

The Automated ScoreBook™ ***for Volleyball***

User Guide

(Version 3.24)



Updated December 2022

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1 About The Automated ScoreBook for Volleyball

The Automated ScoreBook (TAS) for Volleyball lets you score volleyball games “live” (play-by-play) and lets you view or print box score information at any point during or after the match. You can also print cumulative season statistics immediately after the match has finished. The Remote Display feature lets you display a summary of team and individual statistics on press box or courtside monitors to support the electronic media.

Software features

- Score the match play-by-play as the action happens
- All serve, attack, block, assist, reception statistics are automatically calculated
- Generate NCAA box scores and play-by-play narratives on demand
- Generate cumulative team reports immediately after the match
- Create report text files for word processing or to transmit/fax
- Produce HTML pages automatically
- Remote terminal package to display in-game stats on data monitors
- NCAA-style volleyball box score
- Detailed box score, short box score; play-by-play summary
- Team and individual season statistics
- Match results/schedule, category leaders
- Team and opponent match-by-match
- Individual player match-by-match
- Team, player and selected individual season match highs
- Individual game-by-game summaries (attack, hitting pct, blocks, digs, aces)
- Analysis statistics for digs-to-kills, receptions-to-kills
- NCAA Final Volleyball Statistics Report
- Individual and team career/historical statistics
- Live Internet statistics and play-by-play (with TAS “Live”)
- XML output for electronic reporting (for example, to the NCAA)
- Game viewer for detailed statistics displayed on a local network (LAN)
- Conference career statistics

2 Installing The Automated ScoreBook

System Requirements

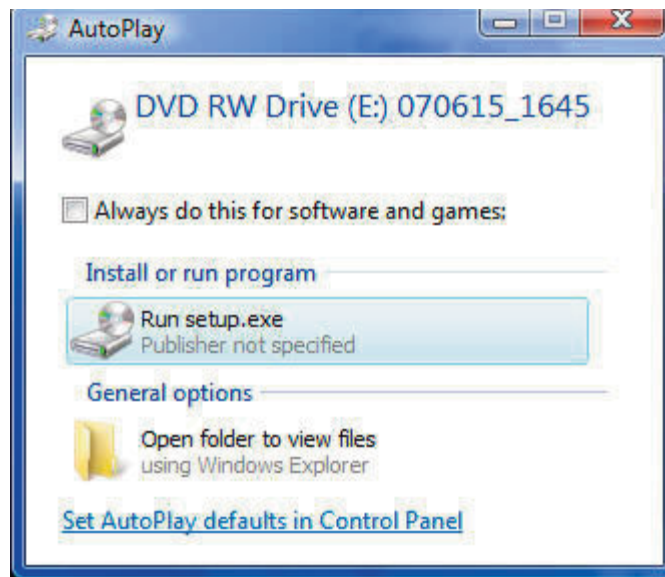
The Automated Scorebook for Volleyball requires a standard IBM PC or compatible with at least 640K of memory. The minimum system requirements are:

- CD-ROM drive for software installation
- MS Windows version XP or Vista
- Minimum 6 MB disk space available
- Windows compatible printer

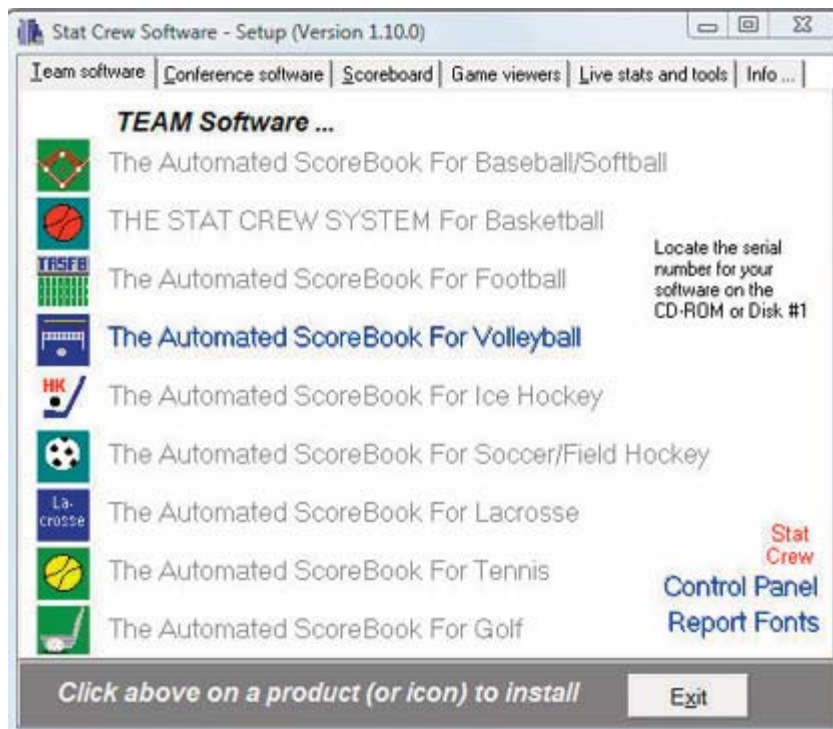
Software Installation

To install the full Windows and DOS software package:

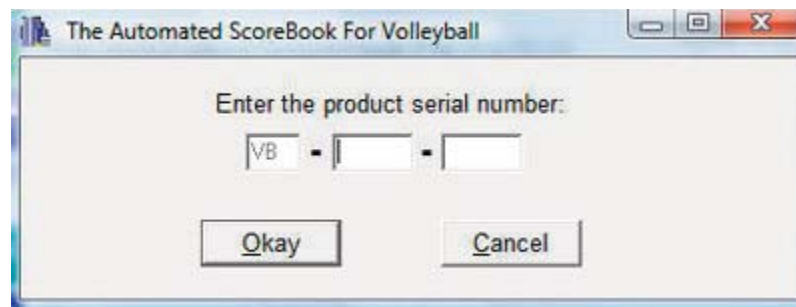
1. Insert the CD into your computer's CD-ROM drive.
2. When prompted select, "Run setup.exe". (see first screen below).



3. This will bring you to the STAT CREW software menu. "The Automated ScoreBook for Volleyball" should be blue and you should be able to click on it (see the next screen).



- When you click on it, it will prompt you for the serial number. Enter the code from the back of the CD case. It is a ten digit number that begins with VB-. (see third screen below).



Control Panel

We recommend you also install the Stat Crew Software Control Panel. This tool provides quick access to program functions from a centralized location. You can also use the Control Panel to access software maintenance updates via the internet.

Software Registration

You are prompted for a registration code when you install the software. Enter the registration code located on the reverse side of your CD case. You will also need this registration code if you later re-install the software on another computer.

Sample Game Files

When you install TASVB, a set of sample game files are copied onto your disk. You can

use these sample games to generate and test your printer settings, check out the effects of various report options, and so on. You can also use the samples directory to score a game from an old play-by-play, from a live game, or score a broadcast game to help get a feel for how the play-by-play software works.

Before scoring an actual game, create a new games directory to keep your “real” games separate from the sample games.

3 Getting started

Starting TAS for Volleyball

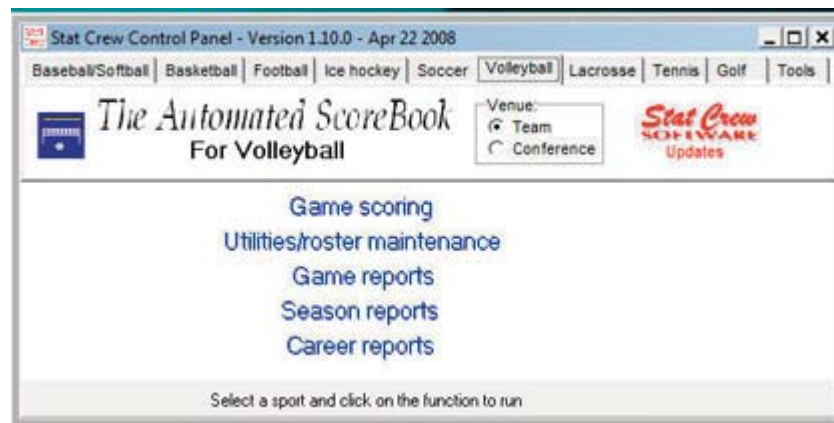
TAS For Volleyball lets you display and print game and season reports in the Windows environment. However, all game scoring and utilities are run from the TASVB (DOS Scoring) menu. Use the Windows Reports feature to generate reports after you have scored or entered your games from the TASVB (DOS Scoring) menu.

Using the Stat Crew Control Panel

The Stat Crew Control Panel allows you to launch all STAT CREW applications from one icon on your Windows desktop. The Control Panel can also be used to access the downloads page for the selected sport. To download the Control Panel from the internet, go to www.statcrew.com and select **Download software fixes**.

The Control Panel is now included on each CD. To install it from your CD, select Control Panel from the installer menu.

In the screen capture below, right under the STAT CREW Software logo is a link called "Updates". This link will immediately direct you to the STATCREW website and allow you to download all updates for all of the software you have installed, without having to type in your serial number.



Using the Windows Start menu

If you choose not to install the Stat Crew Control Panel, you can run the software using the Windows Start Menu. Select Start | Programs | TAS for Volleyball; then click on the desired program function to run.

Using Windows Reports (overview)

A separate section describing how to use the Windows-based Game Reports and Season Reports features is included in this document. Some of the key points to know are:

Starting reports

Select the Game Reports or Season reports icon in the TAS for Volleyball program folder to generate reports on the Windows desktop. Select the TASVB (DOS Scoring) icon in the TAS for Volleyball program folder to launch the

TASVB DOS menu.

Initial Setup

Games directory: Choose a games directory by selecting File | Open directory. Navigate to the desired games directory. Then, open any file in that directory to make it to the active games directory. Note: use Windows Utilities (or DOS Utilities) to create a new games directory -- you cannot create a new games directory within the Game or Season Reports function.

Software settings: Customize the options available on the Settings menu as desired - for both Game Reports and Season Reports. A separate set of options is maintained for each games directory.

Teams list: In the Season Reports program, use the “Teams” list function to select your team before generating reports. The currently selected team is displayed in the main window.

Generating reports

Game reports: Use the Games List function to select a specific game, or use the forward and back buttons on the control bar to browse sequentially through your game files. Select your game files. Select game reports to display from the main menu, or by pressing the associated report button on the control bar.

Season reports: Once you have selected a team you can select season reports to display from the main menu, or by pressing the associated report button on the control bar.

Printing reports: To print a report, select Print on the associated window menu. This displays the Print window so you can select the number of copies, print device to use, and so on.

Manipulating reports: Features that can be used with each report window include: generate the report with “tab stops”, copy to clipboard or file, zoom in or out, scroll the report using the mouse or cursor keys, and auto-display of multiple reports.

HTML generation: The HTML menu lets you select and generate HTML pages for your web site, Starting The Automated Scorebook.

Overview of the scoresheet layout (DOS)

TASVB displays information on the screen that can help you monitor your play inputs. This information includes: line score, recent play inputs, and key individual statistics.

NOTE: You can toggle between recent play inputs and individual statistics displays on the scoresheet by pressing the **F8** key until the screen you want appears.

Quick startup

The “Quick startup” section describes the basic steps you will need to know while using The Automated ScoreBook for Volleyball. The details of each of these steps are listed below and are described in more detail later in the User Guide. Read the entire User Guide to ensure you completely understand how to operate the software.

Initial setup

Before you score any games be sure you have done the following:

For details, refer to the chapters titled "Installing TAS For Volleyball" and "Options".

1. Installed the software (see "Installation").
2. Set up In-game and Report options (see "Options").
3. Selected the appropriate Printer type (see "Options").
4. Created a games directory on disk (see "Options").

Pre-game

Before beginning to score a game:

For details, refer to the chapters titled "Setting up to score a game".

1. Enter your teams rosters (using the In-game program or Utilities roster maintenance).
2. Start the in-game scoring program.
3. Verify your In-game options, Directories and Printer type settings are correct.
4. Verify the scoring rules in effect are correct with Game setup | Rules.
5. Select the visiting and home teams with Game setup | Teams.
6. Enter general game information with Game setup | Game info.

In-game

The following describes the suggested steps for managing your play inputs in a game (after you have performed the Game setup functions described above). The main focus is to explain the game management functions you should perform at the start of the first game, at the end of each game, and at the end of the match:

Start of the game:

- Select Scoresheet | Input to display the Play Input window.
- Enter the play-by-play action that follows in the Play Input window.

During the game:

- Use the **LEFT ARROW** or **RIGHT ARROW** keys when you need to fix a play input entry.
- Press **ALT+R** from the Play Input window, or select Reports from the Main menu to generate an in-game report at any time.

At the end of each game:

- Select Game control and press "**G**" to identify the start of a new game.
- Generate the NCAA box score (**ALT+1**) and the Play-by-Play (**ALT+P**) reports for the game just ended.
- Begin scoring the new game.

At the end of the match:

- Press **ESC** to exit from the Play Input Window.
- Press **ESC** to return to the Main menu.
- Select Wrapup game from the Main menu to enter final match info.
- Select Reports from the Main menu to generate final match reports.
- Select File | Save game to save the game to disk, then exit the software.

Post-game

Once you have finished scoring the game you can print any of the in-game or cumulative season reports. A variety of report formats are included in the software. Experiment with these reports to determine which will be useful to you.

Getting around in TAS For Volleyball (DOS)

The following paragraphs describe how to operate menus, windows and lists in the TASVB (DOS) programs.

Menus

Menus are used to to select individual program functions.

1. Press the **UP ARROW** or **DOWN ARROW** keys to move the cursor up or down in a list.
2. Press **ENTER** to perform the current highlighted menu item.
3. Press **ESC** to cancel the current menu or list.

Using windows

Windows are used for entering data or to display game information on the screen. Data entry windows may contain several entry "fields" where you type information while scoring a game.

1. Use the **LEFT ARROW** or **RIGHT ARROW** key to move the cursor within the field.
2. Use the **INSERT** key to toggle between over-type and insert character modules.
3. Use the **DELETE** key to delete the character to the right of the cursor.
4. Use the **BACKSPACE** key to delete the character to the left of the cursor.
5. Press **ENTER** to move the cursor to the next field in the window.
6. Use the **DOWN ARROW** or **UP ARROW** key to move the next/previous field in the window.
7. Use the **TAB** or **SHIFT+TAB** key to move to the next/previous field in the window.
8. Press **CTRL+ENTER** to complete changes to a window (or press **ENTER** through each field).

Using lists

Lists are used to let you select from a group of teams, games or options. The list displays work like menus, except you must use the **DOWN ARROW** or **UP ARROW** key to move to the list item you want to select (and then press **ENTER**). You cannot type the first character of the text to move to a list item.

List command key summary:

<i>Press this key:</i>	<i>To do this:</i>
DOWN ARROW	Move to the next item
UP ARROW	Move to the previous item
HOME	Move to the first item
END	Move to the last item
ENTER	Select the highlighted item
ESC	Exit the menu

Using the file viewer

You can review the reports created by TASVB in the File Viewer before you print them. Reports that you generate are automatically displayed in the File Viewer after you create it. From there you can browse or print the information in the report.

File Viewer command key summary:

<i>Press this key:</i>	<i>To do this:</i>
PAGE DOWN	Move to the next "page"

PAGE UP	Move to the previous “page”
home	Move to the top of of the report
END	Move to the end of the report
DOWN ARROW	Move to the next line
UP ARROW	Move to the previous line
G	Go to a specific line or text
F9	Print the report
C	Copy the report to another file
F	Display the current file name
<number>	Move forward/backward <number> lines
+	Set forward <number> scroll mode
-	Set backward <number> scroll mode
ENTER	Exit the File Viewer
ESC	Exit the File Viewer

Keyboard shortcuts (DOS)

All of the TASVB functions can be selected from a menu. However, you can also use “quick key” keyboard shortcuts to rapidly call up many functions from the Play-by-Play Input Screen. The following is a list of the “quick keys” you can use:

<i>Press this key:</i>	<i>To do this:</i>
ALT+V	Edit the visiting team roster
ALT+H	Edit the home team roster
ALT+R	Display the reports menu
ALT+S	Save the game to disk
ALT+D	Delete the last play entered
ALT+E	Edit the last play entered
ALT+1	Display the NCAA box score
ALT+2	Display the Detailed box score
ALT+3	Display the Short box score
ALT+P	Display the Play-by-Play
RIGHT ARROW	Edit the most recent plays
LEFT ARROW	Edit plays from current game
DOWN ARROW	Edit plays from a selected game in the match
UP ARROW	Edit plays for a specific situation
F4	Send info to remote display
F8	Toggle the stats info displayed on-screen
F10	Clear the current input screen
-	Clear the last block of the input screen

Getting help

Press **F1** to display on-line help for the current program function. Press **PAGEUP** or **PAGEDOWN** to scroll through the help screens. Press **ESC** to exit on-line help.

Exiting the program

Select **Quit** from the Main menu to exit the program.

4 Managing game files

About game directories

TASVB lets you organize your game and match statistics into one or more games directories. The main reason for organizing games into a directory is to separate games and matches for different seasons. Cumulative team statistics are generated from game data in a selected directory. So for example, you can store your games from 1996 in a directory named "1996", and likewise store your 1997 games in a directory named "1997".

The data for all games in a match are stored together in a single match data file. When ever this User's Guide refers to a "game file", it is actually referring to this match data file in which one or more individual games from a single match are stored.

Starting a new season

If you are using The Automated ScoreBook For Volleyball for the first time, the following procedures are recommended.

1. Print out some reason from the game(s) in the SAMPLES directory to get a feel for how the reports will look.
2. Score some games from old game films or just play with the software in your office to get a feel for how to use the play-by-play feature in of the software. You should involve a "spotter" in this activity to simulate a "live" environment.
3. Before you score your first "real" game, select Directories and create a new Games directory. It is recommended you use directory names like "1997" for directory fields to identify the games for your season. You should **NOT** leave these directories set at "SAMPLES" (if you do it will not affect statistics for your own team but it will get annoying after a while to see the sample team names showing up in your Teams Lists).
4. All games you score will now be stored in the specified directory.

Setting up a games directory for the season

If you already used TAS For Volleyball during the past season, the following procedures are recommended:

1. Backup your previous seasons' games to a CD or jump drive using the "Backup games" function in the Utilities program.
2. Run the Utilities program.
3. Select Directories.
4. Enter a new name in the Games directory field. It is recommended you use directory names like "1996" or "VB96" for the Games directory to identify the games for your new season.
5. All games you score will now be stored in the specified directory.

Entering your team roster

Use the Roster Maintenance function of the Utilities program to create team rosters before the start of a season. This function lets you define team and player names before scoring a game. Note that you can still create a team roster "on the fly" in the In-game or Manual entry programs when you score a game. You are not forced to create team rosters ahead of time.

Entering your season game schedule

The following procedure describes how to enter your team schedule at the beginning of the season. This is optional, but you may find it convenient to set up each game ahead of time. The games will not be included in any season statistics until you actually score the game, but they will appear in the Game Results report showing only the scheduled date and opponent. To do this:

1. Run the Manual game entry program from the TASVB menu.
2. Select File | New game.
3. Select Game setup from the main menu.
4. Select Teams from the Game setup menu.
5. Press "V" to select the visiting team for the game. You can press "A" while in the Teams List to add a new team to the directory.
6. Press "H" to select the visiting team for the game. Press **ENTER** when you are finished selecting the teams.
7. Select Game Info from the Game setup window and enter the scheduled date and place of the game, and indicate if the game is a conference game, etc.
8. From the Main menu, select File | Save game. Enter a unique file name for the game. It is recommended you use a file name like "01", "GAME02", "NOV01" or similar for game file names.
9. Repeat steps 2 through 8 for each scheduled game.
10. Select **Quit** from the Main menu to quit the program when you are finished.
11. Select Match-by-Match reports from the TASVB Menu.
12. Select Match-by-Match reports, and then select your team from Team List.
13. Select the Match Results report. Press **F9** to print the report or view the report on-screen to verify your entries.

Creating a new game scoresheet

You automatically start with a fresh match scoresheet when you start the TASVB In-game scoring function. You can also clear the current scoresheet and start a new match manually at any time. To do this, select "New" from the File menu. You are prompted to save the current game to disk first.

Saving a game to disk

The software will automatically save your game to disk periodically depending on your Auto-Save option setting. To manually save your game to disk, select "**Save**" from the File menu (or **ALT+S** from the Play Input screen). You are prompted for a 1-8 character file name. Type in a file name that makes sense, such as:

NOV12
GAME01
CM-MU

The game will be saved to the current games directory. It is a good idea to periodically save the current game data to disk to reduce the risk of lost data.

Also, you are prompted to save the current game when you exit the program (if you have made any unsaved changes).

Loading a match scoresheet

To load a previously saved match from disk, select "Load" from the File menu. You are prompted for the name of the game to load from the Games List. The game will be loaded from the current games directory. You can now print reports for that match, or

make corrections to the scoresheet and save it again to disk. Any changes you make will appear in the in-game or cumulative reports.

Game list indicators

When you save a game file using the In-game scoring or the Manual game entry programs, an indicator is saved in the Game List to show whether the game was created using the In-game scoring program or the Manual game entry program. It will also show whether the game was created using the In-game scoring program or the Manual game entry program. It will also show whether the game is considered “completed”, or if it has not yet been scored. This lets you set up a season schedule ahead of time and see at a glance from the Game List which games have been “filled in”. The indicators in the Games List are:

- + indicates game scored play-by-play
- indicates game entered manually
- ~ indicates game scored play-by-play and altered manually
- blank** indicates game not considered complete

Copying game files

Use the Utilities *export/import* functions to copy a game from one computer to another. Use the Utilities *backup/restore* functions to copy complete season game directories from one computer to another. Refer to the chapters on “Program Utilities” and “Using Windows Reports - Utilities” for information on using these functions.

Backing up your data

It is strongly recommended that you create a backup of your games directory on a regular basis. Use the Utilities | File maintenance | Backup all games function to make a copy of your games directory onto a jump drive or other media. You can use the restore function to copy the game files back onto your computer if needed in the future.

Using your report files

All of the reports generated by The Automated ScoreBook For Volleyball are stored in text files on your hard drive. You can use these files for import into your word processing system, fax requests, attaching to emails, and so on.

Location of your report files

All of the reports you generate are created as DOS files and are placed in the REPORTS subdirectory underneath the current games directory. For example, if your games directory is in:

C:\TASVB\1997

then all of your report files will be placed in the directory:

C:\TASVB\1997\REPORTS

5 Software options setup

Directories

All game files are stored in the selected games directory. You can create a new games directory by selecting Directories from the Utilities program or from the in-game or manual scoring programs, and entering a new name in the Games directory field.

```

ScoreBook directories

Drive/path: C:\TASVB
Games directory: 1996

```

Options

Software options are dividing into three groups: In-game options, Report options, and Sort options. You can only access In-game options while running the in-game scoring program. You can access any of the any of options from the Utilities program.

In-game options

Select In-game options from the Main Menu when running the in-game scoring program, or select In-game options from the Utilities menu when running the Utilities program. This function lets you set options that control the operation of your play inputs and game reports.

```

                                In-game options
Heading: Central State College 1995 Volleyball
Color: Y
Play summary: N
Page ejects: Y
Auto-save: 10
Graphics: Y
Auto-connect: N
Assist after K: Y
Rally at game#: 1

```

Heading: Enter the heading you want to appear at the top of your reports.

Color: Enter **Y** if you have a color monitor, or **N** if you have a monochrome monitor.

Note: any changes to this field do not take effect until you exit and re-start the software.

Play summary: Enter **Y** if you want a play summary to be displayed after you enter each play. It is recommended you leave this field set to **Y**.

Page ejects: Enter **Y** for the software to send a page eject to the printer after printing a report. It recommended you leave this field set to **Y**.

Auto-save: This field controls how often the software will automatically save your data to disk while scoring a game. Enter the number of plays you want to enter during a game before the software automatically saves the game to disk. For example, enter, "1"

to save the game to disk after each play you enter. Enter "20" to save to disk after every 20 plays you enter.

NOTES: If you want to turn auto-save off, enter "0" (ZERO) in the Auto-save field. It takes about 1-2 seconds to save a game to a hard drive.

Graphics: Enter Y in in this field to enable "graphics" characters in your report print-outs. This is used mainly for underlining column headings with a graphics character instead of dashes. If the underlining on column headings does not display properly with this option enabled, set this field to N to disable the use of graphics characters.

Auto-connect: Enter Y in this field if you want to have the software automatically connect for remote display when you start the In-game scoring program.

Assist after K: Enter Y in this field if you want the software to prompt for an assist after a kill. This way, you don't have to enter all set attempts just to credit assists. Set the option to N if you plan to enter all set attempts (which are used in computing reception percentage).

Rally at game#: Enter the game number where rally scoring begins in the match -- the software automatically prompt you for rally scoring at that point. For example, enter "5" if rally scoring begins at game 5, enter "1" if rally scoring begins at the start of the match (game 1).

Report options

Select Report options from the Utilities program menu. This function lets you set several options that control the appearance and content of your season reports.

Report options	
Heading:	Central Sate College 1995 Volleyball
Color:	Y
Page ejects:	Y
Graphics:	Y
Attack Pct:	Y
Assist Pct:	N
Serve Pct:	N
Reception Pct:	N

Heading: Enter the heading you want to appear at the top of all your reports.

Color: Enter Y if you have a color monitor, or N if you have a monochrome monitor. Changes to this field do not take effect until you exit and re-start the software.

Page ejects: Enter Y for the software to send a page eject to the printer after printing a report. This is the same as Page ejects in the In-game options. It is recommended you leave this field set to Y.

Attack Pct: Enter Y if you want to display attack percentage in your cumulative season reports.

Assist Pct: Enter Y if you want to display assist percentage in your cumulative season reports.

Serve Pct: Enter Y if you want to display serve percentage in your cumulative season re-

ports.

Reception Pct: Enter Y if you want to display reception percentage in your cumulative season reports.

Sort options

Select Sort options from the Utilities program menu. This function lets you set several options that control the operation of the Category leaders report.

Sort options

1) Attack = ATTACK (by Pct)
 2) Kill = KILL (by K/Game)
 3) Set = SET (by A/Game)
 4) Serve = SERVE (by SA/Game)
 5) Recept = Recept (by RE/Game)
 6) Defense = DEFENSE (by Dig/Gm)
 7) Block = BLOCK (by B/Game)

Press 1-7, or press Enter to exit ->

Attack: Press "1" to select the order you want attack leaders to be displayed in the Category leaders report.

Kill: Press "2" to select the order you want kill leaders to be displayed in the Category leaders report.

Set: Press "3" to select the order you want assist leaders to be displayed in the Category leaders report.

Serve: Press "4" to select the order you want serve leaders to be displayed in the Category leaders report.

Recept: Press "5" to select the order you want reception leaders to be displayed in the Category leaders report.

Defense: Press "6" to select the order you want defense leaders to be shown in the Category leaders report.

Block: Press "7" to select the order you want block leaders to be displayed in the Category leaders report.

6 Setting up to score a game

Before starting to score a game, be sure to read the chapter on “Software options setup”. It is important to have your games directory, printer type, and other options set correctly before scoring a game. This will save you the inconvenience of resetting options in the middle of scoring a fast-paced game.

Use the Stat Crew Control Panel and click on Game Scoring. Select **V** for TAS for Volleyball (In-game scoring) or **M** for Manual Game Stats Entry to start the game-scoring software. After the program starts, select Game setup from the Main menu to display the Game setup menu. This menu lets you perform pre-game setup functions.

Select the teams

The first thing to do before scoring a game is to identify the visiting and home teams. Select Game setup | Teams to display the team select window.

Teams			
	Abbrev	Team ID	Team Name
Visitor	V	VIS	Visitor
Home	H	HOME	Home
V)visitor team H)ome team A)bbreviations			
Press V, H, A or Enter to exit ->			

On the Teams setup window, press **V** to select the visiting team from the teams list.

Teams List
>Central University
Univ of Midwest

Point to a team from the Teams List using the **UP ARROW** or the **DOWN ARROW** cursor keys, then press **ENTER** to select the team. Note: you can add a new team to the Teams List by pressing the “**A**” key and entering information for the new team. The roster for the team is loaded and the Teams window is updated to show the team you selected.

On the Teams setup window, press **H** to select the home team from the teams list.

NOTE: When you select a team, the software automatically assigns the first character of the team ID as the 1-character abbreviation (for play inputting purposes). You can reassign different abbreviation characters if you wish. Press **A** to reassign team abbreviation characters.

When you have completed your team selections, press **ENTER** to exit the Teams window.

Enter general game info

Select Game setup | Game info to enter general game information.

Game Info	
L #12 George Mason Univ	Record:
M #5 My Team	Record:
Date: Apr 13, 1995	
Place: Fairfax VA	
Arena: John Linn Fieldhouse	
Conference game: Y	1st Referee: Susan Holt
Neutral site: N	2nd Referee: James Hansen
Night game: N	3rd Referee:
	Scorer: Alex Grim
Start time: 7:30pm	
End time:	
Total time:	
Attendance: 0	
Sched note: @	

Ranking #: You can optionally enter each the ranking (national or tournament) for each team. If entered, the rankings are displayed in the game report headings and in the season game results reports.

