

This guide is presented to help you:

1. Understand the options available on the schedule pages.
2. Enter the results for one of your team’s games.
3. Correcting an incorrect score

1. UNDERSTANDING THE SCHEDULE PAGE :

Senior Canadian	SRC05	Thu 18 May 8:30 PM	Trillium	South Ottawa SrCdn Blue Jays	ii. Z	Glebe SrCdn #2	g	No	N/A	iii. Report Incident Completed
Junior Canadian	JRC02	Fri 19 May 6:00 PM	i. Grenfell	East Nepean JrCdn Green Eagles	v. Pencil	East Nepean JrCdn Reds	Pencil	-	N/A	Report Incident Scheduled vi. Pencil
Junior Canadian	JRC06	Fri 19 May 6:00 PM	Brewer Park	South Ottawa JrCdn Royals	Pencil	Glebe JrCdn #2	vii. Padlock	vii.	N/A	Report Incident Scheduled Pencil
Junior National	JRND10	Fri 19 May 6:00 PM	Ron Milks	South Ottawa JrNat Dodgers	viii. Padlock	South Ottawa JrNat Blue Jays	Padlock	-	N/A	Report Incident Scheduled Pencil
Senior National	SRN09	Fri 19 May 7:00 PM	Wendover	South Ottawa SrNat Red Sox	Pencil	Prescott Russell SrNat Rangers	Pencil	-	N/A	Report Incident Rescheduled to this new setting: date set - Changed to new date and time Pencil
Senior National	viii. SRN05	Sat 20 May 2:00 PM	Faulkner	ix. East Nepean SrNat Gold Athletics	x. Pencil	East Nepean SrNat Blue Jays		-	N/A	Report Incident Rescheduled to this new setting: date set - Placed here at request of teams. Pencil

Go to any “Schedule” page, for a Team, a Day, a Program or a Season, and you will see something like the above. Here are some of the things you, and/or a Convener, can do:

- i. Click a field name to get a Google Map to that field.
- ii. A score that has already been entered is now a link. If you have made a mistake in entering your game results for that game, click that link, and it will open an email you can edit to send your corrections in to the database administrator. Coming corrections are incorrect scores, incorrect or forgotten pitch counts, and forgotten participation check marks. Please only hit Send on the e-mail if there really is a correction to make. Otherwise, delete it.
- iii. If there was an Incident in the game, particularly an injury or an ejection, clicking the “Report Incident” link will give you a form to fill out, which will be sent to the DAs and the District Umpire Consultants, who will determine if further action is necessary.
- iv. **CONVENERS ONLY:** Clicking the Pencil in the Date & Time column will allow you to change the date, time, and or field for the game.
- v. Clicking the Pencil in the score column will give you the form necessary to input your game results. See the next section for more on that.
- vi. **CONVENERS ONLY:** Clicking the Pencil in the Comments column will allow you to mark the game Suspended, Postponed, or Completed. It will also allow you to enter in a sentence to describe why you are doing that.
- vii. If you see an icon that looks like an unlocked padlock, it means your roster is not locked, and therefore you are not able to input your game results yet. Please enter and lock your roster.
- viii. **CONVENERS ONLY:** If the game number is a link, clicking it will let you edit the game. Not only can you change the date, time, and field, but you can also change the home team and/or the visiting team.
- ix. **CONVENERS ONLY:** If the home team or the away team is a link, clicking it will give you a form that will allow you to change the team.
- x. If the score column is blank, it means that game is in the future.

2. ENTERING THE RESULTS FOR ONE GAME

When you click a score pencil as in item 1-v., above, you get a form like the following:

SMaLL: District 2 - All games for Spring 2017

Enter Game Results for South Ottawa JrCdn Royals for Game JRC06

Opponent: Glebe JrCdn #2; Game JRC06 -- Fri 19 May 6:00 PM

[Cancel](#)

i. Runs scored ii. Won by forfeit Lost by forfeit

Please indicate if the game was suspended (not a regulation game). iii.

