

Association of Boxing Commissions

Official Mixed Martial Arts Registry

Training Manual (Beta)



Table of Contents

INTRODUCTION	3
RECOMMENDED PROCESS FOR EVENTS	4
CREATING A MASTER ACCOUNT	5
CREATING REGULAR USER ACCOUNTS	6
ISSUING A NATIONAL MMA FIGHTER ID	7
PRINTING FEDERAL ID CARD FOR SINGLE FIGHTER	12
PRINTING FEDERAL ID CARD FOR MULTIPLE FIGHTERS	15
DETERMING WHETHER OR NOT FIGHTER IS CURRENTLY SERVING SUSPENSION	18
ADDING SUSPENSION TO FIGHTER	20
REMOVING A SUSPENSION FROM A FIGHTER	23
DOWNLOADING A BOUT RESULTS FORM	27
CLOSE	30

“The marriage, if you will, between our groups will be one of the most historic moments in the young history of Mixed Martial Arts.”

Tim Lueckenhoff, President, Association of Boxing Commissions

WELCOME to the future of Mixed Martial Arts records keeping!

Mixed Martial Arts LLC was selected by the ABC as the Official Records Keeper for Mixed Martial Arts. For the past several months Mixed Martial Arts LLC worked with the ABC MMA Record Keeper Committee to build a system using the latest technology to provide the highest levels of accuracy and safety to the world’s fastest growing sport.

The Registry was designed for maximum ease of use with minimum training. The surest route to familiarity with its functions may simply be to apply for a Master Account as detailed further on, and then work through the different tabs. That said, this Training Manual was designed to provide step by step illustrated detail for some of the most important of the available functions. Further, if necessary, personal tutorials on your computer are available.

RECOMMENDED PROCESS FOR EVENTS

We understand that each commission may wish to use their own historical process of working with the promoters and events in their jurisdiction; we will work to our fullest to be accommodating. That said, we do recommend a best practice process to make the collecting and entering of results as simple and as accurate as possible.

It is of crucial importance that Commissions insist on promoters entering their events into our system *in advance*. This will reduce the workload for all parties.

1. Entering the fight card in advance populates the bout results sheets, less work typing, and more accurate record keeping.
2. Entering the fight card in advance will generate reports alerting the Commission about fighters who are serving a suspension, about fighters who do not have a Federal ID, and about upcoming events that are not assigned a Commission.
3. The fight card will link each fighter's name to their records for easy research.

In order to enter an event, the promoter must have an account with MixedMartialArts.com. To get a promoters account, the promoter must:

1. go to <http://abc.mixedmartialarts.com> , and
2. click the [Request Promoter Credentials](#) link,
3. This takes them to <http://abc.mixedmartialarts.com/?fa=login.RequestCreds>

Mixed Martial Arts LLC will work directly with that promoter to create their account, and to explain how to enter upcoming events and related information, including fight card if available. Thus, when contacted by a promoter, the Commission should ask that they promptly register at <http://abc.mixedmartialarts.com/?fa=login.RequestCreds>. This will initiate the stats process, as detailed on the following pages.

With this crucial piece of the effort understood, we can now turn to the nuts and bolts of using the stats system.

CREATING A MASTER ACCOUNT

The very first step is the creation of an Official Mixed Martial Arts Registry Master Account for your Athletic Commission. To create a Master Account, email Stats@MixedMartialArts.com with the following information:

- First Name
- Last Name
- Phone
- Commission Name

We will respond via email within 24 hours, providing complete log in information for <http://abc.mixedmartialarts.com> for your Commission's Master Account, and basic instructions on accessing the system. For further security, you can there after edit your password.

As detailed on the following page, with a Master Account, you can readily create Regular Accounts for other staffers that will be responsible for stats.

Please note, use of the Official Registry for Mixed Martial Arts requires the following free software:

- Internet Explorer 6.0 or higher downloadable at <http://www.microsoft.com/downloads/details.aspx?FamilyID=1e1550cb-5e5d-48f5-b02b-20b602228de6&DisplayLang=en>
- Firefox 2.0 or higher, downloadable at <http://www.mozilla.com/products/download.html>
- Adobe Reader 7.0 or higher, downloadable at <http://www.adobe.com/products/acrobat/readstep2.html>

CREATING REGULAR USER ACCOUNTS

1. From Home Screen, choose the “Users” tab from the main navigation.



2. Click the Add User Button



Current Administrative Users		
First Name	Last Name	Email
Chris	Palmquist	chris@mma.tv

3. Enter first name, last name, e-mail address, and hit “Save.” User has been created and now has access to the system. The user’s password will be sent to the e-mail address specified for them.