Date: Enter the date in any format you choose.

Sched note: If applicable, enter a special schedule note character for this game that will appear in the Game Results report. For example, you might enter "@" to indicate a bowl appearance. Leave this field empty if no special notes apply.

Notes: Use the Schedule Legend function in the Game-by-Game reports program to explain the meaning of Sched note characters. Do not use this field to indicate a conference game. Set the Conference game field to Y instead; the software automatically displays an asterisk (*) in the Game Results report next to conference games.

Place: Enter the location of the match.

Stadium: Enter the name of the arena.

Conference game: Enter "Y" if this is a conference game, or "N" for a non-conference game.

Neutral site: Enter "Y" if the game is being played at a neutral site, or "N" if the game is being played at the home team's court.

Night game: Enter "Y" if the game is being played at night, or "N" if it is a day game.
Start time: Enter the start time of the game in any format you choose.

End time: Enter the end time of the game in any format you choose.

Total time: Enter the total elapsed time of the game in any format you choose.

Attendance: Enter the attendance.

Sched note: Optionally enter a 1-character flag for this game. Use the Schedule legend function in Season Reports to provide an explanation for this character for display in the Game results report.

Referees: Enter the names of the referees.

Scorer: Enter the official scorer's name.

Rosters

While you can enter rosters "on the fly" while scoring a game, you will probably find it more convenient to enter rosters before the game using the Utilities program. To do this, select Utilities from the TAS VB menu. Then select Roster maintenance. The Roster maintenance functions are described in detail in the "Utilities" chapter.

To edit the in-game roster for a team, select Game setup|Visitor roster, or Game setup | Home roster. The team roster is displayed.

To edit a an entry, use the cursor keys to move to a row in the team roster and press **ENTER** to make the desired changes to that entry.

To exit the list and save your changes to disk press **ESC** from the roster list.

Note: You do not have to enter team rosters before the game. The TAS VB software will still track statistics by uniform number. You can enter player names to match uniform numbers during or after the game if you wish.

7 Scoring the game

Before you start scoring the game, review the chapters on "Software setup options" and "Setting up to score a game".

Introduction

The Automated ScoreBook For Volleyball (TAS VB) lets you score a volleyball match play-by-play, so you will always have current up-to-date information immediately available. The Play-by-Play Input screen lets you quickly enter the information needed to capture statistics so you can easily keep up with the flow of each game. The on-screen display shows the current line score, which side of the court the ball is on, and a listing of the most recent play inputs. You can display or print any of several box score and narrative reports at any point during the match.

The scoring crew

The "recommended" scoring crew would be a 3-person crew consisting of:

- An "inputter" (person operating the software)
- A "primary spotter" (person calling out play actions to the inputter)
- A "secondary spotter" (capturing 'missed' digs or other calls that were missed by the primary spotter)

In this setup, the primary spotter calls the entire play action, saying "dig missed" or similar when a uniform number cannot be readily identified. The secondary spotter is responsible for identifying the "missed" stat at the end of the point or sideout so the input can be modified. This setup simplifies the communications between the primary spotter and the inputter and lets a your spotter "stay" with the game flow. The secondary spotter acts as a second eye to catch "missed" digs or other "missed" stats. The biggest advantage to this configuration is that it eliminates the confusion of two spotters talking "on top" of each other. When hearing "dig missed" you should input "**D**" (dig) by "**TM**" (team) and correct it later.

Inputter: Enters all plays into the software. Must be familiar enough with the software input and editing functions to keep up with the flow of information during the game. The inputter must be generally familiar with volleyball statistical rules.

Primary Spotter: Calls the entire play-by-play for a game or match. Must be knowledgeable about volleyball statistics and referee signals to be able to correctly call the match flow during rallies as well as to interpret signals given by the match referees. A general knowledge of how the input software operates is helpful but not necessary. Assign responsibility for calling game substitutions to either the primary or secondary spotter. Instruct the primary spotter to call "dig missed" when unable to quickly pick up a uniform number during the action.

Secondary Spotter: Captures the "missed" dig and other "missed" stats indicated by the primary spotter, and relays this information to the inputter at the end of the current point or sideout. Optionally responsible for calling starting lineups and substitutions. The secondary spotter need only be generally familiar with volleyball statistics, and does not require any knowledge of how the input software operates.

An "alternate" configuration for a 3-person scoring crew would consist of:

- An "inputter" (person operating the software)
- Two "primary spotters" (each assigned to call stats for a single team)

In this setup, both spotters call the play-by-play that occurs on "their" side of the court for a particular team. This setup requires greater coordination between both spotters and the inputter. If the two spotters do not coordinate properly they will tend to create confusion by talking "on top" of each other.

In case you only have a 2-person crew consisting of an inputter and a spotter, the inputter should be very familiar with the software and be prepared to assist the spotter from time-to-time with identifying starting lineups, substitutions, and even a few "missed" digs. The spotter of course calls the entire play-by-play.

Scoring basics - overview

The following section provides an overview of the commands used to score the match.

Serves

- Press "V" to indicate a serve
- Press the team abbreviation character, followed by the uni ## of the server
- Note:** You can omit typing the team character and just press the uni ##
- Press result code "X" for a service ace
- Press result code "E" for a service error
- Otherwise, wait for the next stat and press the appropriate result code

Serve receptions

- If you do not track serve reception percent, omit entering the "dig" off serve
- If you have the Assist after Kill option set to "Y", omit entering the set attempt, just wait for the attack or overpass
- Press "A" to indicate an attack attempt off the serve
- Or press "O" to indicate an overpass on the serve

Set attempts

- If you do not track set percent, set the Assist after Kill option to "Y" - the software will then prompt you for an assist after a kill - you do not need to enter intervening "zero" assist attempts.
- If you do track set percent, set the Assist after Kill option to "N" - press "S" to enter each set attempt as the match progresses.
- Note that for kills, the software automatically awards an assist to the immediately previous touch - whether it was a Dig or Set.

Primary setter

You can enter a set attempt or assist by the primary setter with a single keystroke "," (comma) in the in-game scoring program:

- Select Scoresheet | Primary setters to identify the primary setters for each team
- Enter a "," (comma) in the result field for a serve, dig, over, and so on to indicate a set attempt by the primary setter (note you can still press "S" to enter a set attempt by a specific player)
- Enter a "," (comma) in the uniform number field when prompted for an assist after kill

Attacks

- Press "A" to indicate an attack when you see the attempt developing, then
- Press "K" to indicate a kill result
- Press "E" to indicate an attack error
- Press "D" to indicate a dig by the opponents (auto-switches to other court)
- Press "C" to indicate attacking teams continues with ball (blocked back)
- Press "B" to indicate a successful block or a blocking error - the software automatically awards a kill an a blocking error, and an attack error on a successful block

"Continues"

- Press "C" for "continue" if an attack is blocked back into the attackers court and play continues by the attacking team
- Otherwise, if you press "D" for dig, the software credits a successful dig off the attack and automatically switches the ball to the other side of the court

Blocks

- After pressing "B" to indicate a block...
- Press "E" to indicate a blocking error, the software will prompt for a uni ## for the block error, and automatically award a kill to the attacker
- Press "S" (solo) or "A" (assisted) for a successful block, the software will prompt you for uni ##s for the blocker(s) and automatically award an attack error to the attacker.

Digs

- Press "D" after an attack to credit a dig
- Press "D" after a serve for a reception "dig" (if you use reception pct)
- If you press "D" for dig in any other context, no stats are awarded

Overpass/freeball

- Press "O" to indicate an overpass (or freeball)
- You can also press "O" just to switch the possession indicator from one team to the other

Correcting inputs

- Use the play editor keys to correct a play-by-play entry
- Or press "J" to manually adjust a stat for a specified team and player

Begin scoring the game

The following paragraphs describe the basics of how to use TAS VB to score a volleyball match. Begin scoring the match from the Play Input window. To access the Play Input window:

1. Select Scoresheet from the Main menu.
2. Select Input from the Scoresheet menu; the Play Input window is then displayed.

```

                                Play Input

V - Serve      A - Attack      O - Over
D - Dig        K - Kill        I - Subs
S - Set        B - Block       J - Adjust
G - Game control      C - Comment

SPACE=Accept ESC=Exit F10=Clr '-'ClrB
Alt+D=Del Alr+R=Reports Alt+#=Rep#
Edit: ->Last15 <-Game Down=Games
```

Starting the 1st game

The program automatically starts at game number one for each new match. The line score in the upper left of the screen is updated as the match progresses.

By default, the software displays the Visiting team on the left and the home team on the right. Press **F6** at to switch this setup at the start of each game to display the teams on the left/right to match your perspective at courtside.

If desired, press "C" to enter any pre-game comments that you want to appear in the play-by-play report.

<p>Comment</p> <p>CMT:</p> <p>Enter text to appear in the play-by-play here...</p>
--

The command set

The software used a small command set for entering plays into the system, so there are only a few codes you need to know. The play action codes are:

V	serVe
D	Dig
S	Set
A	Attack
K	Kill
B	Block
O	Overpass
C	Continue

Other result codes that are used to indicate a point or sideout:

X	ace
E	Error
S	Block solo (after Block command)
A	Block assist (after Block command)

The other key command code to remember is:

G	Game control menu
---	-------------------

Play input approach

The software is designed to use a streamlined vocabulary that lets the spotter "call what you see", and to use a limited set of input codes to reduce the number of variations that the inputter needs to handle. For example, consider the following plays:

Some of the key concepts above:

- You don't have to enter the team abbreviation character on the serve attempt if that team is already select (highlighted) at the top of the screen - of course it doesn't hurt to be consistent and always enter the team character.
- You don't have to enter the reception "dig" off the serve if you aren't tracking reception percentage. If you do, the software automatically credits a "zero reception" for a "dig" in the serve context.
- You don't have to enter intervening set attempts if you have the Assist after Kill option

- set to Yes - when a kill occurs you are automatically prompted for the assist.
- Call the attack attempts as you see them happen - don't wait to see what the attack result is - the software will automatically credit assists, kills, attack errors and "zero attacks" depending on the following attack result. This lets you get the attack calls "out of the way" and be prepared for the following action.
- A "dig" after an "attack" automatically switches the ball to the other side of the court - when an attack is blocked back and the attacking team keeps the ball in play use the "continue" command to keep the ball on the attackers side of the court.
- After the last attack, wait for the signal for the referee to call and post the attack result. In the above example (a blocking error), the software automatically posts a kill for the attacker prompts for an assist.

This sample flow is intended to illustrate the key concepts for operating the software. Examples of other play situations are described below.

"Missed" digs

If you use the primary/secondary spotter configuration, the role of the primary spotter is to call the entire play-by-play; the role of the second spotter is to catch uniform numbers that are "missed" by the primary spotter. These "missed" uniform numbers should be by design.

In some cases you may not be able to pick up the uniform number for a "DIG" right away. It is recommended that the spotter call "dig missed" in this situation, and that the inputter key in "D" (dig) with a uniform number of "TM". The dig entry by TEAM can then be easily spotted and corrected using the play editor when you later determine which player should be credited with the dig.

For example, you can change an entry such as:

D:TM K:12

to the following after you determine the dig was by uni #7:

D:7 K:12

Crew training

Here are some items that you will need to familiarize your spotters with so help the communication flow while scoring a match:

- Call the team and uniform number of the person serving prior to the serve - don't wait until the ball is actually served.
- Call attack attempts as soon as possible - don't wait to see what the result of the attack is.
- Call "**DIG**" both for digs off an attack and for reception "digs" off serve - the software automatically awards the proper statistics.
- A "**DIG**" after an "**ATTACK**" automatically switches the ball to the other side of the court - you don't need an "over" command.
- Call "**CONTINUE**" when an "**ATTACK**" is blocked back into the attackers side of the court and play continues.
- Call "**OVER**" for an overpass or freeball to force the ball to the other side of the court.
- When a "**BLOCK SOLO**" or "**BLOCK ASSIST**" is called, an attack error is automatically credited to the attacker. You don't have to separately call (or key in) the attack error.
- When a "**BLOCK ERROR**" is called, a kill is automatically awarded to the attacker. You don't have to separately call (or key in) the kill.
- Call the "**ASSIST**" as soon as possible after a "**KILL**" (or "**BLOCKING ERROR**").
- Substitutions - call "**IN FOR** team uni-number" - the inputter press the "I" key to indicate a substitution - the software only needs to know who is coming into the game, not who is being replaced.

Again, the software automatically tracks which side of the court the ball is on based on the results of serves, attacks, etc. You do not have to manually "switch" the ball from one side of the court to the other (except for "**OVER PASSES**").

Uniform numbers

You can use one- or two-digit uniform numbers. When a 2-digit uniform number is entered, the cursor automatically skips to the next input field. When a 1-digit uniform number is entered, you can press the **SPACEBAR**, **ENTER** or **TAB** to complete the input of the uniform number and skip to the next input field. You may find using the **SPACEBAR** more convenient since it is easier to find and press.

The special uniform number of "**TM**" is used for "TEAM". This uniform number is intended for team reception errors, but can also be used as a temporary placeholder for situations where you missed a uniform number; use "**TM**" until you have time to go back and edit a play with the correct uniform number.

For example, if the callers says "attack 10, dig missed, set 5..." you can enter:

```
A 10
D TM
V 5
```

and so on. Then at the end of the play when you determine who got the dig you can edit the play to replace "**TM**" with the appropriate uniform number.

Serves

Initiating a serve: To indicate a serve press "**V**". Then press the team abbreviation character and the uniform number of the server. For example, if Western #12 serves, press:

```
V W 12
```

Note that you do not have to press the team abbreviation character when the software already indicates that the ball is already on the correct side of the court prior to the serve. For example, you can just press:

```
V 12
```

It is safer to always key in the explicit team abbreviation character just to make sure you are in sync, but you don't have to. You should, however, always press the team abbreviation character on the first serve of a game.

Service aces: For a service ace press result code "**X**". Then enter the uniform number (or "**TM**") for the reception error.

Service errors: For a service error press result code "**E**".

Service receptions: When the ball is kept in play off the serve, you can enter result codes "**D**" dig, "**S**" set, "**A**" attack, or "**O**" over to begin action by the receiving team. All of these calls automatically indicates a play action by the receiving team.

» Use "**D**" dig for a zero reception (the software credits a zero reception, it does not credit a statistical "dig" in this context). If you do not track reception percentage, you can skip calling the reception dig call and wait for the set attempt, or the attack attempt.

» Press "**A**" to indicate an attack off the serve (press "**S**" to indicate a set off the serve if you are tracking assist percentage).

» Press "**O**" as the serve result if the receiving team digs the ball over the net on the serve. Scoring then continues with the ball on the serving team's side of the court.

The "Dig" command

As you begin scoring, one of the first things you will notice is that an input command of "DIG" can be used in whenever the ball is attacked or passed over the net and successfully played by the defending team. The software automatically credits the correct statistical categories based on the previous touch of the ball. Press result code "D" for dig. For example:

- If you enter "DIG" as the result of a serve, the software automatically credits a serve reception to Jones, since the previous touch was a serve.
- If you enter "DIG" as the result of an attack, the software automatically credits a statistical dig for Jones, since the previous touch was an attack.
- If you enter "DIG" as the result of an overpass (freeball), the software credits no statistic to Jones, since the previous touch of the ball was not an attack or serve.

The intent here is to reduce the amount of analysis required of the spotter before making the call to the inputter, and to reduce the number of scoring corrections for the inputter. The spotter can just say "DIG" whenever the ball is hit over the net and handled by the defending team. The scoring software will automatically credit statistics (or credit no statistics) according to the context.

Dig "error" off attack

If you enter a "dig" error after an attack command, the software treats this automatically as a kill. For example, if you enter "**Attack 12**", "**Dig**" ... and then see that the ball falls to the floor for a kill, you can enter a dig result code of "E" (error) instead using the play editor to correct the situation. The software will treat this as a kill and prompt you for the assist.

A	12	- attack by 12
D	5	- dig (missed) by 5
E		- error (treated as a kill by 12)

or

A	12	- attack by 12
D	E	- dig error (treated as kill by 12)

The second example shows that don't have to enter the uniform number in this situation - you can just enter the "E" result code directly in the uni field - since more often than not you will quickly notice that what you thought was going to be a dig turned into a kill, making the uni number for the "missed" dig irrelevant.

Dig "error" off serve

If you enter a "dig" error after a serve command, the software treats this automatically as a service ace. For example, if you enter "Serve 10", "Dig 5", and the ball ends up falling for a service ace, you can enter a dig result code of "E" (error) instead using the play editor to correct the situation. The software will treat this as a service ace and reception error on 5.

V	10	- serve by 10
D	5	- dig (reception) by 5
E		- error (treated as service ace)

Assists

Unless you are tracking assist percentage, it is recommended that you save your scoring crew many keystroke commands by setting the "Assist after Kill" option to **Y**, and omit all set attempts during the match - the software will prompt you for the assist whenever there is a kill.

If you do track all set attempts, keep the following points in mind. The software automatically awards an assist only to the prior "touch" of the ball preceding a kill - whether the prior touch was a "SET" or "DIG". Press result code "**S**" to indicate a "SET" attempt. The following rules are used by the software:

- If a "SET" or "DIG" is followed by a kill, an assist is awarded.
- If a "SET" or "DIG" is followed by a zero attack or attack error, an assist attempt only is awarded.
- If a "SET" or "DIG" is not followed by an attack attempt, then no assist or assist attempt is credited.

This lets you call or input a "SET" attempt when you see it developing - without having to wait and see what play action follows. The software will only credit an assist in a proper attack context.

For example, each of these sequences credit an assist to player #2:

Dig 1, Set 2, Attack 3, Kill
Set 2, Attack 3, Block error 20
Dig 2, Attack 3, Kill

Each of these sequences credit a set attempt (zero assist) to player #2:

Dig 1, Set 2, Attack 3, Continue
Dig 1, Set 2, Attack 3, Error
Set 2, Attack 3, Block solo 20

This sequence credits no statistic to player #2:

Dig 1, Set 2, Over

Attacks

When you see the attack developing, call it! Don't wait for the result - an attack is an attack, the result will come later. This will help you and your spotter best keep up with the flow of the game.

Press result code "**A**" to indicate an attack. Follow the "ATTACK" call with a uniform number and then the result code for the attack. Possible attack result codes are:

Dig: Press "**D**" to indicate a defensive "DIG". The ball is automatically switched to the defensive team's side of the court. You can also press "**S**" set, "**A**" attack, or "**O**" overpass as the result code for an attack. All of these indicate a zero attack and switch the ball to the defensive team's side of the court. In each case, the attacker is credited with a zero attack.

Kill: Press "**K**" to indicate a kill.

Error: Press "**E**" to indicate an attack error.

Block: Press "**B**" to indicate a block result. Then press "**S**" for a block solo, "**A**" for a block assist, or "**E**" for a blocking error. In each case you then enter the required uniform number(s). For a block solo/assist, an attack error is automatically credited to the attacker. For a blocking error, a kill is automatically credited to the attacker.

Continue: Press "C" to indicate the ball was blocked back and the attacking team "CONTINUE"s with play. The attacker is awarded with a zero attack.

NOTES: (1) If you enter a "KILL" result and follow it with a "BLOCK ERROR" only one kill is credited. If you enter both an "ATTACK ERROR" result and follow it with a "BLOCK SOLO" or "BLOCK ASSIST" only one attack error is credited; (2) Do not specify "OVER" as the result of an attack that is dug by the opponents. The software automatically puts the ball on the other side of the court when the result of an attack is "DIG", "SET", "PASS", "ATTACK".

Blocks

Press "B" as a result code to indicate a "BLOCK" result. A block, of course, is always preceded by an attack. After pressing "B", indicate the type of block result as follows:

- Follow the "BLOCK" command with "S" to indicate "BLOCK SOLO", then enter the single uniform number for the block. An attack error is automatically credited to the attacker.
- Follow the "BLOCK" command with "A" to indicate "BLOCK ASSIST", then enter 1, 2 or 3 uniform numbers (if you only entry one uniform number the software treats it as a block solo). An attack error is automatically credited to the attacker.
- Follow the "BLOCK" command with "E" to indicate a blocking error, the enter the uniform number for the player committing the blocking error. A kill is automatically credited to the attacker.
- Follow the "BLOCK" command with "Z" to indicate a "zero block". This result achieves exactly the same purpose as the "CONTINUE" command - keeping the ball on the attacker's side of the court. A zero attack is credited to the attacker.

Overpasses

Press "O" to indicate an "OVERPASS" (or freeball). This forces the ball onto the other side of the court.

The program automatically "switches" the ball to the other side of the court when an "ATTACK" is immediately followed by a result code of "DIG", "SET" or "ATTACK". If you use the "O" overpass command as the result code for an attack you might "hide" the ensuing "DIG" statistic.

Sample input sequences

The following paragraphs discuss the calls the spotter will make in various situations, and the keystrokes the inputter will make to score the plays. The following examples use George Mason University (abbreviation character "G") and Midwest College (abbreviation character "M") as the teams in the game.

Serves

Example: The spotter calls "SERVE GMU 11" to start a serve sequence. The inputter presses:

```
V G 11      (SERVE GMU 11)
             [Note that you can optionally omit the "G" if
             GMU is already indicated as the team that is
             serving]
```

Even though the software know which team "should" have the ball, the serving team is prompted so that it is explicitly clear which team is serving.

Service aces

Example: The spotter calls "SERVE GMU 11, ACE, RECEPTION ERROR 5". The inputter presses:

```

V G 11          (SERVE GMU 11)
X              (ACE)
5              (receive error uni #5)

```

A point is automatically awarded to the serving team. The linescore is updated in the upper left of the screen.

Reception errors

In this program, reception errors are prompted for as a result of a service ace, when you are asked for the uniform number for the player to be charged with the reception error. Use the uniform number of "TM" for a team reception error.

Service errors

Example: The spotter calls "SERVE GMU 11, ERROR". The inputter presses:

```

V G 11          (SERVE GMU 11)
E              (ERROR)

```

A sideout is awarded (and a point if RALLY scoring is active). The ball switches to the other team. Note that the highlight "bars" at the upper left of the screen move from the serving team to the receiving team.

Zero serves

When play continues off serve, the spotter should call "DIG", "SET", "ATTACK" or "OVER" as the serve result. Example: The spotter calls "SERVE MIDWEST 5, DIG 11". The inputter presses:

```

V M 5          (SERVE MIDWEST 5)
D 11          (DIG #11)

```

and play continues. Note that although the spotter calls "DIG" in this situation, a zero reception (serve reception) stat is awarded because the "DIG" was off the serve. The possession indicator in the upper left of the screen switches to the receiving team.

Or,

```

V M 5          (SERVE MIDWEST 5)
S 11          (SET #11)

```

Or,

```

V M 5          (SERVE MIDWEST 5)
A 11          (ATTACK #11)

```

Or,

V M 5 (*SERVE MIDWEST 5*)
OVER (*Reception pass OVER the net*)

Assists

The software automatically prompt for assists if you have the Assist after Kill option set to Y. If you track all set attempts, refer to the discussion on Assists in the paragraphs above.

Bad sets, Ball Handling Errors

After a "SET" command use the "E" result code for bad sets. Use the "H" result code for ball handling errors called by the referee. For example, the spotter calls "SET 7, ERROR". The inputter presses:

S 7 (*SET #7*)
E (*set error*)

A bad set (assist error) is charged to number 7. You get the same statistical and play-by-play effect on a DIG or a PASS followed by the "E" (ERROR) result.

Another example, the spotter calls "SET 7, Ball handling error". The inputter presses:

S 7 (*SET #7*)
H (*BHE*)

A ball handling error is charged to number 7. Use the "H" result code when the official signals a ball handling error (double hit, thrown ball, lift).

Digs

As noted earlier, the spotter will normally call "DIG" only in a statistical dig situation or to indicate a serve reception "dig", but can call "DIG" anytime the ball crosses the net and is successfully played by the opponents. The software automatically determines whether the dig is a serve reception, a "statistical" dig, or a no stat situation based on the previous touch of the ball. This approach lets the spotter call "DIG" and the inputter key in "D" regardless of the situation.

Changing a dig to a kill: see "Dig 'error' off attack" above.

Attacks

Example of a KILL: The spotter calls "DIG 5, ATTACK 7, KILL, ASSIST 12". The inputter presses:

D 5 (*DIG #5*)
A 7 (*ATTACK #7*)
K (*KILL*)
12 (*prompt for ASSIST*)

Example of an ATTACK ERROR: The spotter calls "DIG 5, ATTACK 7, ERROR". The inputter presses:

D 5 (DIG #5)
 A 7 (ATTACK #7)
 E (ERROR)

Example of a DIG off an attack (a dig stat is credited to uni #2) The spotter calls "DIG 5, ATTACK 7, DIG 2...". The inputter presses:

D 5 (DIG #5)
 A 7 (ATTACK #7)
 D 2 (DIG #2)

Example of CONTINUE when the ball is blocked back into the attackers side of the court: The spotter calls "DIG 5, ATTACK 7, CONTINUE, ATTACK 7...". The inputter presses:

D 5 (DIG #5)
 A 7 (ATTACK #7 - first attack by 7)
 C (CONTINUE - ball still in attackers court)
 A 7 (ATTACK #7 - second attack by 7)

Blocks

When attack is successfully blocked, press "B" to indicate a block, then press "S" or "A" to indicate a BLOCK SOLO or a BLOCK ASSIST. Example: The spotter calls "ATTACK 7, BLOCK SOLO 11". The inputter presses:

A 7 (ATTACK #7)
 B (BLOCK)
 S (SOLO)
 11 (uni #11)

Example, The spotter calls "ATTACK 7, BLOCK ASSIST 11,12". The inputter presses:

A 7 (ATTACK #7)
 B (BLOCK)
 A (ASSIST)
 11 12 (unis #11 and 12)

Overpasses

Press "O" to indicate an overpass (freeball). This switches the ball to the opponent's side of the court.

For example:

D 1 (DIG #1)
 O (OVER)

Use the "OVER" result code for digs, sets or passes that go over the net. Do not use the "OVER" code after an ATTACK - use the "DIG" result code instead.

Using the Esc key

If you press the wrong result code for a play, press the **ESC** key to cancel the current prompt. Then press the desired result code key to continue scoring.

For example, if you press "A" for attack, enter the uniform number and then press "S" for set (when you intended to press "D" for dig), press **ESC**, and then press "D" to enter

the dig and continue scoring.

Using the F6 key

Use the **F6** key to clear swap the team indicators from left to right. This lets you set the screen to show the teams on the left/right side corresponding to how you see them on the court from your vantage point.

Using the F7 key

Use the **F7** key to display a list who the software thinks is in the current game. This list will show all players entered as starters along with all players entered as subs in the current game.

Using the F10 key

Use the **F10** key to clear the Play Input window. Pressing this key will erase all pending inputs. The **F10** key is active at any time during play input.

Using the "-" key

Use the minus ("-") key to remove the last pending line on the Play Input window. This key is only active when the command key legend is visible in the Play Input window.

Recalculate

Press **"R"** to recalculate stats from the play-by-play inputs. Statistics are recalculated automatically when you enter plays, so you normally do not need to use this function. If, from time-to-time, a warning indicator appears in the Recent Plays area indicating a problem with a uniform number on a particular line, pressing "Recalculate" may clear the error indicator.

Starting a new game

To start a new game, press **"G"** to display the Game control sub-menu, then press **"G"** again to specify the game number.

Game control commands

To access the game control commands, press **"G"** from the Play Input screen. The Game control sub-menu is displayed.

Game number

From the Game control sub-menu press **"G"** to change the game number within the match. For example, before beginning to score game number 2:

1. Press **"G"** to select the Game Control sub-menu.
2. Press **"G"** again to set the game number.
3. Press **"2"** to indicate the start of game number 2.

Starters

From the Game control sub-menu press **"S"** to input the starters for a team in the current game. Press the team abbreviation character for the team lineup you are entering, then enter the uniform numbers for the 6-person starting rotation. The order that you enter the players is not important to the program. However, entering the starters will insure that each of the starters is credited with a game played, even if the player has no stats in

the game.

You are also prompted for the uniform number of the "libero" for the game. If your venue does not use the "libero" rule, leave this uniform number blank.

Subs

Press "I" from the Play Input menu (short for "In for team..." to enter substitutions for a team. Or, from the Game control sub-menu press "B" to enter a substitution. Press the team abbreviation character for the team lineup you are entering, then enter the uniform numbers for the players who are entering the game. You can enter up to 6 uniform numbers. Press **ENTER** after the last uniform number to complete your entries.

NOTE: By default the program does not prompt for who is being replaced. Substitution entries are only used to insure players are credited with a game played.

If desired you can enter the player entering and the player leaving the court in a substitution (instead of just the player entering). The primary purpose of this feature is to provide "on-court" information in the scoreboard output. To do this:

```
--Set the Options | Full subs field to "Y" to enable full substitutions entry
--Game control | subs -- enter uniform numbers for who went in and who went out
--Game control | On court -- reset players on court (if needed)
```

Rally scoring

From the Game control sub-menu press "R" to indicate whether rally mode scoring is ON or OFF. Answer "Y" to turn rally scoring ON. Answer "N" to turn rally scoring OFF.

NOTE: You are automatically prompted for rally scoring at the start of game number 5. However, you can turn rally mode on or off at any point during the match.

