

BANDAI



Management Manual

Updated 2023/10/30

Updated contents



**BANDAI
CARD GAMES**

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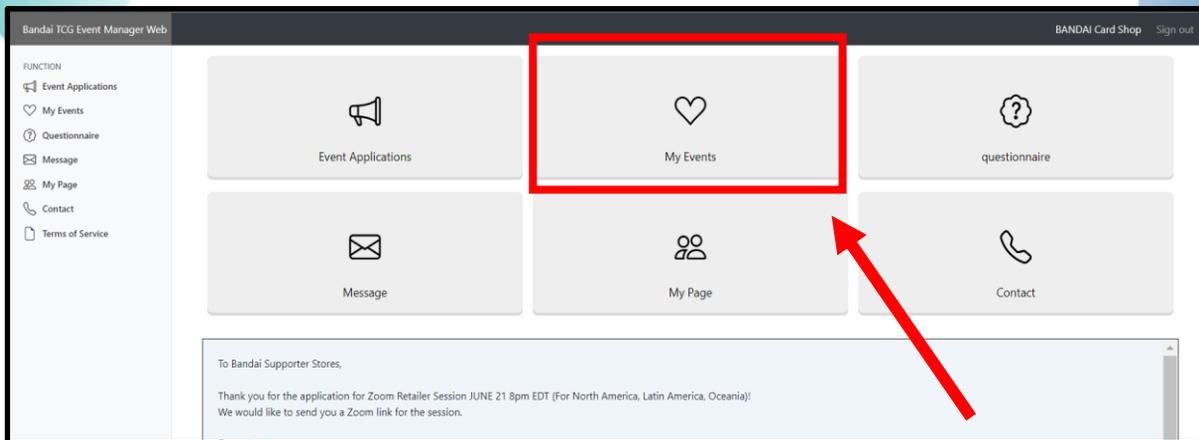
Actions on the Day of the Event

- ① Application Deadline
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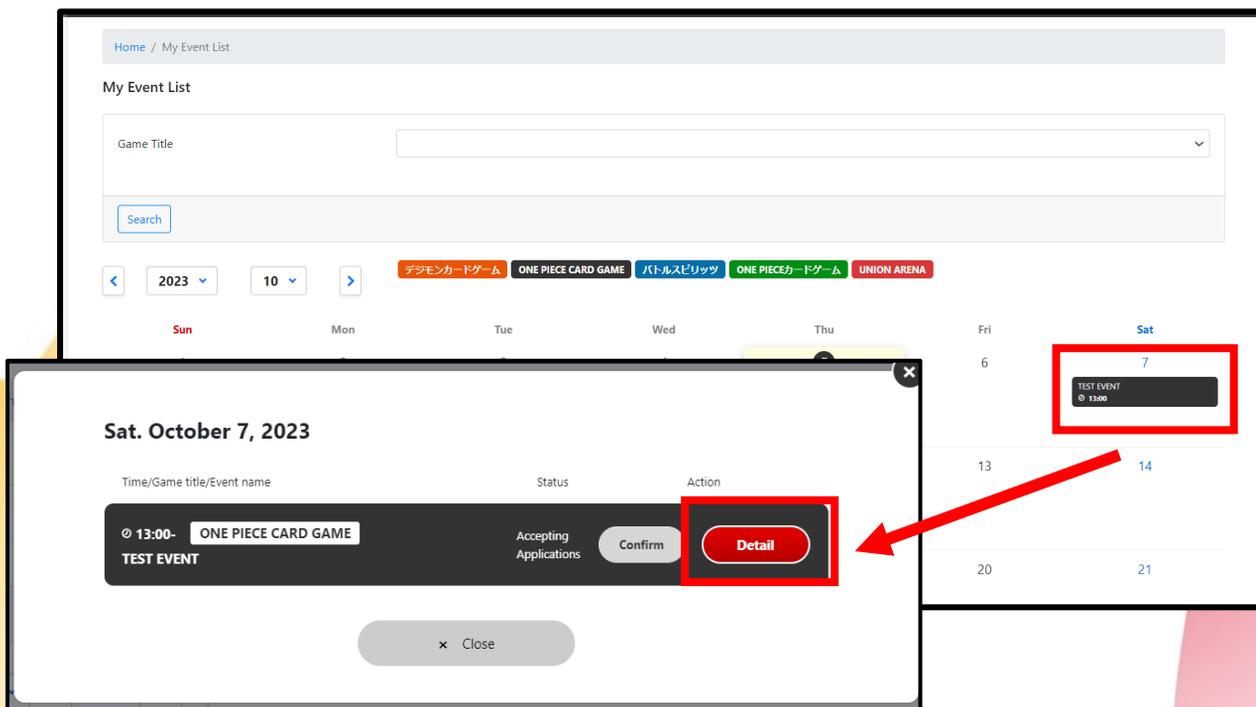
① Application Deadline

First set the application deadline.

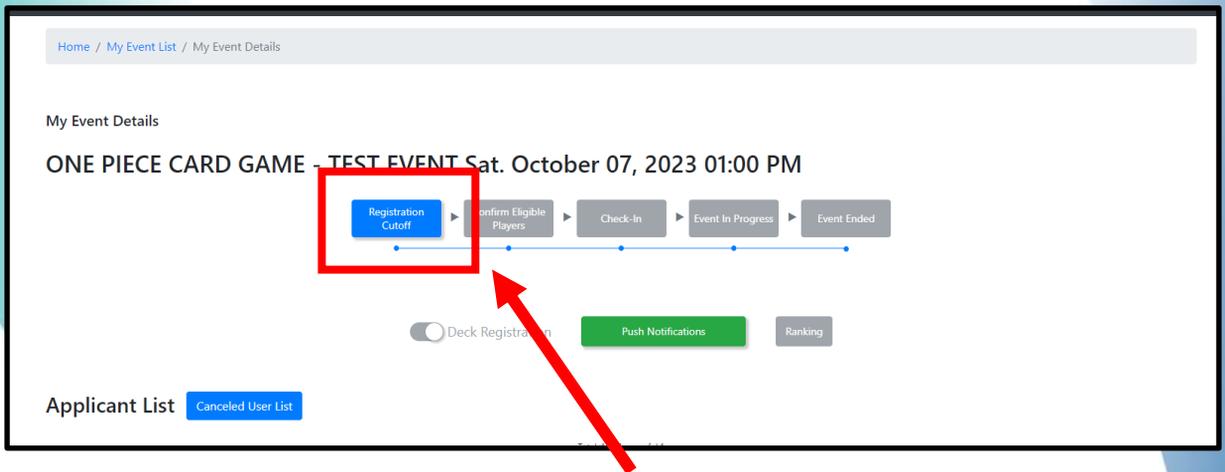
1. 1. Click on "My Events" at the top of the event management page.



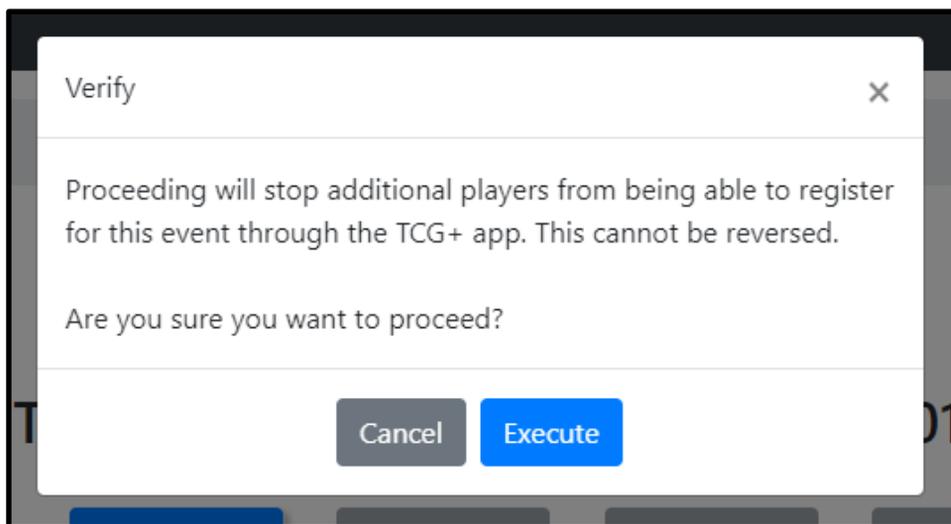
2. Click on the event to hold, then "Detail"



3. Click the “Registration Cutoff” button.



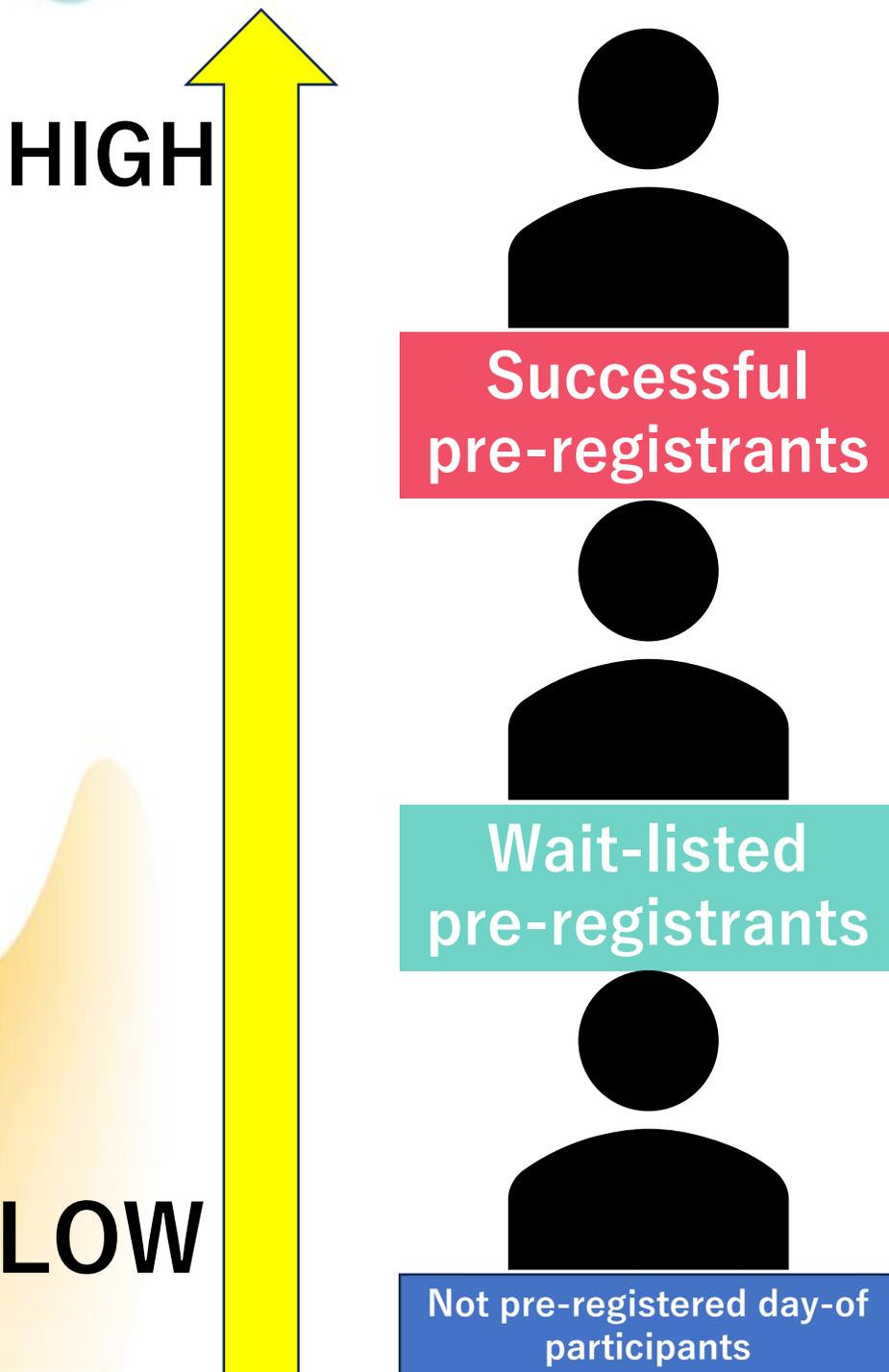
4. Click on “Execute” to finalize the cutoff.



***Precautions for holding events**

A user's TCG+ status determines the priority for event participation. Be sure to use the following chart to determine priority when holding an event.

Participating user priority

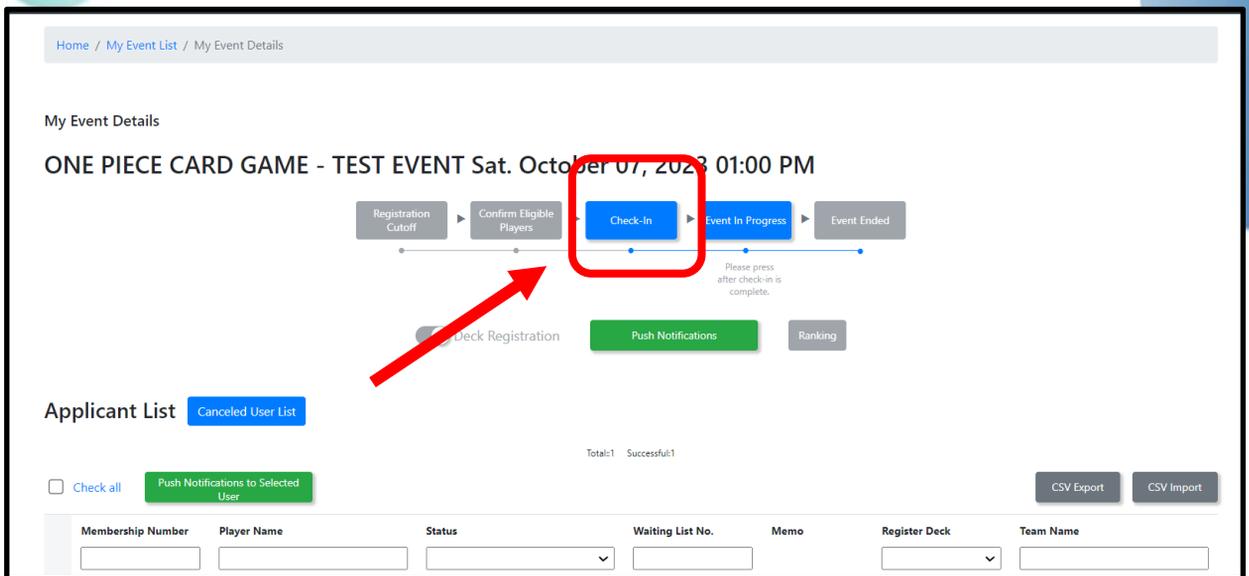


② Participant check-in

「Perform check-in for “Selected” and “Waiting list” users.

