

Breakout Session: Tournament Manager Basics

Presented by:

**Richard Craig and
Heather Harris**



ROBOTICS EDUCATION &
COMPETITION FOUNDATION

SUMMIT

VEX ROBOTICS PROGRAMS



Tournament Manager (TM) Overview

- Tournament Manager is the software used to record Qualification and Skills Match scores, assign Judged Awards, and run field timers and displays at events.
- Internet access is not required for Tournament Manager to work, but without it, results cannot be published to VEX VIA and Robot Events
- A router / multiple computers are not needed for smaller events running from a single computer.
- TM has a tremendous amount of functionality, but it is also very scalable to meet the needs of your event.

Documents:

- [Knowledge Base](#)
- [Tournament Manager Download](#)
 - User Guide is in program folder after installation

Raspberry Pi and TM:

- [Raspberry Pi Setup](#)

Applications:

- [Tournament Manager \(TM\)](#)
- [VEX TM Mobile / VEX Via](#)

Main Functions of TM:

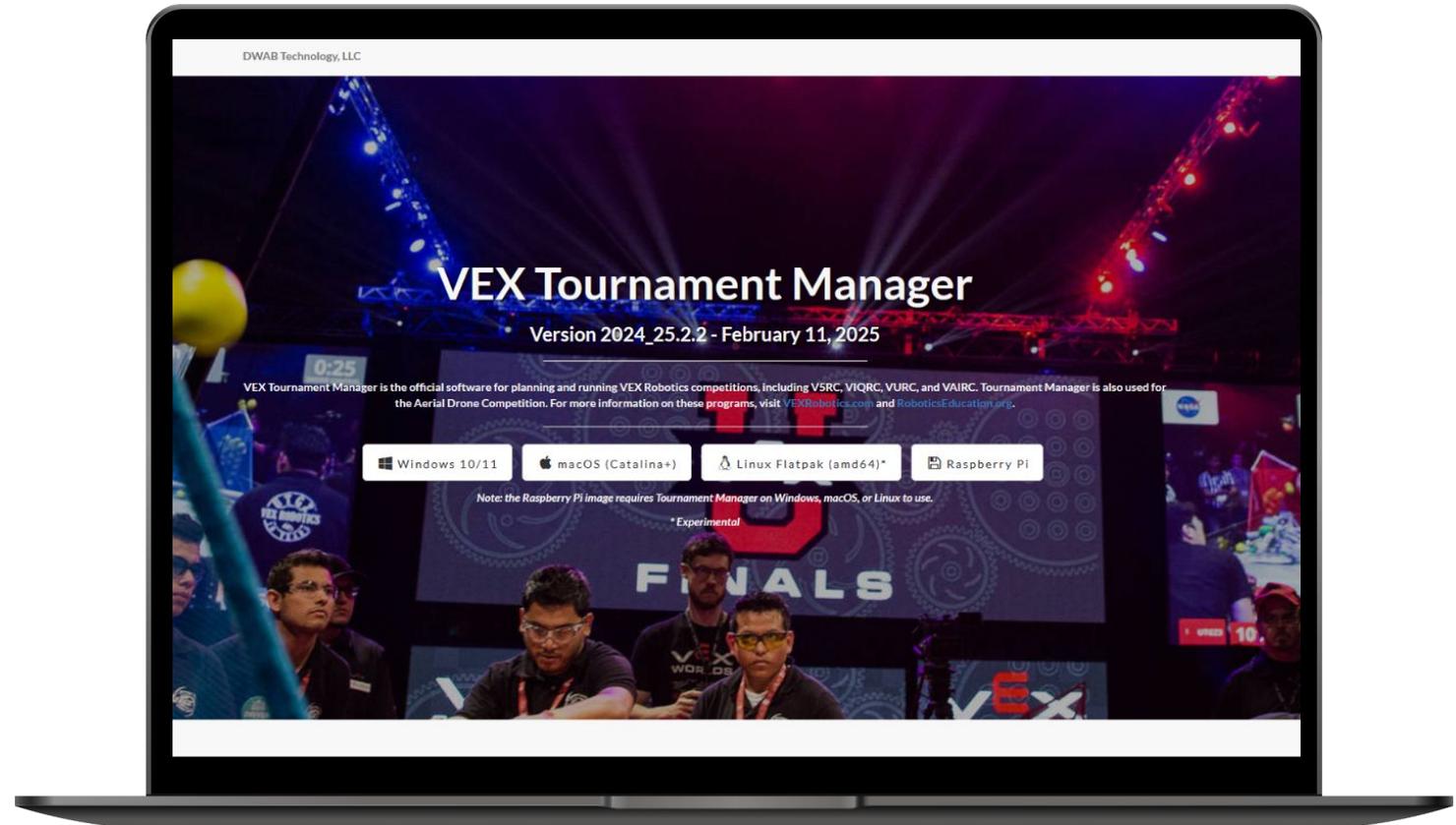
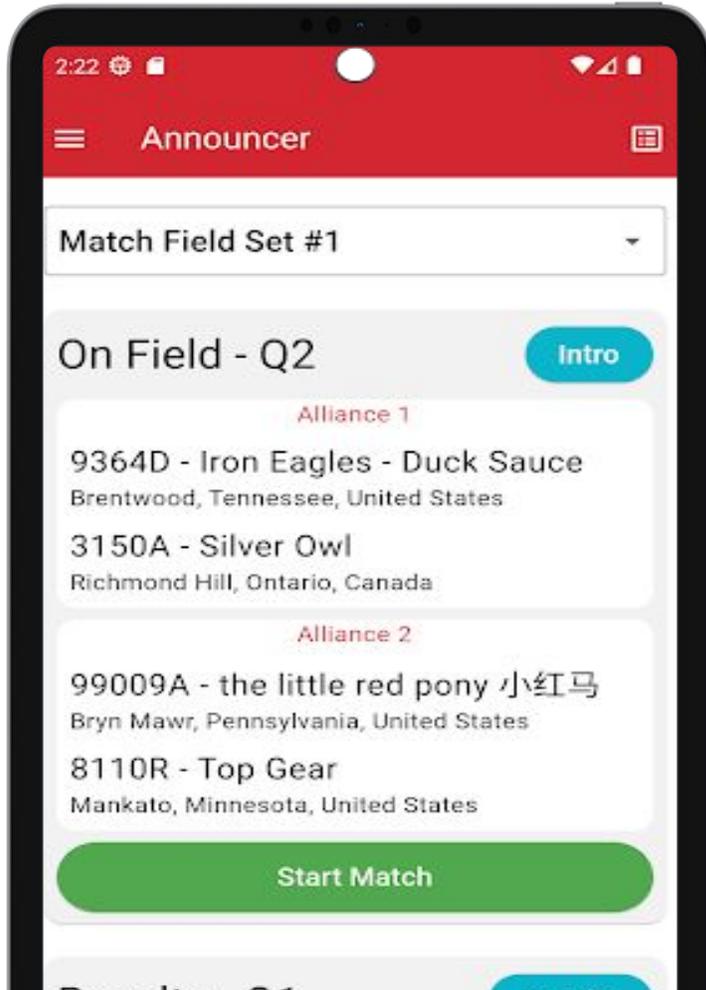
- Recording match results, skills scores, and award winners
 - Scores are entered either manually or via the VEX TM Mobile scoring app.
 - Results are automatically posted when an official event is uploaded.
- Controlling field timers and fields
 - For V5RC / VURC / VAIC, VEX field electronics, or a V5 field controller interface with TM to control fields
 - VIQRC- use the displays and field timers, no active connection.
- Printing match lists, signs, certificates, and other reports for the event.