Timeouts

From the Game control sub-menu press "T" to indicate a timeout (or press "M" to indicate a media timeout). Then press the team abbreviation character for the team that is taking the timeout.

Adjusting the score

If the score gets "out of sync" you can correct the score by pressing "#" on the Game control submenu. Then enter the Visitor-Home score for the current game.

Adjusting stats

You can either use the Play Editor or the manual stats Adjust functions to make adjustment to individual player stats. In some cases you may find it easier to use the Play Editor to make simple changes, in others manual adjustments will be the way to go. In general, if you need to figure out the context of a previous play to "force" in a particular statistic you may not have enough time. Instead, resort to manually "plugging" the stat using the Adjust Stats function.

Press "J" to indicate a stats adjustment. Then enter the team and uniform number of the player to adjust, followed by the stat category and the quantity to "plug" (add to or subtract from) that category.

NOTE: You can use the Manual game entry function to "tweak" the stats after the match for games that you scored with the "In-game scoring" program. Use this as a last resort the get the stats to look the way you want.

IMPORTANT: Once you make manual changes to a match that was originally scored "in-game", you can no longer modify that game using the "in-game" editor features without overwriting the manual data changes you have made.

Recalc

Press "R" on the Play input window to recalculate the game stats. This function will re-analyze the play inputs and remove the highlight marks from plays in that incorrectly indicate a problem with a uniform number, and will "catch up" on adjustments you have made to the game rosters.

Quick keys

Quick keys (hot keys) that can be used in the Play Input window are:

Alt+D	Delete the last play entered
Alt+E	Edit the last play entered
Alt+R	Display the Reports menu
Alt+1	Display report #1 (NCAA box score)
Alt+2	Display report #2 (Detailed box score)
Alt+3	Display report #3 (Short box score)
Alt+P	Display the Play-by-Play report
Alt+V	Display the visitor roster
Alt+H	Display the home roster
Alt+G	Display the Game info window
Alt+O	Display the Options window
Alt+S	Save the game to disk

8 Using the Play Editor

The Play Editor lets you correct or add play inputs. You may need to correct a uniform number, change a ball handling error to a bad set, etc. You can quickly edit the most recently entered plays, or locate a plays within games earlier in the match.

Correcting play inputs

From time to time (alas!) you will need to correct a previous play entry. TAS VB lets you change, insert or delete play inputs or comments while scoring the game. Use one of the following cursor keys to edit or correct previous play inputs:

Press the **RIGHT ARROW** to edit one of the recent (last 15) plays entered.

Press the **LEFT ARROW** to edit any of the plays in the current game.

Press the **DOWN ARROW** to select plays from a specific game to edit.

Press the **UP ARROW** to select plays for specific situations to edit.

Press **Alt+E** to edit the last play you entered.

Press **Alt+D** or **Backspace** to delete the last play you entered.

The play list shows individual play action "keywords" to record and display the game action. A combination of the following "keywords" may appear in the play lists.

When editing plays, keep in mind that the keywords for plays should be kept on the same line for each "flurry" in the rally by a team. A new line is started when:

1. A point or sideout occurs.
2. The ball is served, passed or attacked over the net and is successfully dug by the opponents.
3. An attack is blocked back into the attackers court (CONTINUE) and the attackers continue play.

For example, the following sequences show examples of portions of a rally as they would be displayed in the Play Editor. Each part of a rally is kept on a separate line:

```
--D:1 A:3
--D:1 S:2 K:3 (you are prompted for assist)
--D:1 A:3,E
--D:1 S:2 A:3 BE:10
--D:1 A:3 B:10,11
--SERVE:1,A RE:TM
```

The following sequences will occupy two lines in the play list since the ball crossed the net and was "DUG" by the opponents:

```
--SERVE:10
  DIG:1 S:2,H          ("H" result on a set = BHE)
--D:1 A:3
  D:10 A:12
  D:1 S:2 K:3
--D:1 OVER:           (OVER: indicates an overpass/freeball)
  D:10 A:12,E
--D:1 A:3 CONT:      (CONT: keeps ball in attacker's court)
  D:1 S:2 K:3
```


The "quick fix"

The most common correction you will probably be making is to change a uniform number that you just entered. For example, say you entered "SERVE 1, DIG 2, SET 5, ERROR", and determined that the DIG was actually by 12 instead of 2. To correct this, press the **RIGHT ARROW** key. The most recent plays you have entered are displayed, with the list cursor at the last play entered. For example:

```

                                Last 15 plays
>  1 G          TEAM:V SERVE:12
   2 M  1-2    D:2 S:5,E

```

Move the cursor to the line with "D:2" and press Enter to edit the play. A list of the key words for the play are displayed. Move the cursor to the "D:2" entry and change the "2" to read "12".

NOTE: You can press the Insert key to toggle to insert mode for keyboard input, and then press Insert again to toggle back to overtype mode for keyboard input. Press **CTRL+ENTER** to complete the change.

```

                                Edit Play
D:12
S:4,E

```

The scoresheet is automatically updated to reflect your change. Use the same method to correct a uniform numbers, or other simple changes.

Note: You can also press **Alt+E** to immediately correct the last play entered.

More editing examples

To change an overpass to an attack by #3 the change might look like this:

```

    Before edit:          After edit:
    D:1 OVER:            D:1 A:3

```

If you accidentally press "D" for "DIG" after an attack that actually resulted in a "KILL", the change might look like this:

```

    Before edit:          After edit:
    D:1 A:3              D:1 S:2 K:3

```

In this case, the "A:3" was changed to "K:3". The set attempt (for the assist) was inserted as "S:2". If you also entered a uniform number for the incorrect "DIG" command (instead of pressing Esc to cancel the entry), you would also delete the incorrect "D:#" entry in the play list.

If you accidentally press "D" for "DIG" after an attack that actually resulted in an "ATTACK ERROR", the change might look like this:

Before edit:	After edit:
D:1 A:3	D:1 A:3,E

In this case, the ",E" was added, changing "A:3" to "A:3,E" to indicate an attack error. If you need to change a block solo to a block assist, the change might look like this:

Before edit:	After edit:
A:3 B:1	A:3 B:1,2

In this case, player #2 was added to the list of blockers. Similarly you could change "B:1,2" to read "B:1" to change a block assist to a block solo. NOTE: The block keyword "B:" must appear on the same line as the attack keyword "A:".

If you need to change an assist error (bad set) to a ball handling error (BHE), the change might look like this:

Before edit:	After edit:
D:1 S:2,E	D:1 S:2,H

In this case, the "S:2,,E" (indicating a set error/bad set) was changed to "S:2,H" to indicate a ball handling error (BHE).

Deleting a play

You can delete the last play entered by pressing **ALT+D** or the **Backspace** key. To delete a play earlier in the game, press one of the edit arrow keys to display the play list, move the cursor to the play you want to delete, then press "D".

Inserting a play

You can insert a play at some earlier point in the game. Common reasons for this might be:

- Forgetting to indicate the start of a new game
- Missing a substitution

--Omitting the indicator for the start of rally mode scoring

For example, let's say you forget to indicate the start of game number 2, and score a serve and rally before you realize your mistake. You notice that the score now reads "16-12" for game 1, when in fact game 1 has ended with the score 15-12, and the second game should have a current score of 1-0. You can use the following process to go back in insert the GAME 2 start indicator at the appropriate place in the play list:

```

                                Last 15 plays
                                .
                                .
                                .
> 350 G 15-12 D:1 S:7 K:11
   351 M          TEAM:V SERVE:12
   352 G  SO     D:1 S:7 A:14,E

```

- Press the **RIGHT ARROW** display the last 15 plays.
- Move the cursor to the line for the last play in game 1.
- Press "I" to insert a play and press "A" to insert after the current line.
- Press "G" to display the Game Control sub-menu.
- Press "G" again for Game No. and press "2" to indicate game number 2.
- Press "N" to indicate you don't want to insert any more plays.

The line score has now been updated, and the SERVE by 12, the ATTACK ERROR for number 14 (and all succeeding plays) are now part of game number 2 instead of game number 1. If you were to display the play edit list after making this correction, you would see that it now displays:

```

                                Last 15 plays
                                .
                                .
                                .
> 350 G 15-12 D:1 S:7 K:11
   351 G          GAME:2
   352 M          TEAM:V SERVE:12
   353 G  SO     D:1 S:7 A:14,E

```

Or if you miss a substitution you may have some "highlight bars" displayed on the Play List indicating a uniform number discrepancy. You can use the Play Editor to go back and insert the substitution at a prior point in the game.

For example:

```

                                .
                                .
                                .
   1 V          STARTERS:V,1,2,3,4,5,6
   2 V          STARTERS:H,2,3,4,5,10,11
   3 V  SO     TEAM:V SERVE:1,E
   4 H  SO     TEAM:H SERVE,10,E
> 5 V  1-0    TEAM:V SERVE,7,A RE:10

```

The line with the SERVE by #7 has a highlight block next to it indicating there is something wrong with a uniform number on this line. In this case, assume that the substitution for #7 entering the game was omitted.

- Move the cursor to the line where the substitution entry should go.
- Press "I" to insert a play and press "B" to insert before the serve.
- In the Play Input window press "I" to insert a substitution for #7.
- Press "N" to indicate you don't want to insert any more plays.

Now the play list is redisplayed and the highlight block is removed:

```

      .
      .
1 V          STARTERS:V,1,2,3,4,5,6
2 V          STARTERS:H,2,3,4,5,10,11
3 V SO      TEAM:V SERVE:1,E
4 H SO      TEAM:H SERVE,10,E
5 V          SUB:V,7,,,,,
> 5 V 1-0    TEAM:V SERVE,7,A RE:10

```

Using the "OVER" edit command

While in the Plays List you can press "O" to switch the ball over to the other side of the court from the selected play until the next serve. This can be useful when:

1. You accidentally had the wrong team serving, or
2. You accidentally had a portion of a rally "out-of-sync" for which team had the ball.

When you press the "O" command key on a "SERVE:" line, the serving team is switched from "V" to "H" or vice versa.

When you press the "O" command key on any other line, an "OVER:" play is inserted into the Plays List before the selected line.

Finding a play in the Play Editor

The play lists in the Play Editor show the touches of the ball you have scored, grouped by which side of the court the ball is on. For example, you will see "D:# S:# A:#" combinations indicating "DIG SET ATTACK" sequences on separate lines.

At the left side of the list is:

- A line number is assigned to each play in the database. You can use this line number as a reference to find a particular play later in the match.
- A one-character abbreviation for which team has the ball.
- The current score (if a point was scored) or the text "SO" if a sideout occurred on the play.
- A highlight "block" is displayed when a play line contains a uniform number discrepancy. The discrepancy could be a uniform number that is not on the roster, or a uniform number that was not indicated as a starter or sub in the current game.

Note: If the highlight indicator appears to be in error, escape from the Play Edit list and press "R" for "Recalculate" - often the manual recalculate function will

"catch up" and remove the erroneous highlight indicator.

--Next, if a sideout or point occurred, the line score or the characters "**SO**" are display for that play.

Note that the "MOST RECENT PLAY INPUTS" window on the right side of the screen can help you see your play inputs enter the system, and can help you plan ahead for any corrections that need to be made.

Here are some thoughts on the various ways you can access and edit plays entered into the system:

Editing recently entered plays: If the play you want to edit was just recently entered, press the **RIGHT ARROW** to edit one of the recent (last 15) plays entered, or press the **LEFT ARROW** to edit any of the plays in the current game of the match.

Editing plays in an earlier game: If the play you want to edit was in an earlier game in the match, press the **DOWN ARROW** to select the plays from a specific game to edit. Then locate the play based on the team, score/sideout info and keywords displayed in the list.

Editing plays based on a situation: You can also let the play editor search for certain situations, for example a list of all plays involving a point, or all plays involving a bad set or ball handling error. You can press the **UP ARROW** to select plays for specific situations to edit.

Editing plays for a specific player: You can also search for all plays involving a specific player on the roster. To do this, press **ALT+V** or **ALT+H** to display the desired team roster, move the cursor to a player entry and press the question mark (?) key. A list of all plays involving that player will be shown in the play list.

Sample scenarios

The following table provides examples of several action sequences, what you type to input them, and how they will appear in the Play Editor. When 't' is shown in the Inputs column, this represents the one-character abbreviation for the team. In the Play editor keywords, the team character 't' is always shown as either "**V**" for Visitor or "**H**" for Home.

9 Viewing game information

Scoreboard display

The Scoreboard Display always shows the current:

- Line score
- Side of court the ball is on
- Individual stats for last play entered
- Most recent play inputs

You can monitor this information for any discrepancies. These displays can help you note a scoring error or misinterpretation by the software of your entries. Use the Play Editor to correct any discrepancies.

Line score display

The upper left area of the screen is used to show the current line score, and indicate which team currently has the ball (the team that is highlighted). Check the scoreboard display after each point. If you miss a flurry that causes the score to get "out of sync", use Game control | Adjust score to reset the line score.

Recent play inputs

The most recent play inputs are displayed on the right side of the screen. Since volleyball action is very fast, you will need to correct play inputs from time-to-time due to mis-keyed uniform numbers, a missed sets, and so on. And worst of all, you may not have much time to make the corrections. The "Recent Plays" list is designed to let you plan ahead for possible play corrections by glancing at your play inputs and "visualizing" the which play or plays you need to correct later when you have a break in the action.

You can press the **F8** key to toggle the display to individual stats instead of the Most recent play inputs display.

Individual stats

You can optionally display key individual stats for the match on the right side of the display instead of the Most recent play inputs list. Switch between the two display formats by pressing the **F8** key.

Game reports

You can display any of the formatted game reports at any time to review current game statistics. You can access these reports from the Reports menu, or you can quickly access them from the Play Input screen by pressing one of the following keys:

ALT+R	Display the reports menu
ALT+1	Display the NCAA box score
ALT+2	Display the detailed box score
ALT+3	Display the Short box score
ALT+P	Display the play-by-play summary

Refer to the chapter on "Game reports" for additional information on game reports.

Volleyball Game Viewer

The Game Viewer is designed to be an extended "stats display" tool that can be installed on other computers connected to the scoring computer via the network. The Game Viewer monitors the XML file created by the Game Reports | Live | Live setup | Copy to file settings. In a nutshell, use the Live setup to specify an XML file to be copied to a tar-

get directory that is "visible" over the network; then configure each Game Viewer to view that XML file.

The Game Viewer works like the stats display features in that it is updated after every play, but provides additional information not included in the 24x80 stats displays including: general game information, a view of the standard stats display window, full home and visitor box scores, a leader board display, play-by-play summary, and access to current season statistics.

In the Game Viewer, select Help | Setup or Help | Viewer for more detailed instructions and notes.

Note: In the Game Reports program you can select Reports | XML all games to create a postgame file for each game that can be displayed in the Game Viewer.

To install the Game Viewer, select the "Game Viewers" tab on the CD-ROM and click "Volleyball Game Viewer".

10 Manual box score entry

Startup for manual box scores

Select Manual game entry from the TAS VB menu to start the Manual box score entry program. This program lets you enter game data for away games or for other situations where you cannot score a game play-by-play. Or, you can use it to "tweak" the stats for a game you scored play-by-play using the In-game scoring function.

Manually editing a "play-by-play" game

You can use the Manual game entry function to modify statistics for a game that you have scored "live" using the In-game scoring function. The most common example of this is for fixing up stats for portions of rallies that might have been missed during a game. To do this, load the game using Manual data entry and then alter the statistics as described below.

Manually entering stats for a new game

The game setup for a new game in manual data entry is the same as for in-game play-by-play entry:

1. Enter rosters prior to entering the game by using the Utilities Roster maintenance function.
2. After starting Manual game entry, select Game setup to access the game setup functions.
3. Select Game setup | Teams to identify the teams for the game.
4. Select Game setup | Game info to enter general game information.
5. Exit the Game setup menu to return to the Main menu.
6. Select Scoresheet from the Main menu to display the Scoresheet menu.

Match starters

Select Match starters from the Scoresheet menu to identify the Game 1 starters for the visiting and home teams. Enter the uniform numbers for the starters.

Line score

Select Line score from the Scoresheet menu to access the Line score window. This window lets you enter the number of games that were played and the score-by-game results for a match.

Line score					
Games: 4					
Score by game	1	2	3	4	5
-----	--	--	--	--	--
Loyola Univ (Chi)	8	15	9	9	0
George Mason Univ	15	13	15	15	0

Games: Enter the number of game played in the match.

Scores: Enter the number of points scored by each team for each game.

Team stats

Select Team stats from the scoresheet menu to display the Team Stats window. This window lets you enter attack by game statistics for both teams in the game.

Team Stats			
Loyola Univ (Chi)			
GAME #	K	E	TA
Game 1	15	11	36
Game 2	30	7	53
Game 3	18	8	37
Game 4	27	8	52
Game 5	0	0	0
George Mason Univ			
GAME #	K	E	TA
Game 1	13	1	21
Game 2	28	11	50
Game 3	20	7	37
Game 4	32	9	59
Game 5	0	0	0

K: Enter the number of kills by the team for each game.

E: Enter the number of attack errors by the team for each game.

TA: Enter the total number of attack attempts by the team for each game.

Individual stats

Select Visitor stats or Home stats from the scoresheet menu to display the Player Stats List window for the selected team. This window lets you add players to the stats sheet and access the detailed Individual Stats window to enter individual stats for a player.

George Mason Univ														
>			--ATTACK--			SET	-SERVE-				---BLOCK---			
##	Player	GP	K	E	TA	A	SA	SE	RE	DIG	BS	BA	BE	BHE
1	Michael Carter	1	0	0	0	0	0	0	0	0	0	0	0	0
2	Chris Denny	2	0	0	0	0	0	0	1	0	0	0	0	0
6	Doug Mannka	4	11	4	22	1	1	1	0	8	4	10	1	0
13	Kriss Eglitis	4	2	0	2	77	0	0	0	6	0	3	3	0

F1=Help <Enter>=Edit NCAA stats A)dd X=Edit extended stats Esc=Exit

The Player Stats List shows a condensed summary of the stats you have entered for each player. The list is initially blank; players are added to the Player Stats List as you add stats to the stats scoresheet.

To add a player to the Player Stats List:

1. Press "A" from anywhere in the list, or
2. Press **Enter** when the cursor is in the header area of the list (the first two lines with the column headings), to enter only the required NCAA stats for a player, or
3. Press "X" when the cursor is in the header area of the list to enter "extended" stats for a player. Extended stats include the required NCAA stats, plus total set attempts, total serve attempts, and total reception attempts.

NOTE: You can enter a single entry for the opposing team stats if you don't want to enter stats for each individual player on the opposing team. To do this, add a player named "TEAM" with a uniform number of "TM" to the opponents team roster. Then select "TEAM" as a player in the Player Stats List and enter the combined total opponent stats for this pseudo "player".

To edit stats for a player already added to the Player Stats List, move the cursor to that player and press **ENTER** (or "X" for extended stats). The Individual Stats window for that player is displayed.

Individual Stats									
## 6 Doug Mannka					Games: 4				
--ATTACK--			-SET-		--SERVE--				
K	E	TA	A	TA	SA	SE	TA		
11	4	22	1	1	1	1	18		
-REC-					--BLOCK---				
RE	TA	DIG	BS	BA	BE	BHE			
0	1	0	4	10	1	0			

ATTACK: Enter the number of kills, errors and total attacks for the player in the match.

SET: Enter the number of assists for the player in the match. If you pressed "X" to edit extended stats, also enter the total number of assist attempts (total of assists and zero assists) for the player in the match.

SERVE: Enter the number of service aces and service errors for the player in the match. If you pressed "X" to edit extended stats, also enter the total number of serve attempts (total of service ace, service error and zero serve) for the player in the match.

REC: Enter the number of reception errors for the player in the match. If you pressed "X" to edit extended stats, also enter the total number of serve reception attempts (total of reception errors and zero receptions) for the player in the match.

DIG: Enter the number of digs for the player in the match.

BLOCK: Enter the number of block solos, block assists and block errors for the player in the match.

BHE: Enter the number of ball handling errors for the player in the match.

Balance stats

The software will automatically balance several statistical categories to alert you to possible discrepancies in the stats data entry. Select Scoresheet | Balance stats to display the Balance window.

Balance			
Loyola (Chi)			
MISCELLANEOUS CROSS-CHECKS			
Serve aces	7	OK	7 Opp receipt errors
Assists	85	OK	90 Kills
Team blocks	6.0	OK	28 Opp attack errors
Total attacks	178	OK	166 Kills+Errs+OppDigs
TEAM ATTACK BY GAME CROSS-CHECKS			
Total attacks	178	OK	178 Attacks by game
Total kills	90	**	91 Kills by game
Total attack errs	34	OK	34 Errors by game
Press any key to continue...			

Each line shows a particular stats category, the total count found, an indicator column, followed by the category of stats being compared. When the stats for a particular line balance or fall within acceptable criteria, an "OK" is displayed in the indicator column. When the stats do not balance, an "***" is displayed to indicate an out-of-balance condition. The out-of-balance "***" indicators can help you identify and correct discrepancies in your data entry. Stats that are balanced for each team include:

- One team's total SERVICE ACES should equal the other team's total RECEPTION ERRORS. TEAM reception errors are included in the total of RECEPTION ERRORS.
- One team's TOTAL ASSISTS are nearly equal to, but never more than that team's KILLS. The discrepancy would be due to the other team's overpasses which Team A KILLS.
- One team's TOTAL TEAM BLOCKS should not exceed the other team's ATTACK ERRORS.
- One team's ATTACKS are nearly equal to their own KILLS + ERRORS + the other team's DIGS. The difference would be due ZERO BLOCK (that is, balls that are blocked by the other team, but stay on the attacking team's side of the court and are kept in play).
- The total of ATTACK BY GAME entries made in the Team Stats window are equal to the total of individual ATTACK, ATTACK ERROR and TOTAL ATTACK entries made for individual players.

Forfeits

To enter a forfeited game:

1. Run the Manual entry program.
2. Use Game setup to select the teams and enter Game Info.
3. On the Game info screen, enter the text "FORFEIT" in the Record field for the losing team.
4. Select Scoresheet | Line score and enter the line score for the forfeited game in accordance with your league/conference guidelines.

11 At the end of the match

At the end of the match, you will be performing a few wrap-up functions. These include entering team records and completing your general match information, and double-checking player participation information.

Game wrap-up

Next, enter final game information by selecting Wrapup game from the Main menu. This lets you enter the overall records for each team, the end time and total elapsed time for the game, and the attendance on the Game info window. You can also add up to 4 lines of text for game notes that will be displayed at the bottom of the box score.

Player participation

After you complete the Match info wrap-up, you can select Match setup| Participation. This lets you manually indicated a game played for a player that has not already been automatically credited.

For each team roster the software shows a player participation "indicator box" next to each player who is to be credited with a game played. The software automatically credits a player with a game played when:

1. The player has any statistics in a game, or
2. The player was entered as a starter for a game, or
3. The player was entered as a substitute in a game.

To credit other players with a game played, use the cursor keys to move to a player and press the spacebar to activate the player participation "indicator box" for the player. Alternatively, you can press the spacebar again to deactivate the "indicator box" for the player.

Review your data

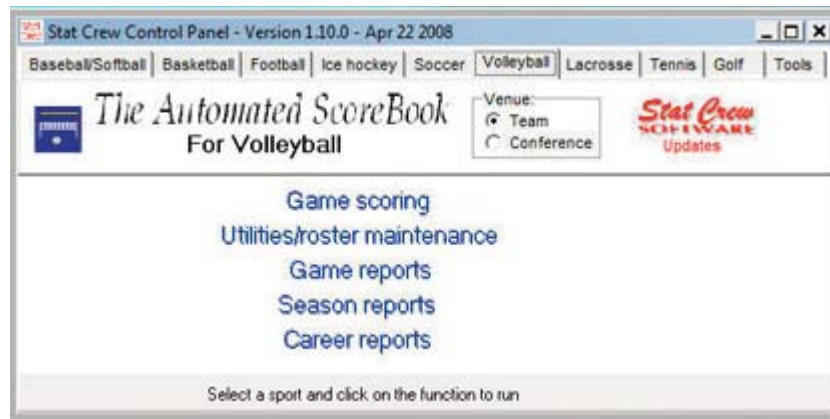
Review your reports before distributing them. Make sure that you don't have any mistyped uniform numbers appearing. The software notifies you when it detects that you have entered a uniform number that is not on the roster, but does not force you to fix the roster to continue scoring. This lets you continue scoring the game and fix the roster or the play at your leisure.

If you notice any player entries in your game reports displayed with a uniform number but no name, you can use the Find function (the question mark key "?") on the Visitor roster or Home roster to find the plays in which that player was involved and change the uniform number if required. Or, you can use the roster screen to add the player name for players that you just didn't have in the roster at the beginning of the game.

12 Using Windows Reports Programs

Starting the software

If you have installed the Stat Crew Software Control Panel, you can startup program functions from a central location. Run the the Control Panel, click on the "Volleyball" tab and click on the desired program function.



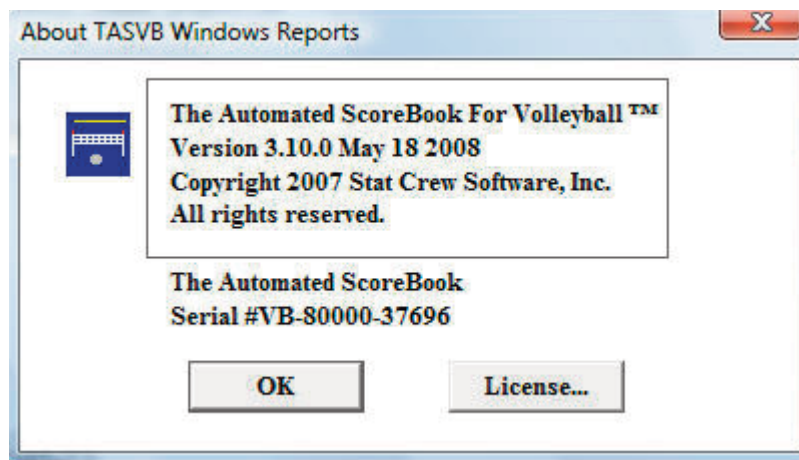
Windows reports: Although the available functions may vary from sport-to-sport, Windows Reports functions include Game Reports, Season Reports, Utilities, Career/Historical, and Conference Reports.

DOS (scoring): All game scoring, manual game entry, and utilities function are located in the DOS version of the software. To start the DOS scoring functions of the software select the (DOS Scoring) icon from the Program folder.

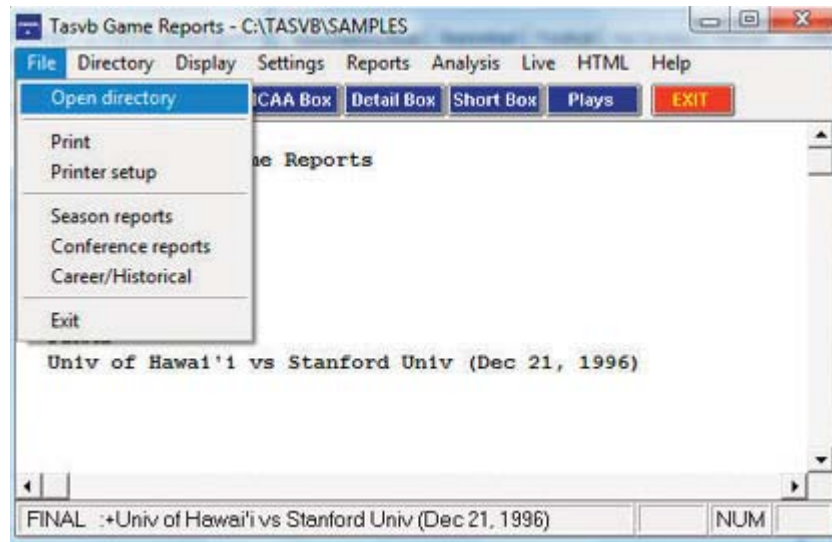
Windows program folder: A folder is automatically created in the Start | Programs list when you install the Windows Reports software.

Initial setup

Registration: When prompted, enter the registration code that was included with the software delivery. If desired, you can change the "Licensed to" text: Select Help | About. Click on the "License..." button.



Games directory: Choose your games directory by selecting File | Open directory, or by clicking Directory on the menu bar. Navigate to the desired games directory and open any file in that directory (it does not matter which file). The software will remember the last games directory you have selected.



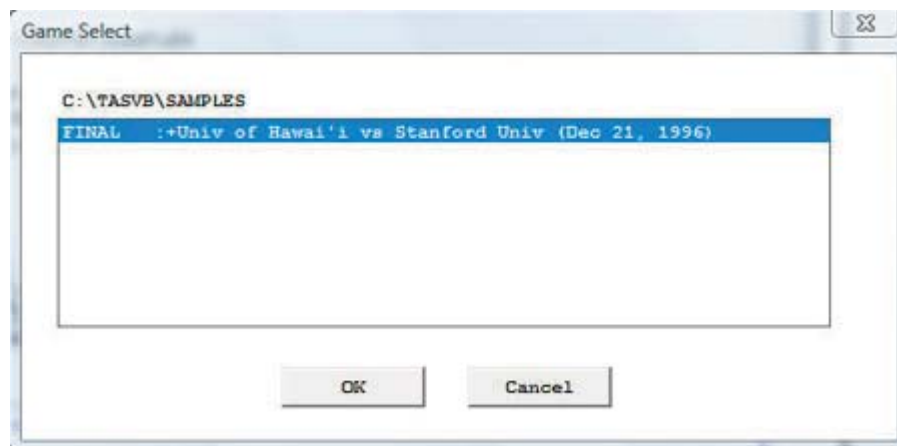
Teams list: In Season Reports or Utilities, click on the "Teams" button to select your team (or any other team). Reports and HTML generation automatically use the currently select team.