Player	Participated	Pitch Count
[13] a allenby	<input checked="" type="checkbox"/> iv.	
[8] B Allenby	<input checked="" type="checkbox"/>	
[11] T Ellis	<input checked="" type="checkbox"/>	
[10] M Heisz	<input checked="" type="checkbox"/>	
[5] Ryan Leduc	<input checked="" type="checkbox"/>	
[7] Aidan Martin	<input checked="" type="checkbox"/>	64 v.
[9] L. Massey-Smith	<input checked="" type="checkbox"/>	
[6] Drew McEvoy	<input checked="" type="checkbox"/>	
[3] J Novak	<input type="checkbox"/>	
[4] N Rosberg	<input type="checkbox"/>	
[14] Jacob Stiletto	<input checked="" type="checkbox"/>	50
[12] C Van der Starren	<input checked="" type="checkbox"/>	

Authorization

vii. Account:

Password:

viii.

If any call-ups participated in this game, Please select them before entering the game results.

There are 37 eligible call-ups available.

[8] T Ball {SOJN5 - South Ottawa JrNat White Sox} vi.

[2] S Barton {SOJN5 - South Ottawa JrNat White Sox}

It should be pretty self-explanatory, but here is a bit of clarification:

- i. Enter your team’s score, only. Do not enter the other team’s score. If you lost by forfeit, you get 0. If you win by forfeit, you get 6 in Rookie, Minor and Major, and you get 7 at all older levels.
- ii. Make sure to check the correct box *if* the game was a forfeit you either won or lost.
- iii. If the game was suspended – which means rained out or called for some other reason after one full inning was completed – put a check mark in this box.
- iv. For each player who was present and played in the game, give them a check mark in their “Participated” box. Do not give check marks to players not playing in the game.
- v. For each player who pitched, enter their pitch count. If the player did not pitch, do not enter anything. NOTE: If a pitcher went over a threshold on his/her final batter, enter the threshold instead of the actual pitch count. For example, If a threshold is 50, and the pitcher started his/her last batter after pitch 48, and threw 5 pitches, then the actual pitch count would be 53, but since the threshold was 50, you enter 50 on the form. Note that this is a special case, and in all other cases, you must enter the actual pitch count.
- vi. Jump over the Authorization section for a moment, and indicate whether you used any call-ups.
- vii. Go back up and enter your user account name and your password.
- viii. Click the “Enter Game Results” button.

3. CORRECTING AN INCORRECT SCORE:

Don’t forget that if you make a mistake, you can click the score (see item 1-ii. in the previous section) in the schedule to generate an e-mail that will tell the database administrator to make a change. As this is a manual process, please be patient; it does not happen instantly.

Send
From ▾ jimdean@littleleague.ca

To... jimdean@littleleague.ca

Cc...

Bcc...

Subject Scheduled Game Result Correction

\$MaLL: District 2 - Senior Canadian (Spring 2017) Scheduled Game
 Senior Canadian Program(137)
 Game #5 (SRC05)

Reason for email update:

Only enter the changes required.

i. *V Visitor: South Ottawa SrCdn Blue Jays(973) Old score(7) --> ii.

Home: Glebe SrCdn #2(957) old score(8) -->

Pitch counts (list player name, uniform number and number of pitches thrown).
 iii.

Also note any participation changes required.
 iv.

Please enter the corrected or updated results above and send this email.
 v.

Just write right into the email as follows:

- i. Nothing for you to do here... This asterisk indicates that you got here by clicking the Visitor score (or Home score, if that is where it is).
- ii. Corrected score, if any.
- iii. Corrected pitch counts if any. Use the player's name as it appears on the roster.
- iv. Let us know if you forgot to mark someone as participating, or if you accidentally marked someone as participating when in fact they did not.
- v. You can feel free to type in any additional information or comments here.

If that is really what you want, then hit send. If you generated the email by mistake, please cancel it and do not send it.

SUMMARY

This guide should help you manage your D2 web site game results. If anything in this guide is incorrect or unclear, please send an e-mail to Jim Dean jimdean@littleleague.ca and let him know what could be changed.