +358 44 204 2704
Email erkki.jokikokko@iki.fi
Country FIN/Finland
Federation/Club Tikkurilan Judokat/FIN
Additional information
1
First name Matias
```

Type or “copy-paste” the UserId and the PassWord to the fields in the sign-in form exactly like they are in your mail and press the “Send-It” button.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) © Send-It 

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

[Change / Delete](#)

Userid:	cfuABM2
Password:	nAOTVZ2

Copyright © [Send-It 2011](#)



Send-It entry application for Judo events

www.judoshiai.fi

You will get a list of entrants that you have registered. Additionally there are two buttons beside every competitor. The Change button and the Delete button.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) © Send-It

An entry to Swedish Open for Juniors and Cadets 17th September 2011

Jnro	Nro		Country	Federation/Club	First name	Lastname	Grade	Category
1	1	<input type="button" value="Change"/> <input type="button" value="Delete"/>	FIN/Finland	TIKKURILAN JUDOKAT/FIN	Matias	KALLOI	1k	M20-66
2	2	<input type="button" value="Change"/> <input type="button" value="Delete"/>		TIKKURILAN JUDOKAT/FIN	Vilma	PIETILÄNEN	2k	G17-52

Copyright © [Send-It 2011](#)

I will choose Matias KALLOI and change his data because his last name is misspelled. I will press the change button beside Matias.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) © Send-It

An entry to Swedish Open for Juniors and Cadets 17th September 2011

Jnro	Nro		Country	Federation/Club	First name	Lastname	Grade	Category
1	1	<input type="button" value="Change"/> <input type="button" value="Delete"/>	FIN/Finland	TIKKURILAN JUDOKAT/FIN	Matias	KALLOI	1k	M20-66
2	2	<input type="button" value="Change"/> <input type="button" value="Delete"/>		TIKKURILAN JUDOKAT/FIN	Vilma	PIETILÄNEN	2k	G17-52

Copyright © [Send-It 2011](#)



Send-It entry application for Judo events

www.judoshiai.fi

and will get a quite similar form as I had when I was adding entries. Now there is only Matias data shown of course. I will correct the Last name of Matias.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) [© Send-It](#)

An entry to Swedish Open for Juniors and Cadets 17th

September 2011

Please fill in the form properly !!! (fields marked with * asterisk are mandatory)

[Change](#)

Contact person:	
* Name: <i>(Firstname Lastname)</i>	Erkki Jokikokko
* Telephone: <i>(+46 22 33 44 55)</i>	+358 44 204 2704
* Email: <i>(firstname.lastname@mymail.net)</i>	erkki.jokikokko@iki.fi
* Country: <i>(Sweden/SWE)</i>	Finland/FIN
* Federation/Club: <i>(National Team, Name of the Club etc)</i>	Tikkurilan Judokat/FIN
Your additional message to the organizing committee:	
* First name: <i>(Conny)</i>	Matias
* Lastname: <i>(Competitor)</i>	Kallio
* Year of Birth: <i>(1996)</i>	1994
* Belt/grade: <i>(2 kyu)</i>	1 kyu (brown)
* Category: <i>(B17-55 kg)</i>	M20-66

[Change](#)

[Clear](#)

Please fill in the form properly. Press **Send-It** button **only once** and wait until you're quided to the confirmation page !!! If you've given a valid email, you will find the confirmation also in your mailbox

I will press the "Change" button now and wait until the confirmation page appears. Now your change has been delivered and the data stored in the database. At the same time you have received a confirmation mail with the corrected/changed data in your mailbox.



Send-It entry application for Judo events

www.judoshiai.fi

Below you will find the confirmation page of this change we have made.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) © Send-It 

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

Thanks for your entry and wellcome. If you gave a valid email, you will find the confirmation also in your mailbo

Please proceed by pressing [this](#)

Copyright © Send-It 2011

You can leave this page by pressing some of the links or normally end your browser session in the browsers or sheets top right corner.

Cancellation of the entry

If you want to cancel some of the entries the procedure is quite the same as in case of change.

You will go to [Change/Delete](#) procedure from the header of the application.

There you will give the UserId and the PassWord like we did in the change procedure.

After that you will get a list of entries made by you. You'll select the desired row for deletion and will get the data of the competitor.

Efter that you press the confirmation "Delete" button in the botton of the screen and get the confirmation page which tells you that your request has been processed.