Settings: Review the items on the Settings menu for both Game Reports and Season Reports; you may need to tailor these settings for your venue. These software settings are saved separately for each games directory.

Display fonts: Select Display | Font settings to select a font for your reports. Normally, the system will default to the "Courier new" font. Refer to the section below on Font Settings for more information on fonts.

Generating reports

Game reports: First select a game. Press the "Games" button to display a pick list of games, or press the **NEXT** or **PRIOR** control bar buttons to move from game-to-game. Once you have selected a game you can select reports from the main menu, or press on the button icons on the control bar.



Season reports: If you have not already selected a team for the current games directory, press "Teams" to choose your team from the list. Once you have selected a team you can select a report from the main menu, or press on the button icons on the control bar.

Printing a report: To print a report, select File | Print or select Print on the report window menu. This displays the Print window where you can select a specific printer, number of copies, page range, page size setup and other device options. Press OK on the Print window to print the report.

Faxing a report: To fax a report, select Print on the report window menu just as you would for printing the report. Then press the "Setup" button and choose the desired fax driver from the "Specific printer" list (this assumes you have already installed a separate fax software product). Now, when you press OK to print the report will be routed to the fax device driver you have selected.

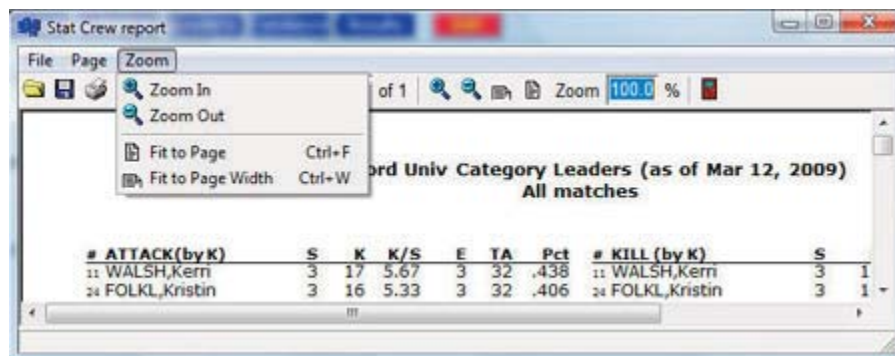
Manipulating reports

Reports on the desktop: You can display as many reports as you wish on the desktop at one time. Each window can be printed, copied or resized separately. You can close a specific window by selecting File | Close or by pressing the "close" button for that window. Or you can close all open windows by selecting Display | Close all. All report windows are closed automatically when you exit the program.

Copying a report: You can copy any report to the clipboard or to a specified disk file. First, if you have the 'Style' reports turned on, turn it off by selecting Display | 'Style' report options and unchecking "enabled". To copy the contents of a report to the Windows clipboard select Copy | Copy to clipboard. You can then paste the contents into any other Windows application. To copy the contents of a report to a disk file, select Copy | Copy to file. The report will be copied to the file you specify on your hard drive, jump drive, or other media.



Zoom in/out: The view menu of each report lets you select functions to Zoom in or Zoom out to change the size of a report. You can Revert to normal to restore the report to its original size. Note that when you print a report that it will retain the current "zoomed" in or out sizing.



Top/left margins: If the pages don't center properly on your printer, you can adjust the top and left margins for printing. Select View | Top margin to select a number of lines to indent the output from the top of the page. Select View | Left margin to select a number of columns to indent the output from the left of the page. The default value for both of these margin settings is "0" (zero), which causes the output to be printed according to the margins in effect for your specific printer, without any adjustments.

Scrolling a report: You can scroll through a report by either using the mouse to move the scrollbars on the edges of the report window, or by using the cursor keys (left, right, up, down) or **PAGEUP PAGEDOWN** to change the viewing area of the report.

Auto-display: You can setup the software to automatically display a pre-selected set of game or season reports by tailoring the Settings | Auto-display screen. If you enable the "Auto-display reports" checkbox, the software will automatically display the selected reports below when you select a new game (in Game Reports) or a new team (in Team Reports). Just de-select the "Auto-display reports" checkbox to disable the auto-display.

Editing a report: To edit (or "tweak") a report, select File | Edit report file. You can then modify the contents of the report in the notepad text editor window and save the file back to disk. Then, in the original report window select File | Reload report (after edit) to display or print the modified contents of the report. Note: Your edit changes are discarded when you later regenerate the report.

Combining reports: In some of the Windows Reports programs, you can generate a group of reports and optionally combine them into a single report window for faxing or printing. If available, select Display | All selected and check the reports you want to generate and click OK. When prompted, answer "Yes" if you want to combine the selected reports into a single report window. Answer "No" to display each selected report in a separate window. Combining the reports into a single window has the advantage of being able to print all of the reports with a single Print command, or transmit all of the reports via a fax device in a single phone call

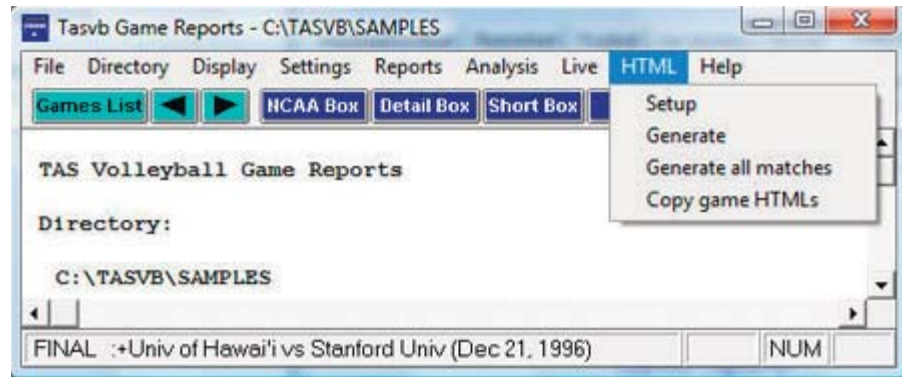
Transmitting a file via TasFtp: To transmit a report file via TasFtp to a remote server select File | Transmit report on the report menu. Enter the institution and FTP info fields as required by the receiving server.

HTML generation

Overall process: The general procedure for generating your HTML files is as follows:

1. Select HTML | Setup in Game Reports and Season Reports to select reports to include.
2. In Game Reports load your last game and select HTML | Generate to build the web page for that game.
3. In Season Reports select HTML | Generate to build the remaining web pages for your team.
4. Use an FTP tool to transfer the resulting files to your Web site.
5. Or, use the HTML | Copy to disk function to place the HTML files on disk for later up load to your Web site.
6. Create a link on your Web site to the "teamstat.htm" file -- which is the statistics "home" page file.

Selecting reports: Select HTML | Setup to choose the reports you want to include in the HTML pages that are generated. The Game Reports and Season Reports programs each have their own HTML setup functions.



Game box score HTML: To generate the HTML box score for a particular game, run the Game Reports program, load the game from the games list, and then select HTML | Generate. Or, you can select HTML | Generate all games to automatically generate the HTML files for each game in the database. You might use this to "catch up" on HTML game files, or if you're not sure if you've missed generating the HTML files for earlier games. **Note:** After you generate the box score HTML files, run Season Reports HTML | Generate -- links to each box score page will be automatically built into the cumulative statistics pages.

Season cumulative statistics HTML: To generate the complete package of HTML pages, run the Season Reports program and select HTML | Generate. A number of HTML files will be generated, and a message is displayed indicating where these files were built on your computer. A message is displayed indicating where the HTML files were generated. **Note:** One of the files created is named "teamstat.htm" -- this file contains links to all of the game box score and season cumulative statistics pages that were generated. You can create a single link to the "teamstat.htm" file on your Web site to provide access to the stats pages. Or you can skip the teamstat.htm file and create separate links yourself to any or all of the HTML pages.

Moving the HTML files to your Web site: You can either (1) FTP the files directly from the HTML subdirectory where the HTML files are built, or (2) Use the "Copy to disk" function to copy the HTML files to a jump drive - useful if you need to pass the files to another person or department to perform the file upload to your Web site.

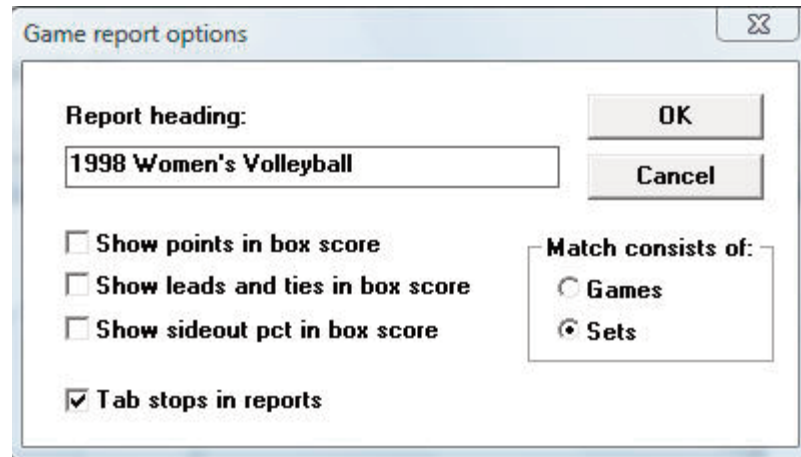
Preview Html: After generating HTML files you can preview the generated output on your local computer before posting the files to your web site. In the Season Reports program, select HTML | Generate and then select HTML | View Html to display the results in a browser.

Using tab stops

You can use the tab stops function to generate reports that contain "tab stops" instead of "spaces" between columns. Reports can then be "dropped into" your word processing or desktop publishing software so you can format and align the information as you wish. You can then easily apply your own fonts, underlining, italics, etc., so the report output meets your desired style guidelines. This feature eliminates the need to either manually change spaces between columns to "tab stops", or use a non-proportional font to force columns to align properly.

To generate reports containing "tab stops":

1. Select Settings | Report options.
2. Enable the "Tab stops in reports" checkbox.
3. Generate a report (each tab stop is shown as a tilde (~) on-screen).
4. Select Copy | Copy to clipboard so you can later paste the data into a document, or
5. Select Copy | Copy to file so you can write the data to a disk file for later import into a document.



Note: You might find the "tab stops" output useful for importing into your spreadsheet software. Most spreadsheets also let you import data that is delimited by "tab stops".

Font settings

Changing the current font: You can choose another font to use for display and print - Select Display | Font settings and press the "Select font..." button. Choose a font from the list.

Installing additional fonts: All of the TAS Windows Reports require a non-proportional font such as Courier to display statistics data in proper columns. You can use other nonproportional fonts that are installed in your system that may create a more readable display/fax/print output. The Courier font is standard on most systems. To use other fonts with TAS Windows Reports you need to:

- Make sure the font name is entered in the \$FONTS file located in the program directory (for example, c:\tasbs\font or c:\bb30\font). Use a text editor (such as EDIT, Word Pad, or NotePad to edit the file) and add the desired font facename to the list.
- Make sure the font files are installed properly in the Windows fonts directory. For example, you will find the "Lucida Sans Typewriter" and "Lucida Console" fonts located in the FONTS directory on your installation disk.

Note: You might consider installing and using the "Lucida Sans Typewriter" font from the installation disk if it is not already on your system. It generates a crisper, more readable hardcopy output - especially useful to enhance fax readability).

Print using TasFonts

Some printer drivers are not compatible with the Borland software development tools used to build the TAS software, causing an error when attempting to print. This problem can be resolved by routing the print request to the TasFonts tool to work around the printing compatibility problem. To do this, first make sure you have the TasFonts tool installed. In the Windows Reports program, select Display | Font settings and enable the "Print using TasFonts" checkbox.

Advanced HTML settings

HTML tags: This function assumes that you are familiar with HTML language tags. A list of tags is displayed that lets you alter the appearance of the resulting HTML pages. Each line is displayed with a keyword followed by a colon (":") and the value associated with the keyword.

Some of the entries that might be of interest are:

<code><body></code> :	- defines the HTML tags used in the <code><body></code> statement
<code><hrefs></code> :	- whether href links are in "upper", "lower" or "init-caps" case
<code><body></code> :	- defines the HTML tags used in the <code><body></code> statement

HTML Top and HTML bottom: Press the Top (or Bottom) HTML button to edit the HTML that you want to insert at the top or bottom of each HTML page, respectively. Typically, you might duplicate the HTML statements used elsewhere on your web site to display, for example, logos and banners at the top of the page, copyright information and related links at the bottom of the page.

```

<center>
<img src=logo.gif align=right.
<font size=+1>My School Name</font>

```

System tags: These tags are used internally by the HTML generator functions and should not be changed without guidance from software technical support.

Windows Game Reports

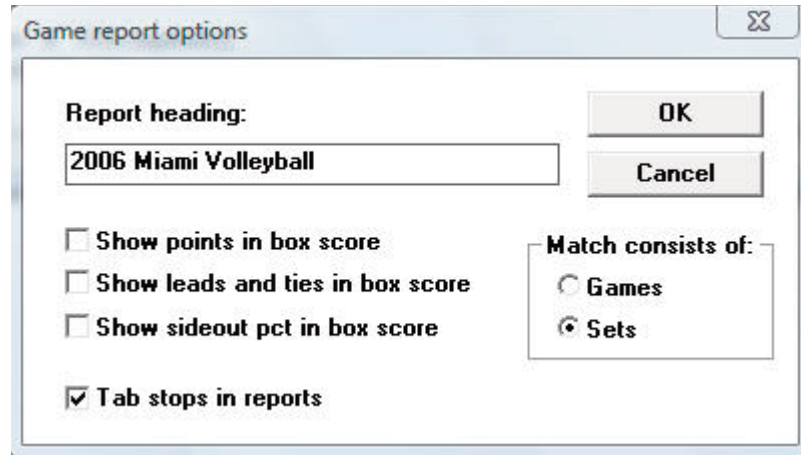
Use the Game Reports menu to access software settings, view and print reports, and generate HTML pages for your games/matches. Buttons are provided on the control bar for quick access to common reports and functions. The currently selected games directory is displayed in the main window.



Games: Press on the Games button (or select Display | Games list) to select a particular match. You can also use the forward and back arrow buttons on the control bar to move from match-to-match.

Settings

Settings / Report options: This windows lets you tailor game report options.



Report heading: Select a report heading title for the current directory.

Show points in box score: Enable this option to show calculated "points" in the box score. Points are calculated as: **points = kills + aces + block-solos + block-assists/2**

Show leads and ties in box score: Enable this option to include a section in the box score showing how many times the score was tied or the lead changed in each game of the match.

Show sideout pct in box score: Enable this option to include a section in the box score showing how many times the score was tied or the lead changed in each game of the match.

Tab stops: Select this item to generate reports with tabs stops for use in word processing.

Settings / Select game: Lets you generate reports for or through a selected game (instead of for the entire match).



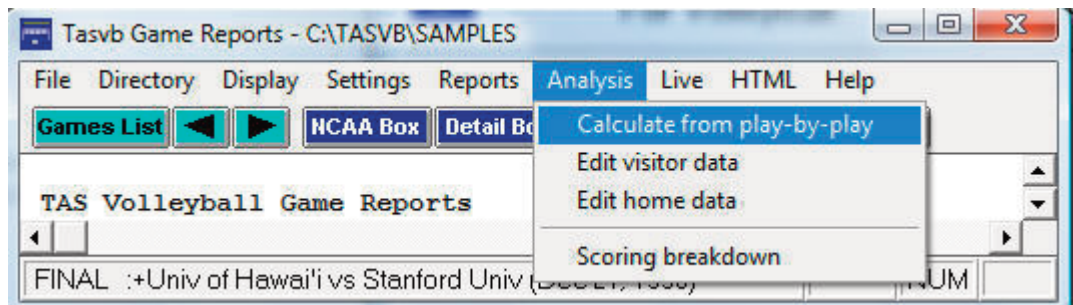
HTML setup

Game HTML Setup: Select the reports you want to include on your web site when you generate HTML files.



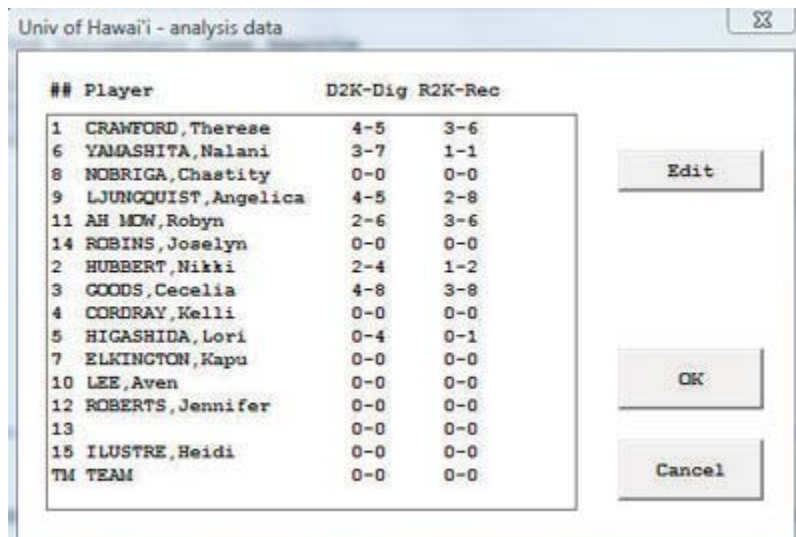
Analysis statistics

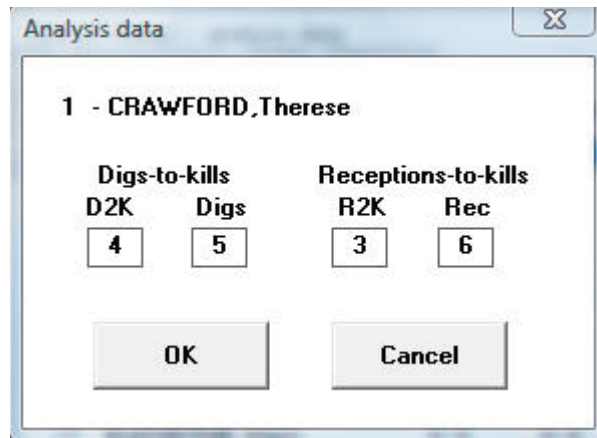
Use the Analysis menu to calculate or record statistics for digs-to-kills (D2K) or receptions-to-kills (R2K).



Calculate from play-by-play: Select this to automatically calculate D2K and R2K statistics based on the play-by-play inputs.

Edit visitor data: Select this to manually enter or edit D2K and R2K statistics for the visiting team.



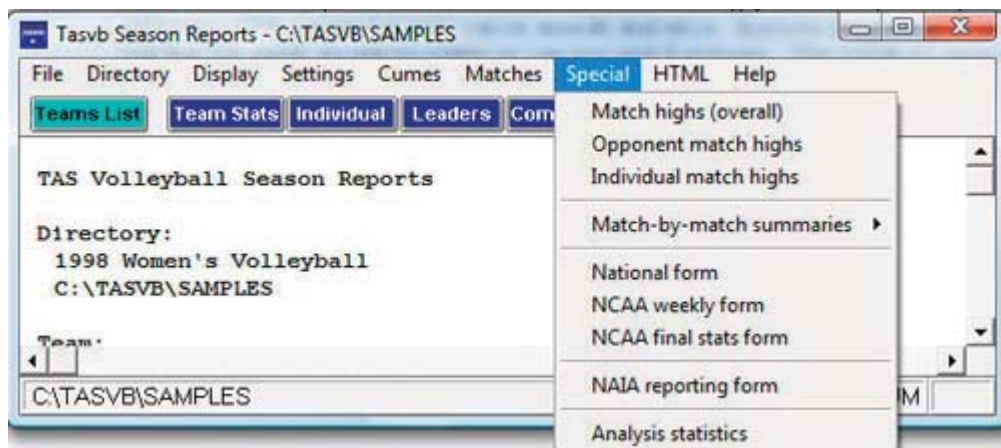


Edit home data: Edit D2K and R2K statistics for the home team.

Scoring breakdown: Generate the scoring breakdown report.

Windows Season Reports

Use the Season Reports menu to access software settings, view and print reports, and generate HTML pages for cumulative season statistics. Buttons are provided on the control bar for quick access to common reports and functions. The currently selected games directory is displayed in the main window.



Teams: Press on the Teams button (or select Display | Teams) to select your team.

Settings

Settings / Report options: This window lets you tailor various season report options.

Report title: Specify the report heading and "as of" date to use in your reports. Note: the "as of" date defaults to the system date if you leave it blank.

Show details for: Select the stat categories you want to display in the Individual Statistics report. For most teams this will only be "Attack pct". Select the other categories if you track those statistics.

Sort stats by: Select the sort order to use in the Individual Statistics report.

Miscellaneous: Enter the factors used to compute pass efficiency ratings.

--Show home/away records: Leave this option selected (unless you are using the conference software and are collecting season-to-date statistics from your member teams in stead of separate files for each match).

--Show matches played: Leave this option selected (unless you are using the conference software and are collecting season-to-date statistics from your member teams instead of separate files for each match).

--Show matches started: Select this option unless you have incomplete matches started data.

--Show opponent totals: Select this option unless you have incomplete opponent statistics data.

Landscape MBM summaries: Select this option if you want to display the match-by-match summary reports in landscape mode (to fit more players on a single page). De-select this field to display these reports in portrait mode.

Exclude reception errors: Enable this option to hide the display of reception errors in cumulative season reports.

3-game match format (best of 3): Enable this option to generate the Match highs reports

based on a best-of-3 games format (instead of the default, best-of-5 games).

Show points: Enable this option to display calculated "points" in cumulative season reports. Points are calculated as: **points = kills + aces + block-solos + block-assists/2**

Tabs stops (for word processing): Select this option to generate reports with tab stops.

Settings | Include matches: This window lets you select which matches to include in your season reports.



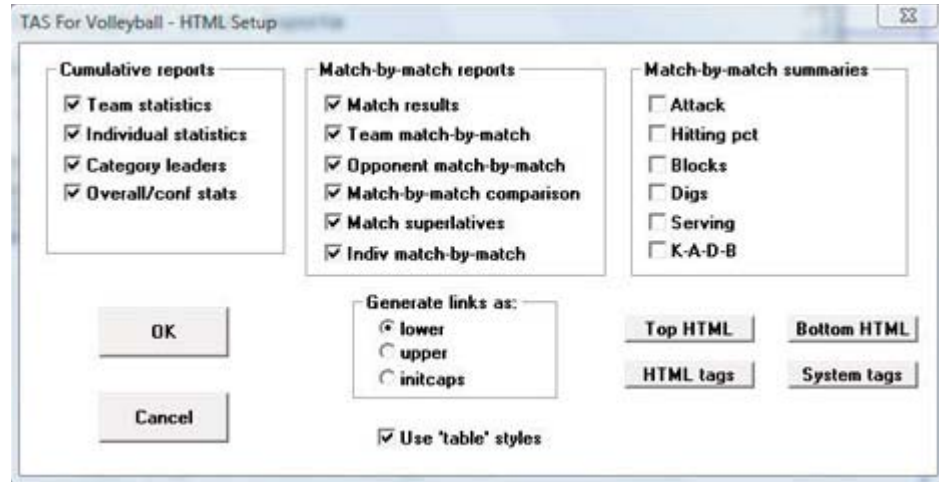
"Pre-set" filters: Several pre-set filters are available for all game, conference-only games, non-conference matches, etc.

Selected matches: Select this item to choose a specific combinations of matches; a pick list of matches will be displayed for you to choose from.

Settings | Schedule notes: This window lets you define a legend for schedule note characters you have used in your game files. Enter up to 4 lines of text. The schedule note character field is located in the Match Info window for each game in the in-game scoring program.



Season HTML Setup: Select HTML | Setup to choose the reports you want to include on your web site when you generate HTML files.



Season HTML generate: Select HTML | Generate to build the HTML files for your Web site. Box scores for matches you generated will be integrated into the season stats "home" page that is automatically generated.

Reports

- Cumes: Season cumulative reports, stats season "capture" function. Notes:
- Use the XML output report to create a file for electronic reporting (for example, to the NCAA);
- Before using the Season/Career report, select Career Reports | Capture | Snapshot career stats after each time you update the career database
- If you conference offices requires season-to-date reporting (instead of game-by-game reporting), use the Capture season stats function to create the season-to-date data files
 - you can then attach the 3 files that are created in the "SEASON" directory:
 - teamid.VGM (overallstats)
 - teamid.VGC (conference-only stats)
 - teamid.VGG (game results)
- Matches: Match-by-match reports for the team and individual players
- Special: Various reports including match-by-match summaries, match/game highs, reporting forms ...

Note: Digs-to-kills and receptions-to-kills statistics are contained in the following reports:

- Special | Analysis statistics
- Matches | Match-by-match summaries | Dig-to-kill match-by-match
- Matches | Match-by-match summaries | Reception-to-kill match-by-match

NCAA Final Statistics Report

Select Special | NCAA final stats form to generate the NCAA Final Volleyball Statistics Report. Enter the team identification information:

Venue settings

Division

Team code

Venue (Mens/Womens)

Season

Head coach

Conference

Press the "Edit RPI codes" function to define the RPI team codes for the schedule section of the form. The software will identify many of the team codes automatically - you can fill in the rest by hand. Then enter the statistics minimums used by your conference for the single-match high criteria by selecting Settings | Minimums.

NCAA Final Stats Minimums

INDIVIDUAL MATCHES

	3	4	5
Minimum attempts	45	60	75
Minimum kills	24	32	40
Minimum assists	54	72	90
Minimum service aces	12	12	12
Minimum blocks	12	16	20
Minimum digs	32	40	48
Minimum hitting pct	.700	.700	.700
On minimum attempts	10	10	10

TEAM MATCHES

	3	4	5
Minimum attempts	165	220	275
Minimum kills	60	80	100
Minimum assists	50	65	80
Minimum service aces	20	24	28
Minimum blocks	20	24	28
Minimum digs	100	130	160
Minimum hitting pct	.400	.350	.300

The reporting form is displayed in two parts - by default, page one is printed in portrait format, and page two is printed in landscape format.

National reporting form (men's)

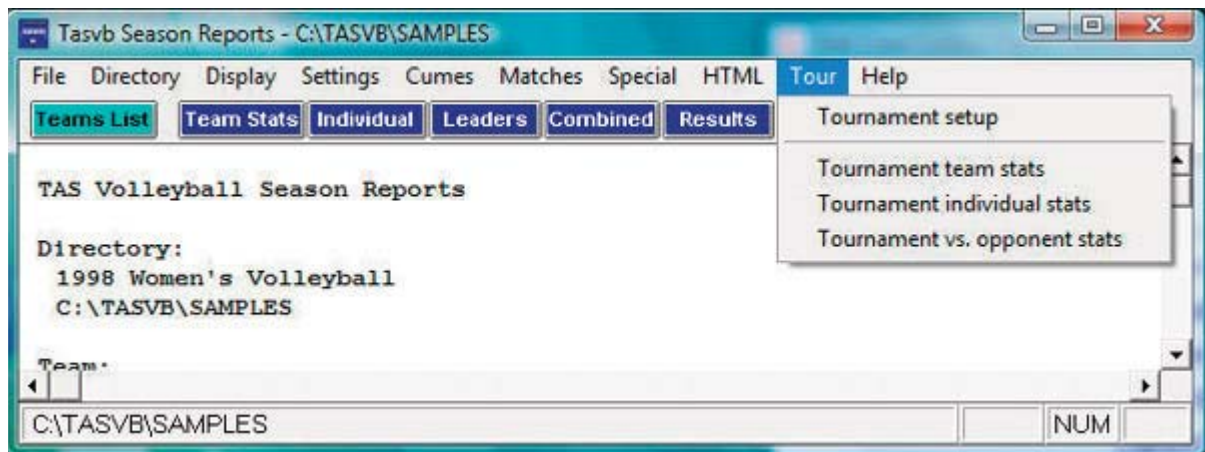
Select Special | National reporting form to generate the men's venue National Reporting Form. Use Settings | Minimums | Weekly minimums to enter the minimum qualifying criteria as required.

NAIA reporting form

In Season Reports, select Special | NAIA reporting form to generate the NAIA team reporting form. Use the Settings | Minimums | Reporting minimums to specify statistics minimums criteria for this report.

