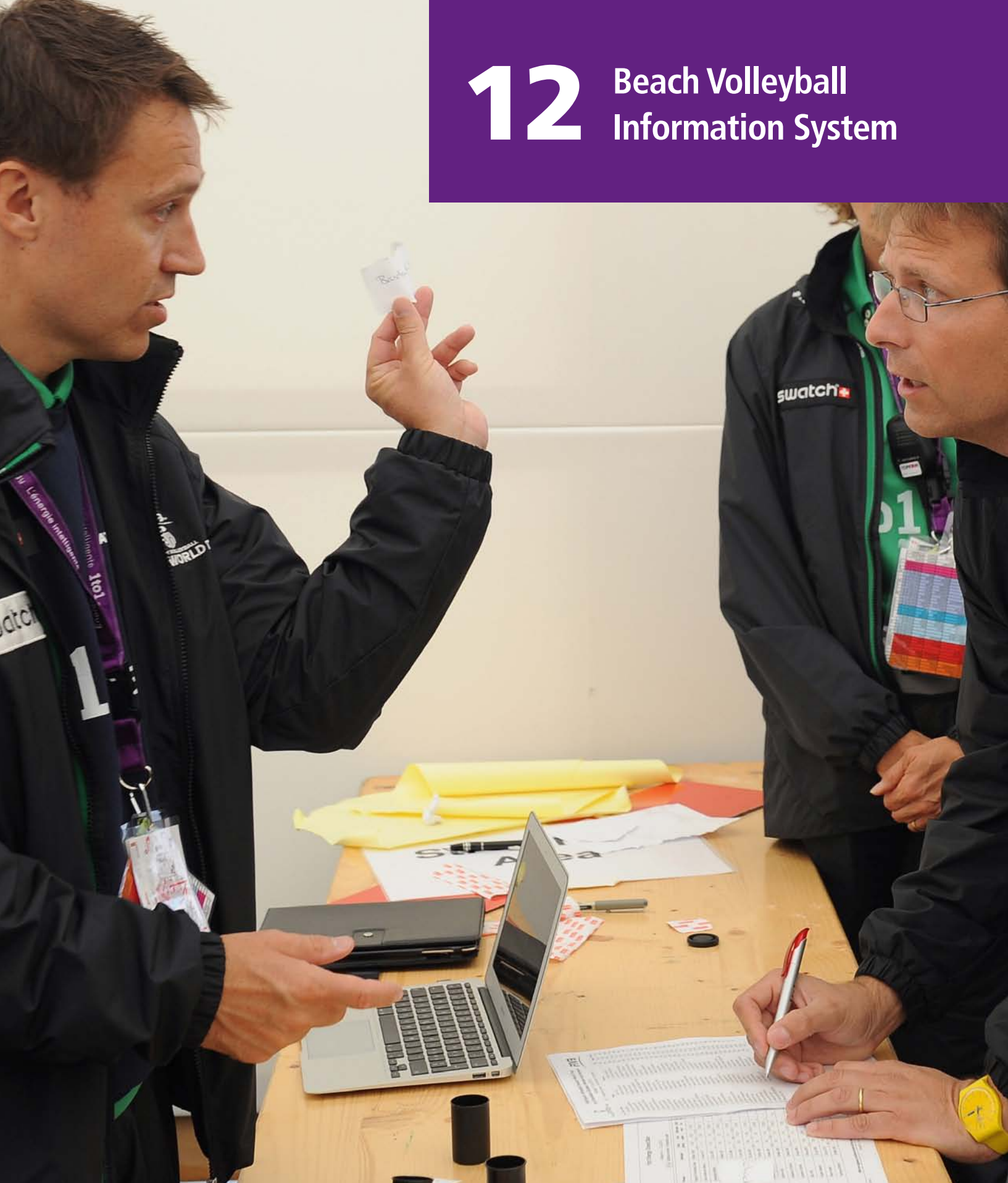


# 12 Beach Volleyball Information System



Developments in technological innovation over the past few years have in turn stimulated the development of tailored software solutions for use in sporting competitions. The introduction of the BVIS (Beach Volleyball Information System) software, conceived by the FIVB Information Technology Department, is one example. This system streamlines management of the operational side of each FIVB Beach Volleyball competition and generates the necessary onsite reports for each day.

Since 2005, a web-based application has facilitated the job of the National Federation and individual athletes by automating data entry into the database. It also allows the FIVB to offer integrated services with access to all information regarding FIVB competitions, for organizers, athletes, fans and the media.

In this guide we will describe the procedures to follow in order to register athletes for all FIVB competitions and amend their personal data as well as the procedures to be followed by BVIS software users during a tournament.