- Managing displays during an event:
Two Main Types:
 - Audience Displays - assigned to a field or field set:
 - Field timers & sounds
 - Match scores
 - Alliance selection / finals
 - Pit Displays - shows event information:
 - Team rankings
 - Skills rankings
 - Upcoming matches

Installing TM and TM Mobile

VEX TM Mobile is available in the iOS App Store, the Android Google Play store, and the Amazon Fire App Store.

[DWAB Tech](#)



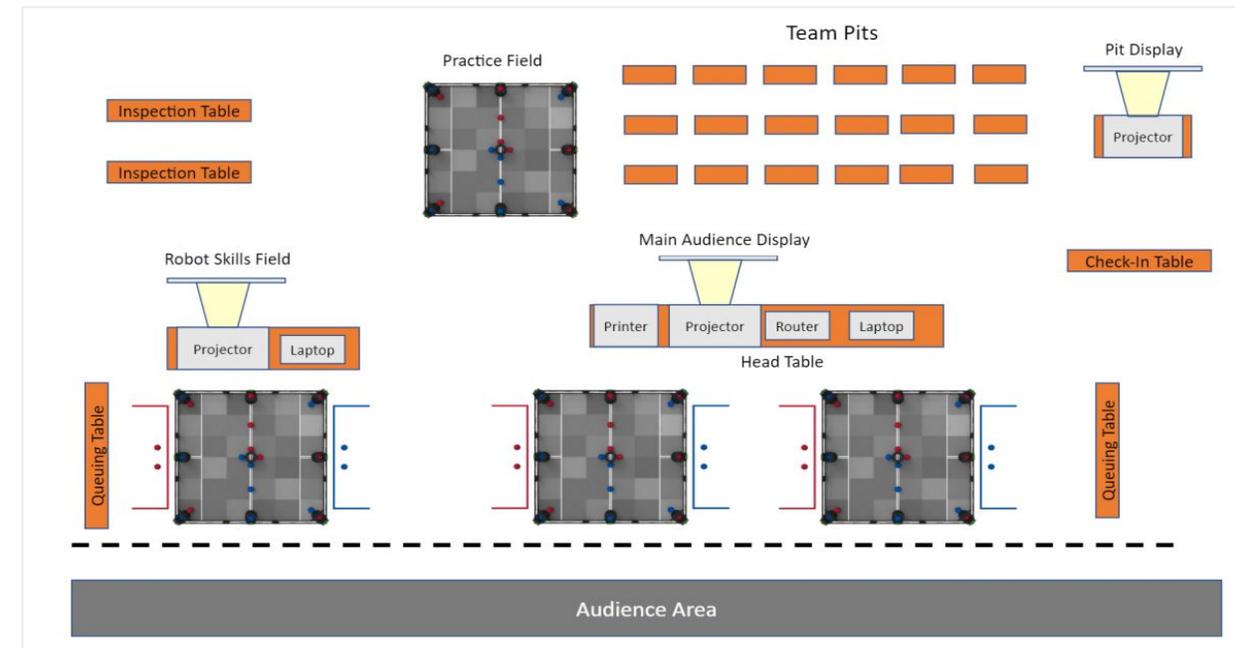
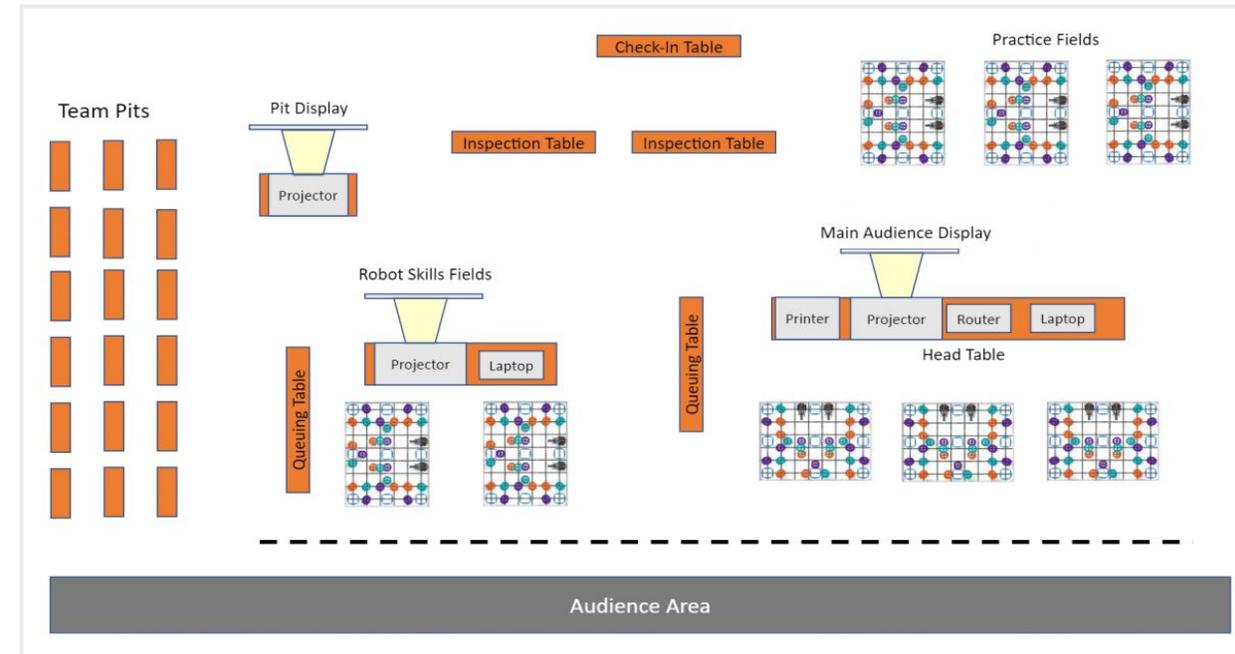
Key Equipment

