

Match Point Scoring App - Guide

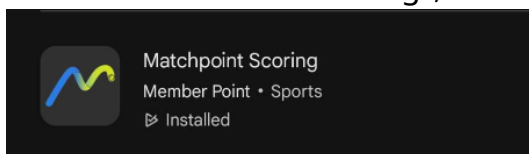
- It is important all captains download the MatchPoint App and are using the App each round. Ensure both teams have their team lists entered on the App before play starts.
- If another player (not the Captain) needs access to enter Results, interclub controllers should ensure that person has an email address on their player profile and that player is ticked on the team list to 'allow player to manage entry'.
- Where results are entered incorrectly or having trouble being finalised, team captains should advise their interclub controller who can contact Tennis AKL for assistance.

To Log IN

- **Step 1:** Claim your login at <https://matchpoint.kiwi> You must do this FIRST. Please click **SETUP MY MATCHPOINT ACCOUNT**.

If you have any issues obtaining a login, interclub controllers should check the correct email address is on players Match Point profiles.

- **Step 2:** Download the app from the [Google Play](#) or [Apple App Store](#) and search "MatchPoint Scoring", icon looks as below:



- **Step 3:** Enter your login details
- **Step 4:** Go to the top left and open the menu and **Select find a fixture**
- **Step 5:** Select your teams & enter your results. Please watch t [the short instructional video](#)

NEW FEATURE 2026/27

- When you click on a fixture, there is a **VIEW OVERVIEW** button in the top right corner. This displays the fixture details as displayed on the website such as round, date/ time and location. **Contact details (the Primary contact per team)** are displayed in the App now should you need the phone or email of your opponent. If contact details are wrong or missing, interclub controllers should advise Tennis AKL.

Before the Fixture

- Both captains must select their own teams in the app before play begins.
- Enter players in the correct playing order.
- Double-check that your team list is correct before the first match starts.

During the Fixture

- The team listed on the left side of the app is responsible for entering the scores.
(This is intended to be the home team on the left but won't always be the case— check carefully. The team on the left must enter scores, not the team on the right)
- Best practice is to enter match scores immediately after each match finishes
- To load a super tiebreak, the set score for the winner of the super tie-break should be 1-0 GAMES, with the points of the super tie-break reflected in the TIE BREAK score boxes on the far right
- To load retired matches: Enter the score as is and turn off the finalise toggle, after this tap the 3 dots next to that match in the app and tap set as retirement
- To load a defaulted match: Tap the three dots next to that match/player and set status to Forfeit
- To load a FULL default where no matches take place: You don't need to load any names. Tap Fixture Actions and Set To Forfeit

SUBSTITUTES

- If a team is using a substitute player, not on their team list, scroll down in your player list and click on 'substitute from MatchPoint'. This will then allow you to search for your sub.
- Enter 'surname club name' (e.g. Smith Ngatira), it will bring any players at that club, to the top of the search list. If you know the players' National ID number as per the Rankings page this number is very helpful for searching.
- Click on the name, import and then save. They will show on the results in red with (sub).
- When you want to enter them for the second match, their name will now be showing on the team list for you to select from. You do not need to import them again.
- If a player cannot be found in the App, then please click Substitute unknown and team captains should let their interclub controller know so controllers can set up new players as needed or ask Tennis Auckland to investigate.

After the Fixture

- Once all scores are entered, the team on the left should double check scores are correct and then can click the blue Fixture Actions button to **mark the**

contest as completed- then the team on the right must also click the blue button on the bottom of the result to **confirm the fixture** in the app.

- Both teams should check results carefully before finalising — once confirmed, they are locked.

Accessing Results

- The app is for entering scores only. You can view draws, results & points tables on:
- <https://results.matchpoint.kiwi>

USEFUL LINKS & HELP GUIDES

- [Login to MatchPoint for the first time – MatchPoint Support](#)
- [Scoring a Fixture in the Scoring App – MatchPoint Support](#)
- [How to Score in MatchPoint Scoring App – MatchPoint Support](#) (video)
- [Designated Home Team Scoring Instructions – MatchPoint Support](#)
- [Designated Away Team Scoring Instructions – MatchPoint Support](#)