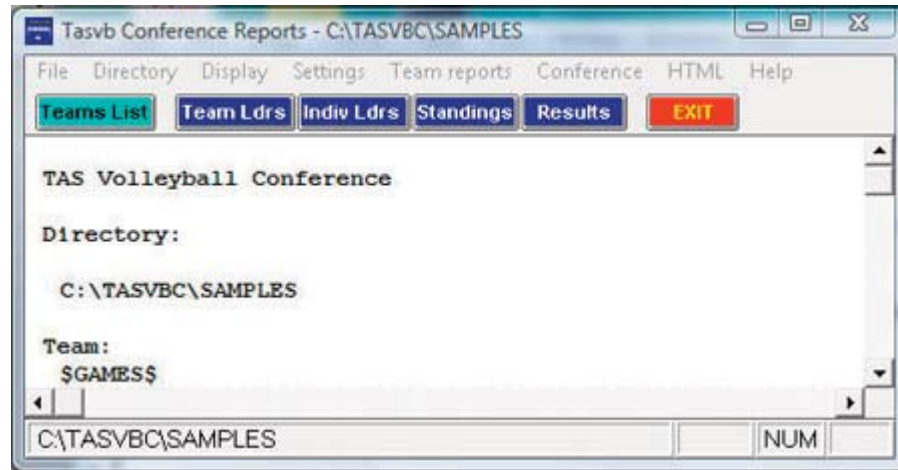
Tournament reports

In Season Reports, select Tour to run reports for a specific tournament. First, select Tournament Setup to designate how many lines you want included for each stats category. Then select the matches to include in the tournament by clicking Select Matches and highlighting them. Select a report from the Tour menu to run it.



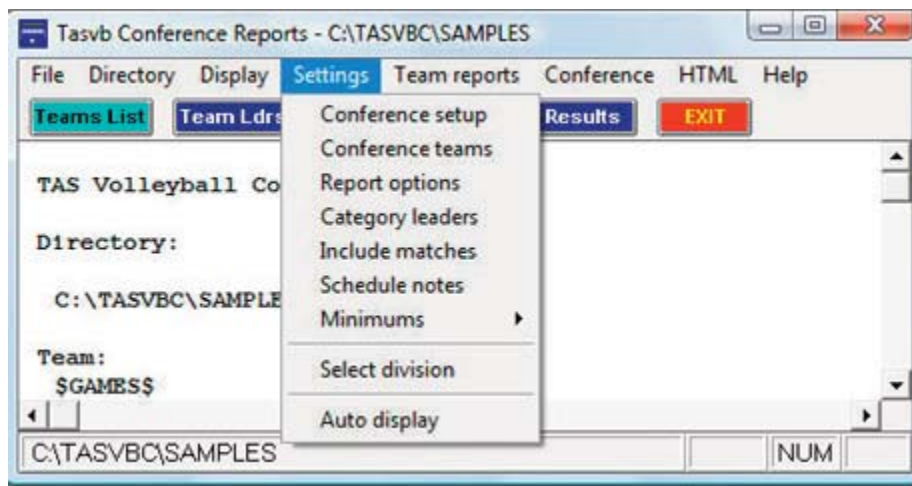
13 Windows Conference Reports

Use the Conference Reports menu to access software settings, view and print reports, and generate HTML pages for single your league/conference or for individual teams. Buttons are provided on the control bar for quick access to common reports and functions. The currently selected games directory is displayed in the main window.



Settings

Select Settings on the menu bar to tailor/customize options for conference or team reports.



Conference setup: Lets you configure the report heading for conference reports, identify the divisions in the conference (for standings), and other miscellaneous options.

Conference teams: Lets you identify which teams are in your conference, and which teams are in each division (if you have configured divisions in Conference setup).

Report options: Customize various features for Team reports.

Report title: Specify the report heading and "as of" date to use in your reports. Note: the "as of" date defaults to the system date if you leave it blank.

Show details for: Select the stat categories you want to display in the Individual Statistics report. For most teams this will only be "Attack pct". Select the other categories if you track those statistics.

Sort stats by: Select the sort order to use in the Individual Statistics report.

Miscellaneous: Enter the factors used to compute pass efficiency ratings.

--Show home/away records: Leave this option selected (unless you are using the conference software and are collecting season-to-date statistics from your member teams instead of separate files for each match).

--Show matches played: Leave this option selected (unless you are using the conference software and are collecting season-to-date statistics from your member teams instead of separate files for each match).

--Show matches started: Select this option unless you have incomplete matches started data.

--Show opponent totals: Select this option unless you have incomplete opponent statistics data.

Landscape MBM summaries: Select this option if you want to display the match-by-match summary reports in landscape mode (to fit more players on a single page). De-select this field to display these reports in portrait mode.

Tab stops (for word processing): Select this option to generate reports with tab stops.

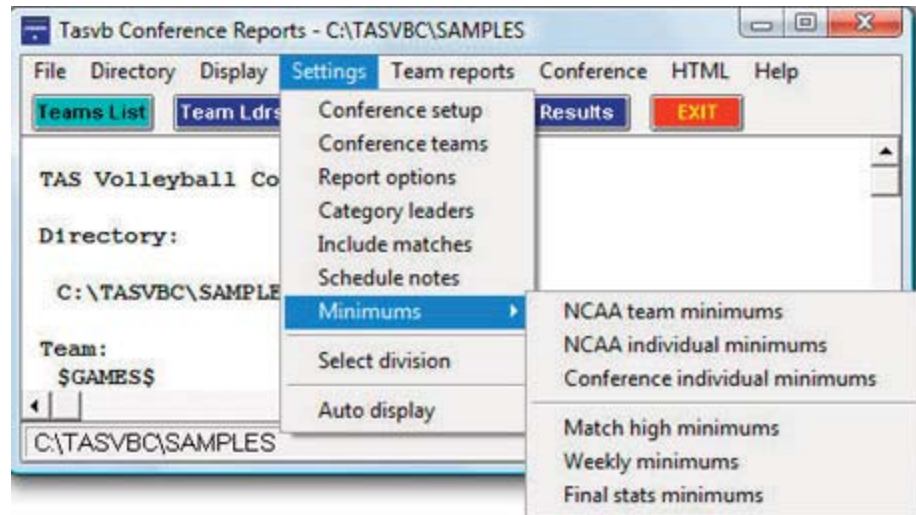
Include matches: Indicate which matches to include in your reports (the default is All matches).

Include: Pre-set filters for all matches, conference-only matches, non-conference matches.

Selected matches: Select to choose a specific combination of matches.

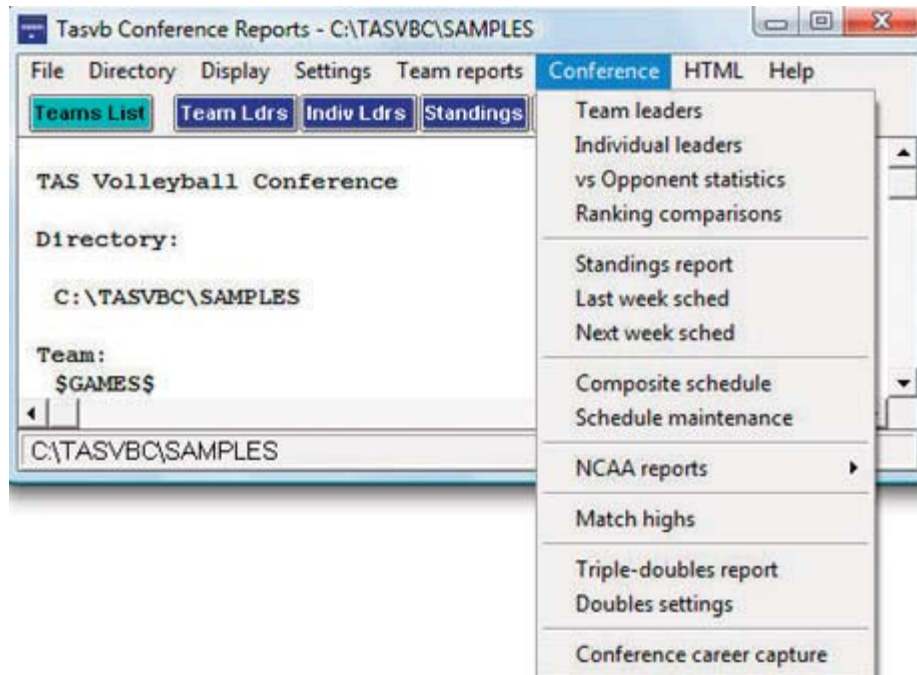
--*Schedule notes:* Indicate schedule notes to be used (used for individual team reports).

Minimums: Customize statistics minimums in several reporting areas: NCAA, conference, team, and individual reports (stats leaders and game highs).



Generating reports

A variety of reports are available from the Conference menu:



--*Team leaders:* Generate the Conference team statistical leaders (media) report.

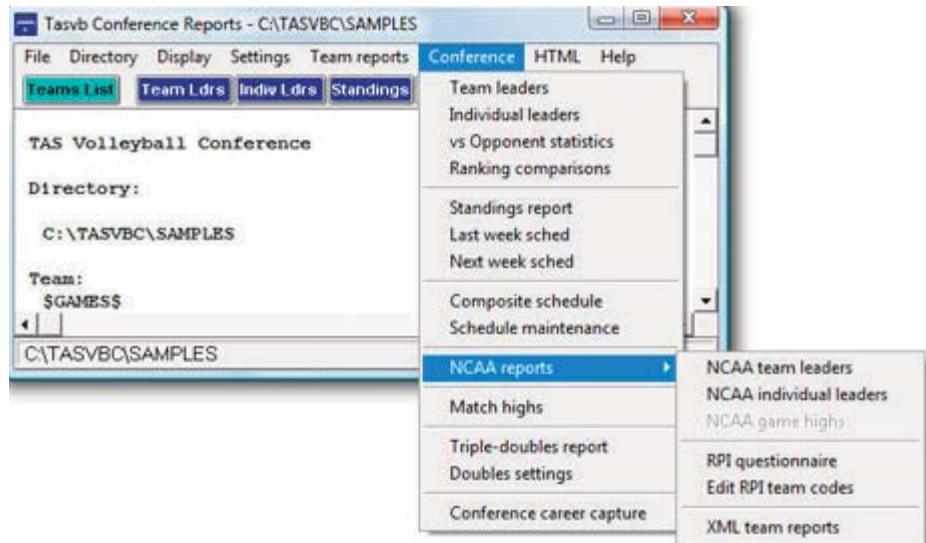
--*Individual leaders:* Generate the Conference individual leaders (media) report.

--*Standings report:* Generate the conference standings. To generate standings for separate divisions in your conference, use the Settings | Conference setup and Settings | Conference teams functions to define which teams are in each division.

--*Last/Next week sched:* Generate and/or modify the results and schedule sections to

include in the Standings report.

- Composite schedule:** Generate the Schedule/Results report for each team in the conference. Use the Conference setup function to tailor this report (Landscape sched, Break sched at # options).
- Schedule maintenance report:** Generate an internal report that shows various attributes of matches in your database. This report is designed to help you maintain your database (identify missing attendance figures, game IDs for particular games, and so on).
- Highs and lows:** Generate game superlatives reports for individual players, teams and opponents. Use the Settings | Conference team game highs and Settings | Conference individual game highs functions to customize the contents of these reports.
- NCAA reports:** Generate the NCAA Team Leaders, Individual Leaders, and RPI Questionnaire.

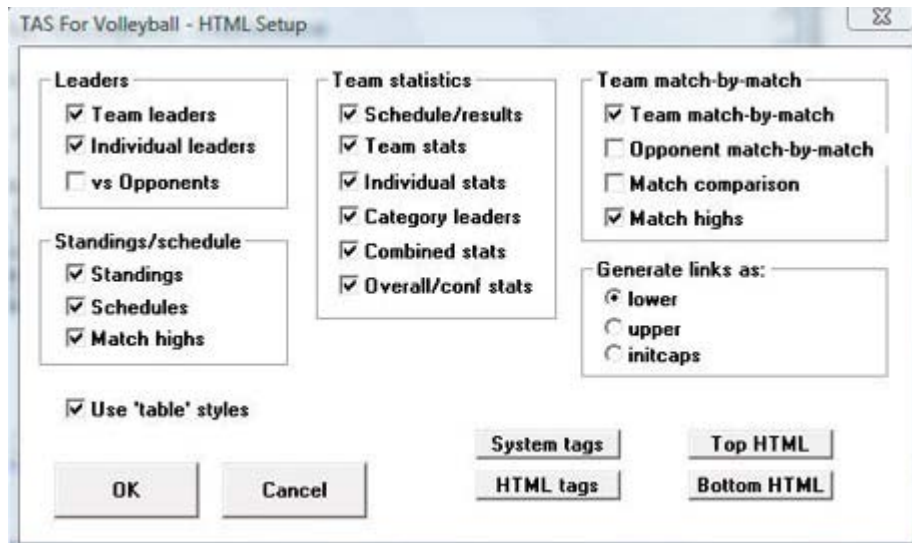


Use the following functions to customize the contents of these reports:

- Settings | NCAA team minimums
- Settings | NCAA individual minimums
- Conference | NCAA reports | Edit RPI codes to setup team RPI codes for the RPI Questionnaire

HTML generation

Use the HTML menu to customize and generate HTML pages for your web site. Select HTML | Setup to configure which reports to include in these HTML pages.

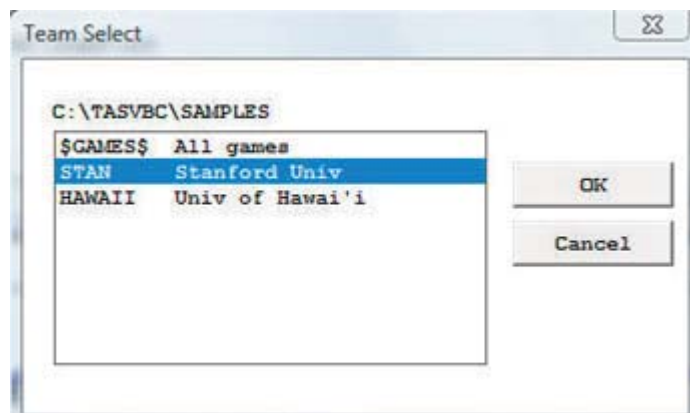


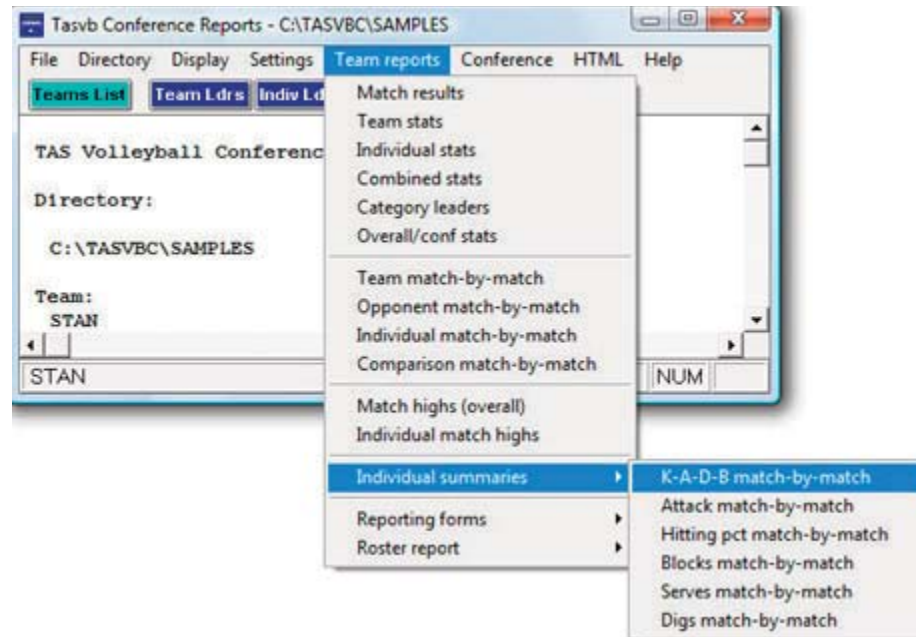
Select HTML | Generate to create the HTML pages. The HTML | Copy to disk lets you copy the HTML pages to a CD (or other media) for convenience in transferring (FTP) the files to your web site. Note that the statistics "home page" file that is created is named "confstat.htm". This "home page" file automatically links to all of the other detail pages that are generated (game, team, conference). If you can create a link on your website to the "confstat.htm" page you don't need to create individual links to all of the detail pages. Refer to the TAS For Volleyball User's Guide for additional information about the HTML generation feature.

Note: Use the Game Reports program to generate HTML files for match box scores you want to include in the HTML generation.

Selected team reports

Use the Team reports menu to generate a variety of reports for a selected team. Press the Teams List button on the control bar (or select Display | Teams) to select a specific team. Use the Team reports menu to generate reports for the selected team.





Conference career statistics

The conference career statistics function provides a variety of career/historical reports for the conference for all, active or "returning" (non-senior) players: category leaders, career summaries, team summaries, individual season/career reports. Reports can be broken out for overall or conference only statistics.

- Select Conference reports | Conference | Conference career capture to update the career database with updated statistics
- On the Stat Crew Control Panel, click on Volleyball | Career reports to invoke the Conference career stats program
- Or, select Start | Programs | TAS Volleyball Conference | Conference career stats
- Select Help | Using to display the User Guide for the conference career stats program

14 Windows Career/Historical Statistics

About career stats

The Automated ScoreBook For Volleyball provides features for entering and reporting various types of career and historical volleyball statistics.

Reports you can produce include:

- Individual player career summaries
- Individual career records
- Individual season records
- Individual season year-by-year leaders
- Team season records
- Team season year-by-year statistics
- Individual match records
- Team match records
- Individual single-match highs
- All-time results
- All-time results vs opponents
- All-time records vs opponents

Separate databases can be maintained for men's and women's venues. Use Settings | Men's database or Settings | Women's database to select which venue to work with.

In addition to hardcopy reports, you can also automatically generate HTML pages containing career and historical information for your web site.

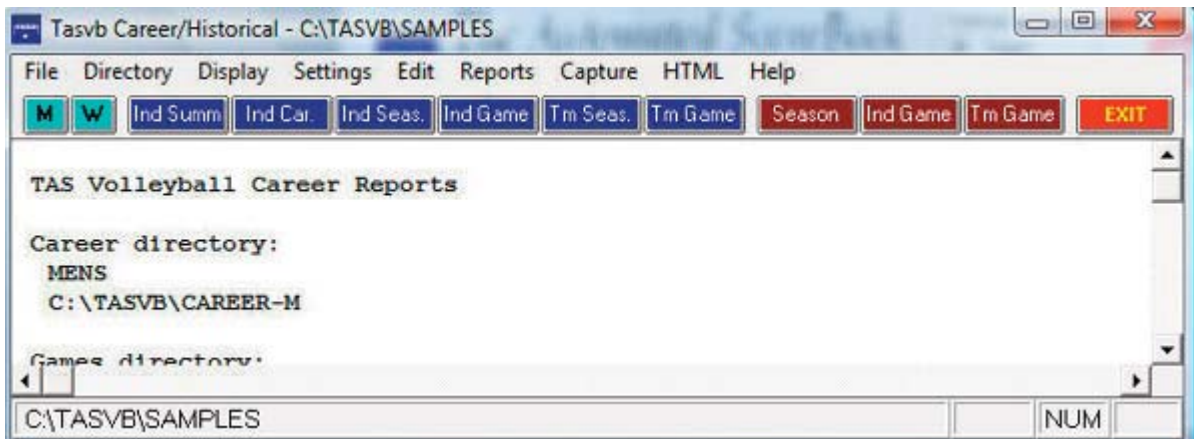
Typically, you use manual entry to load individual and team cumulative statistics for prior seasons; and use manual entry to load individual and team single-match high records from your record book. Then, after you have loaded the database with prior season information, use the Capture season stats and Capture match records functions to automatically update the career historical database during the course of a season.

You can tailor various aspects of the report outputs:

- Specify the report headings/titles
- Number of entries to show in categories
- Which categories to include in reports
- Statistics minimums for season and career records
- Statistics minimums for single-match records
- Select which reports to include in HTML generation

Objects on the TAS For Volleyball Career/Historical Reports main window include:

- File menu: Backup/restore, select directory, exit functions
- Directory menu: Specify the current games directory
- Display menu: Various screen display functions
- Settings menu: Tailor the contents and appearance of reports
- Edit menu: Maintain season statistics entries; single-match high entries
- Reports menu: Generate career/historical reports
- Capture menu: Load season and single-match record entries from the current games directory
- HTML menu: Configure and generate career/historical pages for your website



Note: Buttons are included on the control bar of the Career/Historical Reports window for quick access to several of the "most used" reports. All of the reports can be accessed using the Reports menu. Also, the "red" buttons on the control bar provide quick access to the season and single-match editing functions. All of the editing functions can be accessed using the Edit menu.

Selecting the database

By default "overall" statistics are displayed. You can use the Settings | Venue submenu to select the conference-only statistics database or a specific Versus-opponent database.

Loading your database

Important: Be sure to select the desired venue first; select Settings | Men's database or Settings | Women's database (or click on the "M" or "W" icons on the control bar). The main screen indicates which database is currently selected.

To create an initial database of cumulative and single-match career/historical data, use functions on the Edit menu. Use Edit season data to enter cumulative season statistics for your team and individual players. Use Edit individual/team match records to enter single-match record data for team and individual players.

Season/career statistics

To initially load the career/historical database, first enter individual and team statistics for prior years. For each season:

1. Select Edit | Add new season to create a database for the season.
2. Select Edit | Edit season data and select that season to edit.
3. Click on "Individual stats" to enter cumulative statistics for each player for that season.
4. Click on "Team stats" to enter cumulative team statistics for that season.
5. Click on "Opponent stats" to enter cumulative opponent statistics for that season.
6. Click on "Summary report" to generate a summary of cumulative stats entered for that season.

The statistics entered using the Edit season data function are used for calculating both

season cumulative and overall career statistics reports. It is recommended that you enter statistics for all players in each season database to make sure that complete data is available for calculating both season and career per-game statistics and leaders for each category.

A detailed description of how to use the Edit season data screens is described in "Editing career/historical statistics" below.

Single-match records

To initially load the single-match record databases, add entries to each single-match record categories from your historical records. For single-match records:

1. Select Edit | Edit individual match records.
2. Select a category from the list.
3. Click on the "Add" button and enter data for that entry. Repeat for each desired entry.
4. Repeat for each category in the list.

Typically, you may only want to enter the top 10 or so entries that you publish in your media guide, but there is no restriction on the number of entries you can keep in each category. A separate option is available to specify how many entries you want to appear in your single-match high reports regardless of the total number of entries you keep in each category.

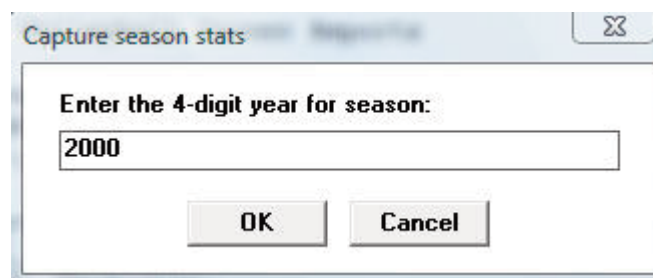
A detailed description of how to use the Edit match records screens is described in "Editing single-match record entries" below.

Maintaining your database

Once you have loaded your career/historical database with initial data, use the "capture" functions to automatically update the season and single-match databases from your current season game files.

Updating season statistics

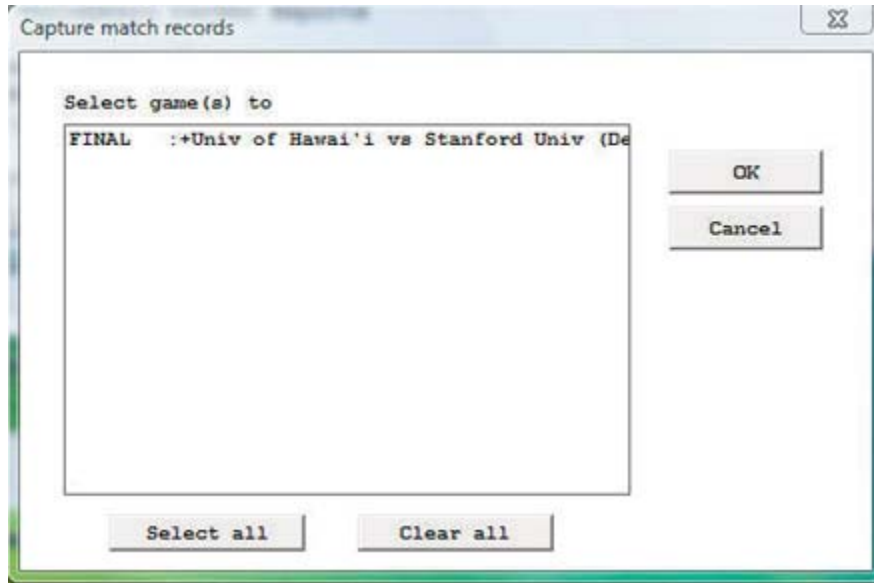
To update the career/historical season database for your current season, select Capture | Capture season stats after you score each game. The season capture function imports statistics from your current games directory into the career/historical database. When prompted, enter the year to identify the season you are capturing. Enter as a 4-digit year (for example, enter "2000" instead of "00") -- this identifier is used in the career/historical reports. Note: Use "Include games" to specify the games to include in the capture.



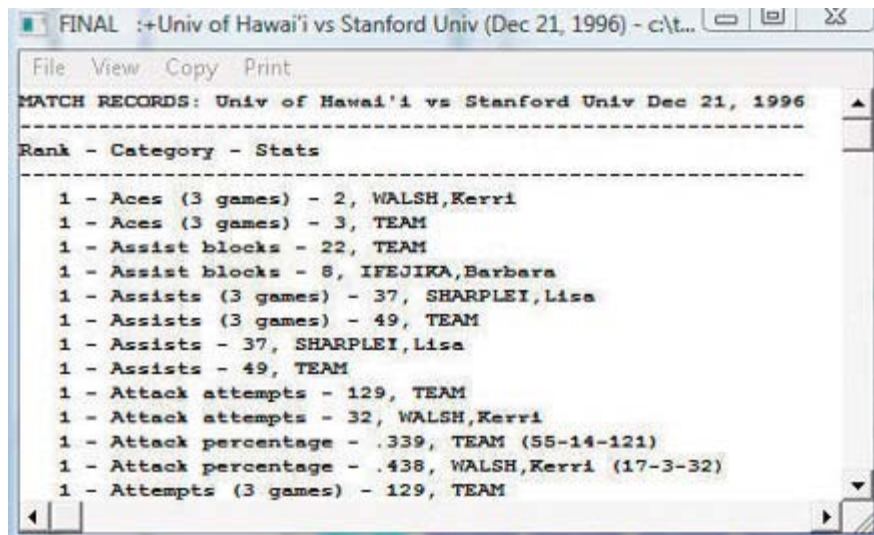
Updating single-match records

To update single-match records in the career/historical database, select Capture | Cap-

ture match records after you score each match. Entries from the selected match are automatically merged into the team and individual single-match record categories. Minimum criteria are applied as appropriate depending on the "Minimums (if any)" values you specify for each match record category. When prompted, select the game(s) you want to capture:



A report is displayed that shows all of the entries that were added to the individual and team single-match record categories for the selected game(s).



Career stats in season reports

Snapshot career stats: Select this function to create a "snapshot" of the career stats for use by the Season Reports program. You should run this function after each game is added to the games directory.

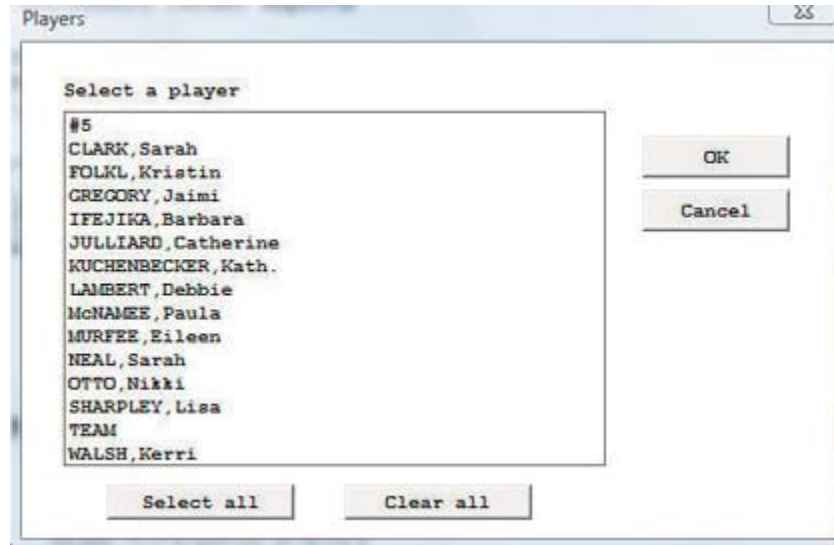
Reports

A variety of reports are produced by the Career/Historical Reports program. These reports can be generated by clicking on the appropriate button on the control bar, or by

selecting them from the Reports menu.

Individual career reports

--*Individual career summaries*: Designed to generate career statistics for players on the current roster. First select a season, and then select which players to include in the report. A report showing career statistics for each selected player is generated -- the career/historical database is searched for all statistics relating to each selected player.



--*Individual career summaries (all years)*: This report generates a career summary for every player in the career database.

--*Individual career records*: Displays overall career rankings for players in various categories. Use Settings | Records report settings | Career records to specify the number of entries to include in each category. Use Settings | Career minimums to specify minimum criteria for qualifying in calculated categories.