Vital:

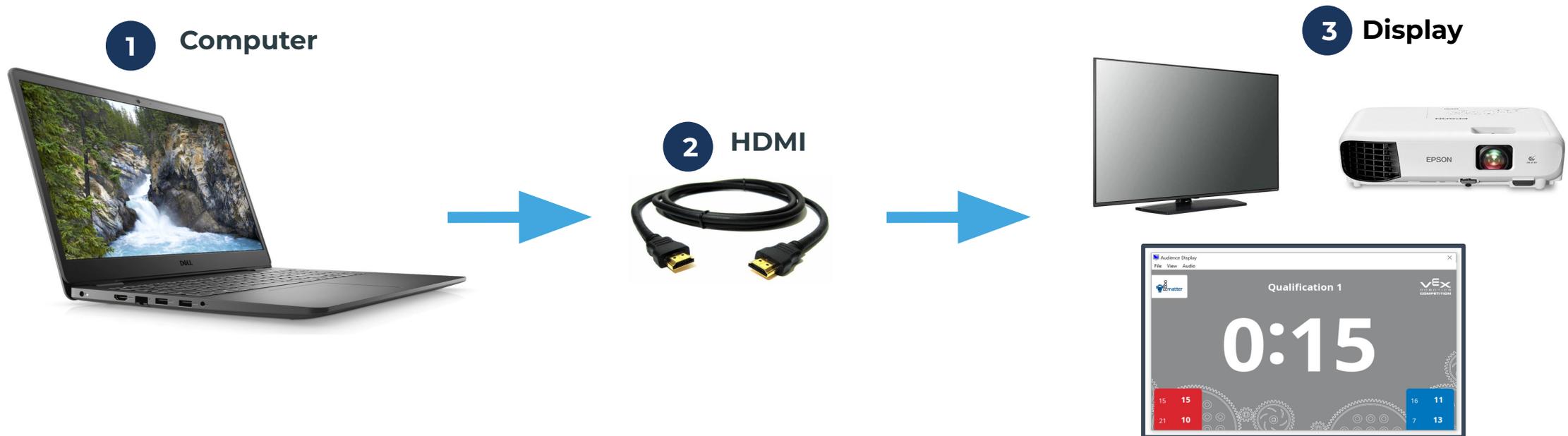
- Competition Field(s) with complete game elements
- A computer to act as the Tournament Manager server
- A printer (with ink) - double-sided printing is a bonus
 - For printing Match lists, pit signs, etc.
- A large monitor or projector with screen for field timer / audience display
- Field electronics (V5RC / VURC)