Adding New User

First Name:

Last Name:

Email:

ISSUING A NATIONAL MMA FIGHTER ID

1. From Home Screen, choose the "Issue ID" tab from the navigation menu.

 Find Fighter: Find Event: account : print

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Users](#) [Logout](#)

2. Fill out pertinent information. Fields marked with a red asterisk are required.

 Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Users](#) [Logout](#)

Issuing Federal ID Card: Step 1

* First Name:

Middle Initial:

* Last Name:

* Date Of Birth: / / (mm/dd/yyyy)

SSN/SIN: - -

3. Potential matching fighters are listed. Best determine the proper fighter from the given information. The surest determination on whether the fighter matches the record is the Last Fights list. Please note: if there are inaccuracies in the record, please report these using the Report Inaccurate Records link. Make sure to select radio button of fighter you want to select. If no names are displayed, please select radio button "Person is not in the list." Choose next to continue.



Find Fighter:

Find Event:

[Home](#)

[Suspensions](#)

[Issue ID](#)

[Print ID](#)

[Downloads](#)

[Contact Info](#)

[Users](#)

[Logout](#)

[« Search Again](#)

[Next »](#)



Joe Lauzon

Official Record: Pro: 3-2-0 / Am: 0-0-0

Non Sanctioned Fights: Pro: 9-2-0 / Am: 8-3-0

Date Of Birth: 5/22/1984

Weight: 155 lbs.

Height: 5 Feet. 10 Inch(es).

[Report Inaccurate Records](#)

Last Fights:

- 4/2/08 Fight Night: Florian vs. Lauzon Vs. Kenny Florian
- 11/17/07 UFC 78: Validation Vs. Jason Reinhardt
- 8/23/07 UFC: The Ultimate Fighter 5 Finale Vs. Brandon Melendez

Joe Laughin

Official Record: Pro: 0-0-0 / Am: 0-0-0

Non Sanctioned Fights: Pro: 0-0-0 / Am: 0-1-0

[Report Inaccurate Records](#)

Last Fights:

4. Fill out remaining pertinent data for fighter. Any data pre-existing has been pre-filled, but please verify and update if necessary. Fields marked with a red asterisk are required. Choose “Next” to continue. You may upload new image if there is no current image, or upload new image to replace current one as well.

[Home](#)

[Suspensions](#)

[Issue FedID](#)

[Print FedID](#)

[Downloads](#)

[Contact Info](#)

[Users](#)

[Logout](#)

Now issuing Federal ID Card For “Joe Lauzon”

* Card Type:	<input type="radio"/> Pro <input type="radio"/> Amateur
* First Name:	<input type="text" value="Joe"/>
Middle Initial:	<input type="text"/>
* Last Name:	<input type="text" value="Lauzon"/>
* Date Of Birth:	<input type="text" value="5"/> / <input type="text" value="24"/> / <input type="text" value="1985"/> (mm/dd/yyyy)
Phone:	<input type="text"/>

5. Create fighter resume image by using the crop tool. You may move the selection over the image and also change its size to fit properly. Click “preview” to see what the fighter resume image will look like, and if content, choose to “Save and Go To Fighter Detail” or “Save and Print ID”

Create Your Fighter Resume Image

[Reset](#) [Preview](#) [Save and Go to Fighter Detail](#) [Save and Print Id](#)



Preview:



- 6. Federal ID number is now issued. You will be returned to fighters detail page if selected in previous step, which should now have identification number and pertinent details displayed. If “Save and Print ID” was selected in previous step, a new window will open with a PDF generated and ready for print.

[Add Suspension](#) [Issue ID](#) [ID History](#) [Add Document](#) [Edit Details](#) [Re-Print ID Card](#) [Print](#)

Joe Lauzon



Federal ID Card Info

Type:	Professional
ID#:	100-017
Issued:	06/30/2008
Expires:	01/01/2013
Issued By:	NSAC

Add Note

PRINTING FEDERAL ID CARD FOR SINGLE FIGHTER

1. From Home Screen, type Fighter's Name in "Find Fighter" field. You can search by name or federal identification number. We have used "Joe Lauzon" in our example, highlighted in green.