Individual single-season reports

--*Individual season records*: Displays single-season rankings for players in various categories. Use Settings | Records report settings | Season records to specify the number of entries to include in each category. Use Settings | Season minimums to specify minimum criteria for qualifying in calculated categories.

--*Individual season year-by-year leaders*: Lists the year-by-year individual leaders, sorted in chronological order, for various categories. Use Settings | Records report settings | Indiv season stats leaders to specify the number of entries to include in each category. Use Settings | Season minimums to specify minimum criteria for qualifying in calculated categories.

Team single-season reports

--*Team season records*: Displays single-season rankings for your team in various categories. Use Settings | Records report settings | Season records to specify the number of entries to include in each category. Minimums are not applied to this report.

--*Team season year-year*: Essentially the same as the Team season leaders report, except the report is sorted by year instead of by statistical ranking.

Single-match records

--*Individual match records*: Lists individual single-match records for various categories. Use Settings | Records report settings | Match Records to specify the number of entries to include in each category. Use Edit | Edit individual match records to specify the minimum criteria to qualify (if any) for each category.

--*Team match records*: Lists team single-match records for various categories. Use Settings | Records report settings | Match records to specify the number of entries to include in each category. Use Edit | Edit team match records to specify the minimum criteria to qualify (if any) for each category.

--*Individual single-match highs*: Lists players' career single-match high performances for various categories. To run a report, select a year from the "show players active in year" menu and then select a player from the list.

Other reports

--*Names list*: Displays a list showing each player in the database, and in which season(s) that player is found. This report can be useful to help reconcile name spelling differences between players. Career statistics for individual players are merged based on matching name spellings across all of the season databases. You need to make sure you use the same spelling for a player in each season. This report can help you to identify discrepancies in player name spellings.

All-time results: Generates a report of your team's all-time results for all seasons.

All-time results vs opponent: Select an opponent and generate a report of your overall results against them, including the score, attendance, and site of each contest.

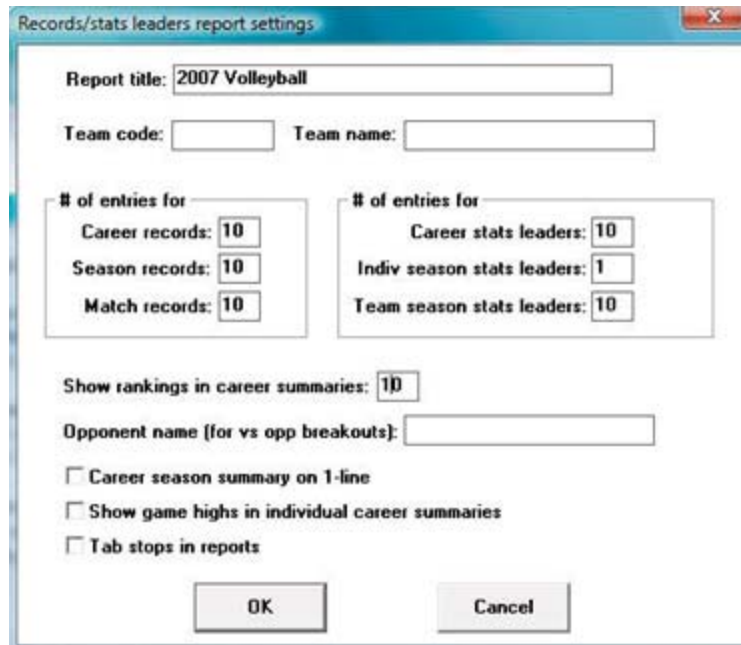
All-time records vs. opponents: Generates a report of your team's all-time records against all of the opponents in your database.

Settings

Various settings are provided to let you tailor the appearance and contents of the career/historical reports.

Records report settings

Select Settings | Records report settings to tailor the appearance and content of season and career historical statistics reports.



The image shows a dialog box titled "Records/stats leaders report settings". It contains the following fields and options:

- Report title: 2007 Volleyball
- Team code: [] Team name: []
- # of entries for:
 - Career records: 10
 - Season records: 10
 - Match records: 10
- # of entries for:
 - Career stats leaders: 10
 - Indiv season stats leaders: 1
 - Team season stats leaders: 10
- Show rankings in career summaries: 10
- Opponent name (for vs opp breakouts): []
- Career season summary on 1-line
- Show game highs in individual career summaries
- Tab stops in reports
- Buttons: OK, Cancel

Report title: Specify the report heading to use in career/historical reports.

#entries for Career records: Specify the number of entries for each category in the Individual career records report.

#entries for Season records: Specify the number of entries for each category in both the Individual and Team season records reports.

#entries for Match Records: Specify the number of entries for each category in both the Individual and Team single-match records reports.

#entries for Career stats leaders: Specify the number of entries for each category in the Individual career leaders report.

#entries for Indiv season stats leaders: Specify the number of entries for each category in the Individual season leaders reports.

#entries for Team season stats leaders: Specify the number of entries for each category in the Team season leaders reports.

Show rankings in career summaries: Enter a value here to indicate whether to display a list showing where a player ranks within all-time and single-season leader categories. The number indicates how "deep" you want to go into your historical database. For example, "50" indicates show categories where the player is ranked 50th or better. Enter zero "0" here if you do not want this list to appear.

Opponent name (for vs opponent breakdowns): This field lets you specify the team name spelling if you have selected a specific vs team section of the career database.

Show game highs in individual career summaries: adds this category to this report.

Tab stops in reports: Turn "tab stops" on or off for report generation. Tab stops can be useful when importing a report into a word processor for further processing.

Career minimums

Select Settings | Career minimums to specify statistics minimum criteria for entries in Individual career records and leaders reports. These minimums are typically used in cal-

culations for per-game average and percentage categories.

Season minimums

Select Settings | Season minimums to specify statistics minimum criteria for entries in Individual season records and leaders reports. These minimums are typically used in calculations for per-game average and percentage categories.

Career categories

Select Settings | Career Categories to select which statistical categories to include in your career reports.

Season categories

Select Settings | Season Categories to select which statistical categories to include in your single season reports.

Men's venue

Select Settings | Men's venue to select the men's venue and to choose to run reports from the overall database, conference-only, or to choose to run reports versus a specific opponent.

Women's venue

Select Settings | Women's venue to select the women's venue and to choose to run reports from the overall database, conference-only, or to choose to run reports versus a specific opponent.

Teams list

Choose a team to run career or single-season reports for.

Include seasons

By default, all seasons in your career/historical database are included in reports. Select Settings | Include seasons when you want to tailor your reports to include only a subset of these seasons.

Editing career/historical statistics

Functions on the Edit menu are provided for maintenance of season/career cumulative historical data. All cumulative statistics are stored in separate database files for each

season. Career statistics are automatically calculated by totaling statistics for players across each separate season database file.

Edit season data

Select Edit | Edit season data to add, change or delete individual and team statistics in the cumulative season database files. [If the season you want to edit hasn't been created, use the Edit | Add new season to generate an empty historical file for that season]. When prompted, select the season you want to edit. The Season Edit control panel is displayed.



Individual stats: Press this button to access the Individual Stats Edit screen.

Team stats: Press this button to access the Team Stats Edit screen.

Opponent stats: Press this button to access the Opponent Stats Edit screen.

Summary report: Press this button to display a summary of statistics for the selected season.

Summary HTML: creates HTML of summary report

Done: Save changes to disk and exit the Edit season data function.

Cancel: To cancel changes press the close window icon at the top right of the screen (the "x").

Contains career totals only:

If you known career totals for a player, but do not have season-by-season breakdowns for that era, you can use this function. To do so:

1. Select Edit | Add new season
2. Add a season for the last year of the player(s)
3. Select Edit | Edit season data
4. Check the "Contains career totals only" option
5. Click the "Individual stats" button
6. In the "Full roster" list click <New player>
7. Enter the career totals for a player who last played in that year
8. Repeat for other players as necessary

Individual stats

When you select Individual stats this screen is displayed to let you enter cumulative season totals for individual players:

Individual stats edit

Season: 2009 Done

Offensive stats Defense

Players with stats:

OFFENSE	G	K	E	TA	Ast	SA	SE
#5	1	0	0	0	0	0	0
FOLKL, Kristin	3	16	3	32	1	0	2
GREGORY, Jaimi	3	0	0	2	0	0	0
IFEJIKA, Barbara	3	6	1	13	1	1	0
LAMBERT, Debbie	3	10	3	24	1	0	0
MURFEE, Eileen	3	4	3	11	3	0	0
NEAL, Sarah	2	0	0	0	0	0	1
SHARPLEY, Lisa	3	2	1	7	37	0	1
TEAM	3	0	0	0	0	0	0
WALSH, Kerri	3	17	3	32	6	2	2

Full roster:

<New player>
#5
CLARK, Sarah
FOLKL, Kristin
GREGORY, Jaimi
IFEJIKA, Barbara
JULLIARD, Catherine
KUCHENBECKER, Kath.
LAMBERT, Debbie
McNAMEE, Paula
MURFEE, Eileen
NEAL, Sarah
OTTO, Nikki
SHARPLEY, Lisa
TEAM
WALSH, Kerri

First Last Last, first Mixed Case

--Fill out your team roster for the season. Click on the <New player> line in the "Full roster" list box and enter the player name. You will probably find it easier to just enter the name with no stats while you fill out your roster; then enter the data later for all player with stats in each separate category. Note: The "Full roster" list box is automatically filled in for any season that you "capture" from current game files.

--Next, select each category to edit. Separate data entry windows are displayed for each category: Offense and Defense. A list of all players with stats in that category is displayed in the "Players with stats" list box. For a new season, the "Players with stats" list box will be empty. To enter stats for players in the selected category, click on a player name in the "Full roster" list box to display an edit window for that player.

--When you select an individual player from either the "Players with stats" box or the "Full roster" box, or when you select "<New player>" on the "Full roster" box, the edit window for the currently selected stats category is displayed:

INDIVIDUAL Offensive stats entry

Season: 2009

Name: FOLKL, Kristin Games: 106 MP: 29

---- ATTACK ----

K	E	TA
381	170	1048

---- SET ----

A	TA	E
22	164	0

---- SERVE ----

SA	SE	TA
30	28	327

--- RECEPTION ---

RE	TA
27	235

---- BLOCKING ----

BS	BA	BE	BHE
4	42	6	2

From prior team/school

OK Cancel

--The Season field is read-only -- you cannot change this value. Values that you enter in

the Name and Games fields are automatically applied for the current player regardless of which category you are entering. Other data entry fields on the window are specific for the currently selected category.

Reformatting player names: You can use the "First Last", "Last, First" or "Mixed case" buttons to reformat all of the player name spellings for the current season. These functions modify all player names in the database for the current season, instead of having to edit each individual name. If you use the "Mixed case" function, review all of the name spelling changes made -- you may need to manually adjust one or more of the entries. For example, you may need to change "Dimarco" to "DiMarco" or "Del Vicente" to "del Vicente".

Team and opponent stats

When you select Team stats a window is displayed for entering season cumulative statistics for your team.

Click on "Opponent stats" to enter or edit cumulative season totals for opponent teams. The same edit windows are used for entering both team and opponent season totals.

Add new season

Select Edit | Add new season to insert an empty season database file. When prompted, enter the 4-digit year for that season. To add data entries to the new season, use the Edit | Edit season data function.

Delete season

Select Edit | Delete season to remove a season database file from your career/historical database. You are prompted to confirm before the season is deleted.

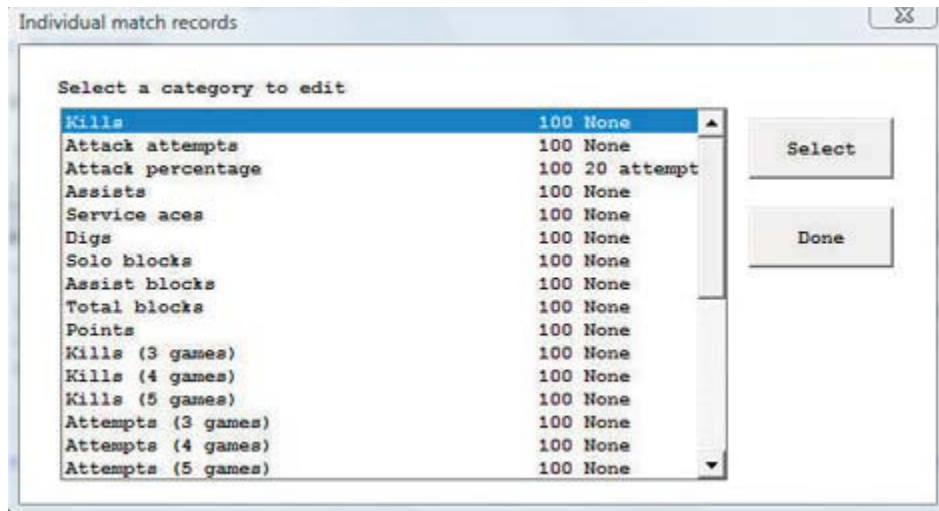
Editing single-match record entries

Before using the single-match records reports you should manually enter the current match records that you maintain. You do not have to enter every stat from every prior game to load your single-match records database. Typically, you can just enter the top 10 or so performances in each category.

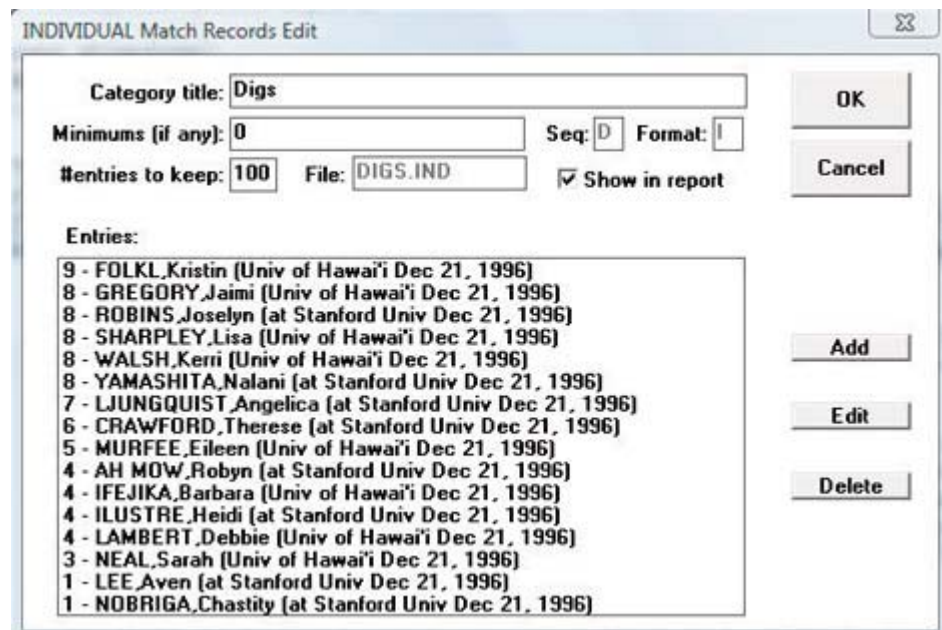
After you have built up your initial match records databases, use the "Capture match records" function to automatically update your individual and team single-match records after you score each game.

Edit individual match records

Select Edit | Edit individual match records to display the Individual match records window.



To select a category to edit you can either double-click on that category, or highlight the category and press "OK". The Match Records Edit window is displayed for the selected category.



Fields on the Match Records Edit windows include:

Category title: Use as a category heading in your reports.

Minimums (if any): Used as a filter by the "Capture match records" function for average and percentage type fields. If appropriate for the category, enter the minimum required and text to describe the minimum (for example, "15 kills").

Sequence: Specifies whether to sort the category in (D)escending or (A)scending order. You cannot change this field -- it is automatically determined by the software.

Format: Specifies whether the statistics in the category are in (I)nteger format, (F)loating point format, or (P)ercentage format. You cannot change this field -- it is automatically determined by the software.

entries to keep: Specify the maximum number of entries to retain (or "keep") in the category. You can (and should) maintain more entries in your edit list than you actually include in your reports for each category. For example, you can use Settings | Records report settings to select 10 entries per category to list in single-match record reports, and

still "keep" more in the edit list for that category. By default, the software will "keep" a maximum of 100 entries in each category for archive purposes.

File: Shows the database filename used by the software to store the edit list for the category. You cannot change this field -- it is automatically determined by the software.
Show in report: You can disable this option if you don't want the category to appear in your single-match records reports. In the initial delivery, the display of each category is enabled.

Entries: This list box shows all entries currently in the edit list for the category. To add a new entry, click "Add". To edit an existing entry, highlight the entry and click "Edit", or double-click on the entry itself. To delete an existing entry, highlight the entry and click "Delete".

You can select Delete to delete the entry, and when you select Add or Edit entry, the Edit Entry window is displayed.. Fields on this window are:

Statistic: Enter the statistic value for this field. For integer fields enter the raw value (such as "212" for most yards rushing). For average and percentage fields enter the calculated value in the Statistic field (for example, "0.635" for attack percentage. **Note:** The Capture match records function automatically fills in the Statistic field as well as the Amplifying info field.

Name: Enter the player name. For team single-match records, enter "TEAM" in the Name field. Note: The Capture game function automatically fills this field with the player name spelling as found in the game file, or fills this field with "TEAM" for team match records.

Date: Enter the date of the game. Note: The software automatically uses the format "MMM DD, YYYY" when filling in the Date field in the Capture match records function (for example, "Sep 16, 1999")

Opponent: Enter the name of the opponent team. For home games enter just the opponent team name. For away games enter "at" followed by the team name (for example, "at Tennessee"). For neutral site games enter "vs" followed by the team name (for example, "vs Nebraska"). Note: This field is automatically filled in by the Capture match records function.

Amplifying info: Enter additional text, if desired, to display in reports for this single-match record entry. If entered, this field is displayed in parentheses in your single-match records reports. Note: The Capture match records function automatically fills in this field for pre-determined stats categories.

Edit team match records

Select Edit | Edit team match records to display the Team match records window. A separate category list is maintained for team match records. Many of the categories are the same as those for Individual match records. The data entry windows are the same as those used in Edit individual match records; refer to the sections above for information on how to use those windows.

Edit player single-match highs

Select Edit | Edit single-player game highs to manually enter historical data. To generate a report for players, select Reports | Individual single-game highs. Enable the Settings | Records report settings | "Show game highs in individual career summaries" option to include on individual summary pages (hardcopy and HTML 'style' modes).

Delete game records for...

Select Edit | Delete game records from ... to remove all entries from the single-game records database for a selected game. Enter the game date and opponent to identify the game to remove.

Edit all-time results

A full history of game results can be maintained in the Career Reports program. To load game results into the all-time results database either:

- Select Capture | Capture season for the current season (or click Directory to select a prior season), or
- Select Edit | Edit all-time results to manually enter game results for a season.



Click the "Create new season" button to start a new list of game results for the selected season. Click "Edit season" to display the Edit season results window:

Results for 2009 Record: 0-1; 0-0

Date	Opponent	Score	Attend	OppID	Post	Forf
12/21/1996	at Stanford Univ	L 0-3	8009	674		

Buttons: Add, Edit, Delete, Done, Fill in CodeIDs

The Result details window is displayed when you Add or Edit a game result. Use the **UP** and **DOWN ARROWS** to rearrange the game order if needed. Click the Fill in Code IDs button to select NCAA team codes for each opponent. Note that some codes may not be able to be filled in -- use the Result details window to manually select or specify the opponent team code.

Result details

Date: 12/21/1996 Site: Cleveland State Univ
 Stadium/Arena: Convocation Center
 Opponent name: Stanford Univ
 Opponent code: 674
 Own score: 0 - Opp. score: 3
 Attendance: 8009 Overtimes: 0
 Notes: 7-15,3-15,5-15

Options: Home, Away, Neutral
 Conference/league game
 Post season
 Won by forfeit
 Lost by forfeit
 Sched note flag

Buttons: Done, Cancel

To generate reports including all-time results:

- Select Edit | Edit season data | Summary report -- results for that season are included in the report
- Select Edit | Edit season data | Summary Html - results for that season are included in the web page
- Select Reports | All-time results -- generates a report of results for each season
- Select Reports | All-time results vs opponent - generates a report with all results against a selected opponent (note this uses the "Team code" values entered in the All-time results editor).
- Select Reports | All-time record vs opponents - generates a won-loss report against all

opponents

HTML generation

The TAS For Volleyball Career/Historical program lets you automatically generate HTML pages for your web site. To generate your web pages:

1. Select HTML | setup to choose which career/historical reports to include:
2. Select HTML | Generate to generate web pages.
3. Select HTML | Copy to disk to copy the HTML pages to a CD for FTP to your site.
4. Or, you can FTP the files directly from the c:\tasvb\career\html directory.
5. Create a link on your web site pointing to the "histstat.htm" file.

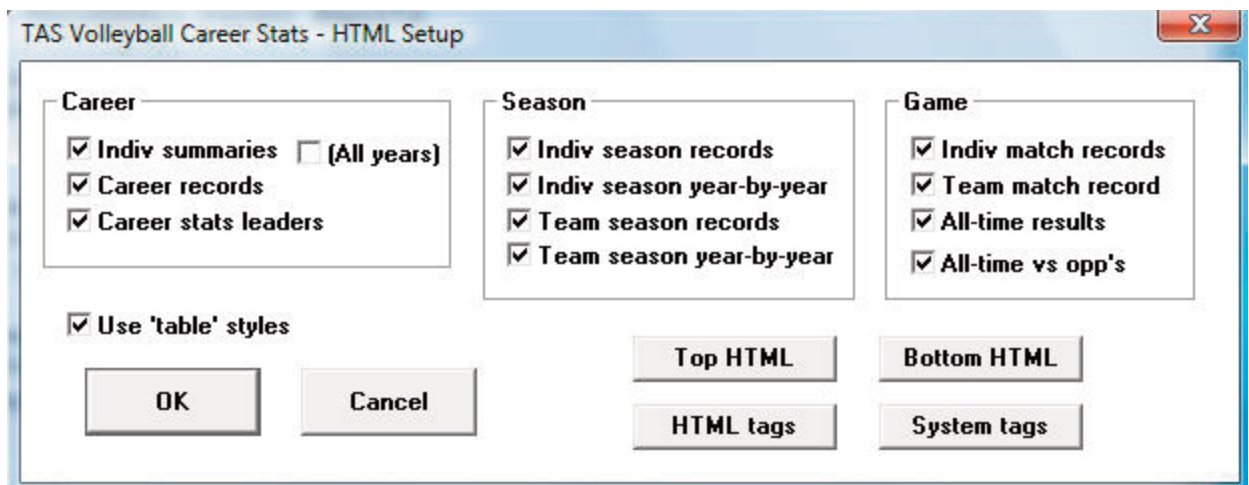
XML generation

The TAS For Volleyball Career/Historical program lets you automatically generate XML outputs for several uses, including:

1. To generate a season XML output for the selected season, select Edit | Edit season data and click XML summary.
2. To generate an XML output compatible with the Game Viewer application, select HTML | XML (by player for game viewer).
3. To generate an XML output containing season-by-season data for the entire career database, selected HTML | XML (by season-for archives). NOTE: Fill in the Settings | Records report settings | Team code and Team name fields before running this function.

Setup

Select HTML | Setup to display the setup window. Use this window to choose which reports to include when you select HTML | Generate. Check "Use 'table' styles" if you'd like for the webpage to list the statistics separated into tables. An example of this style is the second graphic below.



Kills

1. 17 - Kerri WALSH (.438) - 2009
2. 16 - Kristin FOLKL (.406) - 2009
3. 11 - Cecelia GOODS (.381) - 2000
4. 10 - Debbie LAMBERT (.292) - 2009
5. 9 - Therese CRAWFORD (.034) - 2000
6. 7 - Joselyn ROBINS (.000) - 2000
- 7 - Angelica LJUNGQUIST (.111) - 2000
8. 6 - Barbara IFEJKA (.385) - 2009
9. 4 - Chastity NOBRIGA (.273) - 2000
- 4 - Eileen MURFEE (.091) - 2009

Kills per set (minimum 5 kills)

1. 5.67 - Kerri WALSH (3 sets) - 2009
2. 5.33 - Kristin FOLKL (3 sets) - 2009
3. 3.67 - Cecelia GOODS (3 sets) - 2000
4. 3.33 - Debbie LAMBERT (3 sets) - 2009
5. 3.00 - Therese CRAWFORD (3 sets) - 2000
6. 2.33 - Angelica LJUNGQUIST (3 sets) - 2000
- 2.33 - Joselyn ROBINS (3 sets) - 2000
8. 2.00 - Barbara IFEJKA (3 sets) - 2009

Generate

Select HTML | Generate to generate the HTML pages for your web site. The files selected in the HTML | Setup function are included. The following files are generated in the `c:\tasvb\career\html` directory:

- | | |
|---------------------------|--|
| <code>histstat.htm</code> | - the career/historical stats "home" page (create a link to this page) |
| <code>histcarr.htm</code> | - individual career summary and career records reports |
| <code>histseas.htm</code> | - individual and team season records and season leaders reports |
| <code>histgame.htm</code> | - individual and team single-match records reports |
| <code>histresu.htm</code> | - all-time results |

XML generation

The TAS For Volleyball Career/Historical program lets you automatically generate XML outputs for several uses, including:

1. To generate a season XML output for the selected season, select Edit | Edit season data and click XML summary.
2. To generate an XML output compatible with the Game Viewer application, select HTML | XML (by player for game viewer).
3. To generate an XML output containing season-by-season data for the entire career database, selected HTML | XML (by season-for archives). NOTE: Fill in the Settings | Records report settings | Team code and Team name fields before running this function.

Copy to disk

While you can FTP the career reports directly from the HTML subdirectory, you may find it more convenient to copy these files to a CD first so you can more easily locate them using your FTP tool.

Backing up your database files

Be sure to backup your career/historical files on a regular basis! In the event of a hardware or software failure, re-entering the data will be time-consuming and frustrating. It is recommended that you keep at least two sets of backup disks.

1. Perform a full backup after you have entered all of the data to initially load you season and match records databases. Set this backup disk aside in case you need to restore your data, and your ongoing backup disk is unreadable or unusable.
2. Perform a full backup to a different disk after you have performed the Capture season and Capture match records functions after each match.

15 Utilities & roster maintenance

This section describes the functions available in the Utilities program. Start this program by selecting "Utilities" from the TAS VB Menu.

Roster maintenance

The following sections describe Roster maintenance functions in the Utilities program.

Adding a new team

To add a new team to the Teams List, press "A" from the Roster maintenance Teams List. The Edit Team Info window is displayed.

```

Edit Team Info

Team ID: CU
Team Name: Central University

```

Team ID: Enter a 1-8 character unique ID for the team.

Team Name: Enter the full team name in this field.

After typing the information in these fields, press **ENTER** to add the new team, or press **ESC** to cancel the add function.

Editing a team roster

To edit the roster for a team, move the cursor to the team on the Teams List and press **ENTER**. The roster for that team is displayed.

```

C:\TASVB\SAMPLES\CU.VRO

> 1 Giraldo, Luis
   7 Tarmon, Willie
   .
   .
   .

```

To add a player to the roster, move the cursor to a blank spot in the roster and press **ENTER**. To modify an existing roster entry, move the cursor to the desired row in the roster and press **ENTER**. In either case, the Player Info window is displayed.

```

Player Info

Number: 1
Name: Giraldo, Luis
Class: SR

```

The fields on the Player Info window are:

Number: Enter the uniform number for the player. Enter a 1-digit number, a 2-digit

number, or the special uniform number "TM" for team. The following are examples of valid uniform numbers:

7
95
TM

It is recommended that you add a "team" entry to each roster (if you don't, the in-game software will add it for you automatically). The "team" entry uses the special uniform number "TM" and may look like:

Player Info	
Number:	TM
Name:	TEAM
Class:	

Name: Enter up to 15 characters for the player name in any format you wish. Note that the name spelling for a player must be consistent throughout your games to generate accurate cumulative season statistics. If you change the spelling of a player name mid-way through the season, you must go back and load each previously scored game to modify the roster spellings for that game.

Class: Enter "FR", "SO", "JR" or "SR" in this field, or leave it blank if not applicable.

To change the style of the name spelling for all players on the roster, press one of the keys listed at the bottom of the player roster window for Upper case, Mixed case, First Last, or Last, First.

Changing the team name

To change the spelling of a Team Name, move the cursor to the team on the Teams List and press 'E'. The Team Info window for that team is displayed to let you change the spelling for the Team Name field. You cannot change the Team ID field using this function.

Deleting a team

To delete a team from the directory, move the cursor to the team on the Teams List and press "D". You are asked to confirm you want to delete the team entry.

Note: You cannot delete a team that has at least one game in it's Games directory. You must first use the Delete game function in File maintenance to delete each game for the team.

Changing the team ID

To change the spelling of a Team ID, select Change Team ID from the Roster maintenance menu. This lets you change the 8-character unique Team ID for a team. The Team Info window for that team is displayed to let you change the spelling for the Team ID field.

File management

The following sections describe File management functions in the Utilities program.

Rearrange games list

Select Rearrange games list to change the display order of games in your games directory. Normally, the software will display information from games in the order in which you entered them. This function lets you correct the display order when you enter games out of sequence.

