

Nucula

Nucula Guide – National Schools

National Schools

Those who wish to apply to attend one of the USTA National Schools can now do so by using the Nucula system. All the National Schools will be posted as soon as the schedule is available. This guide will take you step by step on what you will need to do to make yourself available to attend.

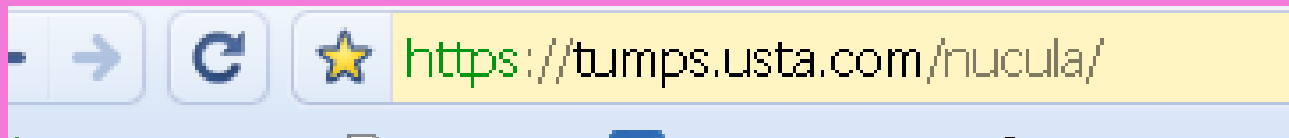
National Schools

There are just a few basic steps when it comes to making yourself available.

- 1) Log in to Nucula
- 2) Go to the event list and locate the desired school
- 3) Go into the “Main Event Page” for that school
- 4) Click on “Manage My Availability” and select the days you are available for that school and click submit

1) Logging in

1) Go to the Nucula web page



Returning Users
PIC

Password

[Forgot Password](#)

New Users
[Request Account](#)

Welcome to

All Nucula users must have an account in order to apply for tournaments and school events.

Returning users - please enter your PIC and password.

Users without an existing account must request an account and setup a user profile.

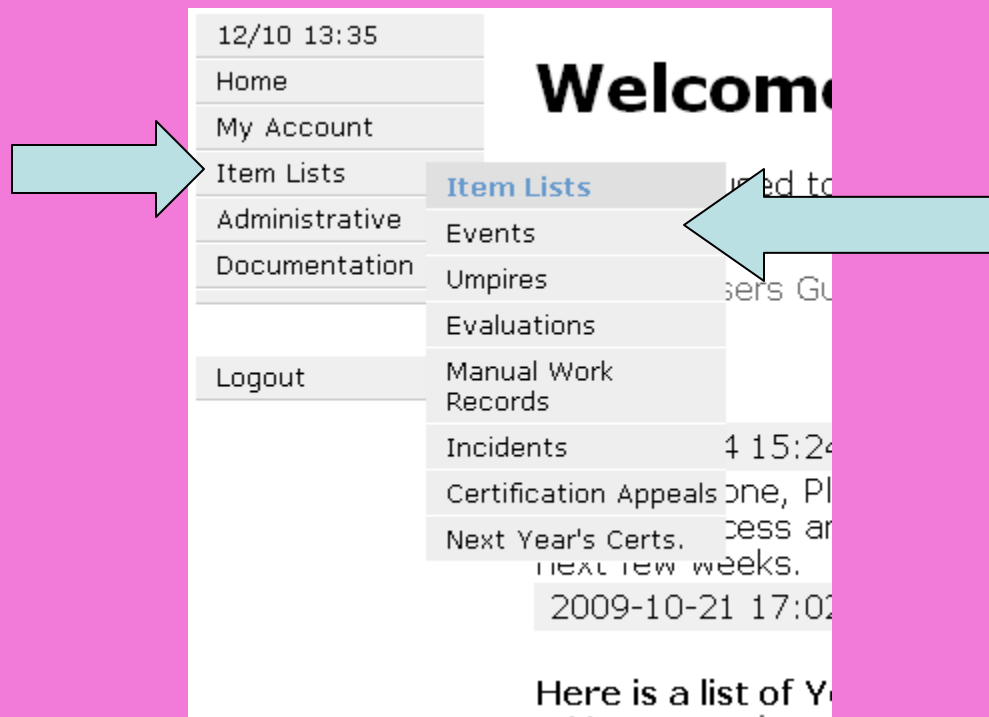
1. Click the Request Account link and fill out the user-related information.
2. The administrator will review your request and decide whether to approve the account. If the account is approved, you will receive an email with your PIC and password.