The screenshot shows the application's home screen. On the left is a circular logo with a red and white design. To its right is a search bar labeled "Find Fighter:" containing the text "Joe Lauzon" in green. A "go" button is to the right of the search bar. Further right is another search bar labeled "Find Event:" which is empty, with a "go" button to its right. Below these elements is a horizontal navigation bar with seven tabs: "Home", "Suspensions", "Issue FedID", "Print FedID", "Downloads", "Contact Info", and "Logout".

ATTENTION: Welcome to today's meeting

Today is Thursday, June 5th, 2008.

All updates requested from previous meeting have been implemented.

2. Browse search results to find exact fighter you are looking. Often only one fighter may result from search. Click fighter's name to continue.



This screenshot is identical to the one above, showing the application's home screen with the search bar containing "Name or Federal ID" and the navigation tabs.

Search Results for "Joe Lauzon"

Fighter List:			
Federal Id	Last Name	First Name	Date Of Birth
100-017	Lauzon	Joe	5/22/1984

3. Click the "Print ID Card" Button from red navigation menu.



Find Fighter:

[Home](#) [Suspensions](#) [Issue ID](#) [Print ID](#) [Downloads](#) [Contact Info](#) [Logout](#)

[Add Suspension](#) [Issue ID](#) [ID History](#) [Add Document](#) [Edit Details](#) [Print ID Card](#) [Print](#)