Recommended:

- Practice / Skills field(s)
- A large monitor or projector with screen for a pit / rankings display
- A wireless router or access point for connecting scoring tablets

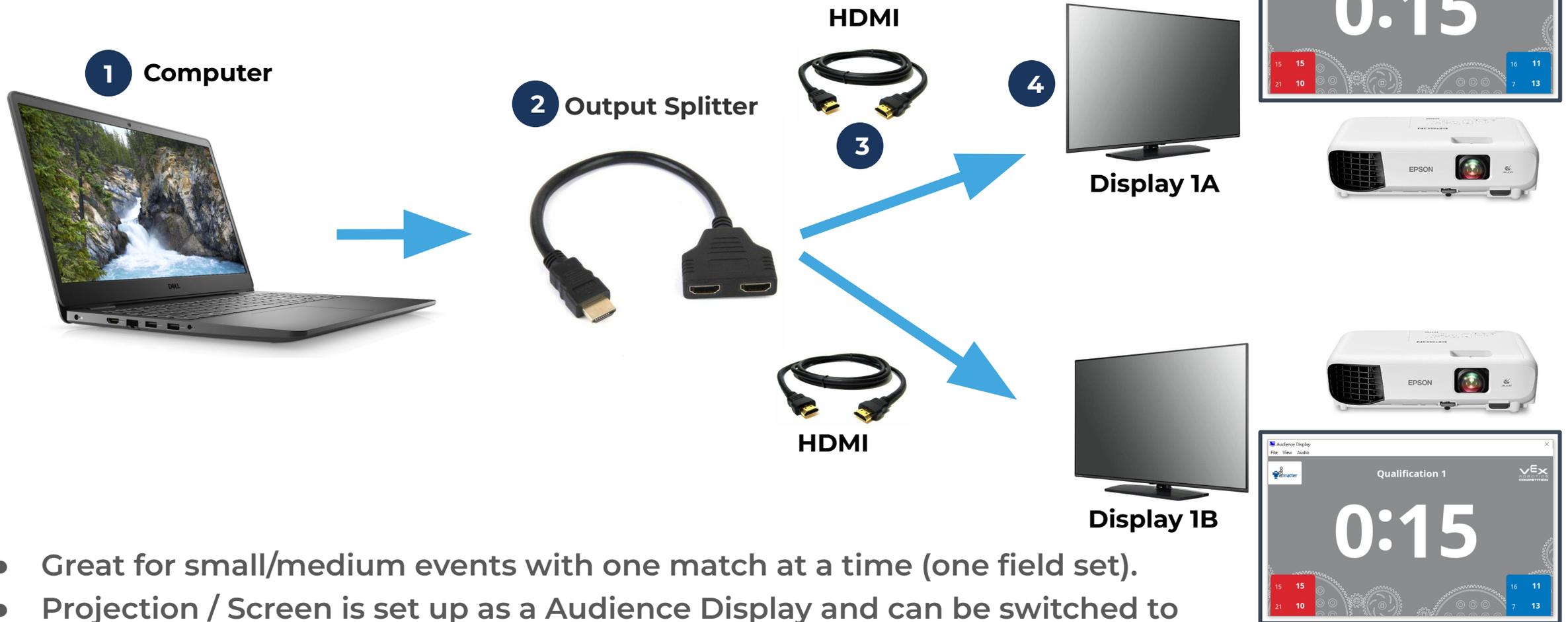


One Computer - One Display:



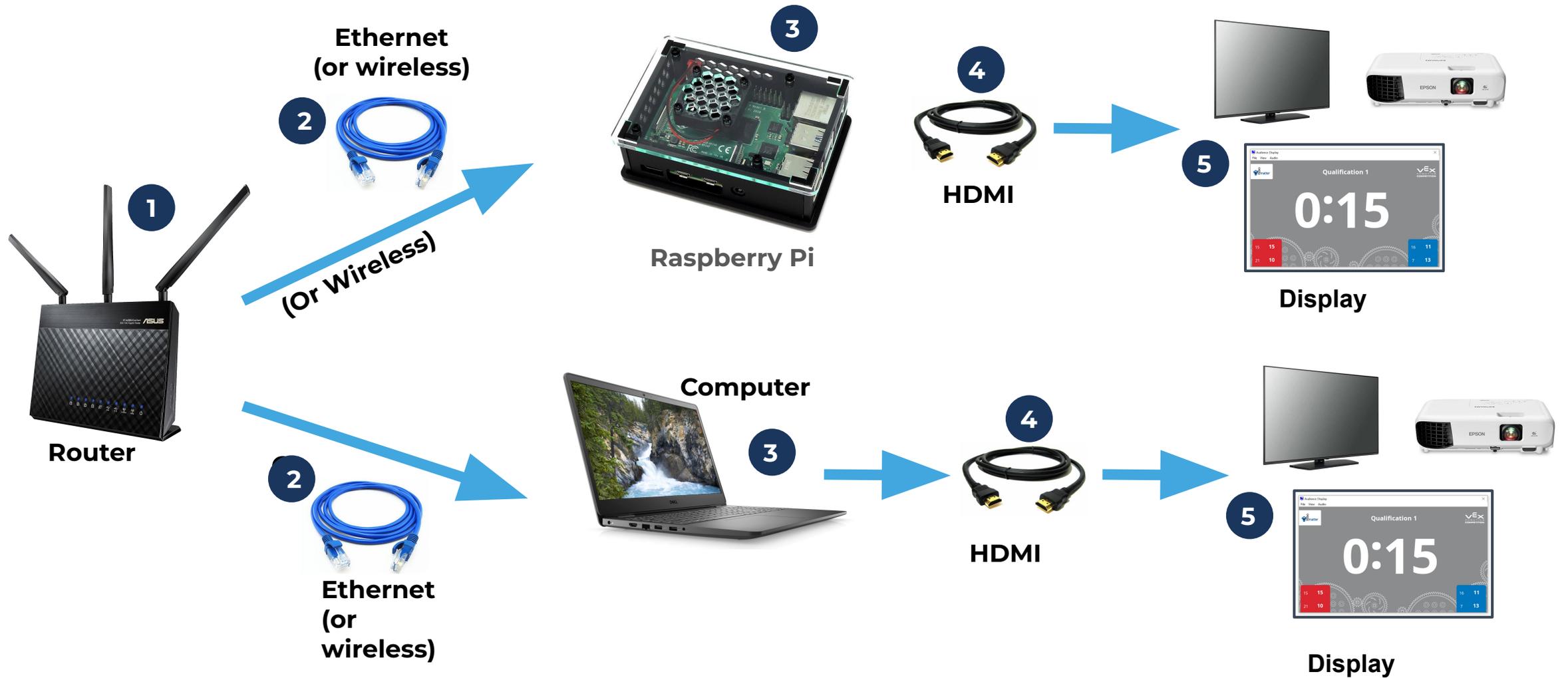
- Great for small events - one field
- Projection/Screen is set up as an Audience Display and can be switched to Rankings or other modes when not in a match.
- Computer primary display is set up to use TM.
- Higher-performing computers may support more than one display.

