The Automated ScoreBook^{TM}
for Golf

User Guide

(Version 1.22)

Revised July 2020

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STAT CREW APPLICATION AND WEB SERVICES
TERMS OF USE

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When you install, interact and/or download the Stat Crew Application and/or upload any scoring data and information into the Stat Crew Application (the "**Data**"), you understand that we are not responsible for your use of or inability to use the Stat Crew Application and/or the Web Services, including without limitation the accuracy, or reliability of such Stat Crew Application and/or the Web Services. YOU USE SUCH STAT CREW APPLICATION AND/OR WEB SERVICES AT YOUR OWN RISK. The Stat Crew Application and/or Web Services is/are made available to you for your personal, non-commercial use only. If you want to sell, license or otherwise distribute, reproduce or modify the Stat Crew Application and/or the Web Services for any commercial purpose, you must obtain CBSI's prior written consent.

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The current Stat Crew Application and/or Web Services plans are available at http://www.statcrew.com/shopcart/index.html, the prices for current Stat Crew Application and/or Web Services are available at http://www.statcrew.com/html/pricelist.shtml and the

current Stat Crew Application and/or Web Services are available for purchase at http://store.statcrew.com/. CBSI may discontinue or change any service or feature of the Stat Crew Application and/or the Web Services at any time, without notice, and without compensation or refund to you of any kind.

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- impersonates any person, business or entity, or represents any deceptive or fraudulent act;
- contains viruses or any other computer code, files or programs that interrupt, destroy or limit the functionality of any computer software or hardware or telecommunications equipment, or otherwise permit the unauthorized use of a computer or computer network;
- interferes with the use of the Stat Crew Application by others;
- abuses system resources including but not limited to hacking, pinging, flooding, spoofing, or other malicious activity; or
- violates these Terms of Use.

6. SECURITY.

You are responsible for maintaining the confidentiality of your login names and passwords and you accept responsibility for all activities, charges, and damages that occur under your account. If you have reason to believe that someone is using your account without your permission, you should contact CBSI immediately. We will not be responsible for any loss or damage resulting from your failure to notify us of any unauthorized use. If CBSI requests registration information from you, you must provide CBSI with accurate and complete information and must update the information when it changes. You are responsible for any misuse of your account, even if a friend, family member, guest or employee committed the inappropriate activity. Therefore, you must take steps to ensure that others do not gain unauthorized access to your account. In addition, you may not use your account to breach security of another account or attempt to gain unauthorized access to another server resource or network. Sharing your login name, password and account access with unauthorized users is prohibited. You should take care to prevent others from using your account since you will be held responsible for such use. You may not attempt to circumvent user authentication or security of any host, network or account ("**cracking**"). This includes, but is not limited to, accessing data not intended for you, logging into or making use of a server or account you are not expressly authorized to access, or probing the security of other networks. Use or distribution of tools designed for compromising security is prohibited. Examples of these tools include, but are not limited to, password guessing programs, cracking tools or network probing tools. You may not attempt to interfere with service to any user, host, or network ("**denial of service attacks**"). This includes, but is not limited to, "**flooding**" of networks, deliberate attempts to overload a service, and attempts to "**crash**" a host. Users who violate systems or network security may incur criminal or civil liability. You will cooperate fully with investigations of violations of systems or network security at other sites, including cooperating with law enforcement authorities in the investigation of suspected criminal violations.

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No Internet Connection Equipment Provided. CBSI will not be obligated to, and you acknowledge that CBSI will not, provide any bandwidth, modem, computer, or any other equipment, system or connectivity for you to connect to the Internet. You will be solely responsible for all modems, computers, operating systems connection devices and bandwidth necessary for connecting to the Internet through which you can download the Stat Crew Application and access the Web Services.

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User information you disclose in connection with downloading, using and/or uploading information into the Stat Crew Application and/or use the Web Services is subject to the CBSI Privacy Policy available at http://cbsiprivacy.custhelp.com/app/answers/detail/a_id/1265, integrated herein by reference.

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13. INDEMNIFICATION.

You agree to defend, indemnify, and hold harmless Provider, its parent and affiliated companies, and their respective employees, contractors, officers, directors, and agents from all liabilities, claims, and expenses, including attorney's fees that arise from your use or misuse of the Stat Crew Application and/or the Web Services, and/or Provider's cost of enforcement of these Terms of Service. You agree to make payment for these indemnified actions promptly on an as-incurred basis. Notwithstanding the foregoing, Provider retains the exclusive right to settle, compromise and pay any and all claims, demands, proceedings, suits, actions or causes of actions which are brought against Provider and its independent contractors under the terms and provisions of this Section 13 and in no event will you settle any claim without Provider's prior written approval.