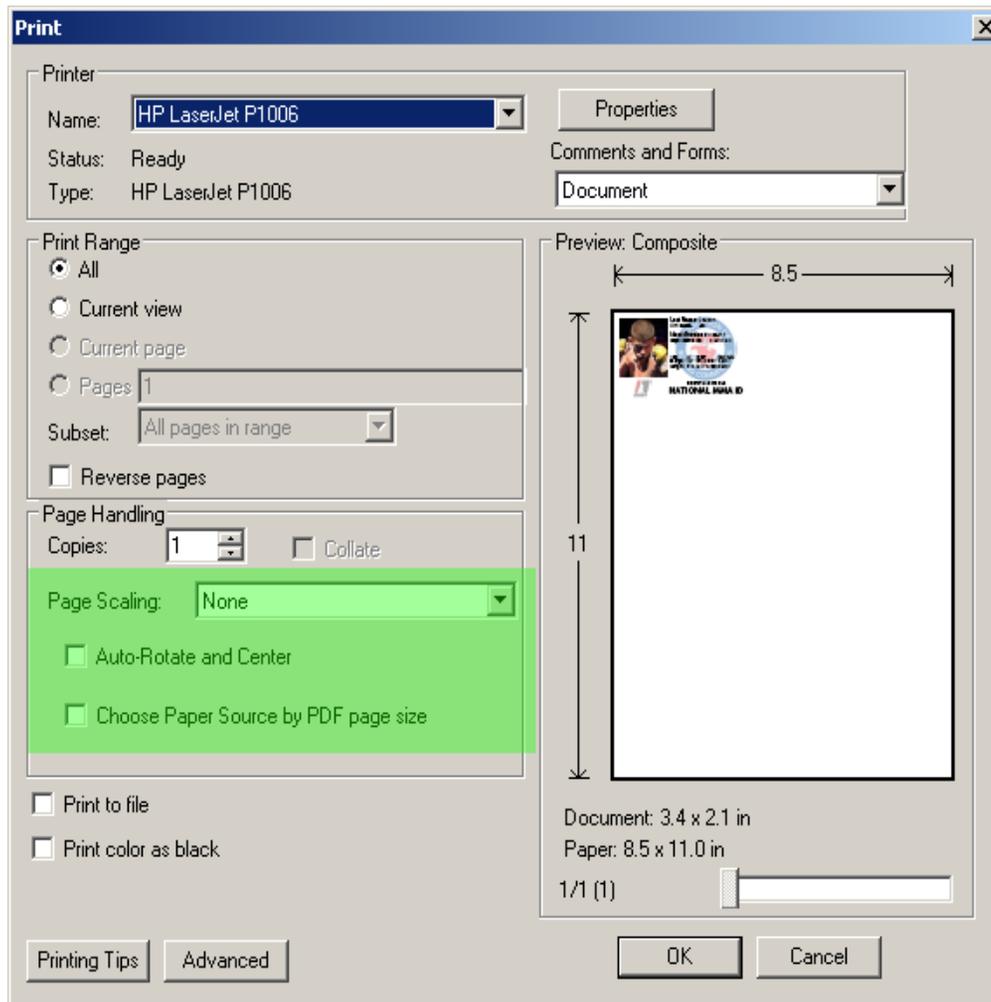
Joe Lauzon



Federal ID Card Info

Type: Amateur

4. A PDF will open in a new browser window, or Adobe Reader software. Make sure when printing to set “Page Scaling” to “None”, uncheck “Auto-Rotate and Center”, and uncheck “Choose Paper Source by PDF page size.”



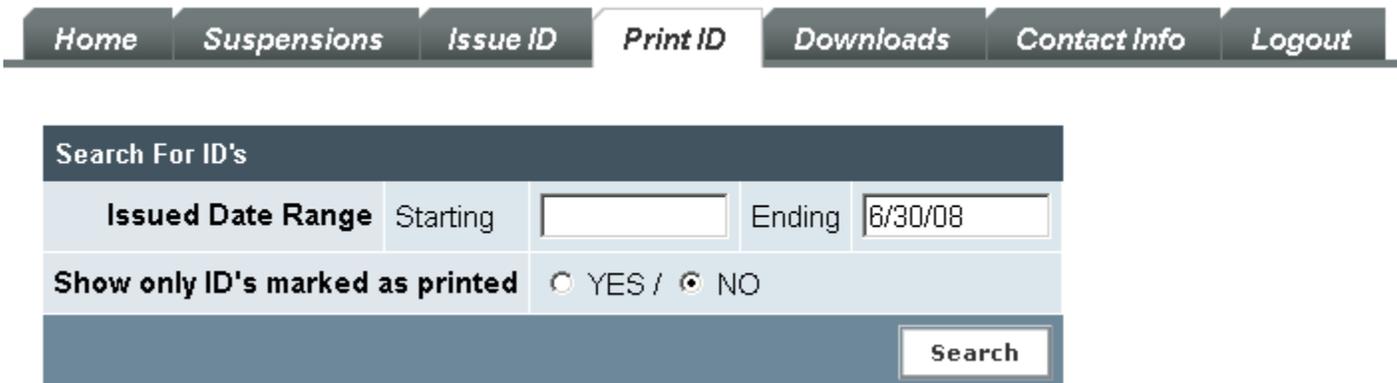
PRINTING FEDERAL ID CARD FOR MULTIPLE FIGHTERS

1. From the home screen, select "Print ID" from the main navigation.



The screenshot shows the application's home screen. At the top left is a circular logo. To its right is a search bar with the text "Find Fighter:" followed by a text input field containing "Name or National ID" and a "go" button. Below the search bar is a horizontal navigation menu with seven items: "Home", "Suspensions", "Issue ID", "Print ID", "Downloads", "Contact Info", and "Logout". The "Print ID" item is highlighted with a green background.

2. Fill in the search information to find the IDs you would like to print. Make sure to select "No" for the option "Show Only ID's marked as printed" if you are printing these IDs for the first time.



The screenshot shows the search interface. At the top is a navigation menu with seven items: "Home", "Suspensions", "Issue ID", "Print ID", "Downloads", "Contact Info", and "Logout". The "Print ID" item is highlighted. Below the navigation menu is a form titled "Search For ID's". The form has two rows of input fields. The first row is labeled "Issued Date Range" and has two columns: "Starting" with an empty text input field, and "Ending" with a text input field containing "6/30/08". The second row is labeled "Show only ID's marked as printed" and has a radio button for "YES" (which is unselected) and a radio button for "NO" (which is selected). At the bottom right of the form is a "Search" button.

3. Search will result in all ID's issued in the range that has been specified. Select up to ten IDs to print and choose "Print."