## 12.1 BVIS – National Federations and Athletes Procedure

An additional component to the BVIS allows NFs to register Beach Volleyball athletes for all FIVB Competitions (i.e. FIVB World Championships, FIVB World Tour Grand Slam, FIVB Open, Continental Tour Challenger and Continental Cup events) and athletes to directly modify their personal data (such as their personal details, bank account information, etc.) via the web.

The FIVB has provided each National Federation and each athlete with an individual, secure code to access the system. The National Volleyball Federations can use their code only to enter their National teams in all FIVB Competitions via the web and the athletes can use their code only to access their personal data and amend it where necessary.

### Login

The National Federation is required to comply with the following procedures in order to tentatively register its own Beach Volleyball teams in all FIVB sanctioned competitions in which a team wants to participate.

To enter the FIVB Beach Volleyball web-based application, you must open your Internet browser on your computer then go to:

<http://www.fivb.org/> and click the Login menu (right)



Once the Login page is visible on the screen, as shown below, you can insert your secure access details (username and password) and then click on the “Login” button to access the system.



Once you are logged in, the system will display your BVB homepage, your country flag and code on the left-hand side. You will find below a menu for the following services:

- **FIVB Home**: to access the Official FIVB website;
- **My home page**: to access the main menu;
- **New player**: to add a new athlete who has never been registered in the FIVB database;
- **Change my password**: to change your secure password access;
- **Contact**: to contact the FIVB VIS Department by email: [visasp@fivb.org](mailto:visasp@fivb.org), if a technical problem occurs;
- **Logout**: at the end of the session you must click on “Logout” to leave the application.

In case an athlete loses his/her password, he/she can request it at [visasp@fivb.org](mailto:visasp@fivb.org).

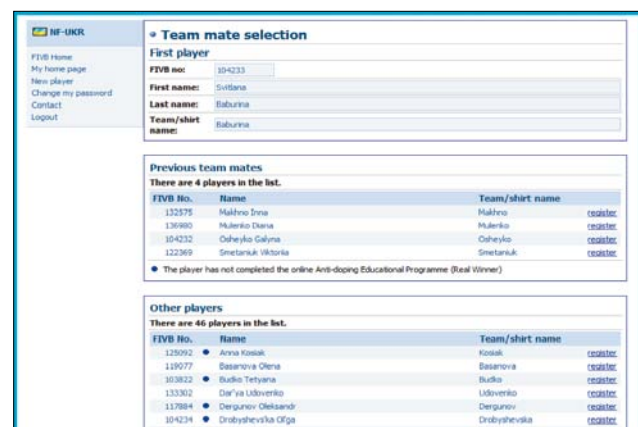
It is forbidden, once an athlete is registered through this system, to issue a new athlete account for the same individual.

It is mandatory to fill all the fields in the athlete template to be eligible to participate in any competitions.

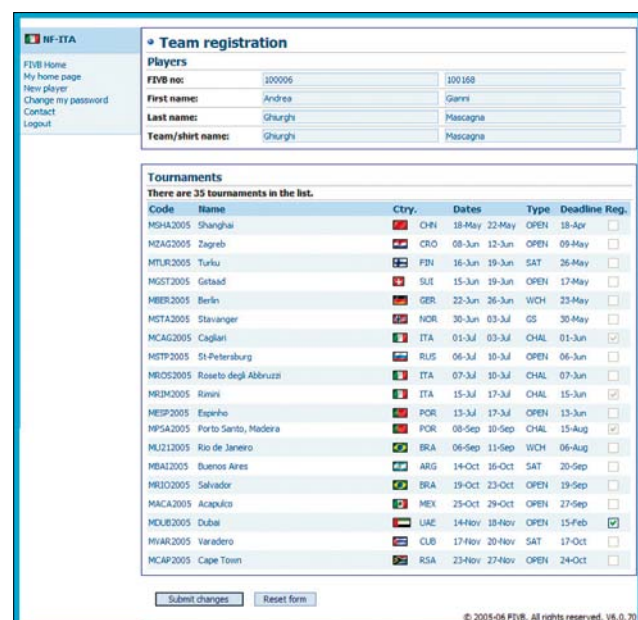
### Team registration for FIVB tournaments

The National Federation may select any team, as per competition regulations included in this Handbook, and register it for FIVB tournaments by using the following procedure:

- Insert into the **For (no/name)** field in the **Search/Register Player** dialogue box the FIVB number or player’s surname of the first team player and then click on the “**Search now**” button;
- Once the Search Results dialogue box is displayed, you may select the desired player by clicking on “**Select**” at the end of the row;
- If the players didn’t complete the **FIVB Anti-Doping Education Programme**, a blue dot will appear in the left hand column and will not be able to register;
- Select his/her team mate from the Team Mate selection dialogue box. You may select the desired team player from the “Previous team mates” or “Other players” lists by clicking on “**Register**” at the end of the row, as shown below:



The Tournaments dialogue box is then displayed, which allows you to register your selected team. You may select any available tournament from the calendar by selecting the check box corresponding to the relevant tournament, as shown below:



- To confirm the team entry, click on the **"Submit changes"** button; to discard the team entry, click on the **"Reset form"** button.