To use this function:

1. Select a team from the Teams List.
2. Move the cursor to a game you want to move.
3. Press **'M'** or **SPACEBAR** to mark that line to MOVE.
4. Move the cursor to the location you want to move it to.
5. Press **'A'** to move the marked line AFTER the current line.
6. Press **'B'** to move the marked line BEFORE the current line.
7. Repeat steps 2 - 6 as desired.
8. Press **ENTER** to save your changes.
9. Press **ESC** to cancel your changes.

Delete a game

Select Delete a game team to remove a game from the games directory for a selected team.

To use this function:

1. Select a team from the Teams List.
2. Select a game from the team's Game List.
3. Type **'Y'** to confirm you want to delete the game.

Backup game files

Select Backup game files to save your game files to another disk. You can save all files or only files that have been changed since the last time you used Backup directories for the selected game directory.

The current games directory is displayed when you select this function, in addition to the number and size of the files in the directory. The display also shows the date of the last backup and the number of files/sizes that were changed since the last time you performed a backup of the games directory.

To backup your games directory, specify the path you want to save the files to, whether you want to save all or only files changed since the last time you performed a backup, and whether you want to save report files as well as game files.

NOTE: If you save only modified files, you may have to restore the files in the order in which you saved the game files to re-create your game directory. If you are not familiar with the concept of incremental backups, consult your system administrator or always backup all files.

```

                                Backup Game Files

Current games path: C:\TASVB\1995

                Last backup: 09/11/94 13:45
      Game files/size: 22/63130  Modified:   5/65000
      Report files/size: 10/50284 Modified:   3/27500

Backup games to: A:\TASVB\1995
All or Modified files: A
Backup reports: Y

```

Current games path: Show the currently select games directory.

Last backup: Shows the date and time you last backed up the current games directory.

Games files/size ... Modified: Shows the total number of files and size for the current games directory. Also shows the total number of files and size of game files that have been modified since the last backup of the current games directory.

Report files/size ... Modified: Shows the total number of files and size for report files in the current games directory. Also shows the total number of files and size of report files that have been modified since the last backup of the current games directory.

All or Modified: Enter "A" if you want to backup all files in the directory. Enter "M" if you only want to backup files that have been modified since the last time you backed up the current directory. It is recommended you always enter "A" in this field to perform a complete backup each time.

Backup reports: Enter "Y" if you want to backup report files in addition to game files. Enter "N" if you only want to backup game files. Backing up reports files is not really important since you can recreate the reports at any time from your game files.

Restore game files

Select Restore game files to copy game files you previously saved using the Backup game files function. Normally you will backup game files to a floppy disk and restore them from the same floppy disk.

To use the restore function, first set the "current" games directory by using the Directories function. This is the directory where game files will be restored (copied) into. In the Restore game files window, enter the drive and path where the games you want to restore are located, and will be copied from.

```

                                Restore game files

Current games path: C:\TASVB\1995

Restore games from: A:\TASVB\1995

```

A list of the files in the "Restore games from" directory will be displayed for your confirmation. Press "Y" to restore the files.

Import/export game files

Select **Export game** to copy a game from your computer system onto another disk, such as a floppy disk. Conversely, select **Import game** to copy a game from another disk, such as a jump drive, onto your computer system.

Refer to Chapter 4 ("Managing your game files") For a step-by-step description on how to use import/export to copy individual game files from one computer system to another.

Pack/unpack game files

Select **Pack game files** to create a single (gameid.VPK) containing both the match stats, play-by-play and notes files for a selected match. This function is designed as a convenience for creating a single attachment for a email transmission instead of attaching each game file separately.

Select **Unpack game files** to extract the game files from a packed game file (gameid.VPK) that was sent to you. You can then use the Import match function to import the game files for the match into your season directory.

Software settings

You can modify various software settings from the Utilities program. These include:

- Report options
- In-game options
- Directories
- Printer type

Each of these functions is described in detail in the "Software options setup" chapter earlier in this manual.

16 Volleyball Conference Package

Introduction

This chapter describes general TAS Volleyball Conference topics. For detailed information on Windows Conference Reports, refer to the chapter on "Using Windows Reports".

Entering game data into the system

Game and match statistics are entered into the conference system in one of two ways:
 Import game: Teams in your conference that are using The Automated ScoreBook For Volleyball can transmit game files to you via email. You can then import these games into the conference system using the Import game function described below. This eliminates the need to key in box score data for each game/match.

Manual game entry: Or, you can use the Manual game entry function of the software to key in stats from hardcopy box scores that are sent to you by your teams. Refer to Chapter 11 (Manual box score entry) in the User's Guide for detailed instructions on this function

Quick conference setup

The following is a checklist of the general software setup steps you might perform to get ready for a season.

Add the conference team and roster entries:

1. Run the Utilities program.
2. Select Utilities | Create directory create a new directory for your game files.
3. Select the Roster maintenance, Edit rosters function.
4. Add each team in your conference to the Teams List.
5. Enter the player rosters for each conference team.

Customize the Conference reports functions:

1. Run the Conference Reports program.
2. Select Settings | Conference setup to enter general conference information.
3. Select Settings | Conference teams to identify the teams in your conference (and divisions).
4. Select Settings | Report options to specify general report formatting options.
5. Select Settings | Mimimums to set mimimum criteria for various reports.

Setup the game schedule for the conference:

1. Press **M** to start Manual game entry from the TASVB Menu.
2. For each game on the schedule, perform steps 3 thru 6.
3. Select File|New game.
4. Select Game setup|Teams to select or add the teams for the game.
5. Select Game setup|Game info to enter general game information.
6. Select File|Save game to save the scheduled game to disk.
7. Exit to the TASVB Menu.
8. Print the Conference Schedule from the Conference Package.

Conference setup

Use Conference setup to identify the name of your conference and the names of each division in the conference (if any). This window also lets you customize the layout of some of your conference reports.

Conference Setup	
Conference name:	Central Conference
Season:	1995
Division 1 name:	Eastern Division
Division 2 name:	Western Division
Division 3 name:	
Division 4 name:	
Landscape Sched:	Y
Break Sched at#:	99
UndLin in sched:	Y
Show conf rcd:	Y

Conference name: Enter the name of your conference as you want it displayed in your conference report titles. Note: This heading is only used in conference reports. You should also change the Heading field in the Report Options window for printing individual game and team reports.

Season: Enter the season (1995, etc.) that will appear in your conference report titles.

Division 1 name: Enter the name for the first conference division, or leave this field blank if not applicable. This entry affects the Conference teams setup and the Conference Standings report.

Division 2 name: Enter the name for the first conference division, or leave this field blank if not applicable.

Division 3 name: Enter the name for the first conference division, or leave this field blank if not applicable.

Division 4 name: Enter the name for the first conference division, or leave this field blank if not applicable.

Landscape Sched: This option affects the layout of the Conference Schedule and Results report. Enter "Y" if you want this report to be printed in "landscape" orientation, or "N" if you want this report to be printed in "portrait" orientation.

Break sched at #: It is recommended that you leave this field set to a high number (99). Change this value only if you need to force the Conference Schedule report to page break on a certain team number. For example, enter "10" if you want to force a page break on team number 10.

UndLin in sched: Enter "Y" in this field to display an underline row underneath the team name in the Conference schedule report. This is intended to be a space-saving option to help fit the entire conference schedule onto one page. Occasionally, if one or more teams play in post-season play you may need to set this to "N" to fit the schedule onto one page.

Show conf rcd: Enter "Y" in this field if you want to display the conference record in addition to the overall record in the Conference Schedule report.

Conference teams

Use the Conference teams function to identify the teams that are in your conference. Use the spacebar to select/deselect individual teams. A marker (*) is displayed next to each team that is included in the conference.

All Conference Teams	
>	CHAN Chantilly
*	FAIR Fairfax
*	FC Falls Church
	JEF Jefferson
*	LAN Langley
*	LEE Lee
*	MAD Madison
*	MAR Marshall
*	MCLEAN McLean
	WS West Springfield

If you have setup divisions within the conference, you must also identify the teams that are in each division. Be sure to identify "All Conference Teams" before identifying individual teams in each division. Use the spacebar to select/deselect teams in a division as described above.

Conference report stat minimums

Use the conference report stat minimum windows to specify the maximum number of entries and statistical minimum/maximum criteria for sections of your conference team and individual reports.

NCAA team minimums

Use the NCAA Team Minimums to customize the NCAA Team Leaders report.

NCAA Team Leader Minimums	
ATTACK PCT #lines: 5	KILLS #lines: 4
Minimum attack pct: 0.220	Min kills per game: 10.00
	SERVICE ACES #lines: 4
ASSISTS #lines: 4	Min SAs per game: 1.00
Min assists/game: 10.00	
	DIGS #lines: 4
	Min digs per game: 12.00
BLOCKS #lines: 4	
Min blocks per game: 2.00	MATCH W-L PCT #lines: 4
	Minimum won-lost pct: 0.100

NCAA individual minimums

Use the NCAA Individual Minimums to customize the NCAA Individual Leaders report.

NCAA Individual Leader Minimums	
ATTACK PCT #lines: 2	KILLS #lines: 2
Minimum attack pct: 0.250	Min kills per game: 3.00
Min attacks per game: 3.00	
	SERVICE ACES #lines: 2
ASSISTS #lines: 2	Min SAs per game: 0.25
Min assists/game: 10.00	
	DIGS #lines: 2
BLOCKS #lines: 2	Mins digs per game: 3.00
Min blocks per game: 1.00	
	Pct team games played: 67.70

Weekly individual leaders

Use the Weekly indiv leaders to customize the Conference Weekly Individual Leaders reports. The weekly conference reports are designed for distribution to media and fans. Typically, the minimum criteria will not be as stringent as those required by the NCAA for conference reporting forms, and you will include a longer list of players in each category.

Weekly Individual Leader Minimums	
ATTACK PCT #lines: 10	KILLS #lines: 10
Minimum attack pct: 0.200	Min kills per game: 2.00
Min attacks per game: 3.00	
	SERVICE ACES #lines: 10
ASSISTS #lines: 10	Min SAs per game: 0.10
Min assists/game: 5.00	
	DIGS #lines: 10
BLOCKS #lines: 10	Mins digs per game: 1.00
Min blocks per game: 1.00	
	Pct team games played: 50.00

Conference standings

This report includes a section for "Last Week's Results", the overall and conference standings (by division if applicable), and a section for "Next Week's Schedule".

Use the Conference Setup and Conference Teams functions to identify the teams and divisions to report in the standings section.

Select Conference Reports | Conf | Last week's results to select which games to include in the "Last week's Results" section. This section is displayed in a Notepad window so you can edit the text as required.

You can perform the same selection process for the Next week's schedule section.

Importing a game

You may receive "packed" game files (`gameid.vpk`) from your teams. Use the Utilities | Import/Export | Unpack game files to "unpack" the ".vpk" file; then use Utilities | Import/Export | Import games to import the actual game file (`gameid.vgm`).

If you receive a ".vgm" game file (instead of an ".vpk" file), you can use the Import game function directly without first unpacking the file.

The HTML Organizer

Refer to "Using Windows Conference Reports" for information on generating HTML pages for your conference web site.

17

Game Viewers

Utility Programs

Description

Each STATCREW Game Viewer provides multiple views of statistics during a game for radio, TV, print media, press box suites, sports information positions, etc. Using a game viewer, the user can select from several different presentations of the game data, such as team stats, individual stats, play-by-play, stats leaders, and more, including season-to-date stats for each player.

The Game Viewers are designed to run on computers that read game data written by the scoring software in XML format to a location accessible via a local area network (LAN). The Game Viewers run as a window on the desktop, so the user can concurrently run other Windows applications such as word processors, browsers, etc.

The Game Viewers function as an extension of the 24 X 80 character “stats display” terminals -- that is, you support updates to both Game Viewer computers and stats display terminals concurrently.

Installation

To install from the CD-ROM, insert the CD (run the “setup.exe” program if not automatically started). Then click on the “Game viewers” tab and select the game viewer for the desired sport. You can also download the game viewer software from the statcrew.com website if necessary. A Game Viewer icon is installed on the desktop for launching the game viewer application.

Scoring software setup

To support the game viewers, perform the normal live game setup in the Windows Game Reports program; then also activate the XML data feature, provide a game ID to use for the XML output, and indicate a directory to copy the XML output to. Then setup the

Live stats settings

Activate Gametracker ID:

FTP settings:

Auto-send FTP Html Xml

FTP site:

User ID:

Password:

Target directory:

Copy file settings:

Auto-copy files Html Xml

Target directory:

XML output:

Enable XML stats feed

Xml filename:

Code:

Other settings:

Show stats on screen

Reverse play-by-play

Poll rate in seconds:

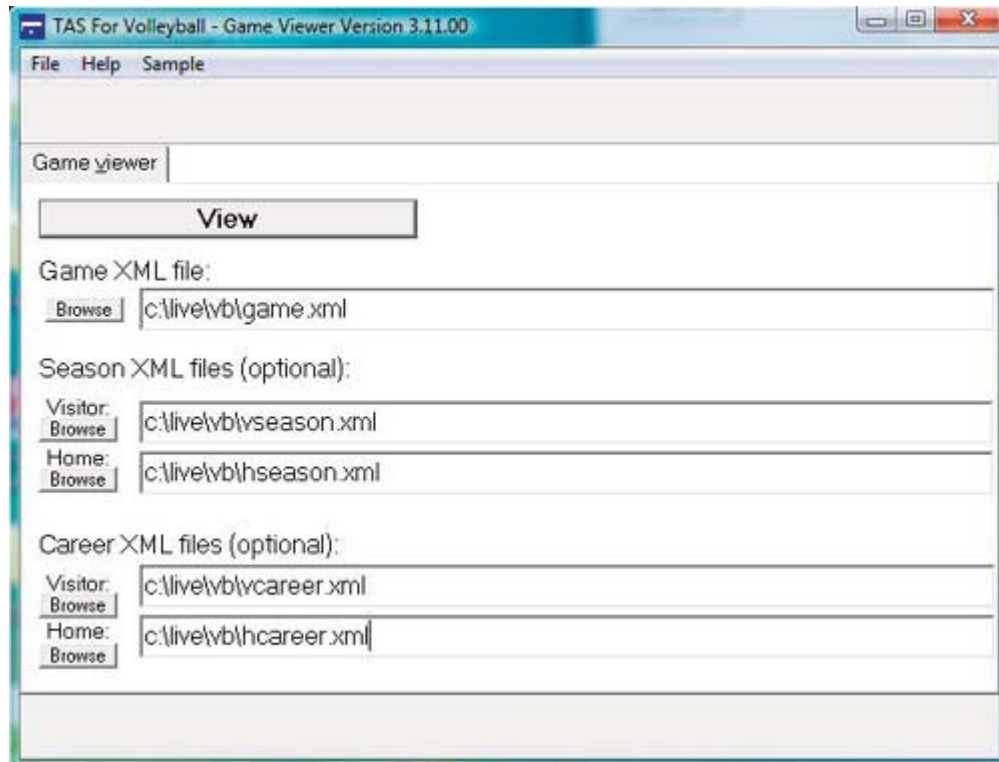
OK Cancel

game viewers to view the specified XML data file.

In the example above, the “Enable XML stats feed” option is enabled, the XML gameid is set to “vbgame”, and the Copy file settings indicate the XML data is to be copied to the “c:\demo\vb” directory. **Note:** The XML data could be copied to a “mapped” drive or to a specific computer (for example, “\\server\livedata”) -- the key is to copy the XML data to a directory that can be accessed via the LAN.

Game viewer setup

Double click on the “Game Viewer” icon installed on the desktop (see “Installation” above).



Enter the name of the XML data file to view, or click the “Browse” button to locate the file over the LAN. If available, also specify the season data XML files that were created by the Season Reports | Cumes | XML output function.

Using the Game Viewer

You can select “Help” in the Game Viewer to access information about setting up and using the viewer. Some key points include:

- Use the mouse or keyboard characters to switch between different data views.
- Double-click on player names from list-boxes for more detailed info
- Click on the “Colors” button to customize colors for various parts of the displays
- Click on the “+” or “-” buttons to enlarge (or shrink) the display size if desired
- The viewer updates automatically after a play is entered; press Pause/Resume to temporarily stop updates
- Click on the “Update” button to force the display to automatically update every five seconds

Network considerations

Computers running the Game Viewer software need to be able to “see” the XML data file over the LAN -- whether the XML file is copied to a directory on the stats computer itself

or to another server. The network might be a “standalone” network with the stats computer and game viewer computers connected to each other via a hub; the computers might be connected via the campus/press box LAN; the computers might be connected via a wireless LAN; or any combination of the above.

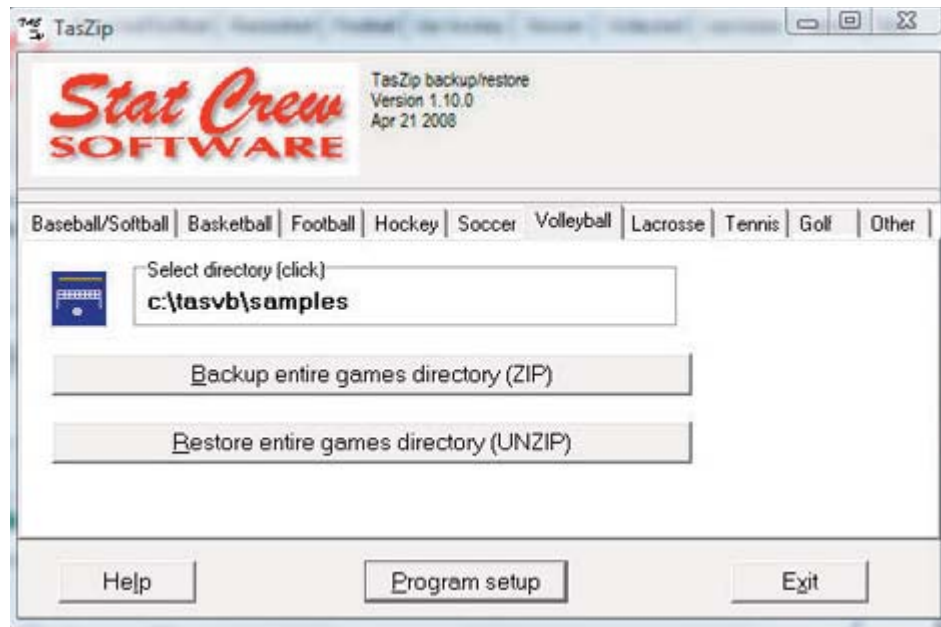
Technical note: Instead of installing the Game Viewer software on each computer, you can run execute the program over the network. Use the “-v” option view-only option (for example, “\\server\tas\bsview.exe-v”); the “-v” option prevents the users from altering the “master” XML data location and colors you have setup.

TasZip

TasZip is a “zip/unzip” (file compression) tool for use with STATCREW.

Key features include:

- Faster and smaller backup/restore of games directories
- Especially useful for “larger” games directory backups
- Zip/Unzip files are compatible with PkZip, WinZip, NetZip



--To download TasZip from the internet, go to www.statcrew.com and select --Downloads.

To install TasZip from a CD:

From the CD, select TasZip from the installer tools menu.

To run TasZip:

--Select Start | Programs | TasZip | TasZip to start the program; or

--Click on STATCREW Control Panel from you Windows desktop; select Tools; then select TasZip.

To display or print the User Guide, select Start | Programs | TasZip | User Guide (in PDF format. This document requires the Adobe Acrobat Reader to display or print the document).

TasFonts

TasFonts provides a set of alternative fonts that can be used in STATCREW reports. In particular, the “Lucida sans typewriter” font gives you a crisper, easier-to-read printout

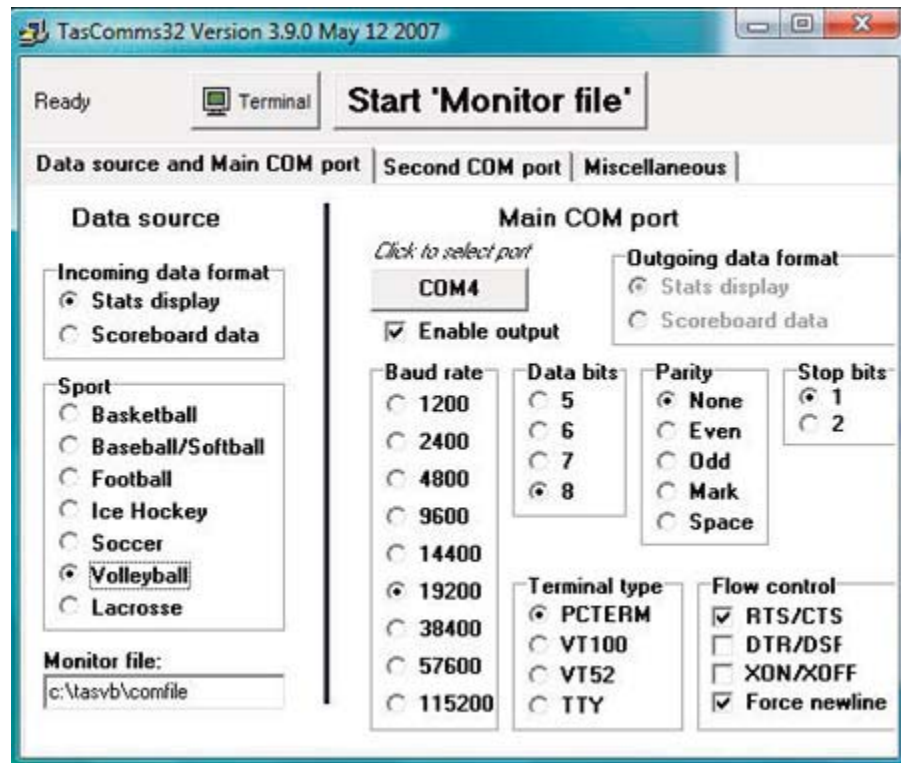
than the standard “Courier new” font, making it a good choice for reports that will be copied or faxed.

To download TasFonts from the internet, go to www.statcrew.com and select Download software fixes.

Note: After installing TasFonts, you can select Display | Font settings from any of the Windows Reports menus to select a new font for your reports. To preview and test the look and feel of these alternative fonts, select Start | Programs | TasFonts | TasFonts.

TasComms32

TasComms32 (or “TC32”) is a tool that supports serial (COM) port communications for STATCREW scoring products. TC32 creates serial output during a game for media stats display and for scoreboard stats.



To download TC32 from the internet, go to www.statcrew.com and select:

Downloads

To install TC32 from a CD:

Select TasComms32 from the installer menu.

To run TC32:

Select Start | Programs | TasComms32 | TasComms32 to start the program; or click on the STAT CREW CONTROL Panel from your Windows desktop; select Tools; then click on TasComms32 (or right click to choose between TC32 and the original TasComms tool).

18 Frequently Asked Questions

Q: I have a player who, according to our cumulative and game-by-game reports, has one game played, but no other stats. However, she has never played in a game this season, and she does not appear on any game reports. How do I correct this?

A: The player's uniform number was probably inadvertently entered on a play in the match that appears in the game-by-game report. To find this error, load the match in In-game scoring, select Match setup | Participation to see if her name is marked as having played in the match. If it is, you can perform a search to find the play. At the Participation screen, scroll to the name of player in question, press Shift ? to find the plays for this player. Make the necessary correction in the play editor to remove the player from the play-by-play. Use the individual game-by-game to identify the match.

Q: How do I enter a forfeit in TAS For Volleyball?

A: Follow these steps:

- 1) Run the Manual Entry feature.
- 2) Use Match Setup to select the teams and enter match Info.
- 3) On the Match Info screen, enter the word **FORFEIT** in the Record field for the losing team.
- 4) Select Scoresheet | Line score and enter the line score for the forfeited match in accordance with your league rules.
- 5) Save the match.

This information can also be found in the User Guide; refer to "forfeit" in the index.

Q: What will I need to do with the TAS For Volleyball now that the NCAA has modified their rules to best 3-5 to 30 points and all games are rally with the fifth game to 15?

A: At the start of the match, in the Scoresheet function, select Game Control | Rally and set Rally to **Yes**. The rally scoring function will be in effect in this match until you turn it off. No additional steps are needed regarding the 30 point game. Select Game Control | Game Number to start new game after a 30 point game is completed.

Q: How does TAS For Volleyball handle the libero position?

A: The libero player is subbed in at the start of each game, and therefore gets credit for a game played but not started. The libero stats are then kept in the same way as any other. Beginning with version 3.4, the software includes an option so that you are prompted for the libero uniform number after entering the six starters.

Q: We hosted a tournament, but we were listed as the visiting team on the scoreboard. Is there any way we can count this match as a home match, or do we have to re-key it?

A: Beginning with version 3.8, the software has an option to allow you to treat the home team as visitor for purposes of home-away won-loss record. To do this, load the game, select Match Setup | Match Info, and for the field named Neutral Site, enter H. Save the change.

Q: Can we get the stats for individual players to appear on our scoreboard that displays kills and aces?

A: An option was added in version 3.4 to allow the on-court players' stats to be displayed on the scoreboard.

To do this, set the following options in the scoring program:

- 1) Remote Display | Terminal Type -- set to Daktronics (or scoreboard)

2) Options | Full subs -- enter Y to enable full substitutions entry.

While scoring the match make sure to manage substitutions using:

- 1) Game control | Subs -- enter uniform numbers for players coming in and going out
- 2) Game control | On court -- reset players on court (if needed).

A The Automated ScoreBook For Volleyball (Tutorial)

This tutorial is designed to familiarize you with basic "in-game" scoring features before scoring your first "live" match. It is recommended that you read the User's Guide and run through this tutorial before scoring your first game courtside. Be sure to try out the play editor functions so you can quickly correct play entries when the need arises during the game.

Overview

The Automated ScoreBook For Volleyball (TAS For Volleyball, or TAS VB) lets you score your volleyball matches "live" from courtside, or manually enter your stats for away matches. A variety of game, match, cumulative season and individual player reports are automatically generated by the software.

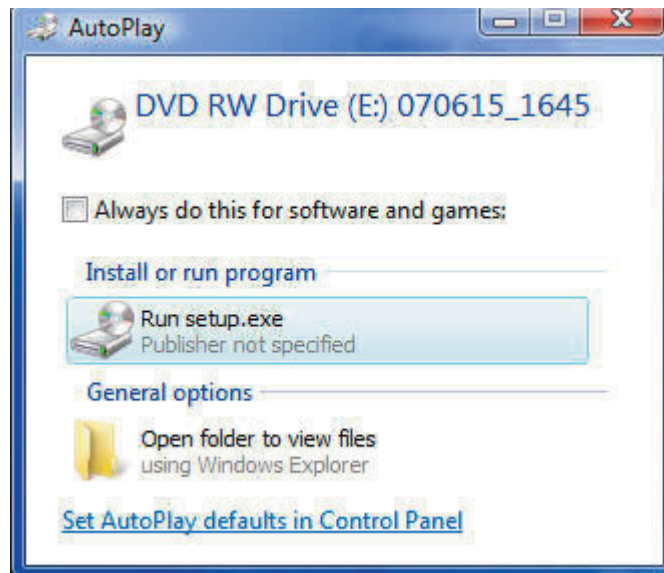
The on-screen display shows information that can help you monitor your entries and insure accurate statistics in your game. The current line score, most recent play inputs, indicators for which side of the court the ball is on, alerts for unidentified uniform number entries, and key individual stats are displayed to help you keep the game scoring on track. You should periodically glance at this information to verify the software has interpreted your scoring entries as expected.

The following keyboard commands are especially important when using the software:

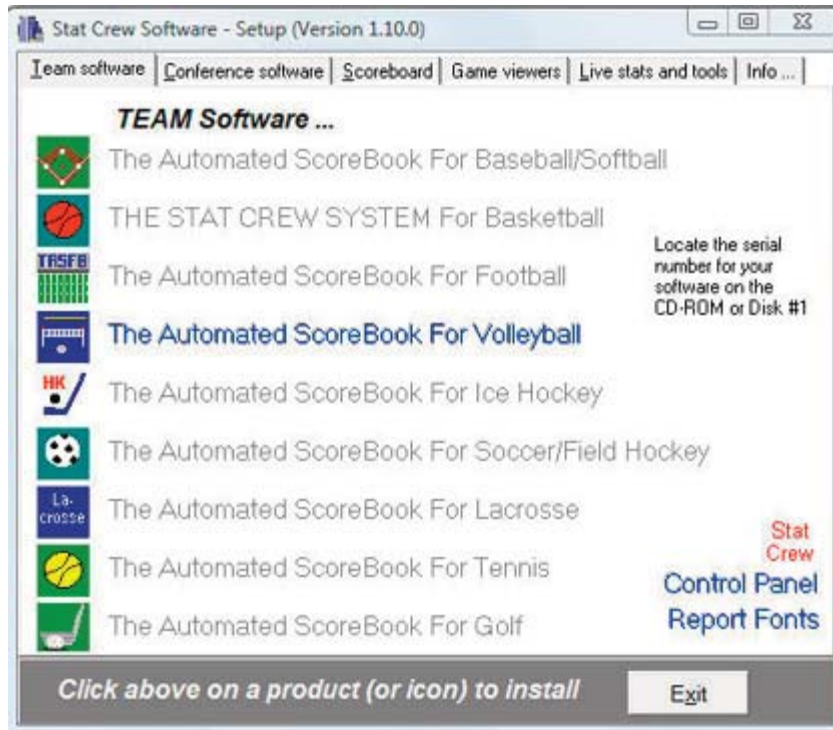
Starting the software

To install the full Windows and DOS software package:

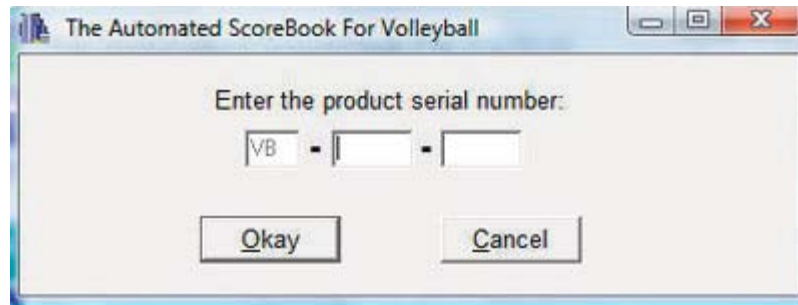
1. Insert the CD into your computer's CD-ROM drive.
2. When prompted select, "Run setup.exe". (see first screen below).