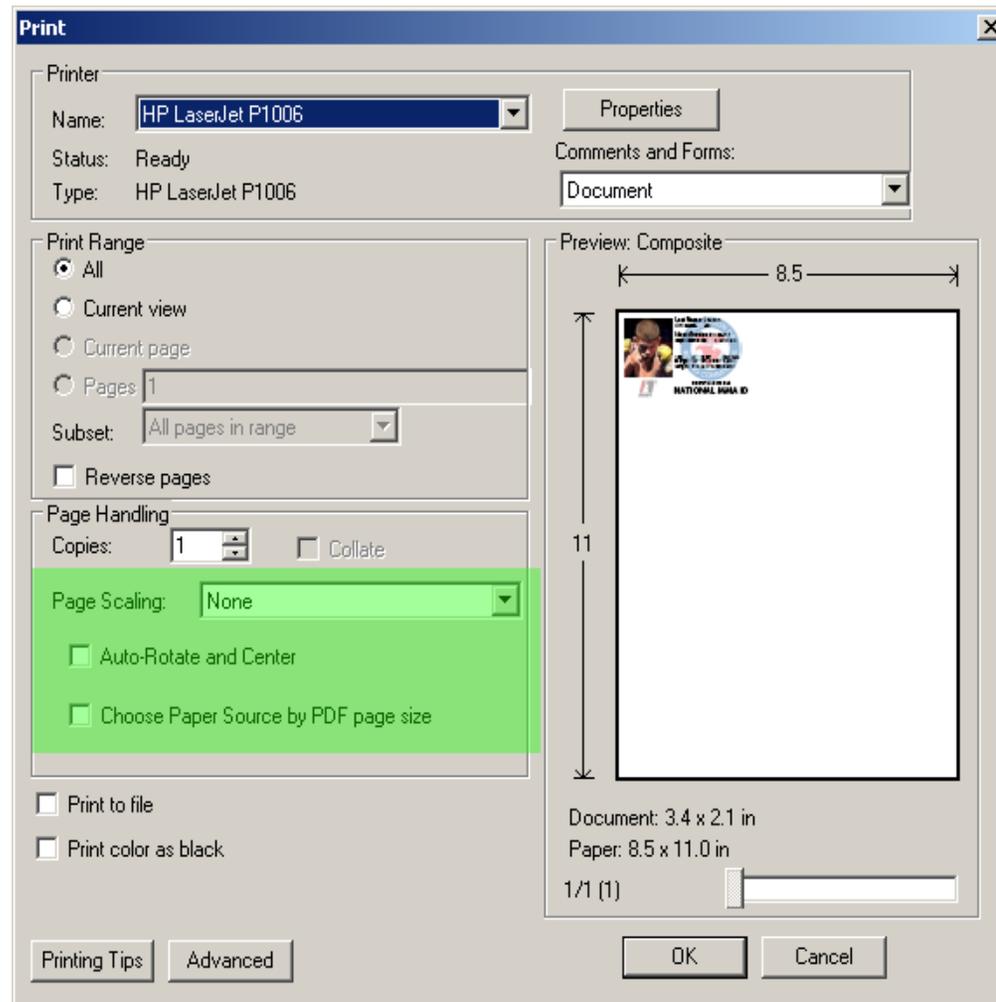
Search For ID's

Issued Date Range	Starting	<input type="text"/>	Ending	<input type="text" value="6/30/08"/>
Show only ID's marked as printed		<input type="radio"/> YES / <input checked="" type="radio"/> NO		
				<input type="button" value="Search"/>

Choose up to 10 ID's to print

	Full Name	Date Issued	
<input type="checkbox"/>	Joe Lauzon	30-Jun-08 06:15 PM EST	
<input type="checkbox"/>	Chuck O'Neil	30-Jun-08 06:04 PM EST	
<input type="checkbox"/>	Jay Palmquist	30-Jun-08 05:04 PM EST	
<input type="checkbox"/>	Chris Aaron	29-Jun-08 10:07 AM EST	
			<input type="button" value="Print"/>

4. A PDF will open in a new browser window, or Adobe Reader software. Make sure when printing to set “Page Scaling” to “None”, uncheck “Auto-Rotate and Center”, and uncheck “Choose Paper Source by PDF page size.”



DETERMING WHETHER OR NOT FIGHTER IS CURRENTLY SERVING SUSPENSION

1. From Home Screen, type Fighter's Name in "Find Fighter" field. You can search by name or federal identification number. We have used "Joe Lauzon" in our example, highlighted in green.



Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Logout](#)

ATTENTION: Welcome to today's meeting

Today is Thursday, June 5th, 2008.