- o *Perform check-in for both "Selected" and "Waiting list" users
- *After all selected participants have checked in and there are still empty spaces remaining in the number of participants, users waitlisted can participate if selected.

1. Click on “Check-In”



Home / My Event List / My Event Details

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sat. October 07, 2023 01:00 PM

Registration Cutoff → Confirm Eligible Players → **Check-In** → Event In Progress → Event Ended

Deck Registration Push Notifications Ranking

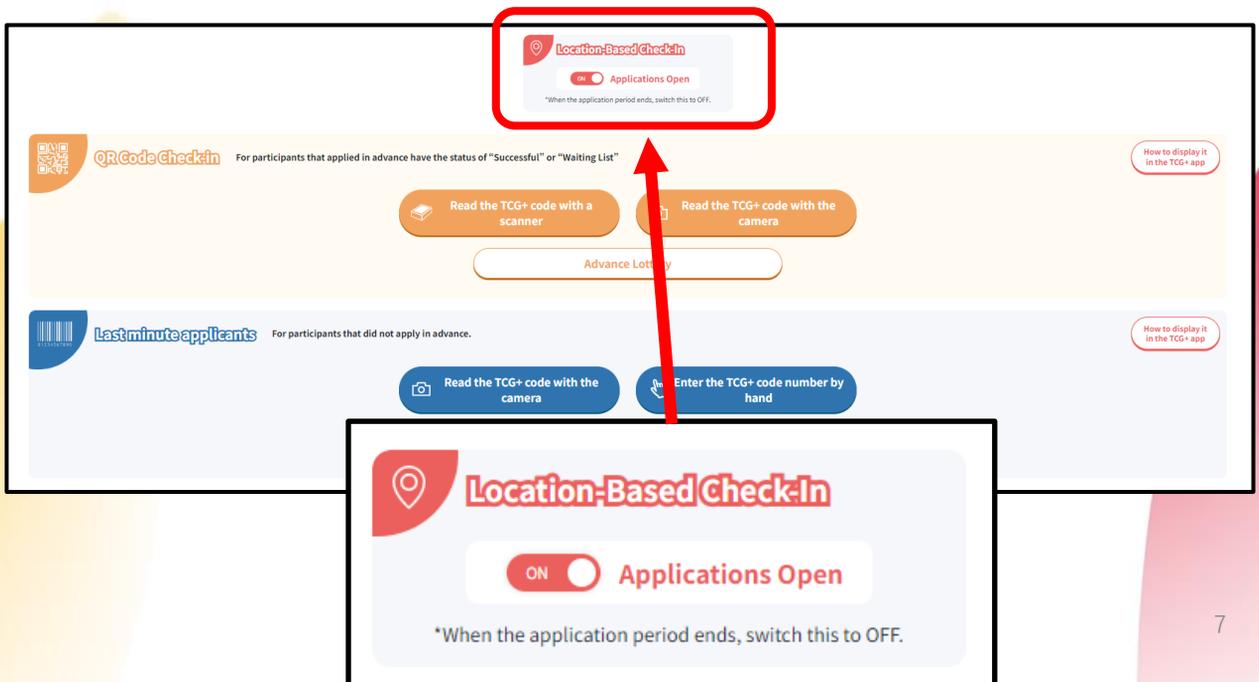
Applicant List **Canceled User List**

Total:1 Successful:1

Check all Push Notifications to Selected User CSV Export CSV Import

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="text"/>						

2. Click on “Location-Based Check-In” then change the check-in status to “Applications Open”



Location-Based Check-In

ON Applications Open

*When the application period ends, switch this to OFF.

QR Code Checkin For participants that applied in advance have the status of "Successful" or "Waiting List"

Read the TCG+ code with a scanner Read the TCG+ code with the camera

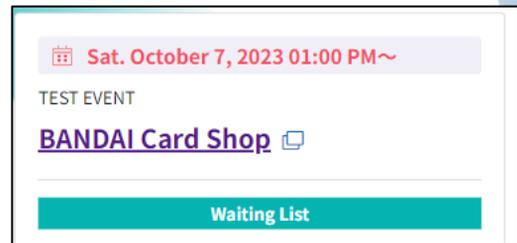
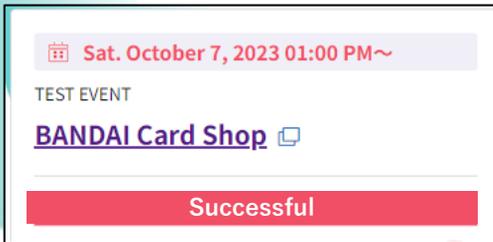
Advance Lottery

Lastminute applicants For participants that did not apply in advance.

Read the TCG+ code with the camera Enter the TCG+ code number by hand

How to display it in the TCG+ app

3. Perform check-in for “Successful” and “Waiting List”



The following three methods are available for user check-in.

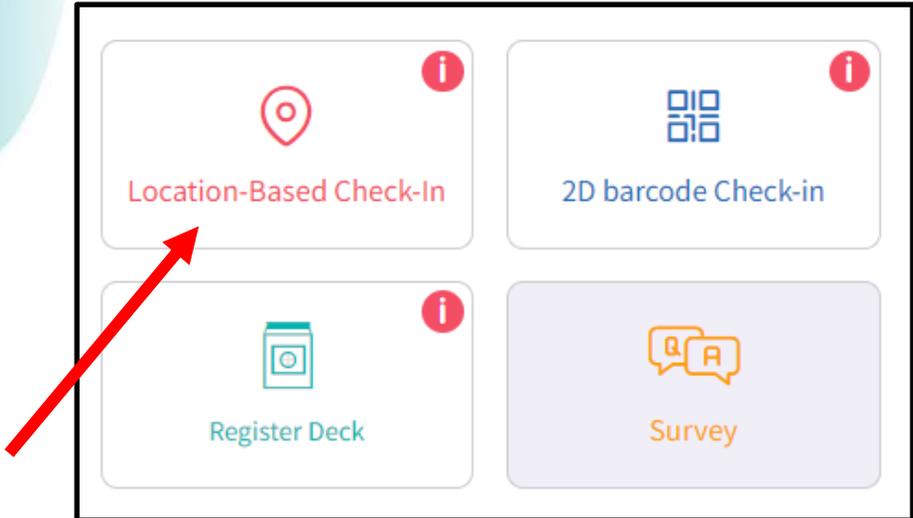
[◆ Check-in with location data](#)

[◆ Check-in with 2D code](#)

[◆ When check-in with location data/2D code isn't possible](#)

◆ Location-Based Check-In

1. Check-in with location data is performed by the user. The user taps "My Events" > "Details" for the desired event > " Location-Based Check-In " on TCG+.



2. Check the participating user list on the event management screen, and check-in will be complete if the participant's status is "Successful + Checked-In"
*When checking "Status" on the event management screen, first refresh your browser.

The screenshot shows a table titled 'Applicant List' with columns: Membership Number, Player Name, Status, Waiting List No., Memo, Register Deck, Team Name, and Res. The status 'Successful + Checked-in' is highlighted with a red box. A red arrow points from this box to the zoomed-in view below.

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name	Res
000000454	TEST USER_2	Successful + Checked-in			Not registered		serv est Tab le

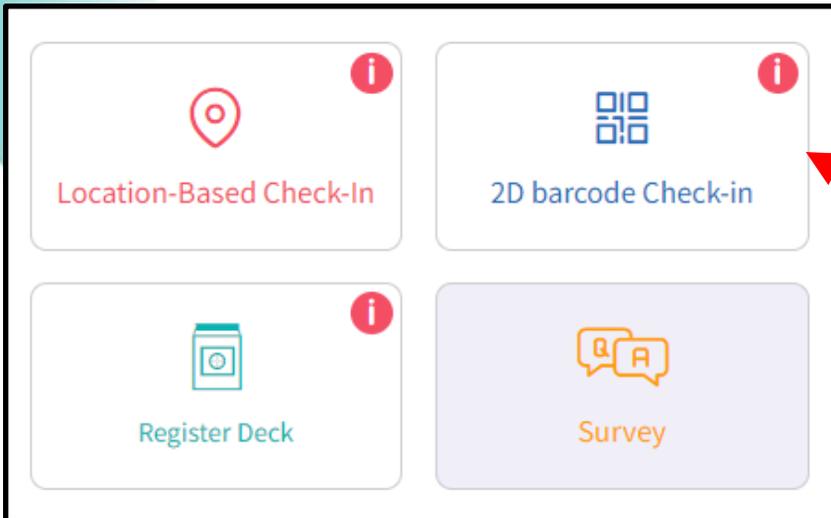
This is a zoomed-in view of the row from the table above. The status 'Successful + Checked-in' is highlighted with a red box.

000000454	TEST USER_2	Successful + Checked-in
-----------	-------------	-------------------------

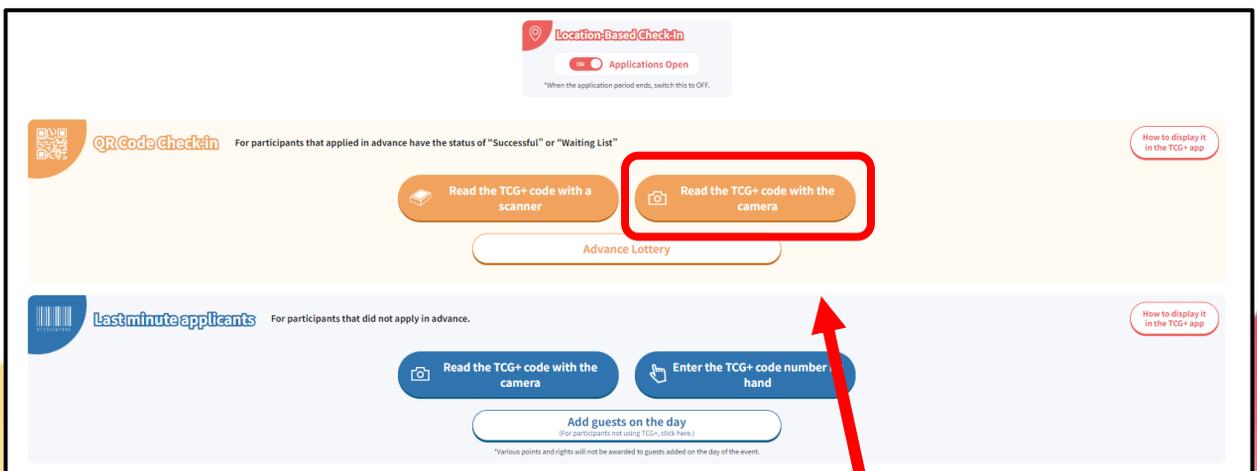
◆ Check-in with 2D code

1. The 2D code will be shown in the app on the participant's device.

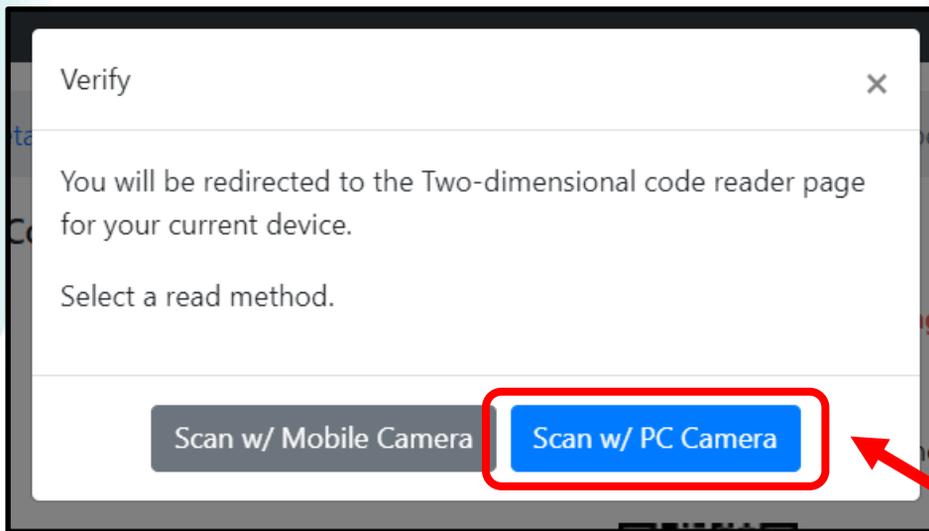
To display the 2D code, the user can tap "My Events" > "Details" for the desired event > "2D barcode Check-In"



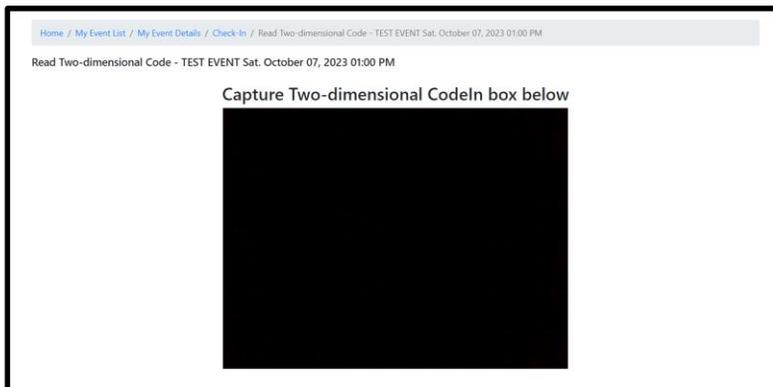
2. . Click on " Read the TCG+ code with the camera " at the top of the event management page.