3. This will bring you to the STAT CREW software menu. "The Automated ScoreBook Volleyball" should be blue and you should be able to click on it (see the next screen).



- When you click on it, it will prompt you for the serial number. Enter the code from the back of the CD case. It is a ten digit number that begins with VB-. (see third screen below).



The software is automatically installed with a SAMPLES games directory. Use this directory for the purposes of this tutorial, but you will want to setup a new directory when you get ready to score "real" games. For example, you might use a directory name of "1996" or "1996W".

For now, just press **ESC** to return to the Utilities menu.

Team rosters

Select Roster maintenance from the Utilities menu, then select Edit team rosters from the Roster Maintenance menu. The Teams List is displayed:

Notice the list cursor symbol ">" next to "GMU". The list cursor shows which line in a list a function will be performed against. You can use the up arrow, down arrow, **PAGEUP**, **PAGEDOWN**, home and end keys to move the list cursor around in the list (see Chapter 2 in the User's Guide).

Press **ENTER** with the list cursor next the "GMU" to display the George Mason Univ roster. For now, just press **ESC** to return to the Roster maintenance menu; we will use the George Mason Roster "as is".

Press **ENTER** to select Edit team rosters again. This time, press "A" to add a new team to the Teams List. The Edit Team Info window is displayed.

Enter "MYTEAM" in the Team ID field, and enter "My Team" in the Team Name field. The Teams List is redisplayed with "MYTEAM" added to the list.

Adding players

Press the down arrow until the list cursor ">" is next to "MYTEAM". Press **ENTER** to select that row in the list. An empty team roster for MYTEAM is displayed.

Note that command key hints are displayed at the bottom of the screen. Press **ENTER** to display the Player Info window for the first blank row.

Enter player "Kami Hansen" with uniform number "4". Enter "SO" as the class for Hansen.

After entering the new player, the list cursor automatically advances to the next row in the roster list. Repeat the process described above to add several new players. You can enter your own player names if you wish, but it will be easier to follow the descriptions in the tutorial if you enter the uniform numbers and names show below.

You can enter up to 40 players on a roster. Press **ESC** to exit the roster list. The updated roster is automatically saved to disk in your current games directory.

Press **ESC** to return to the Utilities menu. Press **ESC** again to exit to return to the TASVB Menu.

In-game setup

We're ready to start up the in-game scoring program. From the TASVB Menu press "F" to select TAS For Volleyball (In-game scoring). Press any key to clear the copyright screen. The scoring display is divided into several areas. Each area on the screen is updated after each play you enter.

Line score area: Shows the current game line score.

Hitting team indicators: Shows which side of the court the ball is on by highlighting the team with the ball.

Recent play inputs area: Shows the last 20 or so play inputs that you have made. This is intended to help you plan ahead for changes you need to make to previous inputs.

Note: You can press **F8** to switch between play input and individual stats displays in this area of the screen.

Play input area: This is where you input your play entries.

Function hints area: Shows the command keys that are available for the current function, and also shows the specific values you can enter in a particular field while you are scoring the game in the Play Input window.

Selecting the teams

Select Game setup from the Main menu to display the Game setup menu. Then the first thing to do is select the teams for the game. Select Teams from the Game setup menu.

The Teams window is displayed.

--Press "V" to select the Visitor team. Move the cursor to "GMU" and press **ENTER**.

--Next, press "H" to select the Home team. Move the cursor to "MYTEAM" and press

ENTER.

--The software automatically "guesses" the team abbreviation characters for both teams ("L" for George Mason and "M" for My Team). You can change these by pressing "A" to reset the team Abbrev character for each team. For example, you may want to use "W" for the white team and "B" for the blue team. For now, "L" and "M" are just fine.

Press **ENTER** to exit the Teams window.

General game info

Select Game info from the Game setup menu to display the Game Info window.

Fill in the desired values and press **CTRL+ENTER** to complete your changes.

Options

From the Main menu, select Options. Enter the text you want to appear at the top of your printed reports in the "Heading" field. Press **CTRL+ENTER** when you are done.

About scoring the game

The following paragraphs describe the basics of how to use TASVB to score a volleyball game.

Begin scoring the game from the Play Input window. To access the Play Input window:

--If the Main menu is not already displayed, press **ESC** until the Main menu is displayed.

--Select Scoresheet from the Main menu.

--Select Input from the Scoresheet menu.

The Play Input window is then displayed.

Starting the 1st game

The program automatically starts at game number one for each new match. Notice that the line score in the upper left of the screen shows a single zero for each team. As you begin each game, an additional entry is displayed in the line score for each game of the match.

If desired, press "C" to enter any pre-game comments that you want to appear in the play-by-play report.

Play input approach

The software is designed to use as few input codes as possible, and to reduce the amount of "on-the-spot" analysis required of the spotter and inputter for each play in the action. As you will see, the program is designed to let the spotter just keep "streaming" the input by calling what is "seen", instead of analyzing the action and making different calls based on the situation/result of a succeeding play.

For example:

--The "DIG" command in this program is generic - the spotter calls "DIG" anytime the ball is hit over the net and kept in play by the opponents. The software will automatically determine if a serve reception, dig, or no stat is to be awarded.

- When a block solo or assist occurs, an attack error is automatically credited to the attacker.
- When a block error occurs, a kill is automatically awarded to the attacker.
- Assists or assist attempts are automatically credited to the player making the pass prior to a kill.

Also, the software automatically tracks which side of the court the ball is on based on the results of serves, attacks, etc. You do not have to manually "switch" the ball from one side of the court to the other.

Uniform numbers

You can use one- or two-digit uniform numbers. When a 2-digit uniform number is entered, the cursor automatically skips to the next input field. When a 1-digit uniform number is entered, you can press the **SPACEBAR** to complete the input of the uniform number and skip to the next input field, or you can press Enter or Tab. You may find using the **SPACEBAR** more convenient since it is easier to find and press.

The special uniform number of "TM" is used for "TEAM" (team reception errors).

Serves

For each serve, the outcome can be an "ACE", a service "ERROR" or "DIG" if the serve is kept in play by the opponents.

- When a service "ACE" is specified, you are automatically prompted for a uniform number for the reception error.
- When the ball is kept in play off the serve, you specify the "DIG" command and continue scoring. A "DIG" following a serve is treated statistically by the software as a SERVE RECEPTION.

The "Dig" command

As you begin scoring, one of the first things you will notice is that an input command of "DIG" is expected whenever the ball is hit over the net and handled successfully by the other team. The software automatically credits the correct statistical categories based on the previous touch of the ball. For example:

- The result of a serve is a "DIG" by Jones. The software automatically credits a serve reception to Jones, since the previous touch was a "SERVE".
- The result of an attack is a "DIG" by Jones. The software automatically credits a statistical dig for Jones, since the previous touch was an "ATTACK".
- The result of a forearm pass over the net is a "DIG" by Jones. The software credits no statistic to Jones, since the previous touch of the ball was not an attack.

The main advantage to this approach is that the play spotter does not have to "analyze" the situation to determine what to say to the inputter. The spotter just says "DIG" whenever the ball is hit over the net and handled by the other team and let the software handle the context. This can be important during rallies that are composed of successive "DIG", "SET", "ATTACK" sequences.

Another advantage is that if you later decide to award an attack instead of an overpass to a player, you change the "OVER" in the play list to "A" (for attack), and the software

automatically recalculates the following "DIG" as a statistical dig instead of no statistic.

For example, if you originally scored a play as a "PASS" with a result of "OVER":

Pass 1, Over
Dig 2

And later decide it was actually an attack by 1 instead of a forearm pass, you change the play to be:

Attack 1
Dig 2

The software awards player #2 no statistic in the first scenario, but awards a DIG to player #2 after you change the preceding play to an ATTACK by player #1.

Assists

The software lets you input the "SET" command to indicate an assist attempt, but this is not required. Since the pass preceding an attack is always and ASSIST or a ZERO ASSIST (assist attempt), the software automatically credits assist statistics to the player who passed the ball regardless of whether you specify a "SET". For example, an assist is credited to player #1 if you score a play as:

Set 1, attack 2, kill

or as

Dig 1, attack 2, kill

or as

Pass 1, attack 2, kill

Likewise, if you enter a "SET" command and it is not followed by an attack attempt, no assist statistics are credited. For example, no assist attempt is credited to player #1 when you input:

Set 1, Pass 2, Over

The advantage to this is that the spotter can call "SET" before determining whether or not a pass is followed by an attack, and the inputter does not have to go back and modify play inputs because a "set" was not specified prior to an attack, or because a "set" was specified but not followed by an attack.

Attacks

Your caller should always call "ATTACK" followed by a uniform number when an attack attempt is made. Then make a separate call for the attack result. For example, "ATTACK 1, KILL" or "ATTACK 1, DIG 15". This lets you get the information to your inputter as soon as you see the attacker strike the ball, without having to wait for the outcome of the attack. Getting this information to the inputter as soon as possible is key to keeping up with the flow of the game.

Attacks that have a result of "KILL" or "BLOCK" are simple since play stops and you have time to sort things out. If the ball is kept in play by the opposing team, the spotter simply calls "DIG" followed by a uniform number.

NOTE: Do not specify "OVER" as the result of an attack that is dug by the opponents.

The software automatically puts the ball on the other side of the court when the result of an attack is "DIG", "SET", "PASS", "ATTACK". The software automatically knows the ball is now on the other side of the court.

For example, a typical sequence with several rallies might be:

```

Serve GMU 20
Dig 2, Set 3, Attack 4
Dig 20, Set 21, Attack 22
Dig 2, Set 3, Attack 4, Kill

```

Always say ATTACK by #, then result. Do not wait to see what the result of the attack is and then make your call to the inputter.

Blocks

A block, of course, is always preceded by an attack. In this program, there can be four outcomes of a block:

- A "BLOCK SOLO" result prompts for a single uniform number of the blocker.
- A "BLOCK ASSISTED" result prompts for up to three uniform numbers.
- A "BLOCK ERROR" is called by the spotter when the referee indicates an infraction by the blocker.
- A "ZERO BLOCK" is called by the spotter when the ball is blocked back onto the attackers' side of the court and play continues.

For example if player number 12 gets two shots at a kill,

```

Set 5, Attack 12, Block Zero
(ball back to attackers)
Set 5, Attack 12, Kill

```

Overpasses

The program automatically "switches" the ball to the other side of the court when the result of an attack is not a KILL, BLOCK or ERROR. For any pass that goes over the net and is not an attack, the spotter should call "OVER" to indicate an overpass. For example, if a forearm pass goes over the net and is played by the opponents:

```

Dig 1, Set 2, Pass 3, Over
Dig 10

or

Dig 1, Set 2, Over
Dig 10

```

Note that in both of these cases, player #10 is not credited with a dig, since there was no preceding attack.

Sample input sequences

The following paragraphs discuss the calls the spotter will make in various situations, and the keystrokes the inputter will make to score the plays.

Serves

Example: The spotter calls "SERVE GMU 11" to start a serve sequence. The inputter presses:

```
V G 11      (SERVE GMU 11)
```

Even though the software know which team "should" have the ball, the serving team is prompted so that it is clear which team is serving.

Service aces

Example: The spotter calls "SERVE GMU 11, ACE, RECEPTION ERROR 5". The inputter presses:

```
V G 11      (SERVE GMU 11)
A           (ACE)
5           (receive error uni #5)
```

A point is automatically awarded to the serving team. Note that the linescore is immediately updated at the upper left of the screen.

Reception errors

In this program, reception errors are scored as a result of a service ace, where you are prompted for the uniform number for the reception error statistic. Reception errors are always scored as a result of a service ace.

Service errors

Example: The spotter calls "SERVE GMU 11, ERROR". The inputter presses:

```
V G 11      (SERVE GMU 11)
E           (ERROR)
```

A sideout is awarded (and a point if RALLY scoring is active). The ball switches to the other team. Note that the highlight "bars" at the upper left of the screen have moved from GMU to MYTEAM.

Zero serves

When play continues after a serve, the spotter should call "DIG" as the serve result.

Example: The spotter calls "SERVE MYTEAM 5, DIG 11". The inputter presses:

```
V M 5       (SERVE MYTEAM 5)
D 11       (DIG #11)
```

and play continues. Note that the although the spotter calls "DIG" in this situation, a zero reception (serve reception) stat is awarded because the "DIG" was off the serve. The possession indicator in the upper left of the screen switches to the receiving team.

Assists

A player is awarded an ASSIST whenever the player passes, sets or digs the ball to a teammate who attacks the ball for a KILL. A ZERO ASSIST is awarded in the situation where the ATTACK does not result in a kill.

Example: The spotter calls "SET 1, ATTACK 7, KILL". The inputter presses:

```
S 1      (SET #1)
A 7      (ATTACK #7)
K        (KILL)
```

An assist is credited to uni #1 since it was followed by a successful KILL. An assist would have been credited to #1 if the spotter called "PASS 1, ATTACK 7, KILL". The inputter would press:

```
P 1      (PASS #1)
A 7      (ATTACK #7)
K        (KILL)
```

Since the pass by #1 led to a KILL, an assist is awarded even though a "SET" attempt was not specified.

Bad sets, BHEs

Use the "E" result code for bad sets, and use the "H" result code for ball handling errors called by the referee. For example, the spotter calls "SET 7, ERROR". The inputter presses:

```
S 7      (SET #7)
E        (set error)
```

A bad set (assist error) is charged to number 7. You get the same statistical effect on a DIG or a PASS followed by the "E" (ERROR) result.

Another example, the spotter calls "SET 7, BALL HANDLING ERROR". The inputter presses:

```
S 7      (SET #7)
H        (BHE)
```

A ball handling error is charged to number 7. Use the "H" result code when the official signals a ball handling error (double hit, thrown ball, lift).

Digs

It was noted earlier that the spotter should call "DIG" each time the ball crosses the net and is successfully played by the opponents. The software automatically determines whether the dig is a serve reception, a "statistical" dig, or a no stat situation based on the previous touch of the ball. This approach lets the spotter call "DIG" and the inputter key in "D" regardless of the situation. This can be important in reducing confusion during long rallies. It lets you get into the flow of inputs such as:

```
SERVE GMU #
DIG #, SET #, ATTACK #
DIG #, SET #, PASS #, OVER
DIG #, SET #, ATTACK #
DIG #, SET #, ATTACK #
DIG #, SET #, ATTACK #, KILL
```

which would be input as:

```
V G #
D # S # A #
```

```

D # S # P # O
D # S # A #
D # A #
D # S # A # K

```

until there is a point or sideout. Note that the spotter keeps calling "DIG", but that a DIG statistic is only credited by the software when the DIG is preceded by an ATTACK.

For example: "SERVE GMU 1, DIG 5, SET 7, ATTACK 5, DIG 1, PASS 3, OVER, DIG 3...", the inputter presses:

```

V G 1      (SERVE GMU #1)
D 5        (DIG #5)
S 7        (SET #7)
A 5        (ATTACK #5)
D 1        (DIG #1)
P 11       (PASS #11)
O          (OVER)
D 3        (DIG #3)
...        (play continues)

```

Player #5 is awarded a ZERO RECEPTION after the serve, player #1 is awarded a DIG after the attack by 5, player #3 is awarded no stat after the overpass by 11.

Attacks

Example of a KILL: The spotter calls "DIG 5, SET 12, ATTACK 7, KILL". The inputter presses:

```

D 5        (DIG #5)
S 12       (SET #12)
A 7        (ATTACK #7)
K          (KILL)

```

Example of an ATTACK ERROR: The spotter calls "DIG 5, SET 12, ATTACK 7, ERROR". The inputter presses:

```

D 5        (DIG #5)
S 12       (SET #12)
A 7        (ATTACK #7)
E          (ERROR)

```

Example of an ZERO ATTACK: The spotter calls "DIG 5, SET 12, ATTACK 7, DIG 2...". The inputter presses:

```

D 5        (DIG #5)
S 12       (SET #12)
A 7        (ATTACK #7)
D 2        (DIG #2)

```

For ZERO ATTACKs (an attack followed by the opposing team successfully keeping the ball in play) the program automatically switches the ball to the other side of the court. You do not have to specify "OVER" in this situation. An ATTACK command followed by a dig, set, pass or another attack command automatically switches the ball to the opponents court.

Example of an ZERO ATTACK when the ball is blocked back into the attackers side of the court: The spotter calls "DIG 5, SET 12, ATTACK 7, BLOCK ZERO, DIG 5...". The inputter presses:

D 5	(DIG #5)
S 12	(SET #12)
A 7	(ATTACK #7)
B	(BLOCK)
Z	(ZERO - back on attacker's side of the court)
D 5	(DIG #5- just for convenience, no DIG stat awarded)

Blocks

When attack is successfully blocked, press "B" to indicate a block, then press "S" or "A" to indicate a BLOCK SOLO or a BLOCK ASSIST. Example: The spotter calls "ATTACK 7, BLOCK SOLO 11". The inputter presses:

A 7	(ATTACK #7)
B	(BLOCK)
S	(SOLO)
11	(uni #11)

Example, The spotter calls "ATTACK 7, BLOCK ASSIST 11,12". The inputter presses:

A 7	(ATTACK #7)
B	(BLOCK)
A	(ASSIST)
11 12	(unis #11 and 12)

Overpasses

When you enter an "ATTACK ... DIG" sequence (or ATTACK ... PASS, etc.), the program automatically switches the ball to the other side of the court. However, when an overpass, downball or other non-ATTACK pass results in the ball going over the net and the ball is kept in play by the opponents, you need to specify the "OVER" result. For example, the spotter calls "DIG 1, SET 2, PASS 3, OVER, DIG 10...". The inputter presses:

D 1	(DIG #1)
S 2	(SET #2)
P 3	(PASS #3)
O	(OVER)
D 10	(DIG #10)

or the spotter calls "DIG 1, OVER, DIG 10...". The inputter presses:

D 1	(DIG #1)
O	(OVER)
D 10	(DIG #10)

Starting a new game

To start a new game, press "G" to display the Game control sub-menu, then press "G" again to specify the game number.

Correcting play inputs

From time to time (alas!) you will need to correct a previous play entry. TASVB lets you change, insert or delete play inputs or comments while scoring the game. Use one of the following cursor keys to edit or correct previous play inputs:

- Press the **RIGHT ARROW** to edit one of the recent (last 15) plays entered.
- Press the **LEFT ARROW** to edit any of the plays in the current game.
- Press the **DOWN ARROW** to select plays from a specific game to edit.
- Press the **UP ARROW** to select plays for specific situations to edit.
- Press **ALT+E** to edit the last play you entered.
- Press **ALT+D** to edit the last play you entered.

The play list shows individual play action "keywords" to record and display the game action. A combination of the following "keywords" may appear in the play lists.

When editing plays, keep in mind that the keywords for plays should be kept on the same line unless:

- A point or sideout occurs.
- The ball is served, passed or attacked over the net and is successfully dug by the opponents.
- An attack is blocked back into the attackers court (ZERO BLOCK) and the attackers continue play.

For example, the following sequences should all be displayed and maintained as a single line (group) in the play list:

```
D:1   S:2   A:3
D:1   S:2   K:3
D:1   S:2   A:3,E
D:1   S:2   A:3   BE:10
D:1   S:2   A:3   B:10,11
SERVE:1,A   RE:TM
```

The following sequences will occupy two lines in the play list since the ball crossed the net and was "DUG" by the opponents:

```
SERVE:1,A   RE:10
SERVE:1,E
SERVE:10   DIG:1   S:2,H
D:1   S:2   A:3   D:10   S:11   A:12   D:1   S:2   K:3
D:1   P:2   OVER:   D:10   S:12   A:12,E
D:1   S:2   A:3   ZB:D:1   S:2   K:3
```

The "quick fix"

The most common correction you will probably be making is to change a uniform number that you just entered. For example, say you entered "SERVE 1, DIG 2, SET 5, ERROR", and determined that the DIG was actually by 12 instead of 2. To correct this, press the **RIGHT ARROW** key. The most recent plays you have entered are displayed, with the list cursor at the last play entered. For example:

Move the cursor to the line with "D:2" and press **ENTER** to edit the play. A list of the keywords for the play are displayed. Move the cursor to the "D:2" entry and change the "2" to read "12". Press **CTRL+ENTER** to complete the change.

The scoresheet is automatically updated to reflect your change. Use the same method to correct a uniform numbers, or other simple changes.

Note: You can also press **ALT+E** to immediately correct the last play entered.

Other editing examples

To change a pass by #3 to an attack by #3 the change might look like this:

If you accidentally press "**D**" for "DIG" after an attack that actually resulted in a "KILL", the change might look like this:

In this case, the "A:3" was changed to "K:3". If you also entered a uniform number for the incorrect "DIG" command (instead of pressing Esc to cancel the entry), you would also delete the incorrect "D:#" entry in the play list.

If you accidentally press "**D**" for "DIG" after an attack that actually resulted in an "ATTACK ERROR", the change might look like this:

In this case, the ",E" was added to the "A:3" to indicate an attack error. If you need to change a block solo to a block assist, the change might look like this:

In this case, player #2 was added to the list of blockers. Similarly you could change "B:1,2" to read "B:1" to change a block assist to a block solo. NOTE: The block keyword "**B:**" must appear on the same line as the attack keyword "**A:**".

If you need to change an assist error (bad set) to a ball handling error (BHE), the change might look like this:

In this case, the ",E" was changed to ",H" to indicate a ball handling error (BHE).

Deleting a play

You can delete the last play entered by pressing **ALT+D**. To delete any other play, press one of the edit arrow keys to display the play list, move the cursor to the play you want to delete, then press "**D**".

Inserting a play

You can insert a play at some earlier point in the game. Common reasons for this might be forgetting to indicate the start of a new game, or omitting the indication for the start of rally mode scoring.

For example, let's say you forget to indicate the start of game number 2, and score a serve and rally before you realize your mistake. You notice that the score now reads "16-12" for game 1, when in fact game 1 has ended with the score 15-12, and the second game should have a current score of 1-0. You can use the following process to go back in insert the GAME 2 start indicator at the appropriate place in the play list:

- Press the **RIGHT ARROW** to display the last 15 plays.
- Move the cursor to the line for the last play in game 1.
- Press "**I**" to insert a play and press "**A**" to insert after the current line.
- Press "**G**" to display the Game Control sub-menu.
- Press "**G**" again for Game No. and press "2" to indicate game number 2.
- Press "**N**" to indicate you don't want to insert any more plays.

The line score has now been updated, and the SERVE by 12, the KILL for number 14 (and all succeeding plays) are now part of game number 2 instead of game number 1. If you were to display the play edit list after making this correction, you would see that it now displays:

Finding a play in the Play Editor

The play lists in the Play Editor show the touches of the ball you have scored, grouped by which side of the court the ball is on. For example, you will see "D:# S:# A:#" combinations indicating "DIG SET ATTACK" combinations on separate lines.

At the left side of the list is the 1-character abbreviation for which team has the ball. Next to this character, if a sideout occurred on that line in the rally, the characters "SO" are displayed. If a point occurred on that line in the rally, the game score at that point is displayed. These indicators are intended to make it easier to locate plays in the play lists.

In addition, the "**MOST RECENT PLAY INPUTS**" window on the right side of the screen can help you see your play inputs enter the system, and can help plan ahead for any corrections you have to make.

Here are some thoughts on the various ways you can access and edit plays entered into the system:

- Editing recently entered plays: If the play you want to edit was just recently entered, press the **RIGHT ARROW** to edit one of the recent (last 15) plays entered, or press the **LEFT ARROW** to edit any of the plays in the current game.
- Editing plays in an earlier game: If the play you want to edit was in an earlier game in the match, press the **DOWN ARROW** to select the plays from a specific game to edit. Then locate the play based on the team, score/sideout info and keywords displayed in the list.
- Editing plays based on a situation: You can also let the play editor search for certain situations, for example a list of all plays involving a point, or all plays involving a bad set or ball handling error. You can press the **UP ARROW** to select plays for specific situations to edit.
- Editing plays for a specific player: You can also search for all plays involving a certain player on the roster. To do this, press **ALT+V** or **ALT+H** to display the desired team roster, move the cursor to a player entry and press the question mark (?) key. A list of all plays involving that player will be shown in the play list.

Quick keys

Quick keys (hot keys) that can be used in the Play Input window are:

ALT+D	Delete the last play entered
ALT+E	Edit the last play entered
ALT+R	Display the Reports menu
ALT+1	Display report #1 (NCAA box score)
ALT+2	Display report #2 (Detailed box score)
ALT+3	Display report #3 (Short box score)
ALT+P	Display the Play-by-Play report
ALT+V	Display the visitor roster
ALT+H	Display the home roster
ALT+G	Display the Game info window
ALT+O	Display the Options window

Game control commands

To access the game control commands, press "G" from the Play Input screen. The Game control sub-menu is displayed.

Game number

From the Game control sub-menu press "G" to change the game number within the match. For example, before beginning to score game number 2:

- Press "G" to select the Game Control sub-menu.
- Press "G" again to set the game number.
- Press "2" to indicate the start of game number 2.

Starters

From the Game control sub-menu press "S" to input the starters for a team. Press the team abbreviation character for the team lineup you are entering, then enter the uniform numbers for the 6-person starting rotation. The order that you enter the players is not important to the program. However, entering the starters will insure that each of the starters is credited with a game played, even if the player has no stats in the game.

Subs

From the Game control sub-menu press "B" to enter a substitution. Press the team abbreviation character for the team lineup you are entering, then enter the uniform number for the player who is entering the game. The program does not want to know who is leaving the game. Entering the subs will insure the new player is credited with a game played, even if the player has no stats in the game.

Rally scoring

From the Game control sub-menu press "R" to indicate whether rally mode scoring is ON or OFF. Answer "Y" to turn rally scoring ON. Answer "N" to turn rally scoring OFF. You are automatically prompted for rally scoring at the start of game number 5.

Timeouts

From the Game control sub-menu press "T" to indicate a timeout. Then press the team abbreviation character for the team that is taking the timeout.

Adjusting the score

Often you may miss something in the heat of a rally, and the score gets "out of sync". Until you have time to correct it, the game score that is displayed is incorrect. To manually adjust the score of the game, access the Game control sub-menu, press the pound sign key (#) and "plug" the score for the visiting and home teams. That way, you won't be embarrassed by displaying an incorrect score in a report or on your display terminals. You can then correct the missing play stats at when you have a break in the action.

Adjusting stats

You don't have to use the Play Editor to correct stats. For some situations you may find it easier to "plug" stats for a player or players. To do this, press "J" to adjust stats. Identify the team, player, stat category, and the number to adjust that category by (plus or minus).

Viewing game data

You can review or print game reports at any time during the game. You can either exit from the Play Input screen and access the reports via the Main | Reports menu, or you can access reports directly from the Play Input screen by using one of the following "quick keys":

Finishing up

Let's assume that the game is finished. Press **ESC** to exit from the Play Input window and again to return to the Main menu.

Select Wrapup game from the Main menu to enter final game information such as team records, game end time and elapsed time, and attendance. Press **CTRL+ENTER** to complete your changes.

Now, save the game to disk and exit the In-game scoring program. Select File from the Main menu. Select "Save game" and enter a 1-8 character DOS name for the game. Select Quit from the Main menu to exit from the program.

Now is a good time to browse through the Season-to-date and Game-by-game reports to get a feel for how to operate them. These reports are not discussed in this tutorial. Refer to the User's Guide for information on how to generate reports and how to use the File Viewer to browse or print your reports.

Manual stats entry

To manually enter or edit stats for a match, select "Manual Game Stats Entry" from the TASVB Menu. You can use the Manual entry function to:

- Enter stats from the box score for away games or for home games that you do not score with the "In-game scoring" program.
- To "modify" the stats after the game for a game that you scored with the "In-game scoring" program. You may find it easier to change the box score stats manually than by using the Game control | Adjust stats function of the "in-game" program.

IMPORTANT: Once you make manual changes to a match that was originally scored "in-game", you can no longer modify that game using the "in-game" editor features without overwriting the manual data changes you have made.