14. CHOICE OF LAW AND LOCATION FOR RESOLVING DISPUTES.

THIS AGREEMENT AND THE INTERPRETATION OF ITS TERMS WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF NEW YORK, WITHOUT REGARD TO ITS CONFLICTS OF LAWS RULES AND SPECIFICALLY WILL NOT BE GOVERNED BY THE UNITED NATIONS CONVENTIONS ON CONTRACTS FOR THE INTERNATIONAL SALE OF GOODS, IF OTHERWISE APPLICABLE. For any matters which are not subject to arbitration as set forth in these Terms of Use in connection with the entering of any judgment on an arbitration award in connection with these Terms of Use and/or the Stat Crew Application or the Web Services, the Parties irrevocably submit and consent to the exclusive jurisdiction

and venue of the New York state and federal courts located in the City of New York, County of New York, and State of New York. ***The parties agree not to raise the defense of forum non conveniens in such courts.***

15. ARBITRATION.

The Parties waive all rights to trial by jury in any action or proceeding instituted in connection with these Terms of Use, including, without limitation, the Stat Crew Application and/or the Web Services. Any controversy or claim arising out of or relating to these Terms of Use and/or the Stat Crew Application and/or the Web Services shall be settled by binding arbitration in accordance with the commercial arbitration rules of the American Arbitration Association. Any such controversy or claim shall be arbitrated on an individual basis, and shall not be consolidated in any arbitration with any claim or controversy of any other party. The arbitration shall be conducted in the State of New York, in the City of New York, County of New York. Any cause of action filed by you with respect to these Terms of Use and/or the Stat Crew Application and/or the Web Services must be filed within ninety (90) days after the occurrence of the facts giving rise to the cause of action, otherwise the cause will be forever barred.

16. TERMINATION AND SURVIVAL.

Your right to use Stat Crew Application and the Web Services automatically terminates if you violate these Terms of Use. We also reserve the right, in our sole discretion, to suspend your access to all or part of Stat Crew Application and/or the Web Services, if you are delinquent in payment, with or without notice. Section 7 (except for the license we grant to you to use the Stat Crew Application and/or use the Web Services, which shall terminate), Section 9 and Sections 11 through 17 shall survive any termination of these Terms of Use and continue to govern any interaction between the Parties.

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You agree to comply with all rules, laws and regulations that are applicable to your use of the Stat Crew Application and/or the Web Services, including, without limitation, those governing your transmission or use of any software or data. These Terms of Use contain the sole and entire agreement between the Parties with respect to the use of the Stat Crew Application and/or the Web Services and supersedes any and all other prior or contemporaneous written or oral agreements between them. Captions contained in these Terms of Use are inserted only as a matter of convenience or for reference and in no way define, limit, extend, or describe the scope of the Terms of Use or the intent of any provision of these Terms of Use. No waiver of any of the terms in the Terms of Use will be of any force or effect unless made in writing and signed by a duly authorized officer of Provider. It is the intent of the Parties to these Terms of Use that neither these Terms of Use, nor any covenant in the Terms of Use, will be construed against either party pursuant to the common law rule of construction against the drafter. It is the intent of the Parties to these Terms of Use that said rule not be applicable to these Terms of Use. You may not assign or transfer any of the rights or obligations that arise under the Terms of Use to any third party without the prior written consent of Provider. If any provision of the Terms of Use is held invalid or unenforceable by any court of competent jurisdiction or as a result of future legislative action, such holding or action will be strictly construed and will not affect the validity or effect of any other provision of the Terms of Use.

1   About TAS For Golf

The Automated Scorebook for Golf allows you to record tournament and meet results for individuals and teams.

Features

--Tournament results entry functions for individual players and teams
--Enter entire tournament results, or enter scores for your team only
--Enter round total scores, or enter player hole-by-hole scorecards
--Use for both mens and womens venues
--Support for NCAA team scoring and ranking
--A variety of printed tournament, season and career reports
--Tournament leaderboard and team-by-team tournament results
--Player scorecards report and tournament hole-by-hole summary report
--Season statistics, schedule/results, team and individual tournament-by-tournament reports
--Career statistics reports: individual career summaries, career leaders, single-season l leaders
--Tailor statistics columns to include the in season and career reports
--Automatically generate HTML pages for your web site
--Automatically generate player pairings -- various methods are supported
--Print labels for individual player scorecards
--"Live" tournament update Html page can be automatically generated as scores come in
--Utility functions such as backup/restore, import/export, roster maintenance ...

