



Mapping your tables manual

Pongmasters is the technology partner of the ITTF Foundation for mapping the tables in the context of World Table Tennis Day 2024

1. Download the Pongmasters application on your mobile phone.
2. You then have to log in to your Pongmasters account. You can choose between three login options - with Google, Apple or simply with your email address. If you don't have an account yet, you can register with one of the same options.
3. After you have logged in, you will be taken to the Pongmasters home screen. Now click on "Map" in the lower tab bar to access the map.
4. You will find a '+' sign at the bottom right of the map. Click on it to add a new table location.
5. You can now add some information about the table tennis table. First of all, you will be asked what type of location it is.

Choose one of the options "outdoor" for outdoor tables, "sports club" for tables that belong to sport associations, "venue" for privately owned sports facilities, "bar" for bars that have a table tennis table and "club" for places that throw table tennis parties. Then click "confirm."

6. You will now be asked how many table tennis tables are at the location you have added. Even if a location has several table tennis tables, these will be displayed with only one pin on the map. If there are more than 4 tables, click "more" and type in the number of tables. Then click "confirm."
7. Now you can select the exact location of the table location on the map. Simply zoom in so that you can see where exactly you want to put the map pin, click on the spot where the table location is and confirm your selection by clicking "confirm" again. If you want to go to your current location, you can click on the location icon in the top right-hand corner of the map.

8. Now you have the opportunity to add more information about the table location. Remember 'Diversity and Inclusion' parameters are crucial for supporting the ITTF Foundation's mission of celebrating the access for table tennis across diverse groups.

- You should upload pictures of table(s)
- Leave a rating, write a review with your opinion or important information
- Diversity and Inclusion parameters – choose 'yes', 'partly' or 'no':
 - **"lighting"** for tables that are illuminated at night
Take a look around the area of the table if there are lamps / streetlights that can make it feel safe for people to play at night, which is crucial while mapping outdoor tables. Even if you go during the day, we encourage you to tag the feature based on your best judgement.
 - **"wheelchair access"** for tables that can be accessed in a wheelchair
 - (a) Check if there is a clear path for players in a wheelchair to access the table without difficulty based on your best judgement.
 - (b) Check the placement of the table tennis table's legs. Is it blocking the wheelchair user from putting their lower body under the table, which makes it harder for them to play and reach for shots.

For example:



- You can further choose multiple tags:
 - **"playground"** for tables that are very close to a playground and might interfere with children playing.
 - **"private"** for tables that are not publicly accessible.
 - **"windless"** for tables that are sheltered from the wind.
 - **"covered"** for tables that are under a roof or something similar that protects them from rain for example.
 - **"school"** for tables that are on school premises.

When you are ready, click "confirm" and the table location will be added to the map.

9. If there are any problems with the process, the Pongmasters and the ITTF Foundation team will be happy to help you. Just send an email to hi@pongmasters.app as well as info@foundation.ittf.com