Once the entry is confirmed, the team is automatically registered in the selected tournament's database and is instantly included in the tentative list posted on the FIVB website for each event. The National Federation can then check that their teams are correctly entered and contact the FIVB ([visasp@fivb.org](mailto:visasp@fivb.org)) immediately if a technical problem occurs. Please save a print out of this process for your records or in case any technical problems occur.

## Team deleting and team composition changes for FIVB tournaments

Between Tentative Entry List and Confirmed Entry List prior to the start of the tournament, the National Federation can at any time delete and/or modify the team tentatively entered in the event as follows.

### Team deleting

Delete a team by following this procedure:

- Select the team tentatively entered as described in the above section (*Team registration for FIVB Tournaments*);
- When the **Tournaments** dialogue box is displayed, it is possible to delete your selected team. You may unselect any unwanted tournament from the calendar by clicking on the check box corresponding to the relevant tournament;
- To confirm the deletion, click on the **"Submit changes"** button; to discard the deletion, click on the **"Reset form"** button.

Once the deletion is confirmed, the team is automatically deleted from the selected tournament database and is instantly excluded from the tentative list posted on the FIVB website for each event. Once the Confirmed Entry list has been issued, the FIVB will make any modifications (delete a team, withdrawal, change of a player, etc.) only upon receiving a written notification by the National Federation concerned.

### Team composition changing

Change one team member by following this procedure:

- Delete the team tentatively entered as described above (*Team deleting*);
- Then reselect the new team composition for the event as described in the above section (*Team registration for FIVB Tournaments*).

As per FIVB regulations, the National Federation will only be allowed to replace one player out of the two players tentatively entered by a new team mate.

The National Federation will not be allowed to enter an entirely new team once the Tentative Entry List has been issued (this is then considered as a late entry).

## 12.2 BVIS – Organizers' Manual

### Installation

The Promoter, his/her Technical Manager and the FIVB Technical Supervisor will receive an email from the FIVB IT Department with some instructions that can be followed to launch the BVIS. Please follow this procedure carefully:

1. The person in charge of IT matters must install the latest version of the BVIS. If you do not have the latest version of the software, you can download the installation file from the FIVB wWeb server under the following link:

[http://www.fivb.org/en/beachvolleyball/bvis/bvis\\_2013.zip](http://www.fivb.org/en/beachvolleyball/bvis/bvis_2013.zip)

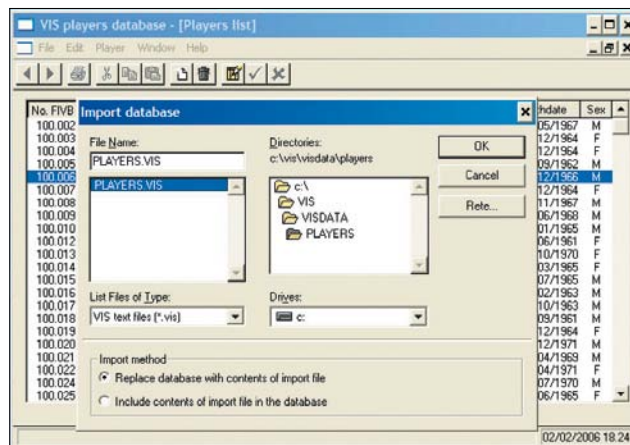
He/she saves the BVIS zip file on the desktop. Once the file has been downloaded, unzip it and select the desktop as the extract folder. The person in charge of IT matters is now ready to install the BVIS software: open the **BVIS\_2013** folder on the desktop and launch the installation by clicking on the setup file.

It is necessary to ensure that the computer's operating system is windows-based, and that the time and date settings are set correctly to the local time (eg. 24-hour clock or AM/PM settings may require adjustment in order for BVIS information to be viewed properly on some systems).

2. He/she must download the players database **Players.VIS** file and save it in the folder **C:\VIS\VISDATA\PLAYERS\**.
3. He/she must download the tournament files **WXXX2013.VIS** file (tournament file) and save it in the folder **C:\VIS\VISDATA\BEACH\2013\**.
4. Open the **VIS Players Management** (click on the icon on the desktop shown in the picture below):