2) Put in your Personal Identification Code (PIC) and password

If you do not have an account yet, please request one so you will be able to perform these functions

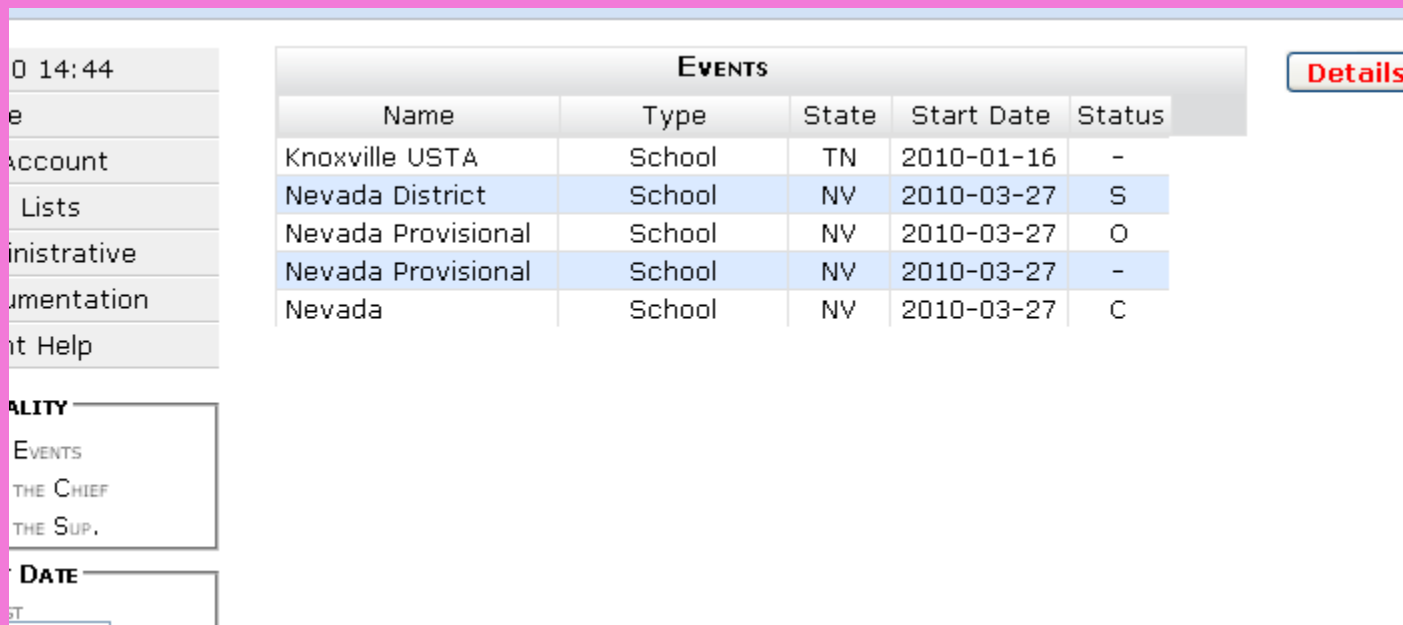
Event List

In the main menu in the upper left please mouse over the “Item lists” which brings up a window. You can then click on “Events” to bring up the event lists



Event List

By default the list generated would show all future events. To find just the schools more easily, there is a way to do that.