2   Starting TAS For Golf

System Requirements

The Automated Scorebook for Soccer 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).
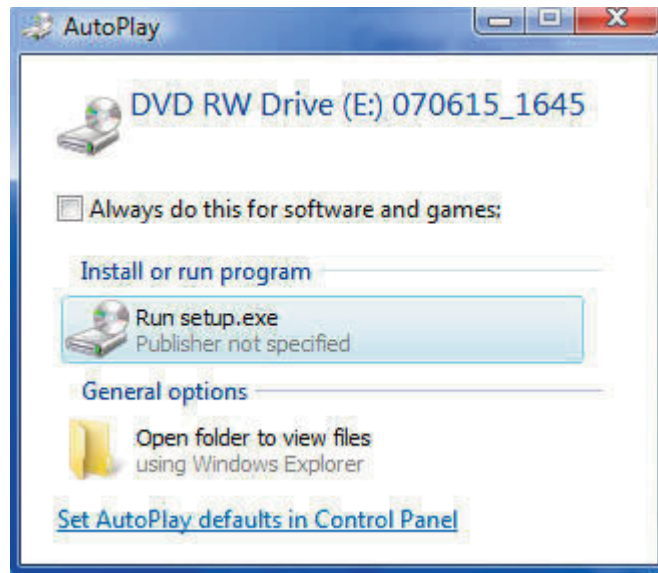
3. This will bring you to the STAT CREW software menu. "The Automated ScoreBook for Golf" should be blue and you should be able to click on it (see the next screen).
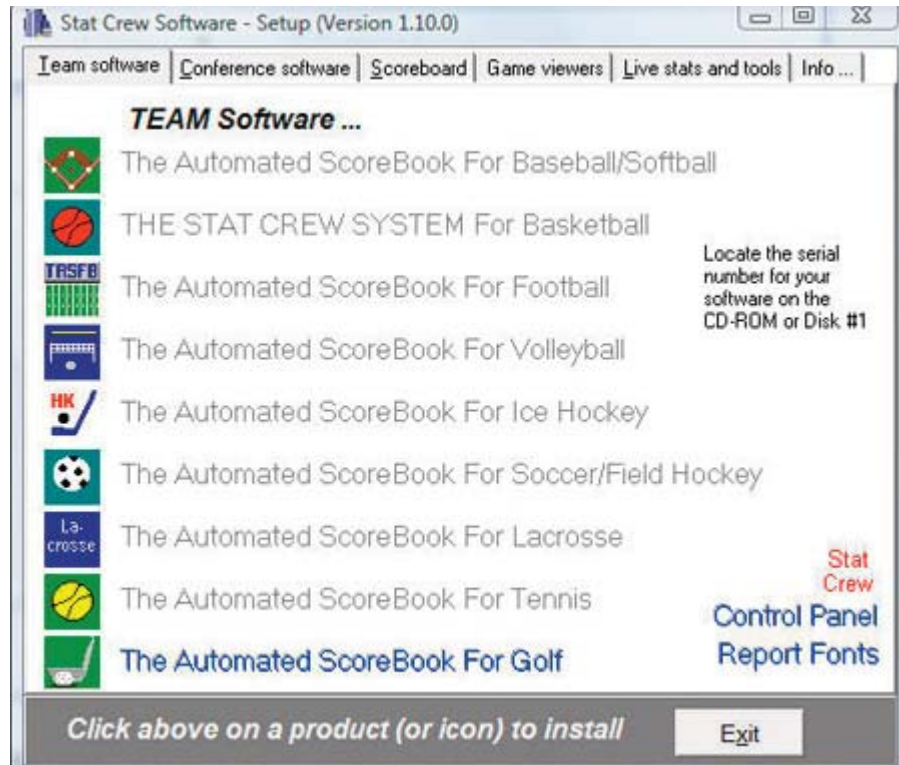
4. When you click on it, the program will begin installation. After it's finished, check the box to launch the program. At that point, you will be asked to type in your serial number and the name of the licensee.
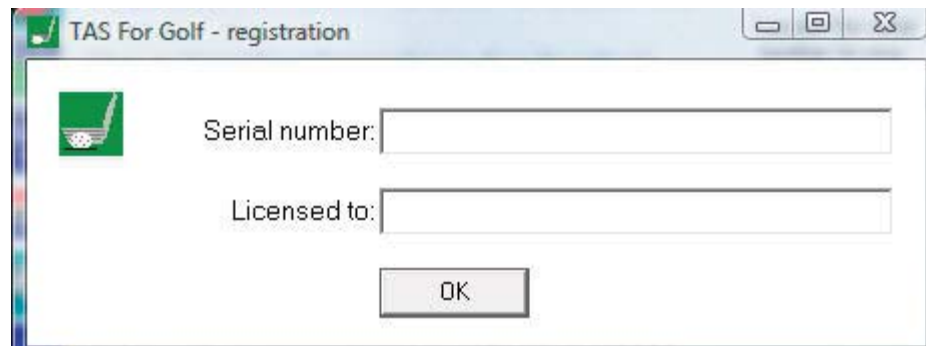
Control Panel