One Computer - Multiple Displays:



- Great for small/medium events with one match at a time (one field set).
- Projection / Screen is set up as a Audience Display and can be switched to Rankings or other modes when not in a match.
- Put a display behind each field - all will display the same image/match timer.

Router to Multiple Displays / Computers:



Tournament Manager Walkthrough

1. Setting up a Tournament Manager File

- Event Code Setup
- What settings do I choose?
- Field Sets/Fields
- Pit Displays and Audience Displays
- Creating a Schedule and Matches
 - Rerunning the Match Schedule
- Awards
- Web Publishing

2. Team Check-in

3. Inspection

4. Mobile Devices

5. Qualifying Matches

6. Creating and Queuing Elimination/Finals Matches

Elimination/Finals Match Queue

- Click & drag matches to reorder them
- Assign matches to fields using the checkboxes
- Click the button to queue the selected match

Match	Field 1	Field 2	SC Field #1
R 16 2-1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 16 4-1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
R 16 6-1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 16 8-1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Queue R 16 2-1

VEX Tournament Manager

Select an option to begin using the VEX Tournament Manager.

- ➔ Create a new tournament
Select a new tournament filename to hold your tournament data
- ➔ Open an existing tournament
Open a previously-created tournament data file
- ➔ Connect to a remote server
Connect to a Tournament Server running on another computer

v2021_22.2.0

Cancel

Team Checkin

Select Team to Check In

Team Number: 8

Team Name: Team 8

Location:

School:

Sponsors:

Age Group: High School

Check In

Teams Currently Checked In

Number	Name
1	Team 1
2	Team 2

Remove Check In

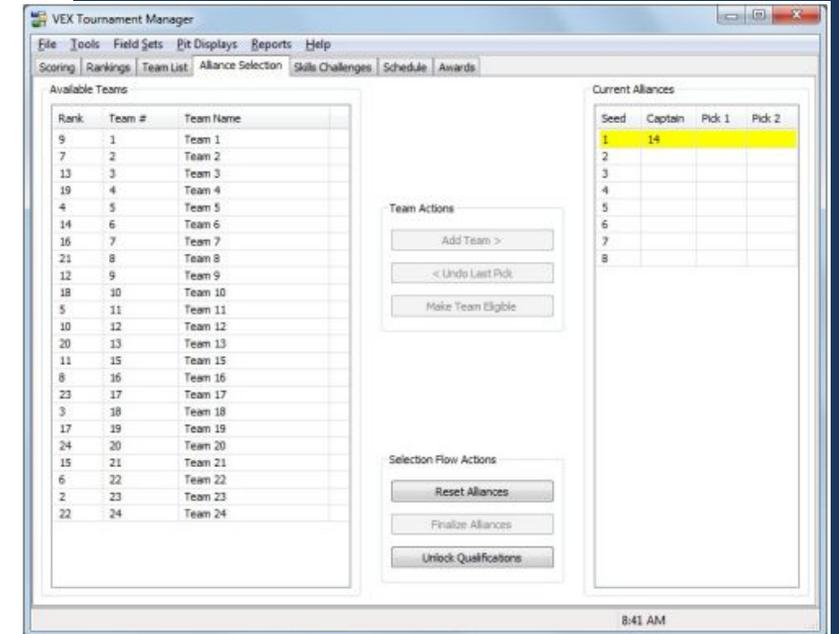
Running Alliance Selection

Before Alliance Selection

- Confirm all Qualification Matches are scored (green checkmarks)
- Verify Elimination format: Tools > Options > Elimination Wins
- Ensure each team has a student representative present
- Change Audience Display to Alliance Selection
- Print & distribute Alliance Selection Signs: Reports > Signs

Running Alliance Selection

1. Open Alliance Selection tab
2. Click Start Alliance Selection (locks rankings)
3. Choose a mode:
 - a. All teams (default)
 - b. Mark ineligible teams (if applicable)
4. Sort teams by rank or number for easy navigation
5. Double click invited team → Click Add Team
6. Click Accept or Decline in the pop-up
 - a. Declined teams can't be picked again, but may still captain
7. Repeat until all alliances are filled
8. Double-check selections → Click Finalize Alliances
9. Confirm pop-up → Bracket auto-generates under Scoring tab