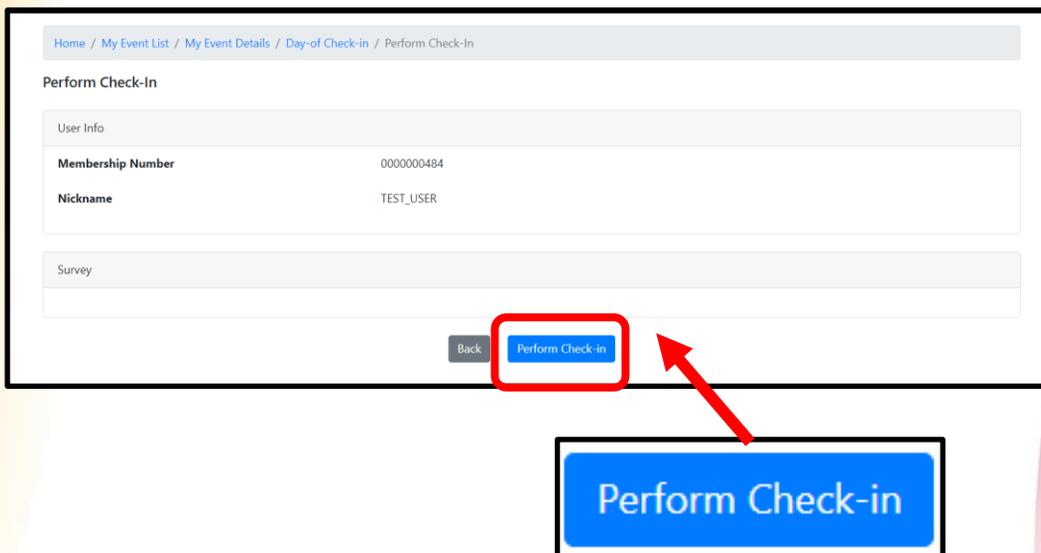
3. Click on "Scan w/ PC camera"



4. Scan the 2D code with the device's camera.



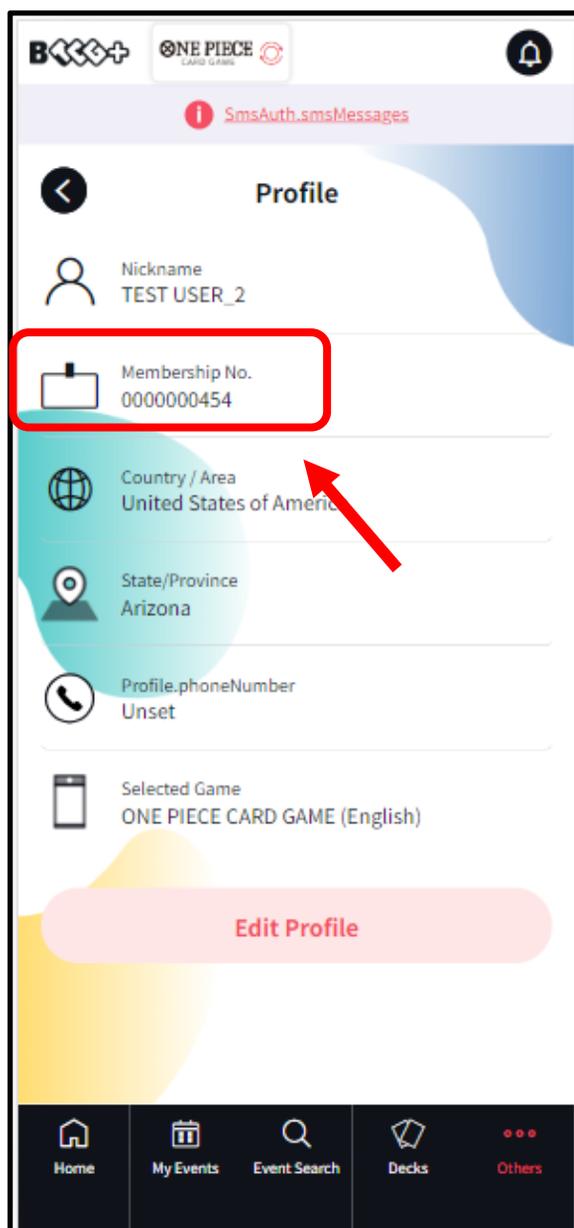
5. Click on "Perform Check-in" to finalize the check-in.



◆ When check-in with location data/2D code isn't possible

Check-in can be performed using the following method if check-in is not available using position data or 2D code.

1. Have the participant show their member number.
*The "Membership No." can be shown by tapping "Others" > "Profile" in the app on the user's device.



2. Enter the "membership Number" on the "Applicant List" on the management screen and confirm that "Successful" or "Waiting list" is shown for the corresponding user.

Registration Cutoff → Confirm Eligible Players → **Check-in** → Event in Progress → Event Ended

Please press after check-in is complete.

Deck Registration

Applicant List

Total:2 Successful:1 Successful + Checked-in:1

Check all

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> 0000000454	TEST_USER	Successful + Checked-in			Not registered	
<input type="checkbox"/> 0000000484	TEST_USER	Successful			Not registered	

3. Once it is shown, click on the corresponding user.

***The user may have changed their player name since the time of application. Be sure to search by member number.**

Registration Cutoff → Confirm Eligible Players → **Check-in** → Event in Progress → Event Ended

Please press after check-in is complete.

Deck Registration

Applicant List

Total:2 Successful:1 Successful + Checked-in:1

Check all

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> 0000000454	TEST_USER_2	Successful + Checked-in			Not registered	
<input type="checkbox"/> 0000000484	TEST_USER	Successful			Not registered	

4. Click on "Post-Change" and if the event status for the corresponding user is "Successful," choose " Successful + Checked-In."

If the status is "Waiting List" choose "Waiting list + Checked-in," then click on "Change" to finalize the change.

The screenshot shows a user management interface with the following sections:

- Header: 4952466, A, 0000000484, TEST_USER, Reserve Table
- QuestionnaireResult: Edit
- Memo: Edit
- Match Result: Round, Table, Match Result, Outcome
- Status: Current: Successful, Post-Change: [Dropdown Menu]
- Buttons: Change, Retire by user

The dropdown menu for 'Post-Change' is open and contains the following options:

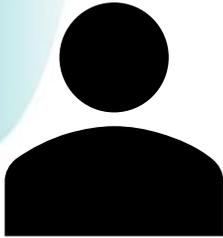
- Applied
- Successful
- Waiting list
- Unsuccessful
- Cancelled
- Successful + Checked-in
- Waiting list + Checked-in
- Absent from the event
- Advance Successful
- Participating in Tournament
- Dropped

A red arrow points from the 'Change' button to a larger 'Change' button below the screenshot.

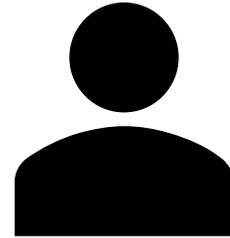
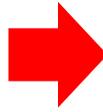
Change

③ Moving "Waiting list" users up in the queue

If the number of "Successful + Checked-In" users is less than the total number of users for the event, start moving "Waiting list + Checked-in" users up in the queue.



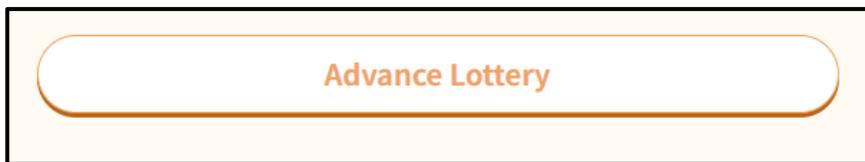
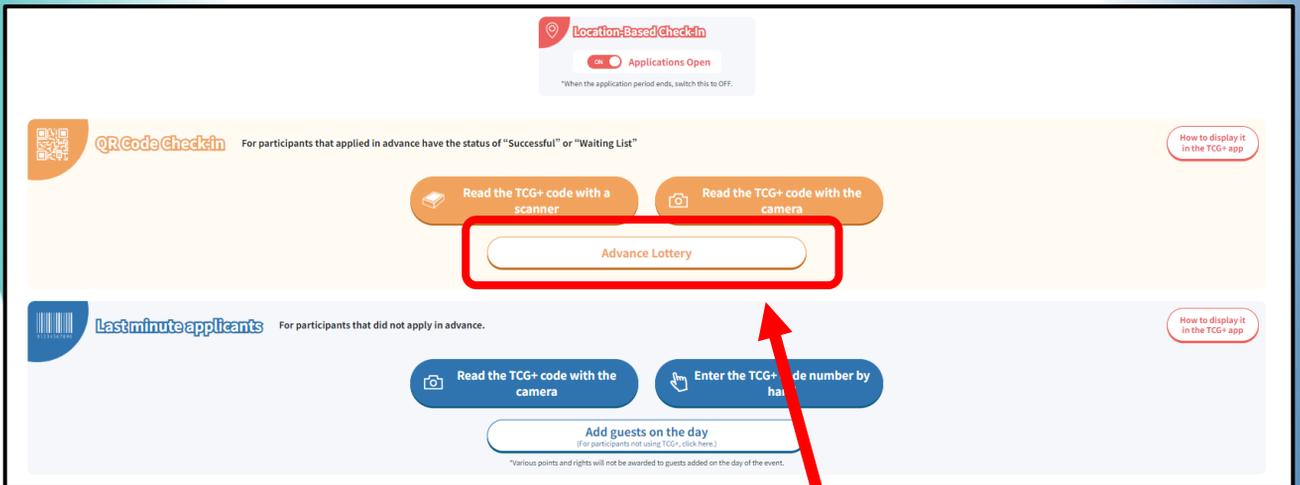
Waiting List



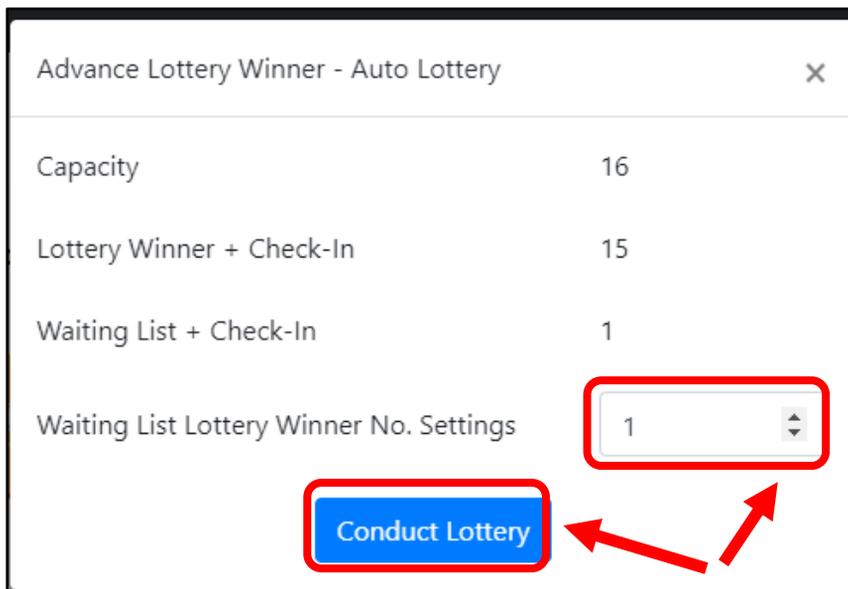
Successful

Random selection will be made from "Waiting list + Checked-in" users.

1. Click on "Advance Lottery."



2. Enter the total number of users to select for "Waiting List Lottery Winner No. Settings," then click on "Conduct Lottery."



***For "Waiting List Lottery Winner No. Settings," set a number that doesn't exceed the total number of users after factoring in the number of "Successful + Checked-In" users.**

Example: If the total number of users is 16 and the number of "Successful + Checked-In" users is 15, set "Waiting list" to 1.

3. The specified number of users will be selected from among the "Waiting list + Checked-in " users. This completes the user selection procedures.

Advance Successful:1

Applicant List

Total:16 Successful + Checked-in:15 Advance Successful:1

CSV Export CSV Import

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name	Reserved Table
0000000454	TEST_USER_2	Successful + Checked-in			Not registered		
0000000484	TEST_USER	Advance Successful			Not registered		

④ Reception for people wishing to participate

If there are still empty spaces in the total number of event participants after all "Waiting list" users have been selected in the queue, users who haven't applied through TCG+ can participate.

Or if you haven't accepted applications through TCG+ in the first place, you can press the "Check-In" button and perform one of the following procedures for user participation reception.

Home / My Event List / My Event Details

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sat. October 07, 2023 01:00 PM

Registration Cutoff → Confirm Eligible Players → **Check-In** → Event In Progress → Event Ended

Deck Registration Push Notifications Ranking

If a person wishing to participate is a TCG+ user

Applicant List [Canceled User List](#)

Total:1 Successful:1

Check all [Push Notifications to Selected User](#) [CSV Export](#) [CSV Import](#)

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="text"/>						

The following two procedures are available for walk-in users who haven't applied.

*The event management may determine the priority for walk-in users who haven't applied.

◆ If a person wishing to participate is a TCG+ user

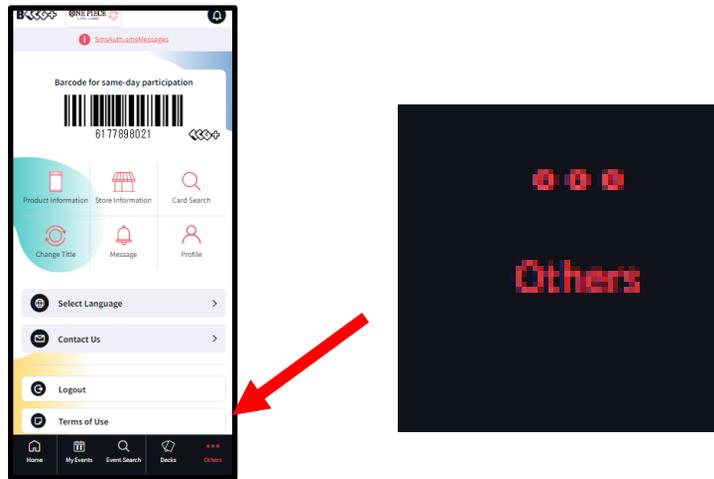
◆ If a person wishing to participate isn't a TCG+ user

◆ If a person wishing to participate is a TCG+ user

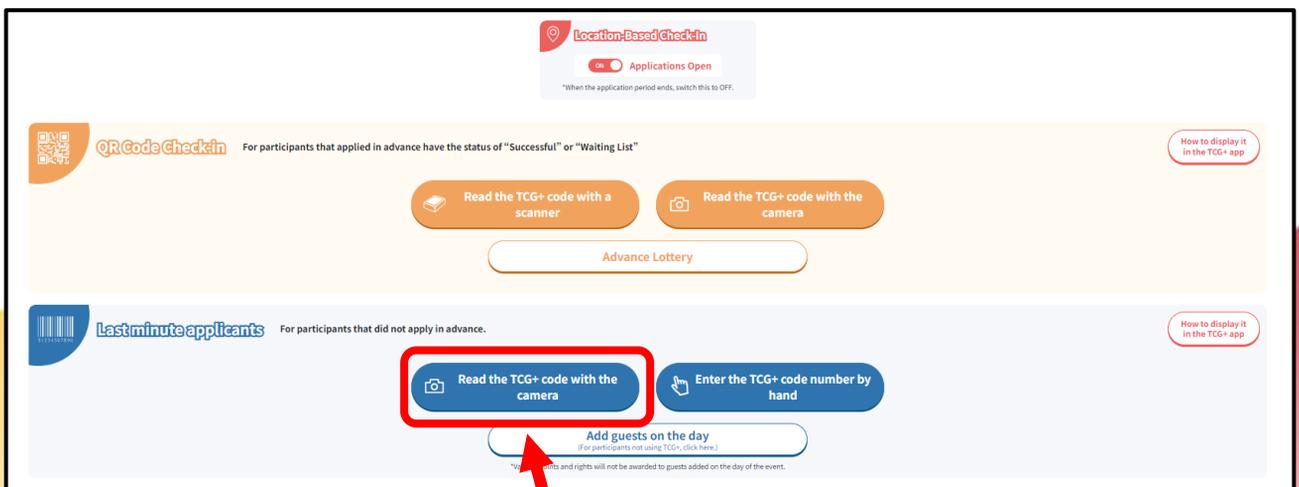
***When a user participates through TCG+, they will receive various points and event participation entitlements.**