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.

Season directory

The software is installed with a "Samples" directory in which you can print report samples and experiment with software features.

IMPORTANT: When you are ready to enter actual data, create a new season direc-

tory such as "2005" -- do not use the "Samples" directory for actual season data. Use a different directory for each season.

To create a new season directory, select File | Directory, or click on the Utilities | Select or create directory buttonirectory options/settings.

Directory options/settings

The "General options" window is displayed when you first start the software and select Game Scoring and then Options. On this window you can customize the report headings and general characteristics of the current season directory.

Report heading: Enter text to be displayed in the heading area of reports.

As of prefix: Mainly used in season reports, this text is used in conjunction with the "As of date" field to denote the context of the report. For example "Through May 17, 2005".

As of date: This defaults to today's date. You can, for example, change this to say "Final".

Season: Enter season identifier for the current directory. For example, "2005" or "2004-05".

Venue: Enter MENS or WOMENS to identify the venue.

Division: Enter the NCAA division such as "I", "II", etc.

Prompt this dialog at startup: Enable this option to display the general options window each time you start the software. This is useful when you change the report heading or "as of" fields frequently.

Generate reports with tab stops: Enable this option to generate tab stops output for word processing.

'Style' Report Options: Turn the 'style' report options on or off, and make selections about font, margins, shading, etc.

3   Utilities
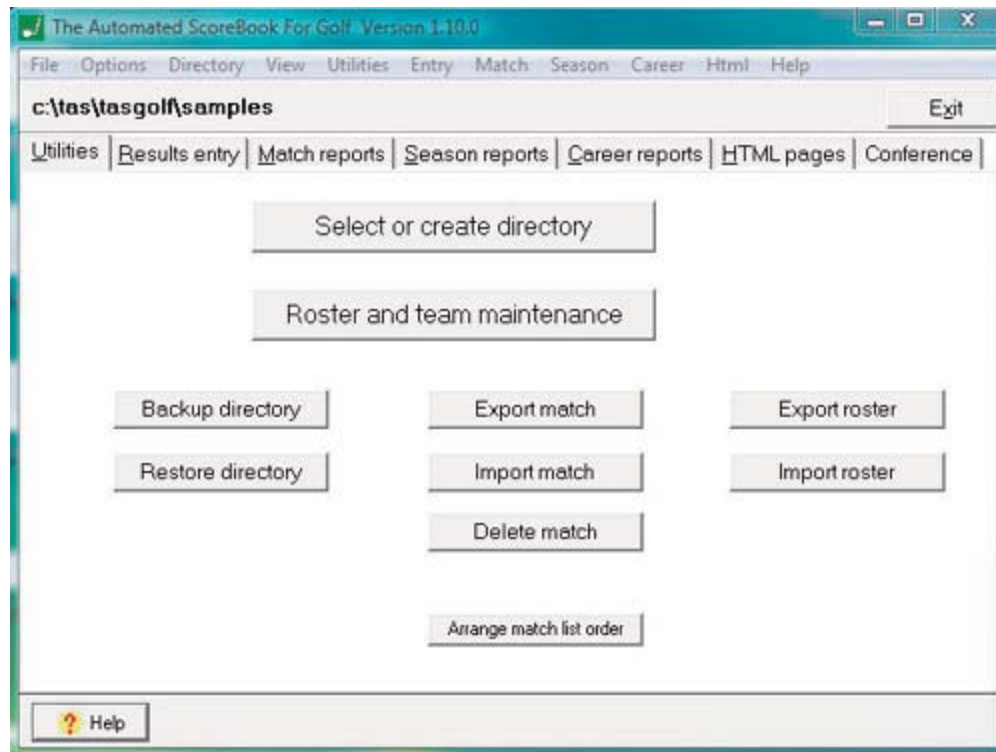
Select or create directory

Select a season directory from the "Directories" list, or type the folder name in the "Directory Name" field.