Send-It entry application for Judo events

www.judoshiai.fi

Below you'll find some screen shots of delete procedure.

Change / Delete

Userid:	cfuABM2
Password:	nAOTVZ2

Jnro	Nro		<u>Country</u>	<u>Federation/Club</u>	<u>First name</u>	<u>Lastname</u>	<u>Grade</u>	<u>Category</u>
1	1	<input type="button" value="Change"/> <input type="button" value="Delete"/>	FIN/Finland	TIKKURILAN JUDOKAT/FIN	Matias	KALLIO	1k	M20-66
2	2	<input type="button" value="Change"/> <input type="button" value="Delete"/>		TIKKURILAN JUDOKAT/FIN	Vilma	PIETILÄNEN	2k	G17-52

Delete

Contact person:	
* Name: (Firstname Lastname)	Erkki Jokikokko
* Telephone: (+46 22 33 44 55)	+358 44 204 2704
* Email: (firstname.lastname@mymail.net)	erkki.jokikokko@iki.fi
* Country: (Sweden/SWE)	Finland/FIN
* Federation/Club: (National Team, Name of the Club etc)	Tikkurilan Judokat/FIN
Your additional message to the organizing committee:	
* First name: (Compy)	Matias
* Lastname: (Competitor)	Kallio
* Year of Birth: (1996)	1994
* Belt/grade: (2 kyu)	1 kyu (brown)
* Category: (B17-55 kg)	M20-66

→

Have talented judokas and very good fights in Judo competitions and Judo events !




Send-It entry application for Judo events

www.judoshiai.fi

Administration

You will get to the administration section by pressing in the form applications header section.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) [© Send-It](#) 

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

Wellcome to work as an admin. Please give your userid and password
and continue.

Please note that every link below opens into an new window/sheet

Userid:	<input type="text" value="jswop2011a1"/>
Password:	<input type="text" value="admin8536"/>

When your login is successful you will see a following screen on your display.

[Home](#) [Make a new entry](#) [List of entrants](#) [Change/Delete](#) [© Send-It](#) 

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

Wellcome to work as an admin. Please give your userid and password
and continue.

Please note that every link below opens into an new window/sheet

[Add a new entry \(as an admin you can add new entries even when the registration has expired\)](#)

[Have a list of the entries \(as an admin you'll get access to all entry data\)](#)

[Change/Delete \(as an admin you can change/delete made by others\)](#)

[Export entries to Excel \(as an admin you'll get access to all entry data\)](#)



Send-It entry application for Judo events

www.judoshiai.fi

The first link [Add a new entry](#) works a like normal new entry procedure. As an admin you can make new entries even when the entry form is closed.

The second link [Have a list of the entries](#) acts in the same manner than the correspondent link in the header section. This list is much wider than the list offered to the public audience.

The third link [Change/Delete](#) acts likewise its correspondent link in the header section. When running Change/Delete as admin will give you access to every row of entries despite who has made them.

The fourth link [Export entries to Excel](#) is something new. You can upload all data from the system by clickin this. It supports excel-xls format. It has been successfully used by Excel 2003, Excel 2007 and Open Office. The next short example is done with Open Office.

I'll press the fourth link [Export entries to Excel](#) and I'll get a pop-up whether I want to save the file or open it with some software. I'd decide to open it by Open Offices Calc program.

**An entry to Swedish Open for Juniors and Cadets 17th
September 2011**

Wellcome to [Send-It](#) and password

Please note [Send-It](#) window/sheet

Avataan tiedostoa Send_It_data_20110726.xls

Olet avaamassa tiedostoa

Send_It_data_20110726.xls

Tiedosto on tyyppiä: XLS-tiedosto
osoitteesta: http://www.sendit.fi

Mitä tiedostolle tehdään?

Avaa ohjelmalla: OpenOffice.org Calc

Tallenna tiedosto

Tee näin oletuksena tämän tyyppisille tiedostoille.

OK Peruuta

[Add a new entry \(as an admin you can make new entries even when the entry form is closed\)](#)

[Have a list of the entries \(as an admin you'll get access to all entry data\)](#)

[Change/Delete \(as an admin you can change/delete made by others\)](#)

[Export entries to Excel \(as an admin you'll get access to all entry data\)](#)

When I press the “OK” button the Open Office will open and all data from the entry system is there.

On the next page you will find screen shots of both Open Office and Excel 2003 made with Firefox as a browser.