All updates requested from previous meeting have been implemented.

2. Browse search results to find exact fighter you are looking. Often only one fighter may result from search. Click fighter's name to continue.



Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Logout](#)

Search Results for "Joe Lauzon"

Fighter List:			
Federal Id	Last Name	First Name	Date Of Birth
100-017	Lauzon	Joe	5/22/1984

3. If fighter is currently serving suspension, it will be highlighted in bright yellow on their fighter detail page. If they are not serving suspension, there will be no indication on their fighter detail page.

⚠ Fighter Currently Serving Suspension

Joe Lauzon



Federal ID Card Info	
Type:	Amateur
ID#:	100-017
Issued:	06/30/2008
Expires:	01/01/2013
Issued By:	NSAC

Record (Win-Loss-Draw)			
Professional:		Amateur:	
Official:	3-2-0	Official:	0-0-0

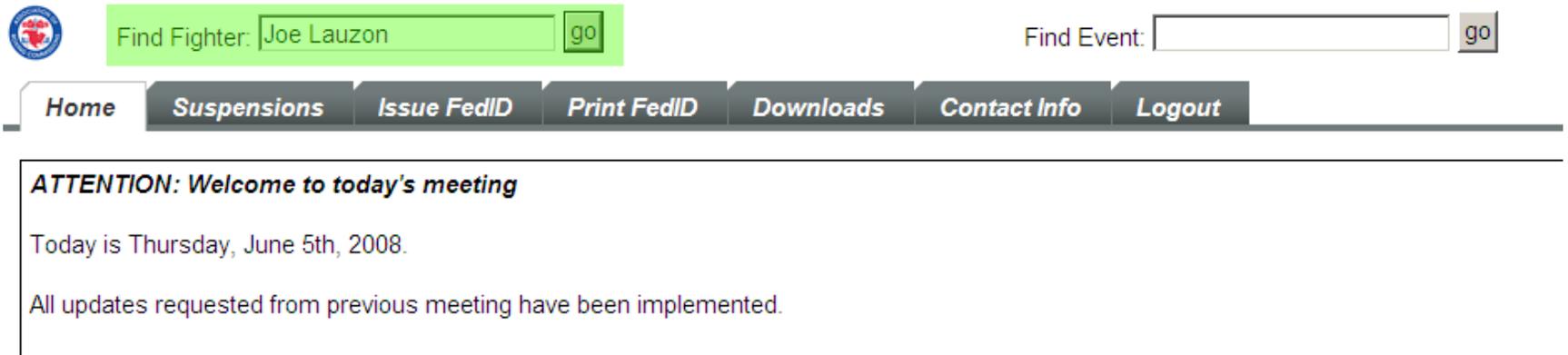
Total Non Sanctioned Bouts: 22

[Add Note](#)

Documents:

ADDING SUSPENSION TO FIGHTER

1. From Home Screen, type Fighter's Name in "Find Fighter" field. You can search by name or federal identification number. We have used "Joe Lauzon" in our example, highlighted in green.



The screenshot shows the application's home screen. At the top left is a circular logo. To its right is a search bar labeled "Find Fighter:" containing the text "Joe Lauzon" (highlighted in green) and a "go" button. Further right is another search bar labeled "Find Event:" which is empty with a "go" button. Below these is a horizontal navigation menu with buttons for "Home", "Suspensions", "Issue FedID", "Print FedID", "Downloads", "Contact Info", and "Logout". Below the menu is a large white box containing the following text:

ATTENTION: Welcome to today's meeting

Today is Thursday, June 5th, 2008.

All updates requested from previous meeting have been implemented.

2. Browse search results to find exact fighter you are looking. Often only one fighter may result from search. Click fighter's name to continue.



The screenshot shows the application's search results page. At the top left is the same circular logo. To its right is a search bar labeled "Find Fighter:" containing the text "Name or Federal ID" and a "go" button. Further right is another search bar labeled "Find Event:" which is empty with a "go" button. Below these is a horizontal navigation menu with buttons for "Home", "Suspensions", "Issue FedID", "Print FedID", "Downloads", "Contact Info", and "Logout". Below the menu is the heading "Search Results for 'Joe Lauzon'".