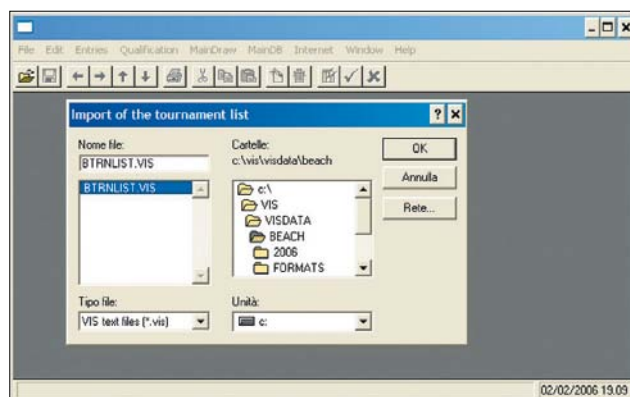
When the application is first launched, the **username** and **Country** must be inserted in the blank space in the open dialogue box. In the menu, select **File: Import Database...** and open the folder **C:\VIS\VISDATA\PLAYERS\** which can be found on the right of the **Import database** dialogue box. Then select the **Players.VIS** file on the left, as shown in the picture below. Finally click on the **OK** button to the right of the dialogue box.



5. Open the **Beach Volleyball Information System** (click on the icon on the desktop shown in the picture below):



In the menu, select **File: Import Tournament...** Open the folder **C:\VIS\VISDATA\BEACH\2013** found on the right hand side of the **Import Tournament** dialogue box and select the **WXXX2013.VIS** file (tournament file) on the left, as shown below:



Once all of the above-mentioned instructions have been completed, the **BVIS** is updated and ready to start.

## Update the FIVB Website

Once the FIVB Website has been updated for the first time, follow the preliminary instructions below carefully:

- In the menu, select Internet: **Update Configuration**.
- The FIVB Website access can be found in the email received from the FIVB IT Department (i.e.: **username: bvisita; password: \*\*\*\*\***).
- The IT manager can insert the previously used parameters to access the FIVB Website **Uploading configuration** dialogue box.
- Finally to save the uploading configuration on the computer, select the **OK** button on the dialogue box.

Whenever any changes are made to matches or other operations in the BVIS tournament files, it is necessary to convert all files into a web format by following the procedure below:

- In the menu, select **File: Export tournament...**
- Open the folder **C:\VIS\VISDATA\BEACH\2013\** located on the right hand side of the **Export of the Tournament** dialogue box and select the **WXXX2013.VIS** file (Tournament file) located on the left.
- Finally, to export tournament files onto the computer, select the **OK** button on the same dialogue box.

Once all of the above-mentioned instructions have been completed, the BVIS can directly update the FIVB website.

In the menu, select Internet: **Upload data to web server** and the procedure to update the FIVB website will start automatically.

A webpage containing all of the correct tournament data will open signaling the completion of the update procedure. The updated BVIS and HTML pages can be found on the FIVB website (<http://www.fivb.org>) in the relevant tournament's directory.

## 12.3 Mandatory BVIS Use

As of 2013, the FIVB World Ranking will include more categories of events at continental and even national level. For certain categories, use of the BVIS for entering results is mandatory, and for the remaining categories, the FIVB will be responsible for entering the events and the final results in the BVIS.

For the following event categories, the use of the BVIS to open an event, to enter teams in the competitions and to update match results is mandatory:

EVENT CATEGORY	RESPONSIBLE FOR MANAGING BVIS
FIVB Beach Volleyball World Championships	FIVB
FIVB Beach Volleyball World Tour Grand Slam	FIVB
FIVB Beach Volleyball Open	FIVB
FIVB Beach Volleyball Underage World Championships	FIVB
FIVB Beach Volleyball World Cup Olympic Qualification & Final	FIVB
Continental Tour/Final/Master	CONFEDERATION CONCERNED
Continental Cup & Continental Cup Final	CONFEDERATION CONCERNED
Challenger	CONFEDERATION CONCERNED

The event categories listed below are required to request homologation by the FIVB and, if approved, are required to submit to the FIVB ([vis@fivb.org](mailto:vis@fivb.org) & [beach@fivb.org](mailto:beach@fivb.org)) the complete team list (men & women), FIVB athletes numbers for all athletes and the final ranking of the events on the last day of the event concerned:

EVENT CATEGORY	RESPONSIBLE FOR REQUESTING RECOGNITION & SUBMITTING FINAL RANKING TO FIVB
Continental Underage Championships/Final	CONFEDERATION CONCERNED
Homologated National Tour	NATIONAL FEDERATION CONCERNED

## 12.4 BVIS – Conclusions

A web-based application is also used for the FIVB Media Operations Delegate and Official Tournament Photographer in order to allow automatic insertion of press releases and digital photos into the database.

The BVIS system will continue to evolve and new functions will be added over the coming months. The FIVB offers this application free of charge to all National Federations in order to help them to develop the sport of Beach Volleyball.

For any further details and subsequent developments, please refer to the complete BVIS manual on the FIVB website via the following link:

<http://www.fivb.org/EN/BeachVolleyball/BVIS/manual.pdf>