1. Have the user show the "Day of event reception barcode" on the TCG+ app on their device.

***The "Day of event reception barcode" can be shown in the TCG+ app by tapping "Others"**

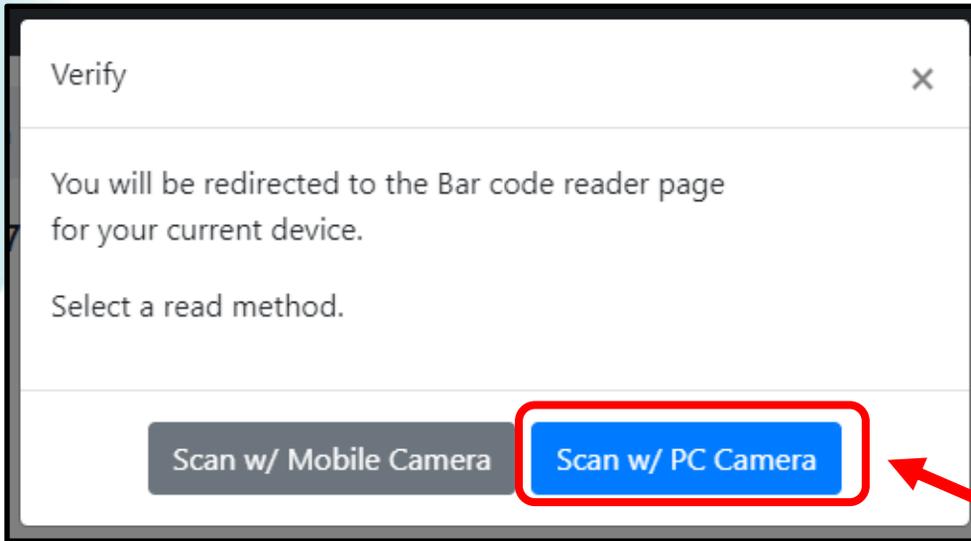


2. Click on "Read the TCG+ code with the camera" at the top of the event management page.

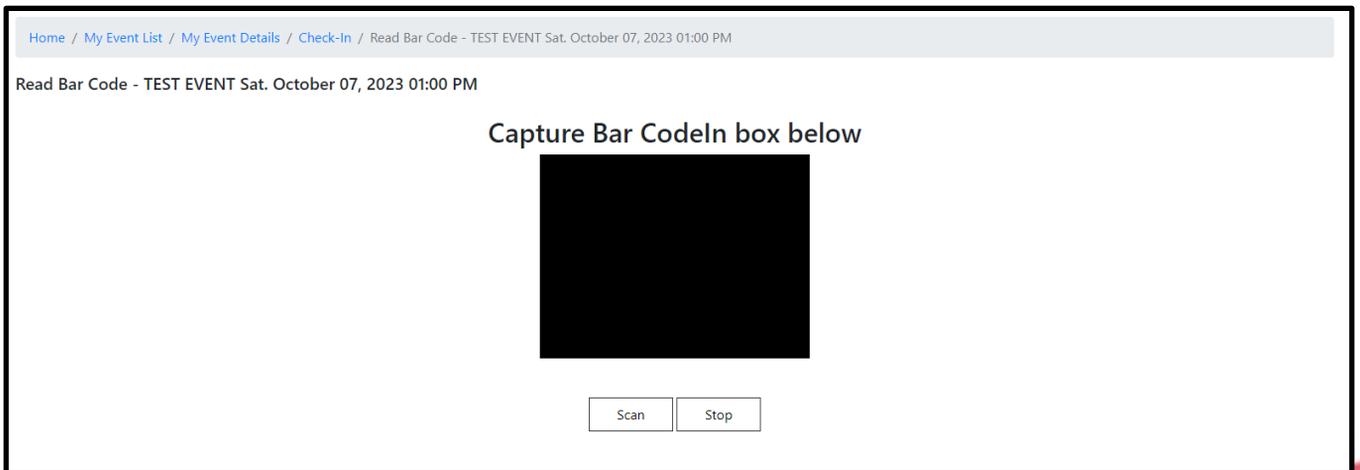


3. Click on "Scan w/PC camera"

*If your PC doesn't have a camera, refer to step 6.



4. Use your camera to scan the barcode shown by the user.



5. Click on "Perform Check-in" to finalize the check-in.

Home / My Event List / My Event Details / Day-of Check-in / Perform Check-In

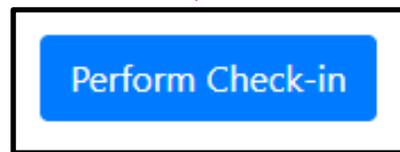
Perform Check-In

User Info

Membership Number	0000000484
Nickname	TEST_USER

Survey

Back Perform Check-in



6. If your PC doesn't have a camera, click on "Enter the TCG+ code number by hand"

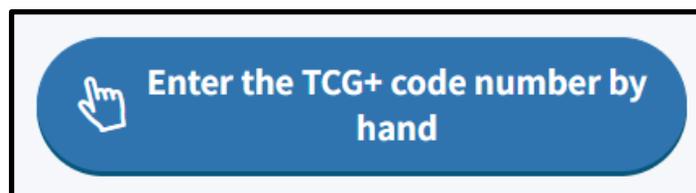
Location-Based Check-In
ON Applications Open
*When the application period ends, switch this to OFF.

QR Code Check-in For participants that applied in advance have the status of "Successful" or "Waiting List" How to display it in the TCG+ app

Read the TCG+ code with a scanner Read the TCG+ code with the camera
Advance Lottery

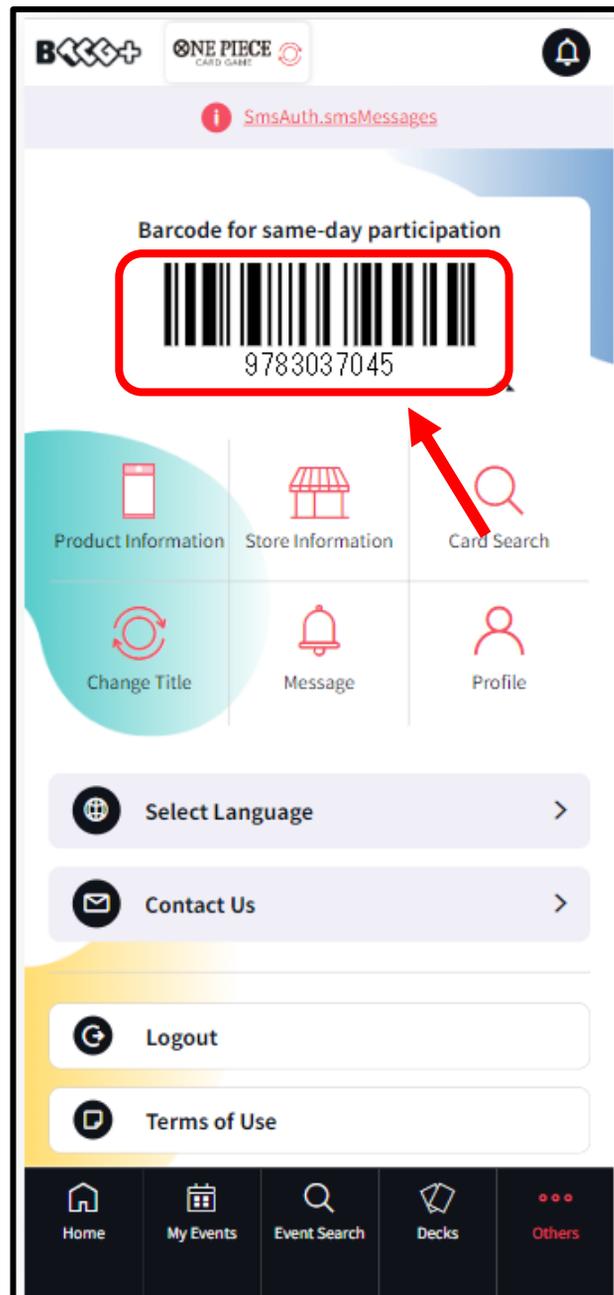
Last minute applicants For participants that did not apply in advance. How to display it in the TCG+ app

Read the TCG+ code with the camera Enter the TCG+ code number by hand
Add guests on the day
(For participants not using TCG+ app here.)
*Various points and rights will not be awarded to guests added on the day of the event.



7. Enter the 10-digit number of the user's displayed barcode, then click on "read" to finalize reception.

Please enter the check-in barcode(Please enter the barcode number on the other page)



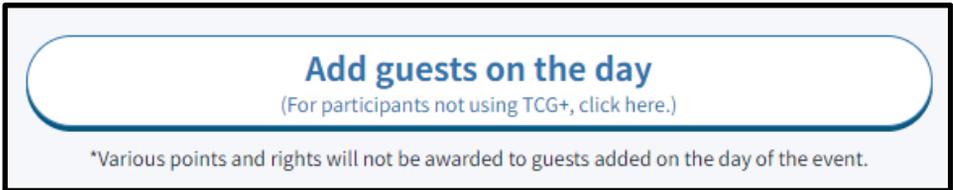
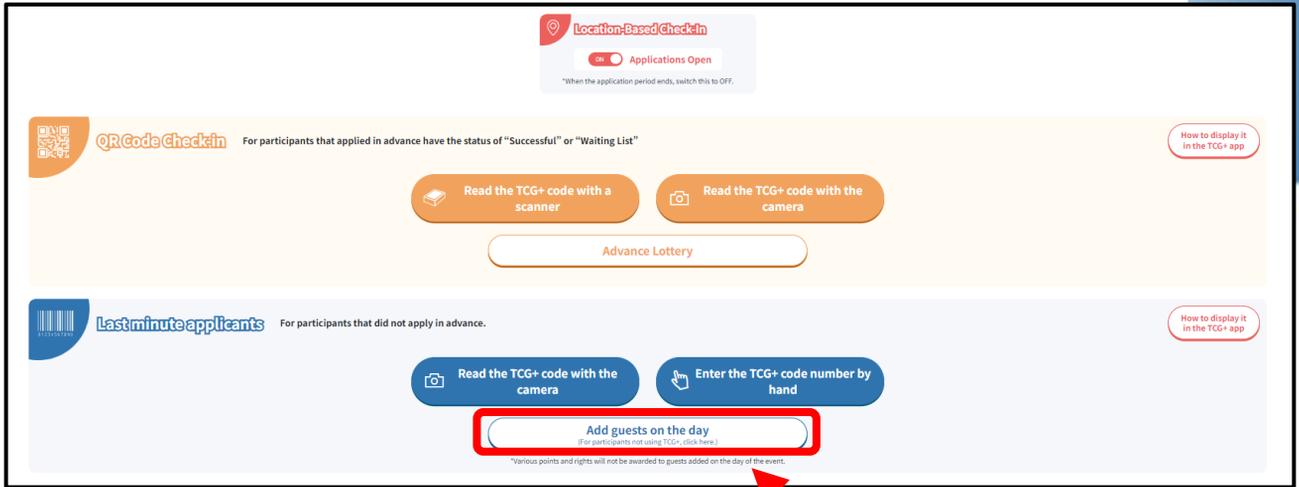
◆ If a person wishing to participate isn't a TCG+ user

A user can participate in the event as a guest.

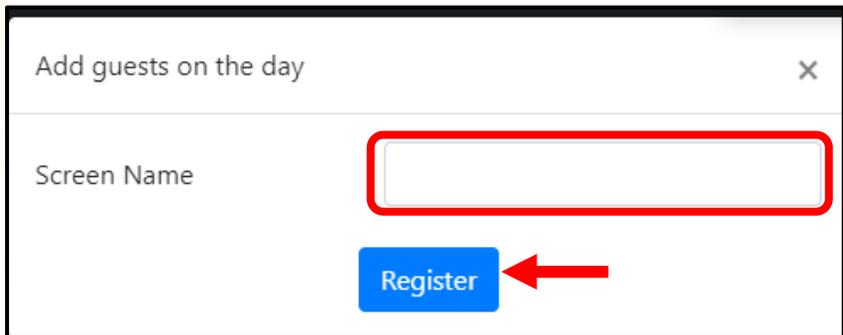
***Guests can't receive battle notifications on TCG+, therefore their battle pairings and other information must be notified verbally or by other means.**

***Guests don't receive various points and event participation entitlements.**

1. Click on "Add guests on the day (For participants not using TCG+, click here)"



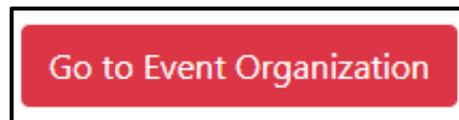
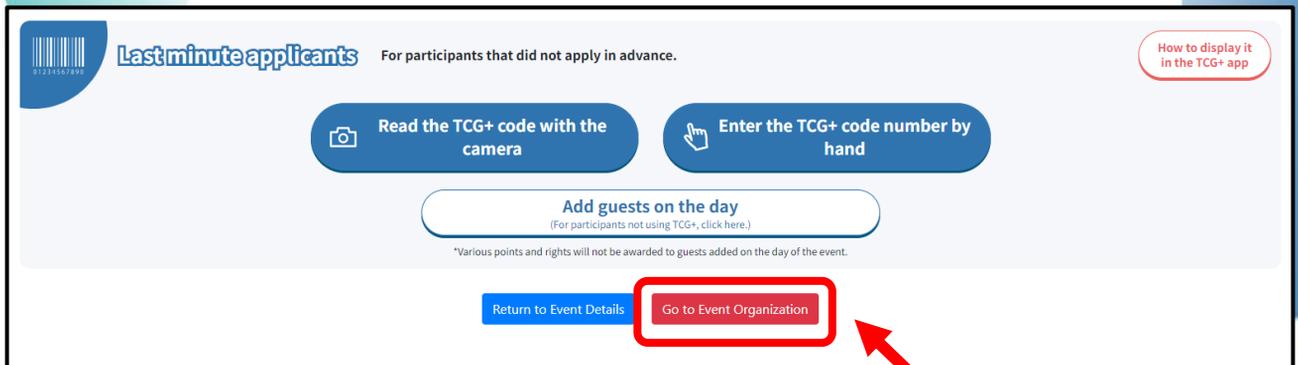
2. Obtain the desired registration name from the user, enter it, then click on "Register" to complete the guest user addition.