Or, to create a new season directory type the name of the new directory in the "Directory Name" field. For example: "**c:\tas\tasgolf\2006**"
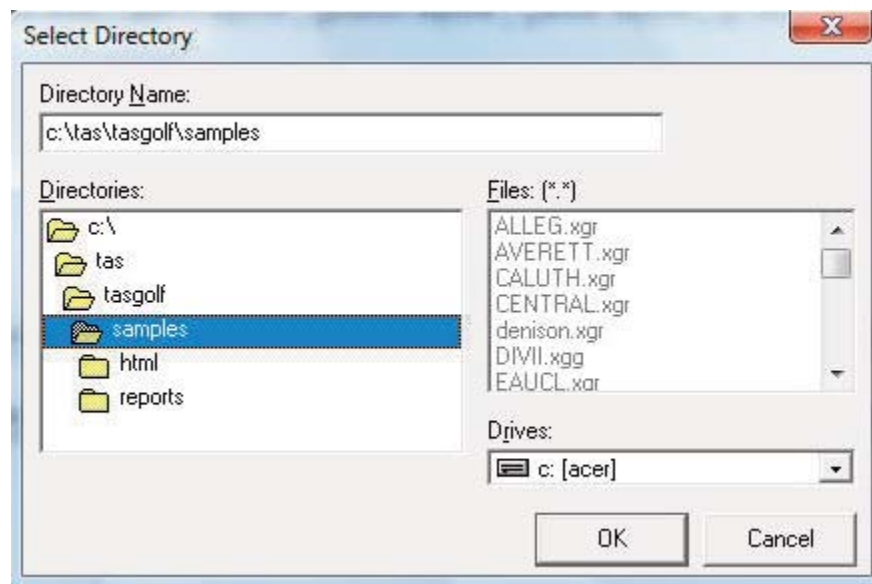
Roster and team maintenance

Display the "Roster maintenance" window which provides functions to add, delete and modify team player rosters.
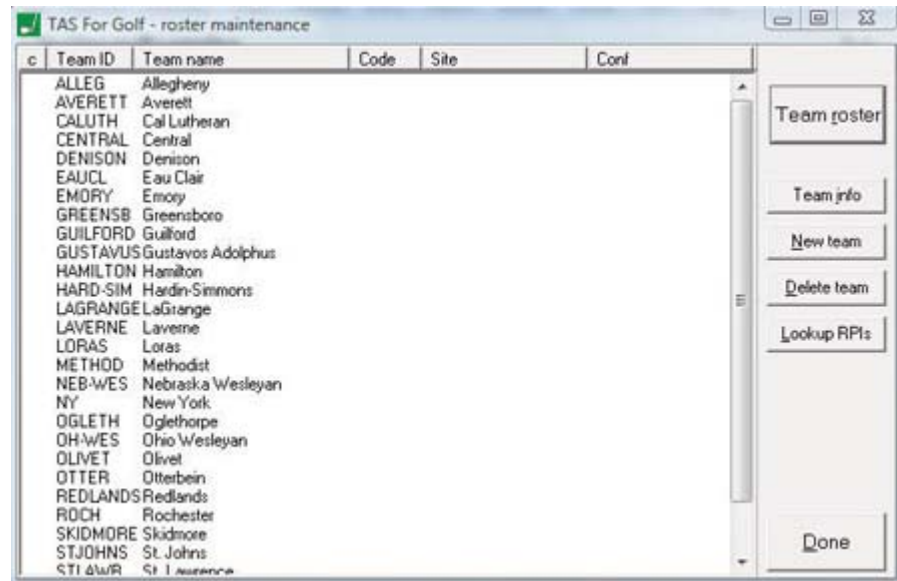
Team roster: Edit the player roster for the selected team.
Team info: Edit the general information for the selected team.
New team: Create a new team.
Delete team: Delete the selected team.