Fighter List:			
Federal Id	Last Name	First Name	Date Of Birth
100-017	Lauzon	Joe	5/22/1984

3. Click the "Add Suspension" Button from red navigation menu.

Home Suspensions Issue ID Print ID Downloads Contact Info Logout

Add Suspension Issue ID ID History Add Document Edit Details Print ID Card Print View

⚠ Fighter Currently Serving Suspension

Joe Lauzon



Federal ID Card Info

Type:	Amateur
ID#:	100-017
Issued:	06/30/2008
Expires:	01/01/2013
Issued By:	NSAC

Record (Win-Loss-Draw)

Professional:	Amateur:
Official: 3-2-0	Official: 0-0-0

Total Non Sanctioned Bouts: 22

Add Note

Documents:

4. Fill out the required information and click "Suspend Fighter". Note: fields marked with a red asterisk are required.

 Find Fighter: Find Event:

- [Home](#)
- [Suspensions](#)
- [Issue FedID](#)
- [Print FedID](#)
- [Downloads](#)
- [Contact Info](#)
- [Logout](#)

[<< Return to Fighter](#)

Adding suspension to "Joe Lauzon"

Related Fight:

* Suspended until: / /

Or: Suspended for: days

Or: Indefinite

* Reason:

Detail:

Fighter is now under suspension. Suspension will be lifted automatically if suspended until date is reached or fighter is suspended for a certain number of days and that mark has passed. Fighters suspended indefinitely may only be removed from suspension manually.

REMOVING A SUSPENSION FROM A FIGHTER

1. From Home Screen, type Fighter's Name in "Find Fighter" field. You can search by name or federal identification number. We have used "Joe Lauzon" in our example, highlighted in green.



Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Logout](#)

ATTENTION: Welcome to today's meeting

Today is Thursday, June 5th, 2008.

All updates requested from previous meeting have been implemented.

2. Browse search results to find exact fighter you are looking. Often only one fighter may result from search. Click fighter's name to continue.



Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue FedID](#) [Print FedID](#) [Downloads](#) [Contact Info](#) [Logout](#)

Search Results for "Joe Lauzon"

Fighter List:			
Federal Id	Last Name	First Name	Date Of Birth
100-017	Lauzon	Joe	5/22/1984

3. If fighter is currently serving suspension, it will be highlighted in bright yellow on their fighter detail page. If they are currently not serving suspension, there will be no indication on their fighter detail page.

⚠ Fighter Currently Serving Suspension

Joe Lauzon



Federal ID Card Info	
Type:	Amateur
ID#:	100-017
Issued:	06/30/2008
Expires:	01/01/2013
Issued By:	NSAC

Record (Win-Loss-Draw)			
Professional:		Amateur:	
Official:	3-2-0	Official:	0-0-0

Total Non Sanctioned Bouts: 22

[Add Note](#)

Documents:

4. Scroll down fighter detail page to show list of suspensions. Choose “Edit” next to suspension you wish to remove. Note that any suspension currently active is highlighted yellow. Please note, you may edit/remove suspensions from fighters suspended only by your athletic commission.

Suspension History					
Edit	Event	Start Date	End Date	Reason	Detail
Edit		6/26/08	3/4/09	must complete ophthalmological exam	
Edit		2/18/06	3/20/06		
Edit		4/29/05	6/28/05		60 DAYS MINIMUM + MUST PROVIDE E.

5. Choose “Remove Suspension” from red navigation menu.



Find Fighter:

Find Event:

Home
Suspensions
Issue FedID
Print FedID
Downloads
Contact Info
Logout

« Return to fighter detail
Add Document
Edit suspension
Remove suspension

Joe Lauzon

Suspended on:	06/26/2008
Suspended until:	03/04/2009
By:	Nevada Athletic Commission
Reason:	must complete ophthalmological exam

Add Note

6. Fill out the required information and click “Remove Suspension from Fighter.” Note: fields marked with a red asterisk are required. If applicable, you may attach a supporting file to the removal.



Find Fighter:

Find Event:

[Home](#)

[Suspensions](#)

[Issue FedID](#)

[Print FedID](#)

[Downloads](#)

[Contact Info](#)

[Logout](#)

[<< Return to Suspension](#)

Removing suspension from “Joe Lauzon”

* Explanation:

File Title:

Supporting File:

GETTING A BOUT RESULTS FORM

There are two ways to get a bout results form:

1. Click on “downloads” and select a blank Bout Results Form



The screenshot shows the top navigation bar of the website. The 'Downloads' menu item is highlighted in green. Below the navigation bar, a list of links is displayed, with 'Blank results form (standard)' highlighted in green.