⑤ Generating battle pairings

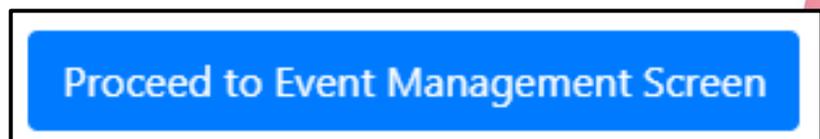
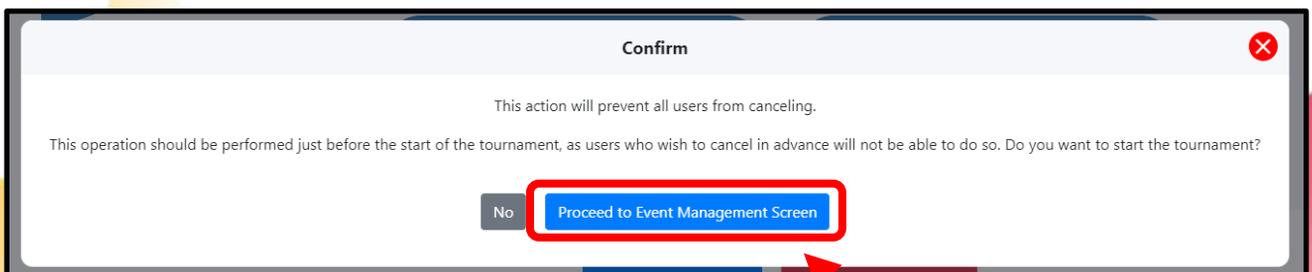
After participant reception is complete, generate battle pairings and start the battles.

1. Click on “Go to Event Organization” at the top of the event management page.



2. Click on “Proceed to Event Management Screen”

***Once this action is performed, all users will no longer be able to cancel. Be sure to perform this action immediately before the tournament starts. Otherwise, users won't be able to cancel before the event even if desired.**



3. Click on "Create Pairing(s)" to create temporary battle pairings.

Ranking Previous Round List Finalize the results of the match and end the event

Actions

Create Pairing(s)

Day-of Check-in

Options

Tournament Format: swiss draw

Starting Table No.:

1

Tentative Pairing List - Round No.:1

Table No.	Membership Number	User Name	Points	Discard
No pairings exist.				

Manually Add Pairing

Users Without Pairings

Block	Membership Number	User Name	Retire
	GUEST99999	guest1	x
	GUEST99999	guest2	x

Create Pairing(s)

4. Click on "Confirm pairing(s)" > "Execute" to finalize the temporary battle pairings.

Ranking Previous Round List Finalize the results of the match and end the event

Actions

Confirm Pairing(s)

Other Actions

Discard Pairing(s)

Day-of Check-in

Tentative Pairing List - Round No.:1

Table No.	Membership Number	User Name	Points	Discard
1	GUEST99999	guest2	0	x
	GUEST99999	guest1	0	
2	GUEST99999	guest3	0	x
	GUEST99999	guest4	0	

Confirm Pairing(s)

Verify ✕

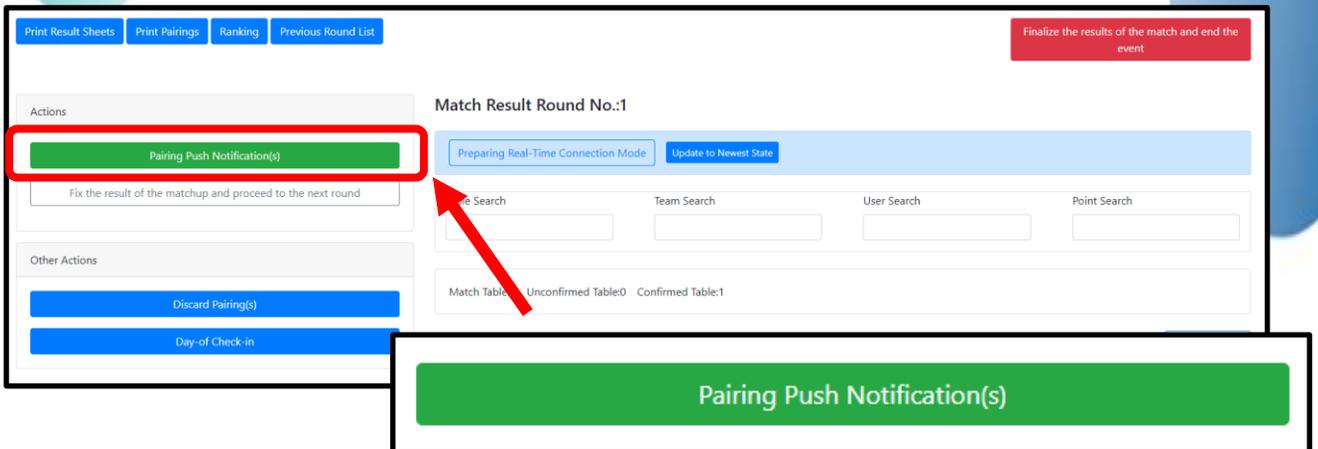
This operation can't be undone.
Are you sure?

Cancel **Execute**

⑥ Start of battles

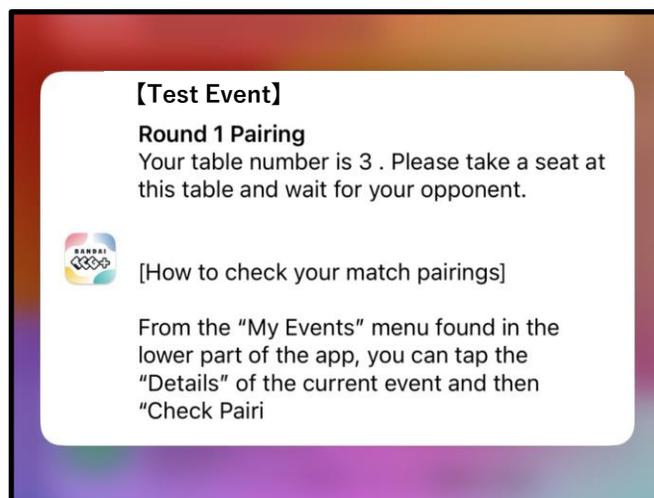
Once the battle pairings are finalized, provide the battle pairings to the participants and start the battles.

1. Click on " Pairing Push Notification(s) " to notify the participants of the battle pairings.



The screenshot shows a web interface for "Match Result Round No.:1". At the top, there are navigation buttons: "Print Result Sheets", "Print Pairings", "Ranking", and "Previous Round List". A red button in the top right corner says "Finalize the results of the match and end the event". Below the navigation, there are two main sections. On the left, under "Actions", there is a green button labeled "Pairing Push Notification(s)" which is highlighted with a red box and a red arrow. Below it is a button "Fix the result of the matchup and proceed to the next round". Under "Other Actions", there are buttons for "Discard Pairing(s)" and "Day-of Check-in". On the right, under "Match Result Round No.:1", there are buttons for "Preparing Real-Time Connection Mode" and "Update to Newest State". Below these are search fields for "Name Search", "Team Search", "User Search", and "Point Search". At the bottom of this section, there are labels for "Match Table:", "Unconfirmed Table:0", and "Confirmed Table:1". A callout box at the bottom right of the screenshot shows a large green button with the text "Pairing Push Notification(s)".

2. Once the notifications are sent, the table numbers will be sent to the participants' devices. Have the participants move to their respective table numbers, then start the battles once all participants have seated at their tables.



【Test Event】
Round 1 Pairing
Your table number is 3 . Please take a seat at this table and wait for your opponent.

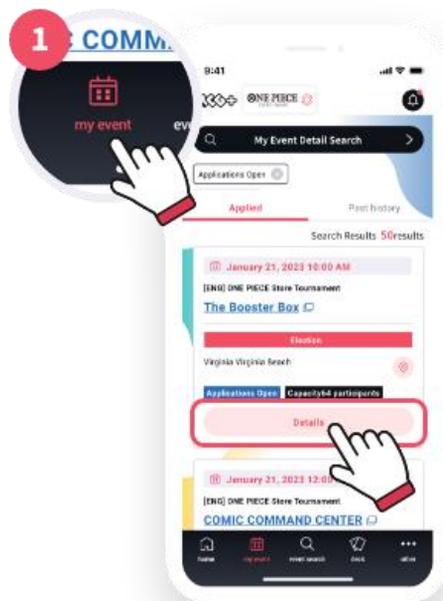
 [How to check your match pairings]

From the "My Events" menu found in the lower part of the app, you can tap the "Details" of the current event and then "Check Pairi

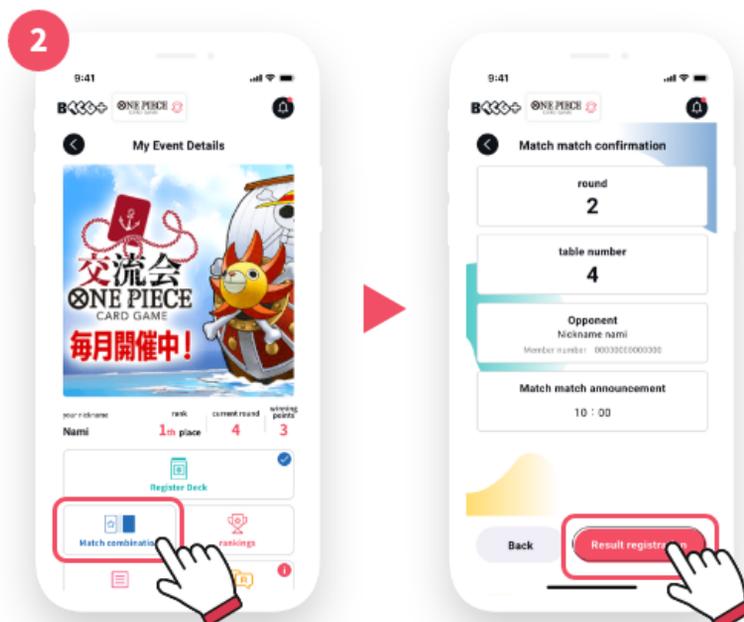
⑦ Entering battle results

In principle, the participants enter their battle results. The winner enters the battle result, then the results are registered after being verified by the loser.

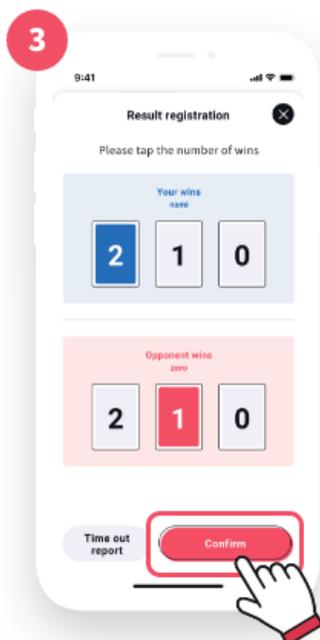
1. From the "My Event" menu at the bottom of the application, find the event you are participating in and tap "Details".



2. Tap "Matchups", then "Register Results"

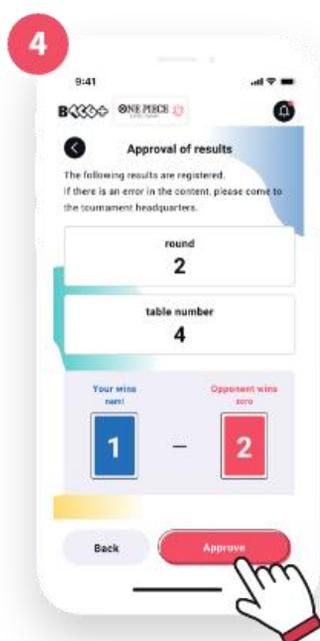


3. Enter the result of the match and tap "Confirm"



4. Your opponent will receive a confirmation of the result.

When "Accept the result" is tapped, the registration is complete.



5. The battle results entered by participants can be checked at the top of the event management page. To check, click on "Update to Newest State"

Match Result Round No.:1

Real-Time Connection Mode Disconnected **Update to Newest State**

Table Search Team Search User Search Point Search

Match Table:3 Unconfirmed Table:0 Confirmed Table:0

Overall Status In a Match Unapproved Approved Multiple Input

Table No.

Update to Newest State

6. If "Match Table" and "Unconfirmed Table" are 0, it means that all battles have completed.

Match Result Round No.:1

Real-Time Connection Mode Disconnected **Update to Newest State**

Table Search Team Search User Search Point Search

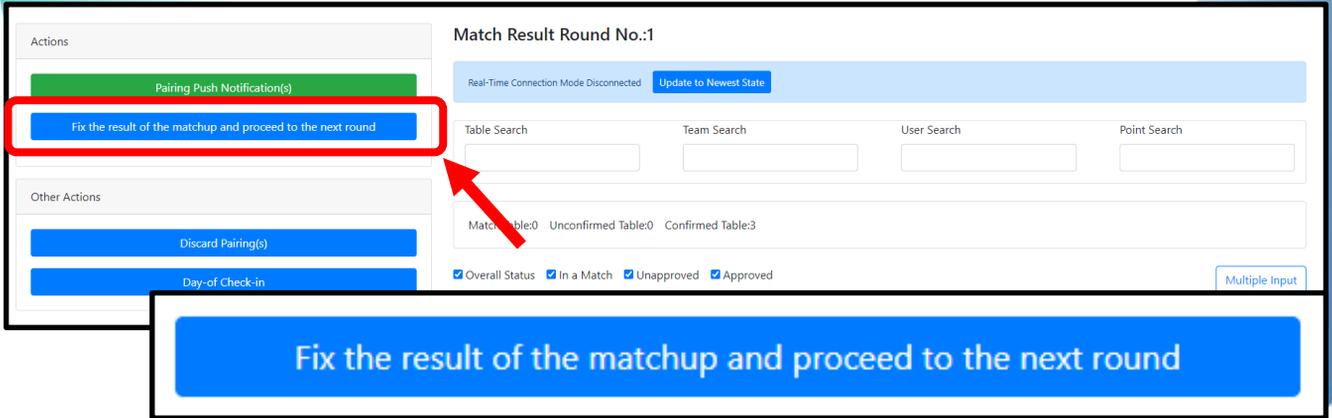
Match Table:3 Unconfirmed Table:0 Confirmed Table:0

Overall Status In a Match Unapproved Approved Multiple Input

Table No.	Approved	Player 1	Points	Score	Player 2	Points	Discard
-----------	----------	----------	--------	-------	----------	--------	---------

Match Table:0 Unconfirmed Table:0 Confirmed Table:3

7. Once all the battle results have been registered, click on " Fix the result of the matchup and proceed to the next round " to finalize the registered battle results. This completes the actions for the first round.