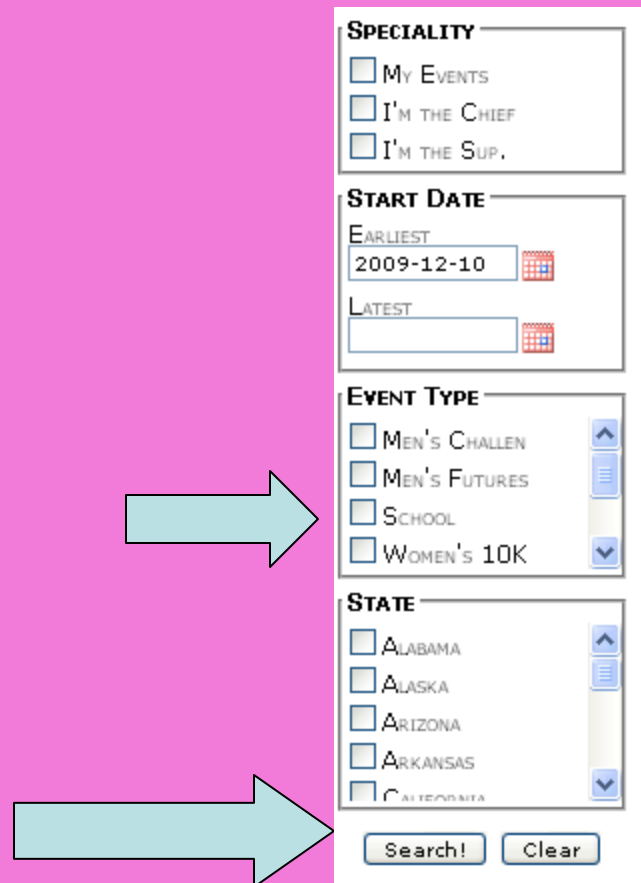


The screenshot shows a web application interface. On the left is a vertical navigation menu with items: '0 14:44', 'e', 'account', 'Lists', 'Administrative', 'Documentation', and 'Help'. Below the menu are two filter sections: 'REALITY' with options 'EVENTS', 'THE CHIEF', and 'THE SUP.', and 'DATE' with a dropdown menu. The main content area features a table titled 'EVENTS' with a 'Details' button to its right. The table has columns for Name, Type, State, Start Date, and Status. The data rows are: Knoxville USTA (School, TN, 2010-01-16, -), Nevada District (School, NV, 2010-03-27, S), Nevada Provisional (School, NV, 2010-03-27, O), Nevada Provisional (School, NV, 2010-03-27, -), and Nevada (School, NV, 2010-03-27, C). The 'Nevada District' row is highlighted in blue.

| EVENTS | | | | | Details |
|--------------------|--------|-------|------------|--------|---------|
| Name | Type | State | Start Date | Status | |
| Knoxville USTA | School | TN | 2010-01-16 | - | |
| Nevada District | School | NV | 2010-03-27 | S | |
| Nevada Provisional | School | NV | 2010-03-27 | O | |
| Nevada Provisional | School | NV | 2010-03-27 | - | |
| Nevada | School | NV | 2010-03-27 | C | |

Event List

On the left you can click on the square labeled “School” and click on search to bring up the list of schools only.



The screenshot shows a filter interface with the following sections:

- SPECIALITY**
 - MY EVENTS
 - I'M THE CHIEF
 - I'M THE SUP.
- START DATE**
 - EARLIEST: 2009-12-10
 - LATEST:
- EVENT TYPE**
 - MEN'S CHALLENGE
 - MEN'S FUTURES
 - SCHOOL
 - WOMEN'S 10K
- STATE**
 - ALABAMA
 - ALASKA
 - ARIZONA
 - ARKANSAS
 - CALIFORNIA

At the bottom are two buttons: **Search!** and **Clear**. A light blue arrow points from the left to the 'SCHOOL' checkbox, and another light blue arrow points from the bottom left to the 'Search!' button.

As you can see you can also filter by date, state and other event types.

Event List

Once you have the list you want, you can click on the event on the list and it will bring up some details about it on the right. A button called main event page will be available. Click on it and it will bring up that event's page in a new tab or window.

| EVENTS | | | | |
|--------------------|--------|-------|------------|--------|
| Name | Type | State | Start Date | Status |
| Knoxville USTA | School | TN | 2010-01-16 | - |
| Nevada District | School | NV | 2010-03-27 | S |
| Nevada Provisional | School | NV | 2010-03-27 | O |
| Nevada | School | NV | 2010-03-27 | - |
| Nevada | School | NV | 2010-03-27 | C |

Details | Dates | Notes

2010 Nevada Provisional School

Location Nevada, NV
Country USA
Cutoff Date 2009-12-19
Event Dates 2010-03-27 -- 2010-03-27
Instructor TBA

Main Event Page

Change Event | Delete Event

Main Event page

On the main event page you will see a box called “Event Notes” where the contact for the school (designated as the “instructor”) can leave messages relevant to attendees and applicants. To sign up you need to click on the “Manage My Availability” link shown below.

The screenshot shows a web interface with several sections:

- Nevada Provisional (272)**: A box containing event details:
 - Location: Nevada, NV
 - Event Dates: 2010-03-27 - 2010-03-27
 - Cutoff Date: 2009-12-19
 - Type: School
 - Sup: TBD
 - Chief: TBD
- Event Notes**: A box with an [Add Event Note](#) link.
- All Availabilities**: A box with a link to view all availabilities.
- My Availability**: A box showing the user's current status:
 - Status: N/A
 - Type: N/A
 - Designation: N/A
 - Sat 3/27: Unavailable
 - [Manage My Availability](#)

A large blue arrow points from the "All Availabilities" box to the "My Availability" box, indicating the user's current view.


Manage My Availability

The next page to appear will allow you to make yourself available and submit to complete the process. An email will be sent to the address you have in the system confirming your action. If you are selected (or declined) you will be sent instructions to return to this page where you will be given the option of accepting or rejecting the selection.

NEVADA PROVISIONAL AVAILABILITY FOR JULIO ECHAVARRIA

Event Dates: 2010-03-27 through 2010-03-27
Cutoff Date: 2009-12-19 (past_cutoff: No)
type: N/A; status: U

Available Unavailable



National Schools

If you need to email the Main Contact/Instructor to let him/her know what sessions you are interested in, please do so. If you wish to apply outside of Nucula please get in touch as well. The schedule and contact info is available on the official web site at USTA.com.