Ending your Tournament

Steps to Complete at the End:

1. Assign Award Winners in the Awards tab of TM and click “Save” after each entry
2. Print Award Scripts and Certificates from the Reports section in TM
3. Announce and Present Awards using the official TM-provided scripts (Emcees should always use these!)
4. Upload & Finalize Results — make sure to check “Finalize Results and Publish Awards” before uploading

Vital:

- If you need to add additional awards or remove any on the day of the event, contact your RSM to ensure they’re also added in RobotEvents
- If you receive an error message during upload, reach out to your RSM for support.

The screenshot shows the 'Awards' tab in VEX Tournament Manager. On the left is a table with columns 'Award Name' and 'Award Winner'. The table lists various awards such as Excellence Award, Teamwork Champion, Amaze Award, Build Award, Create Award, Design Award, Energy Award, Innovate Award, Judges Award, Sportsmanship Award, and Think Award. On the right is a form titled 'Assign Award Winner'. It has a dropdown menu for 'Award: Please select an award', a 'Team Number' dropdown, a 'Name' text field, and a 'Description' text area. There are 'Save' and 'Clear Inputs' buttons at the bottom. Below the form is an 'Auto Fill Winners' section with an 'Auto Fill Winners' button and a warning message: 'WARNING: Auto-filling the winners of awards will overwrite the values of their current winners. Awards that cannot be auto-filled, or where auto-filling doesn't apply will not be overwritten.'

The screenshot shows the 'VEX Tournament Manager' application. The 'File' menu is open, showing options like 'Save Copy of Tournament', 'Export', 'Import Division', 'Import Skills Data', 'Change Division', 'Upload Results to RobotEvents.com' (highlighted), 'Save Log Files', and 'Exit'. To the right is the 'Upload Event Results' dialog box. It has a 'Finalize Results' section with a checked checkbox for 'Finalize Results and Publish Awards'. Below this is a status field with the text 'Ready' and 'Upload Now' and 'Cancel' buttons.

[TM Quick Reference Guide: Ending a Tournament](#)



Event Updates

- Practice setting up your event in advance
 - You can set up a TM file and be ready to go once you load the team list on the day of the event
- Test your equipment before the event, when you have the time to troubleshoot
- Always try to add in a lunch break - you can always run matches over lunch if you end up pressed for time
- Fields can be used for both Skills Matches and Qualification Matches
 - This may give teams more opportunities to run skills without requiring additional fields
- Never add teams directly into an event
 - Always add to RobotEvents first
- When scheduling matches, if you have a fraction of matches per team, TM will round down
 - This builds some extra time into the schedule

Important Links

- [Tournament Manager Download](#)
- [TM Quick Reference Guide: Overview & Concepts](#)
- [TM Quick Reference Guide: Downloading & Installing VEX Tournament Manager](#)
- [TM Quick Reference Guide: Setting Up a Tournament Manager File](#)
- [TM Quick Reference Guide: Network/Device Setup](#)
- [TM Quick Reference Guide: Common Features](#)
- [TM Quick Reference Guide: Running Tournament Matches](#)
- [TM Quick Reference Guide: Alliance Selection, Eliminations, and Finals](#)
- [TM Quick Reference Guide: Ending a Tournament](#)
- [TM Quick Reference Guide: Advanced Features](#)
- [TM Quick Reference Guide: FAQs](#)

Contact

We are here for you

Event Partners and Coaches are the core of our competition program here at the REC Foundation. Please reach out to us with any questions or concerns. Thank you for all of your support.

Address

1519 Interstate 30 West
Greenville, Texas 75402

Phone & Email

903 401 8088
support@recf.org