The screenshot shows a web interface for "Match Result Round No.:1". On the left, there is a sidebar with "Actions" and "Other Actions". The "Actions" section contains a green button "Pairing Push Notification(s)" and a blue button "Fix the result of the matchup and proceed to the next round", which is highlighted with a red rectangle. The "Other Actions" section contains "Discard Pairing(s)" and "Day-of Check-in". The main content area has a status bar "Real-Time Connection Mode Disconnected" with an "Update to Newest State" button. Below this are search filters for "Table Search", "Team Search", "User Search", and "Point Search". A summary line shows "Match Table:0 Unconfirmed Table:0 Confirmed Table:3". At the bottom, there are checkboxes for "Overall Status", "In a Match", "Unapproved", and "Approved", along with a "Multiple Input" button. A large blue callout box at the bottom contains the text "Fix the result of the matchup and proceed to the next round", with a red arrow pointing from the highlighted button in the sidebar to this callout box.

⑧ Start of next round

To proceed to the next round, repeat the steps from "⑤ Generating battle pairings" to "⑦ Entering battle results"

⑨ End of event

After all battles have ended, perform the procedures for the end of the event.

*Make sure to correctly perform the procedures for the end of the event, otherwise the participants won't receive the various entitlements and points.

*The procedures for the end of the event are performed similarly when the number of participants is 0 to 1.

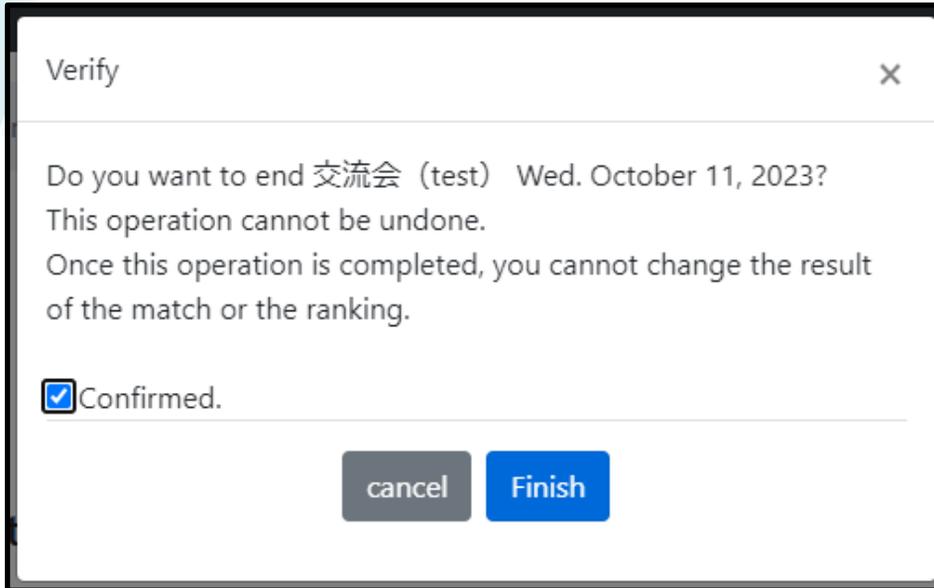
1. Confirm that all battle results for the final round have been entered, then click on " Finalize the results of the match and end the event "

*Make absolutely sure that all battle results have been entered before clicking.

The screenshot shows a web interface for managing match results. At the top, there are navigation buttons: "Print Result Sheets", "Print Pairings", "Ranking", and "Previous Round List". Below these, there are two sections: "Actions" and "Other Actions". The "Actions" section contains a green button for "Pairing Push Notification(s)" and a blue button for "Fix the result of the matchup and proceed to the next round". The "Other Actions" section contains a blue button for "Finalize the results of the match and end the event". The main content area is titled "Match Result Round No.:1" and includes a status bar with "Real-Time Connection Mode Disconnected" and an "Update to Newest State" button. Below this are search filters for "Table Search", "Team Search", "Player Search", and "Point Search". At the bottom, there are statistics for "Match Table:0", "Unconfirmed Table:0", and "Confirmed Table:3", along with a "Multiple Input" button. A red callout box with a black border highlights the "Finalize the results of the match and end the event" button, with a red arrow pointing to it from a larger red box at the bottom of the page that contains the text "Finalize the results of the match and end the event".

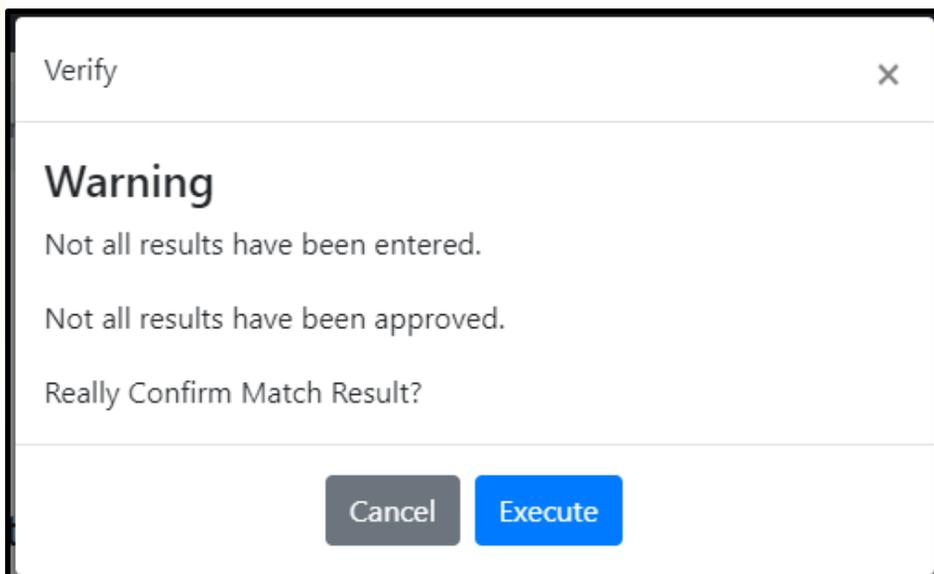
2. Check the "Confirmed" checkbox, then click on "Finish"

***Make absolutely sure that all battle results have been entered before pressing.**



***If all battle results haven't been entered or if battle results haven't been verified, the following screen will display. In such cases, click on "Cancel," make sure all battle results have been entered, then click on "Finalize the results of the match and end the event" again.**

*** When there are 0 to 1 participants, click on "Execute"**



Notes

Before the event starts

- Participant status changes
- 0 to 1 participants
- Changing battle pairing formats
- Changing the starting table number
- Sending a message to a participant
- When @@@ number is shown in a username

● Participant status changes

The user status can be changed manually at the top of the management page.

***In principle, the participant status should only be changed in exceptional circumstances, such as when the participant can't check in themselves.**

1. Click on the desired user name in the user list at the bottom of the management page.

Registration Cutoff → Confirm Eligible Players → Check-In → Event In Progress → Event Ended

Deck Registration Push Notifications Ranking

Applicant List [Canceled User List](#)

Total: 7 Successful: 1 Participating in Tournament: 6

Check all Push Notifications to Selected User CSV Export CSV Import

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="checkbox"/> 0000000454	TEST_USER_2	Successful			Not registered	
<input type="checkbox"/> GUEST99999	guest1	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest2	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest3	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest4	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest5	Participating in Tournament			Not registered	
<input type="checkbox"/> 0000000484	TEST_USER	Participating in Tournament			Not registered	

2. Click on "Post-Change," select the desired status to change, then click on "Change" to end.

Outco

- Applied
- Successful
- Waiting list
- Unsuccessful
- Cancelled
- Successful + Checked-in
- Waiting list + Checked-in
- Absent from the event
- Advance Successful
- Participating in Tournament
- Dropped**

Post-Change

Change Retire by user

● 0 to 1 participants

The procedures for the end of the event must also be performed when the number of participants is 0 to 1.

When the number of participants is 1, perform participant reception according to steps "② Participant check-in" through "④ Reception for people wishing to participate"

1. Click on "Event In Progress"

Home / My Event List / My Event Details

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sat. October 07, 2023 01:00 PM

Registration Cutoff → Confirm Eligible Players → Check-In → **Event In Progress** → Event Ended

Deck Registration Push Notification Ranking

Applicant List **Canceled User List**

Total:1 Successful:1

Check all Push Notifications to Selected User CSV Export CSV Import

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>

2. Click on "Start the tournament"

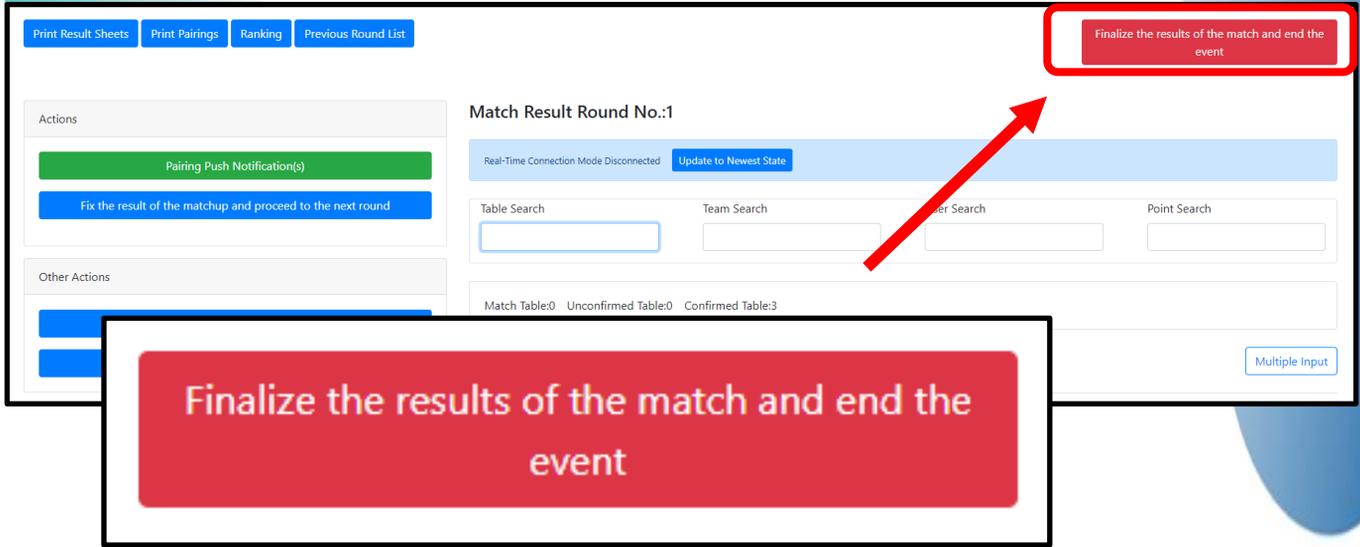
Confirm

This action will prevent all users from canceling.

This operation should be performed just before the start of the tournament, as users who wish to cancel in advance will not be able to do so. Do you want to start the tournament?

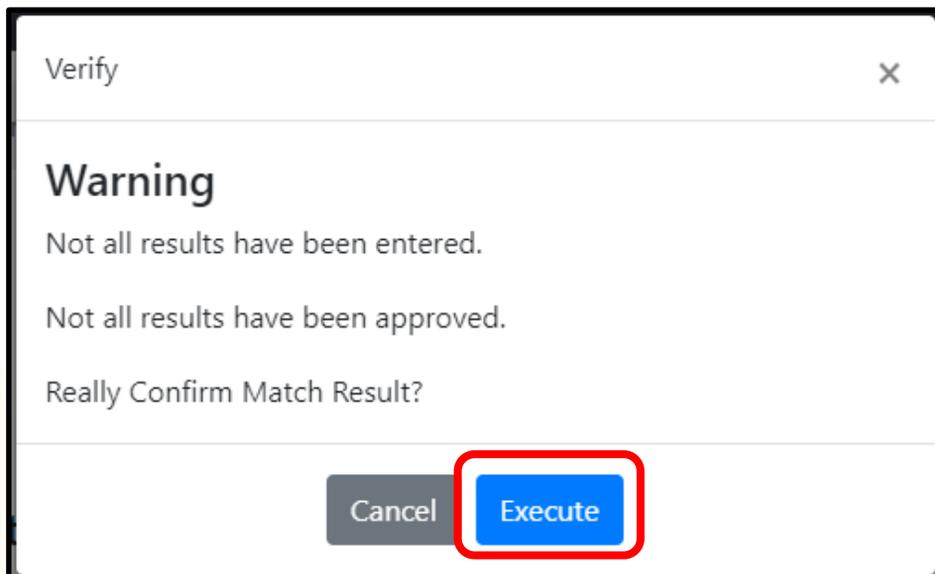
back Start the tournament

3. Click on "Finalize the results of the match and end the event"



The screenshot shows a web interface for match results. At the top, there are navigation buttons: "Print Result Sheets", "Print Pairings", "Ranking", and "Previous Round List". A red box highlights a button labeled "Finalize the results of the match and end the event". Below this, the "Match Result Round No.:1" section includes a status bar with "Real-Time Connection Mode Disconnected" and an "Update to Newest State" button. There are search filters for "Table Search", "Team Search", "Player Search", and "Point Search". A summary bar shows "Match Table:0", "Unconfirmed Table:0", and "Confirmed Table:3". A "Multiple Input" button is also visible. A large red callout box with white text is overlaid on the interface, containing the text "Finalize the results of the match and end the event". A red arrow points from the callout box to the highlighted button in the interface.

4. Click on "Finalize"



A "Verify" dialog box is shown with a close button (X) in the top right corner. The dialog contains a "Warning" section with the following text: "Not all results have been entered.", "Not all results have been approved.", and "Really Confirm Match Result?". At the bottom of the dialog, there are two buttons: "Cancel" and "Execute". The "Execute" button is highlighted with a red border.

5. Depending on the event, a report on the event may be required after the event has ended. "Event report" will be displayed if a report is required for an event. Click on "Event report"

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sun. November 05, 2023 01:00 PM

Registration Cutoff ▶ Confirm Eligible Players ▶ Check-In ▶ **Event In Progress** ▶ Event Ended

Please press after check-in is complete.

Event Report

Deck Registration Push Notifications Ranking

Event Report

6. Enter each field, then click on "Event Report"

Event Report - TEST EVENT Sun. November 05, 2023 01:00 PM

Ranking

Free comment. If you have any comments about ONE PIECE, please share your comments. *

Event Report Ranking

● Changing battle pairing formats

(Changing from Swiss draw to single elimination, etc.)

