

Defining Activity Locations

Step 1 – Signing in & Accessing Locations

- Please visit www.section1ny.org
- Please login using your schools credentials
- Within your Control Panel view, click on **Set-Up**
- Within your Set-Up view, click on **Define Activity Parameters** within Conference & Team Schedules Set Ups

Step 2 – Updating your activity parameters

- Choose a sport clicking **Edit**
- This will bring up each level you have within the system for this sport

- Activity Name & Gender Chart

Fall	Winter	Spring
Cheerleading (Game Day) – N/A Cross Country – N/A Field Hockey – N/A Football – N/A Boys Soccer – N/A Girls Soccer – N/A Girls Swim & Dive – N/A Tennis – Girls Boys Volleyball – N/A Girls Volleyball – N/A	Boys Basketball – N/A Girls Basketball – N/A Bowling – N/A Competitive Cheerleading – N/A Fencing – N/A Gymnastics – N/A Boys Ice Hockey – N/A Girls Ice Hockey – N/A Skiing – N/A Boys Swim & Dive – N/A Track & Field (Indoor) – N/A Wrestling – N/A	Baseball – N/A Flag Football – Girls Golf – Boys Golf – Girls Boys Lacrosse – N/A Girls Lacrosse – N/A Softball – N/A Tennis – Boys Track & Field (Outdoor) – N/A

- Link each sport and level with the appropriate **Home Location, Location Detail** and **Default Time**

Frequently Asked Questions

When do the Activity Parameters apply?

Activity parameters that have been saved with their corresponding gender become both the default day-to-day added game details as well as the default for games created through the initial schedule.

Is there a way to differentiate between weekday and weekend games?

Not at this time. Establish the activity parameter based upon the time and location for the majority of all games.

What is the purpose of the “When School is Selected as Home/Host, then default Home Location AND location detail set” checkbox?

This box must be clicked for the sport and activity in order for the default time and location to be active.

Does this need to be completed each year?

No, once the activity parameters are built they carry over from year to year and all changes must be made depending on the needs of the school.