



Ohio High School Athletic Association
**2022 CENTRAL DISTRICT GYMNASTICS
TOURNAMENT REGISTRATION &
SEEDING INSTRUCTIONS**

HEAD GIRLS GYMNASTICS COACH

Central District Gymnastics Tournament Registration & Seeding Procedures

ONLINE TOURNAMENT REGISTRATION:

Tournament registration must be submitted online ([OHSAA.org/CDAB](https://www.ohsaa.org/CDAB)) to Bruce Gerber by **9:00 AM on Thursday, February 10**. Coaches will enter a school's **individual competitors** or **team line-up**. For seeding purposes only, a team is defined as four or more competitors per event. Double-check first and last names for spelling. Only capitalize the first letter of each name. If entering a team line-up, please list competitors in alphabetical order by last name. Indicate 6 competitors with an "x" and 1 alternate "alt" for each event.

Team coaches will also complete the following information:

- team's season-to-date dual/tri/quad meet record against Central Ohio teams (invitational records should not be included)
- high team score with the date of competition
- a top three finish in any invitational (if the invitational has two divisions, only the "A" division should be reported)

Please follow the directions listed below.

DIRECTIONS FOR SUBMITTING TOURNAMENT REGISTRATION ONLINE:

DEADLINE – 9:00 AM Thursday, February 10.

Go to [OHSAA.org/CDAB](https://www.ohsaa.org/CDAB) , click on "Gymnastics" located in the drop-down box labeled "Sports and Tournaments" in the left column.

- Click on "Coaches Login".
- At the login screen, enter your assigned username and password. Click the "Login" button.
Username: **Password:**
- Once your username and password have been accepted, click on "Submit Tournament Registration". Follow the web page instructions by completing each field.
- Then click "Submit". Your tournament registration will be automatically emailed to Bruce Gerber and confirmation will be sent to the entered email address.

If you coach more than one team, each school must be entered separately using the school's assigned login.

TOURNAMENT SEEDING:

Coaches of teams (four or more gymnasts in each event) must submit a seeding ballot online by **3:00 pm on Friday, February 11.**

Teams are seeded to provide a ranking of schools for the draw. Please take the time to compare the team information provided to make informed choices when you vote. The results will be sent to all coaches before the draw meeting.

DIRECTIONS FOR SEEDING TEAMS ONLINE: Beginning at 3:00 p.m. Thursday, February 10 through 3:00 p.m. Friday, February 11 - Team information will be available for coaches to view online at OHSAA.org/CDAB .

1. To view the team information, go to OHSAA.org/CDAB click on “Gymnastics” located in the drop-down box labeled “Sports and Tournaments” in the left column. At the login screen enter your username and password.

Username:

Password:

Once your username and password have been accepted, select “Central District Gymnastics Seed Ballot”. Next you will see the team information summary. **PRINT** this page or use the link at the bottom of the page to print.

2. To vote, click the “Continue Seeding” button at the bottom of the team information web page from step 1. The online ballot will be displayed.

- **YOU MUST SEED ALL TEAMS.**
- **YOU MAY NOT SEED YOUR OWN TEAM.**

Voting must be completed by 3:00 p.m. Friday, February 11.

- Enter your name, cell phone number, and email address.
- Follow the instructions on the ballot for seeding teams. Click the mouse and hold on a School Name in the "Available Teams to Seed" column and drag it over to the cell in the "Seeded Teams" column where you want to seed that school.
- Once a team is in the "Seeded Teams" column, it can be moved up and down the list as needed by clicking the mouse and holding to drag that school. **All teams must be in the "Seeded Teams" column for the ballot to be valid.**
- Once you have finished voting click “Submit Ballot”. Your ballot will automatically be checked for errors. If no errors are detected, you will be directed to a confirmation page.
- If you receive an error message, you must correct the error and resubmit the ballot.
- Once you have confirmation you may exit the website. Your ballot will be submitted for tabulation.

If you coach more than one team, you must complete a ballot for each school using the school’s assigned login.

Please take the time to practice the login procedure BEFORE February 10 to be sure your assigned username and password are working. If you need technical assistance at any time during the process, please call or text message Bruce Gerber at 614-554-5124.