1. Click on "Event in Progress"

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sun. November 12, 2023 01:00 PM

Registration Cutoff ▶ Confirm Eligible Players ▶ Check-In ▶ **Event In Progress** ▶ Event Ended

Event Report

Deck Registration

Please press after check-in is complete.

2. Click on "Tournament Format" and select the desired format.

Options

Tournament Format

swiss draw

swiss draw

single elimination

double elimination

triple elimination

3. Click on “Create Pairing(s)” to generate battle pairings in the new pairing format.

The screenshot shows a web interface for tournament management. At the top, there are tabs for 'Ranking' and 'Previous Round List', and a red button that says 'Finalize the results of the match and end the event'. Below this, there are two main sections: 'Actions' and 'Options'. In the 'Actions' section, the 'Create Pairing(s)' button is highlighted with a red box, and a red arrow points to it. Below the 'Actions' section, there is a 'Tentative Pairing List - Round No.:1' table with columns for 'Table No.', 'Membership Number', 'User Name', 'Points', and 'Discard'. The table currently shows 'No pairings exist.'. Below the pairing list, there is a section for 'Users Without Pairings' with columns for 'Block', 'Membership Number', 'User Name', and 'Retire'. Two users are listed: 'GUEST99999' with 'guest1' and 'GUEST99999' with 'guest2'. A large blue button labeled 'Create Pairing(s)' is shown in a separate callout box below the screenshot.

【Details on tournament form】

◆ Swiss draw

Pairings occur for each round of battles regardless of the number of losses. The ranking is structured as follows: "number of wins" > "win ratio of battle opponent" > "win ratio of battle opponent's battle opponent"

◆ Swiss draw (single elimination)

A participant with 1 loss won't be paired in subsequent rounds. The rankings are the same as in Swiss draw.

◆ Swiss draw (double elimination)

A participant with 2 losses won't be paired in subsequent rounds. The rankings are the same as in Swiss draw.

◆ Swiss draw (triple elimination)

A participant with 3 losses won't be paired in subsequent rounds. The rankings are the same as in Swiss draw.

● Changing the starting table number

1. Click on "Event In Progress"

My Event Details

ONE PIECE CARD GAME - TEST EVENT Sun. November 12, 2023 01:00 PM

Registration Cutoff → Confirm Eligible Players → Check-In → **Event In Progress** → Event Ended

Please press after check-in is complete.

Deck Registration Push Notifications Ranking

2. Enter a single-byte number for the desired starting table number in "Starting Table No."

Actions

Create Pairing(s)

Day of Check-in

Options

Tournament Format

swiss draw

Starting Table No.

1

Match Point Order

Tentative Pairing List - Round No.:1

Table No.	Membership Number	User Name	Points	Discard
No pairings exist.				

Manually Add Pairing

Users Without Pairings

Block	Membership Number	User Name	Retire
	GUEST99999	guest1	x
	GUEST99999	guest2	x
	GUEST99999	guest3	x
	GUEST99999	guest4	x

Starting Table No.

51

3. Click on “Create Pairing(s)” to generate battle pairings starting with the entered starting table number.

Ranking Previous Round List

Finalize the results of the match and end the event

Actions

Create Pairing(s)

Day-of Check-in

Options

Tournament Format

swiss draw

Starting Table No.

1

Tentative Pairing List - Round No.:1

Table No.	Membership Number	User Name	Points	Discard
No pairings exist.				

Manually Add Pairing

Users Without Pairings

Block	Membership Number	User Name	Retire
	GUEST99999	guest1	x
	GUEST99999	guest2	x

Create Pairing(s)

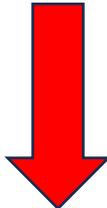


Table No.	Membership Number	User Name	Points	Discard
51	GUEST99999	guest8	0	x
	GUEST99999	guest4	0	
52	GUEST99999	guest1	0	x
	GUEST99999	guest6	0	
53	GUEST99999	guest3	0	x
	GUEST99999	guest2	0	
54	GUEST99999	guest5	0	x
	GUEST99999	guest7	0	

● Sending a message to a participant

1. Check the status of the user who will be receiving the message in the user list at the bottom of the management page.

Applicant List [Canceled User List](#)

Total:1 Participating in Tournament1

Check all [Push Notifications to Selected User](#) [CSV Export](#) [CSV Import](#)

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="checkbox"/> 0000000484	TEST_USER	Participating in Tournament	<input type="text"/>		<input type="text"/>	Not registered

Participating in Tournament

2. Click “Push Notifications”

ONE PIECE CARD GAME - TEST EVENT Sun. November 05, 2023 01:00 PM

Registration Cutoff ▶ Confirm Eligible Players ▶ Check-In ▶ **Event In Progress** ▶ Event Ended

Please press after check-in is complete. [Event Report](#)

Deck Registration [Push Notifications](#) [Ranking](#)

Push Notifications

3. For "Notification Target," set the status checked in step 1, then enter text in "Notification Title" and "Notification Body"

Push Notification

Notification Target

- Applied Successful
- Waiting list Unsuccessful
- Successful + Checked-in
- Waiting list + Checked-in
- Absent from the event
- Advance Successful
- Participating in Tournament
- Dropped

Select All Statuses

Notification Title

Notification Body

Push

4. Click on "Push" to send the message.

● When @@@ number is shown in a username

If another user has the same name, "@@@ number" will be added after the registered user name for identification purposes.

Applicant List [Canceled User List](#)

Total: 8 Participating in Tournament: 8

Check all [Push Notifications to Selected User](#) [CSV Export](#) [CSV Import](#)

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="checkbox"/>	0000000484	TEST_USER	Participating in Tournament		Not registered	
<input type="checkbox"/>	GUEST99999	TEST_USER@@@1	Participating in Tournament		Not registered	



0000000484	TEST_USER
GUEST99999	TEST_USER@@@1

Notes

After the event starts

- Entering/changing battle results
- People wishing to participate after the event has started
- Withdrawal requests from participants
- Return of excess souvenirs and prizes

● Entering/changing battle results

1. Click on the desired battle pairing to enter/change on the management page.

Event Organization - TEST EVENT Sun. November 12, 2023

Print Result Sheets | Print Pairings | Ranking | Previous Round List

Finalize the results of the match and end the event

Actions

Pairing Push Notification(s)

Fix the result of the matchup and proceed to the next round

Other Actions

Discard Pairing(s)

Day-of Check-in

Match Result Round No.:1

Preparing Real-Time Connection Mode | Update to Newest State

Table Search | Team Search | User Search | Point Search

Match Table:4 | Unconfirmed Table:0 | Confirmed Table:0

Overall Status In a Match Unapproved Approved Multiple Input

Table No.	Approved	Player 1	Points	Score	Player 2	Points	Discard		
1	In a Match	GUEST99999	guest2	0	--	GUEST99999	guest7	0	x
2	In a Match	GUEST99999	guest1	0	--	GUEST99999	guest3	0	x

2. Change the number of wins, then click on "Submit Results" to finalize the battle result correction.

Table No. 1

Table No. 1

GUEST99999 guest2

1

GUEST99999 guest7

0

Dropped Dropped

Close Submit Results

Submit Results

● People wishing to participate after the event has started

Methods vary depending on whether or not a person wishing to participate has applied in advance on TCG+. The following three methods may be used depending on the situation.

◆ If a person wishing to participate has applied in advance

◆ If a person wishing to participate hasn't applied in advance (has TCG+)

◆ If a person wishing to participate hasn't applied in advance (doesn't have TCG+)

◆ If a person wishing to participate has applied in advance

1. Click on the person wishing to participate in the user list at the bottom of the management page.

The screenshot shows a tournament management interface. At the top, there is a progress bar with steps: Registration Closed, Confirm Eligible Players, Check-in, Event In Progress, and Event Ended. Below this, there are buttons for Deck Registration, Push Notifications, and Ranking. The main section is titled 'Applicant List' and includes a 'Canceled User List' link. A table lists applicants with columns for Membership Number, Player Name, Status, Waiting List No., Memo, Register Deck, and Team Name. The first row is highlighted with a red box, and a red arrow points to the 'Participating in Tournament' status.

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
0000000454	TEST_USER_2	Successful			Not registered	
GUEST99999	guest1	Participating in Tournament			Not registered	
GUEST99999	guest2	Participating in Tournament			Not registered	
GUEST99999	guest3	Participating in Tournament			Not registered	
GUEST99999	guest4	Participating in Tournament			Not registered	
GUEST99999	guest5	Participating in Tournament			Not registered	
0000000484	TEST_USER	Participating in Tournament			Not registered	

2. Select "Participating in Tournament" from "Post-Change," then click on "Change" to add the person wishing to participate to the event. The added participant will be paired in a battle the next round.

The screenshot shows a 'Post-Change' dropdown menu with the following options: Applied, Successful, Waiting list, Unsuccessful, Cancelled, Successful + Checked-in, Waiting list + Checked-in, Absent from the event, Advance Successful, Participating in Tournament (highlighted in blue), and Dropped. Below the dropdown, there is a 'Change' button highlighted with a red box and a red arrow, and a 'Retire by user' button.

◆ If a person wishing to participate hasn't applied in advance (has TCG+)

1. Click on "Day-of Check-in" at the lower left of the page.

Event Organization - TEST EVENT Sun. November 12, 2023

Print Result Sheets | Print Pairings | Ranking | Previous Round List

Finalize the results of the match and end the event

Actions

- Pairing Push Notification(s)
- Fix the result of the matchup and proceed to the next round

Other Actions

- Discard Pairing(s)
- Day-of Check-in**

Match Result Round No.:1

Preparing Real-Time Connection Mode | Update to Newest State

Table Search | Team Search | User Search | Point Search

Match Table:4 Unconfirmed Table:0 Confirmed Table:0

Overall Status In a Match Unapproved Approved Multiple Input

Table No.	Approved	Player 1	Points	Score	Player 2	Points	Discard		
1	In a Match	GUEST99999	guest2	0	--	GUEST99999	guest7	0	x



2. Click on "Read the TCG+ code with the camera"

Location-Based Check-in

Applications Open

QR Code Check-in For participants that applied in advance have the status of "Successful" or "Waiting List"

Read the TCG+ code with a scanner | Read the TCG+ code with the camera

Advance Lottery

Last minute applicants For participants that did not apply in advance.

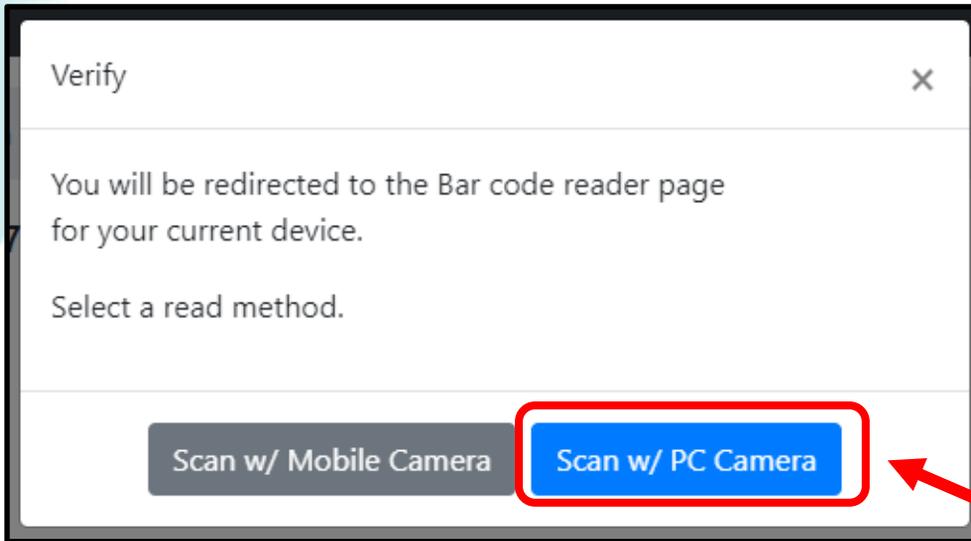
Read the TCG+ code with the camera | Enter the TCG+ code number by hand

Add guests on the day (For participants not using TCG+, click here)

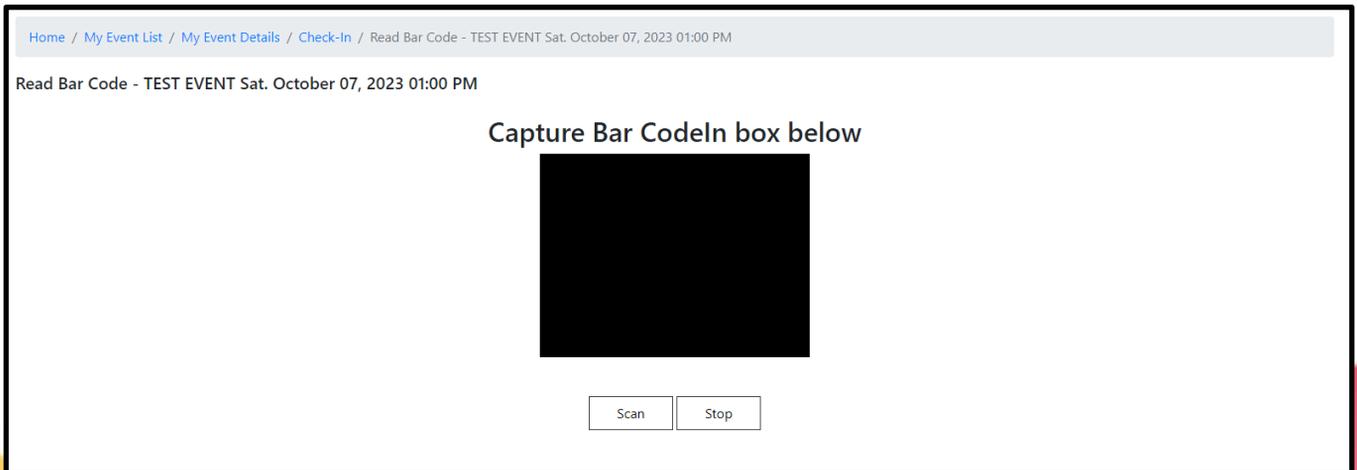


3. Click on "Scan w/PC camera"

*If your PC doesn't have a camera, refer to step 6.