Find Fighter:

[Home](#) [Suspensions](#) [Issue ID](#) [Print ID](#) [Downloads](#) [Contact Info](#) [Users](#) [Logout](#)

- [Our recommend event process](#)
- [Training Manual](#)
- [ID card application](#)
- [Blank ID card for Avery Label \(single\)](#)
- [Blank ID card for Avery Label \(multi\)](#)
- [Blank results form \(standard\)](#)
- [Blank results form \(full\)](#)

2. Search for the event by fill in event name on home screen. We have used “fight night” in our example.



The screenshot shows the home screen of the website. The 'Find Event' search bar is highlighted in green and contains the text 'fight night'. Below the search bar, the navigation menu is visible, with 'Downloads' highlighted in green. A message box is displayed below the navigation menu, containing the text 'ATTENTION: Welcome to Montreal' and 'Welcome to Mixed Martial Arts LLC demonstration of it's new statistics and record keeping website for the sport of Mixed Marti'. Below the message box, the text 'Upcoming Events:' is visible.

Find Fighter: Find Event:

[Home](#) [Suspensions](#) [Issue ID](#) [Print ID](#) [Downloads](#) [Contact Info](#) [Users](#) [Logout](#)

ATTENTION: Welcome to Montreal

Welcome to Mixed Martial Arts LLC demonstration of it's new statistics and record keeping website for the sport of Mixed Marti

Upcoming Events:

3. List of search results are displayed. Please choose the event you want by clicking on it.



Find Fighter:

Find Event:

[Home](#) [Suspensions](#) [Issue ID](#) [Print ID](#) [Downloads](#) [Contact Info](#) [Users](#) [Logout](#)

Events Found (287):

<< Prev. [1 2 3] Next >>

Search Results List:		
Date	Event Name	Promotion
6/21/08 7:00 PM	Ultimate Fight Night: TUF8 Finale	Ultimate Fighting Ch
6/13/08 7:00 PM	Brutaal Fight Night	Brutaal Fight Night
5/31/08 7:00 PM	Gainesville Extreme Fight Night 7	Gainesville Extreme
5/17/08 7:00 PM	Elite Performance Fight Night: Collision	Elite Performance F
5/16/08 7:00 PM	Powerhouse FC-14: Wild Bill's Fight Night	Powerhouse FC
5/2/08 7:00 PM	Brutaal Fight Night	Brutaal Fight Night
4/25/08 8:30 PM	Wild Bill's Fight Night 14	Wild Bill's Fight Nigh
4/25/08 7:00 PM	Brutaal Fight Night	Brutaal Fight Night
4/19/08 7:00 PM	Extreme Fight Night	Extreme Fight Night
4/19/08 11:00 AM	Fight Night at the Shrine with NAMMAE	King of the Cage
4/17/08 7:00 PM	Brutaal Fight Night	Brutaal Fight Night
4/17/08 10:00 AM	America's Pub Fight Night VIII	America's Pub Fight
4/2/08	Fight Night: Florian vs. Lauzon	Ultimate Fighting Ch
3/22/08 7:00 PM	Brutaal Fight Night	Brutaal Fight Night

4. Click the "Generate Results PDF" button. A new window will open with a PDF that can be saved, edited, and printed.



Find Fighter:

Find Event:

[Home](#)

[Suspensions](#)

[Issue ID](#)

[Print ID](#)

[Downloads](#)

[Contact Info](#)

[Users](#)

[Logout](#)

[Generate Results PDF](#)

Current Data Status: Awaiting Results



Submit Results For This Event:

PDF Results File:

Ultimate Fight Night: TUF8 Finale

Date/Time: June 21, 2008 7:00 PM

Promoter: Ultimate Fighting Championship

Contact Name:

Email:

Phone:

THANK YOU!

We thank you for taking the time to use this Training Manual.

If there are further aspects of the Official Registry administration that you would like to see added to this Manual, please email the request to Stats@MixedMartialArts.com. Too as noted previously, if necessary you can email to schedule a personal tutorial on use of the Registry.

We look forward to working with you over the coming years to keep the growth of Mixed Martial Arts both ethical and safe!