In this webcast, "Entering Players for NCT Part 1 Qualification," we will cover:

- Required information for each player
- Players who took a Power Search
- Members of the HCASC Academic Club
- Players in the Campus tournament
- Printing the Player List

Player Information

From the Main Switchboard, click the icon next to "**Enter/Edit Player Information**."

Enter all the required information:
first and last names
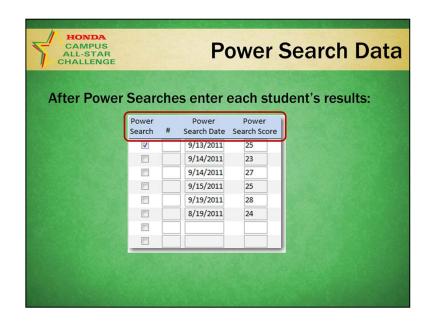last 4 digits of social security number
date of birth
Email
Phone
Major

A note about privacy – we adhere to a strict privacy policy and do not give out a players information to anyone. We use it to create a "unique identifier" for each player so as to track years of eligibility. We will only contact a student if we suspect that the information about their participation is fictitious.

While the campus coordinator or coach usually enters the information, if you do rely on a student to assist, you must make sure that the student is responsible and understands the need for complete confidentiality.

Power Search Data
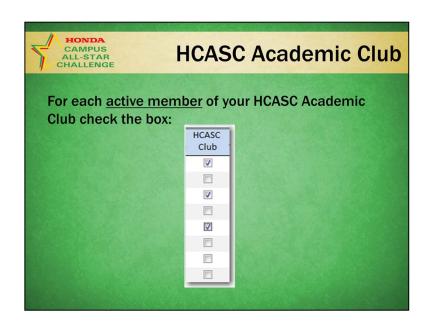
In addition to the student's personal information:

Check the box to indicate that they took a Power Search

Fill in the Power Search number

Enter the date of the Power Search

Enter the Power Search score

Remembers that if you are using Power Search as part of your NCT Part 1 Qualification you must have a minimum of 50 students take Power Searches.

HCASC Academic Club

In addition to the student's personal information:

Check the box to indicate that they are an active member of your HCASC Academic Club. By active we mean that they regularly attend meetings and other club activities.

Remembers that if you are using the HCASC Academic Club as part of your NCT Part 1 Qualification you must have a minimum of 12 active members.
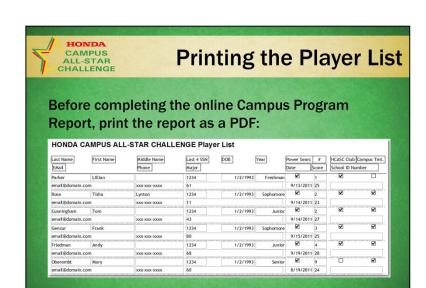
Campus Tournament

In addition to the student's personal information:

Check the box to indicate that they participated in your campus tournament. We must be able to match names on your Player List with the scoresheets from the tournament.

Remembers that if you are using a campus tournament as part of your NCT Part 1 Qualification you must have a minimum of 8 teams compete.

Printing the Player List for NCT Part 1 Qualification

Once you have entered all the students who participated as well as their specific participation, you print the Player List from the Main Switchboard.

You must print this to a PFD to upload as you complete the online Campus Program Report. We strongly recommend that you print it (as a pdf) to your C:\HCASC folder and name it Player List. That way it will be handy when you need it.

Tips

Collect info as you can and enter it to be prepared for NCT Part 1 Qualification:

- Make sure that you collect all the information required for each player. It is not optional.
- If you are running a campus tournament, enter the players before game day.
- Enter the Power Search data after every quiz.

That's it for this webcast. If you have any questions, please call or email us. We're happy to help you!