4. Use your camera to scan the barcode shown by the user.



5. Click on "Perform Check-in" to finalize the check-in.

Home / My Event List / My Event Details / Day-of Check-in / Perform Check-In

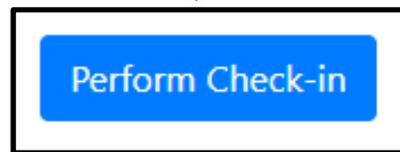
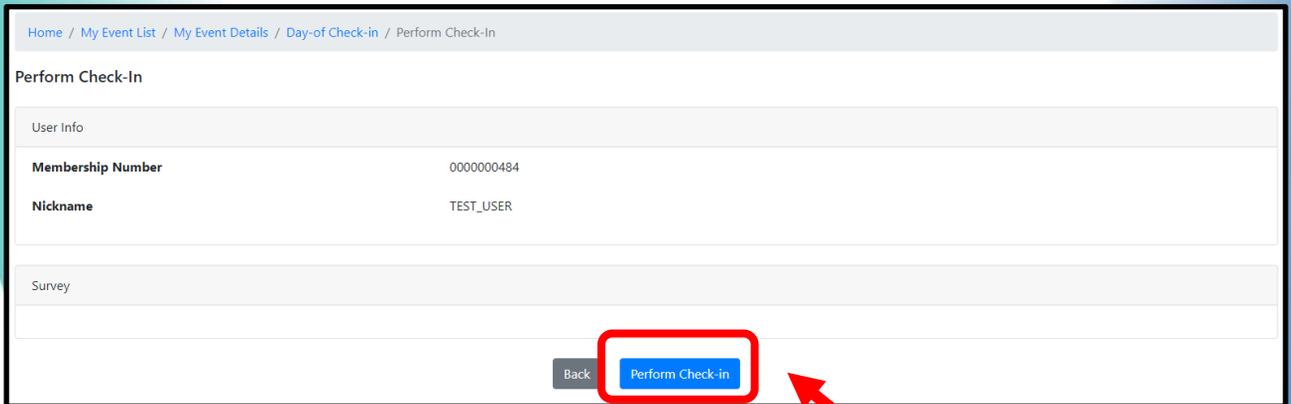
Perform Check-In

User Info

Membership Number	0000000484
Nickname	TEST_USER

Survey

Back Perform Check-in



6. If your PC doesn't have a camera, click on " Enter the TCG+ code number by hand"

Location-Based Check-in

Applications Open

QR Code Check-in For participants that applied in advance have the status of "Successful" or "Waiting List"

Read the TCG+ code with a scanner

Read the TCG+ code with the camera

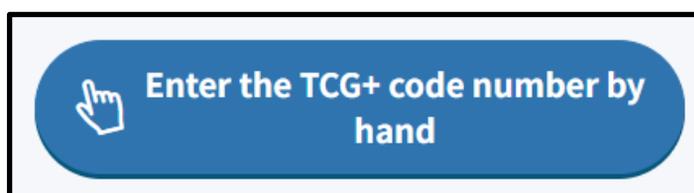
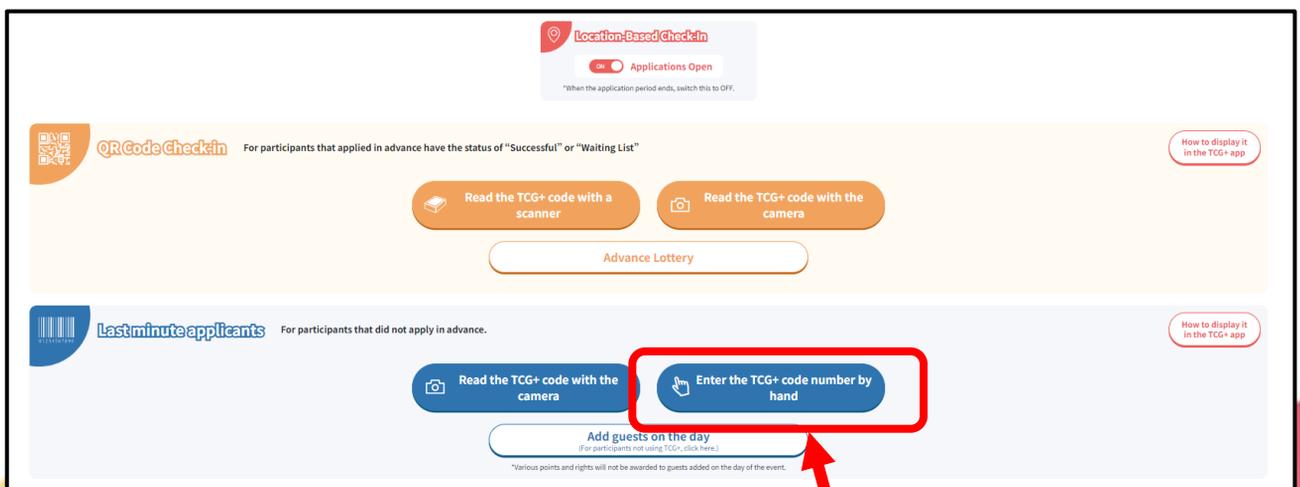
Advance Lottery

Last minute applicants For participants that did not apply in advance.

Read the TCG+ code with the camera

Enter the TCG+ code number by hand

Add guests on the day

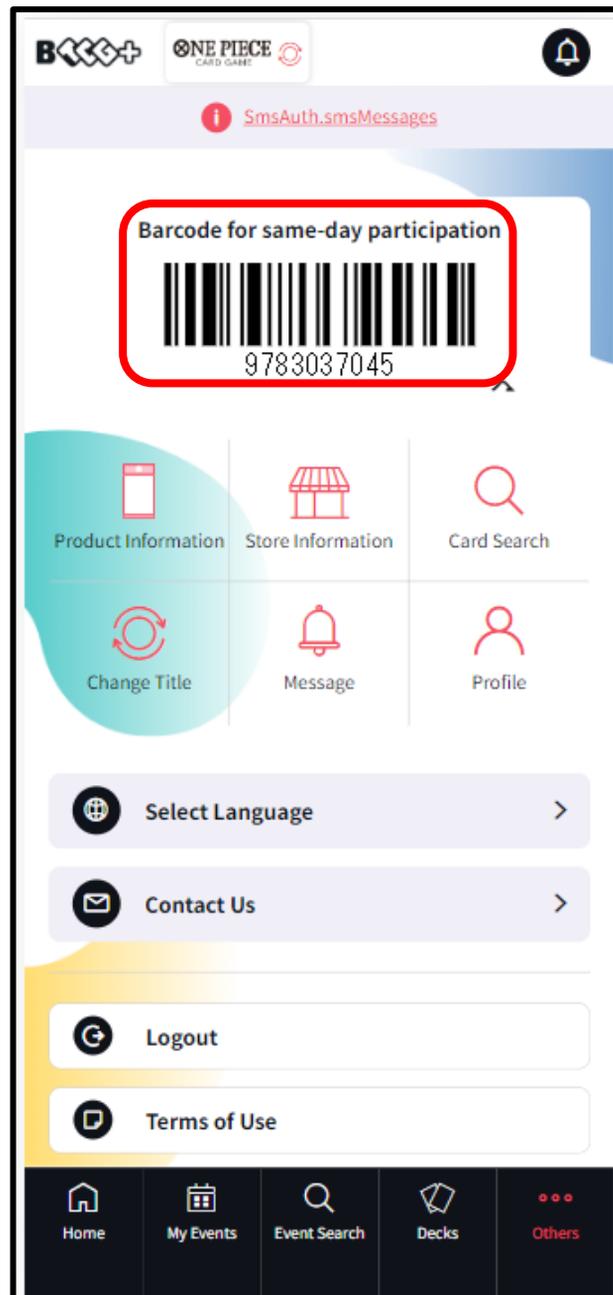


7. Enter the 10-digit number of the user's displayed barcode, then click on "Read" to finalize reception.

Please enter the check-in barcode(Please enter the barcode number on the other page)

Check-in barcode

read



◆ If a person wishing to participate hasn't applied in advance (doesn't have TCG+)

1. Click on "Day-of Check-in" at the lower left of the page.

Event Organization - TEST EVENT Sun. November 12, 2023

Print Result Sheets | Print Pairings | Ranking | Previous Round List

Finalize the results of the match and end the event

Match Result Round No.:1

Preparing Real-Time Connection Mode | Update to Newest State

Table Search | Team Search | User Search | Point Search

Match Table:4 | Unconfirmed Table:0 | Confirmed Table:0

Overall Status | In a Match | Unapproved | Approved | Multiple Input

Table No.	Approved	Player 1	Points	Score	Player 2	Points	Discard		
1	In a Match	GUEST99999	guest2	0	--	GUEST99999	guest7	0	x

Day-of Check-in

2. Click "Add guests on the day (For participants not using TCG+, click here)"

Location-Based Check-in

Applications Open

*When the application period ends, switch this to OFF.

QR Code Check-in

For participants that applied in advance have the status of "Successful" or "Waiting List"

How to display it in the TCG+ app

Read the TCG+ code with a scanner

Read the TCG+ code with the camera

Advance Lottery

Last minute applicants

For participants that did not apply in advance.

How to display it in the TCG+ app

Read the TCG+ code with the camera

Enter the TCG+ code number by hand

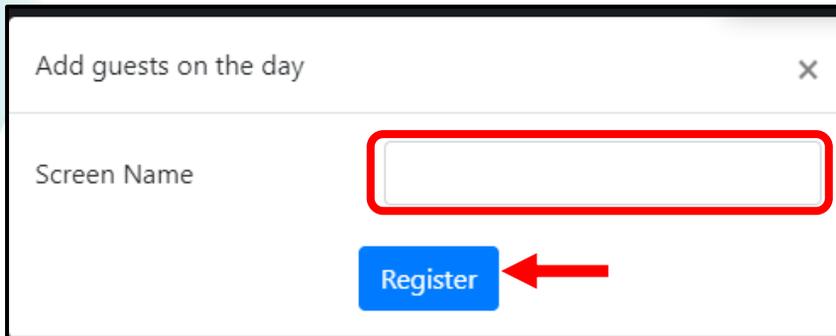
Add guests on the day
(For participants not using TCG+, click here.)

*Various points and rights will not be awarded to guests added on the day of the event.

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(For participants not using TCG+, click here.)

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3. Obtain the desired registration name from the user, enter it, then click on "Register" to complete the user addition. ◦



The screenshot shows a dialog box titled "Add guests on the day" with a close button (X) in the top right corner. Below the title bar, there is a label "Screen Name" followed by an empty text input field. The input field is highlighted with a red rectangular border. Below the input field is a blue button labeled "Register". A red arrow points from the right side of the "Register" button towards the input field.

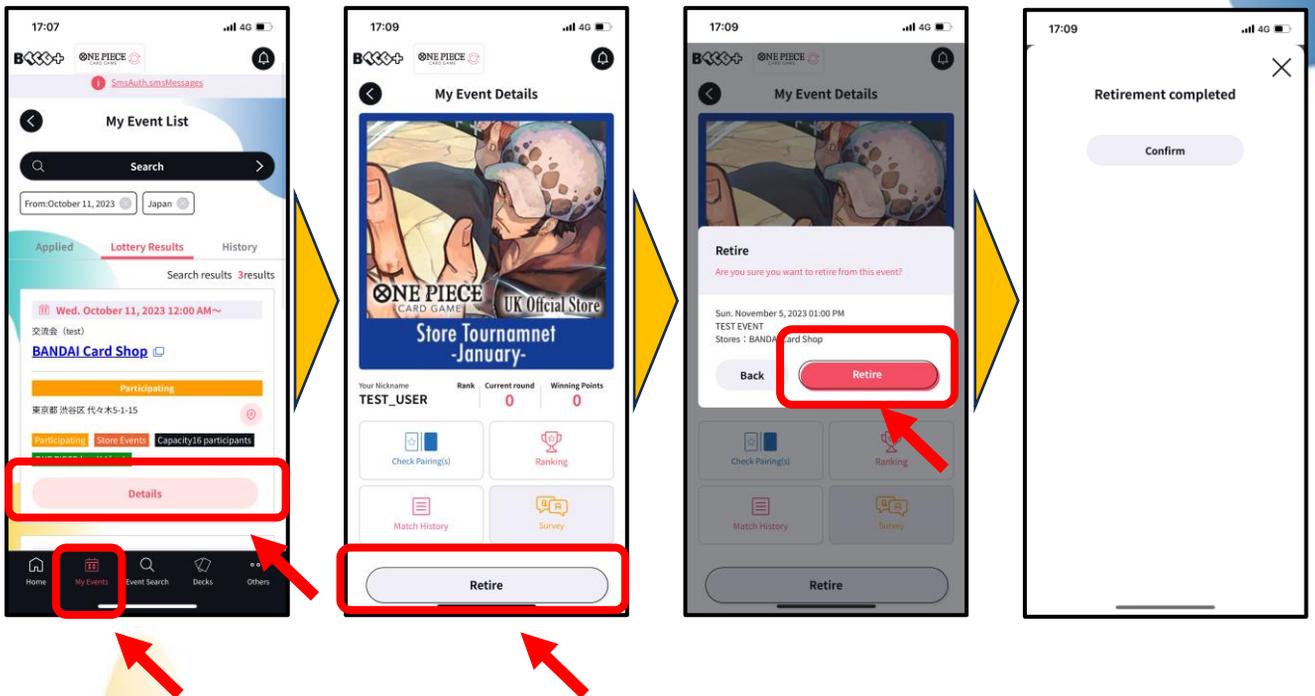
***Participants added as guests can't receive battle notifications on TCG+, therefore their battle pairings and other information must be notified verbally or by other means.**

***When a user participates as a guest, they won't receive various points and event participation entitlements.**

● Withdrawal requests from participants

In principle, the withdrawal procedures are performed on the participant's device.

◆ They tap "My Events" > "Details" button for the current event > "Retire" > "Retire" to complete the withdrawal procedures.



◆ In addition, the withdrawal procedures can be performed by event management using the following procedure

1. Click on the name of the user to withdraw in the user list at the bottom of the management page.

Registration Cutoff → Confirm Eligible Players → Check-in → Event In Progress → Event Ended

Please press after check-in is complete.

Deck Registration Push Notifications Ranking

Applicant List [Canceled User List](#)

Total: 7 Successful: 1 Participating in Tournament: 5

Check all [Push Notifications to Selected User](#) [CSV Export](#) [CSV Import](#)

Membership Number	Player Name	Status	Waiting List No.	Memo	Register Deck	Team Name
<input type="checkbox"/> 000000454	TEST_USER_2	Successful			Not registered	
<input type="checkbox"/> GUEST99999	guest1	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest2	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest3	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest4	Participating in Tournament			Not registered	
<input type="checkbox"/> GUEST99999	guest5	Participating in Tournament			Not registered	
<input type="checkbox"/> 000000484	TEST_USER	Participating in Tournament			Not registered	

2. Click on "Retire by user"

Memo

[Edit](#)

Match Result

Round	Table	Match Result	Outcome	Win Points
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Status

Current: Participating in Tournament Post-Change: [▼](#)

[Change](#) [Retire by user](#)

[Retire by user](#)

3. Click on "Execute"

Confirm

This operation cannot be undone.

Are you sure you want to perform this operation?