When creating or editing a team roster, the player entry window is displayed:

Backup directory

Backup the current season directory to a jump drive or hard disk drive.
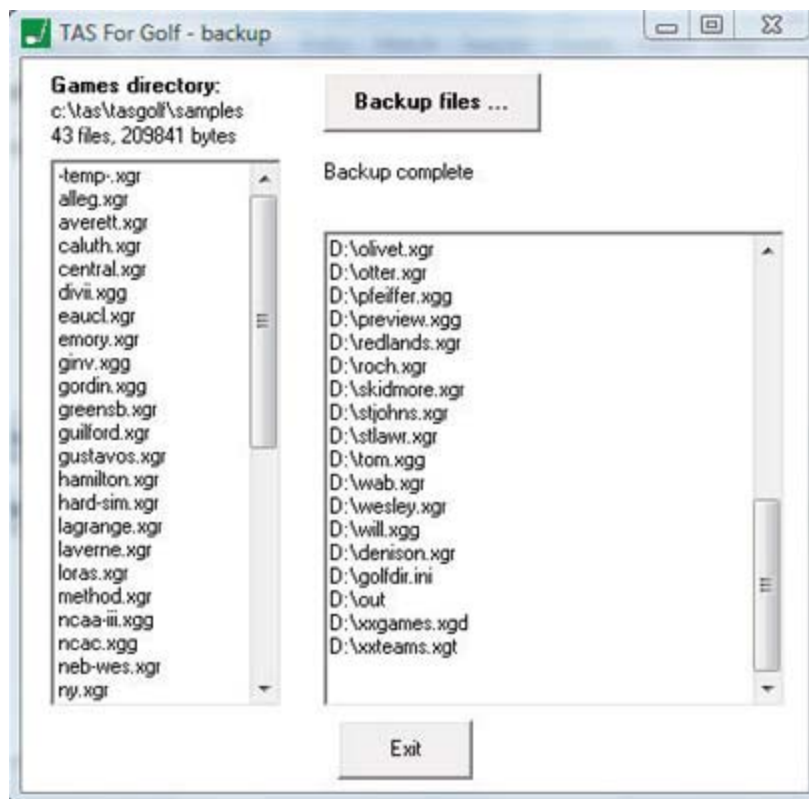
Restore directory

Restore the current season directory from a jump drive or hard disk drive.
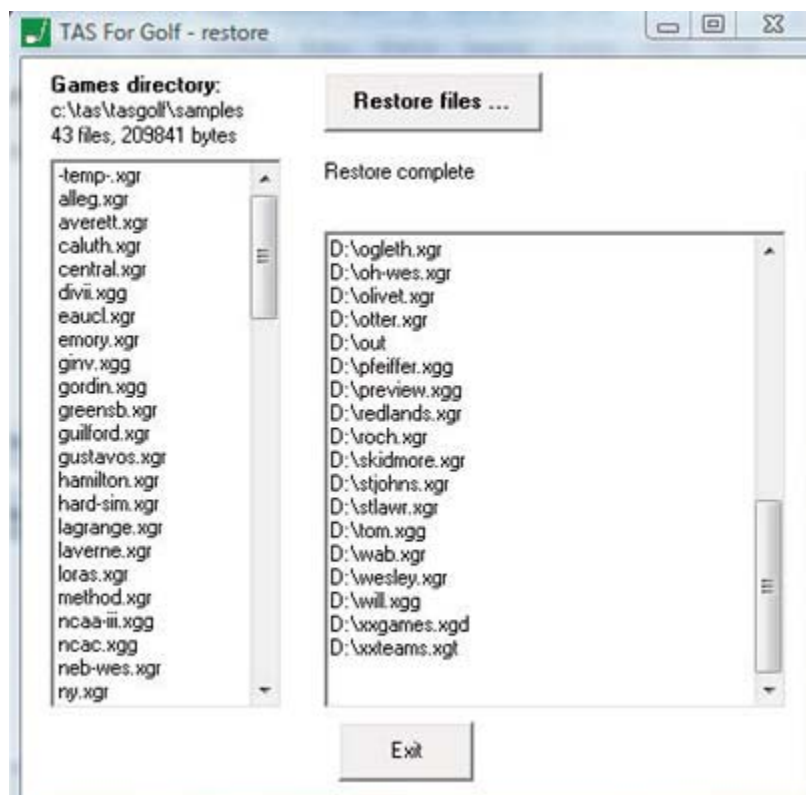
Export match

Export a selected match/tournament to a file on jump drive or hard drive; this file can be used as an email attachment for transmitting to another team or for other reporting purposes.
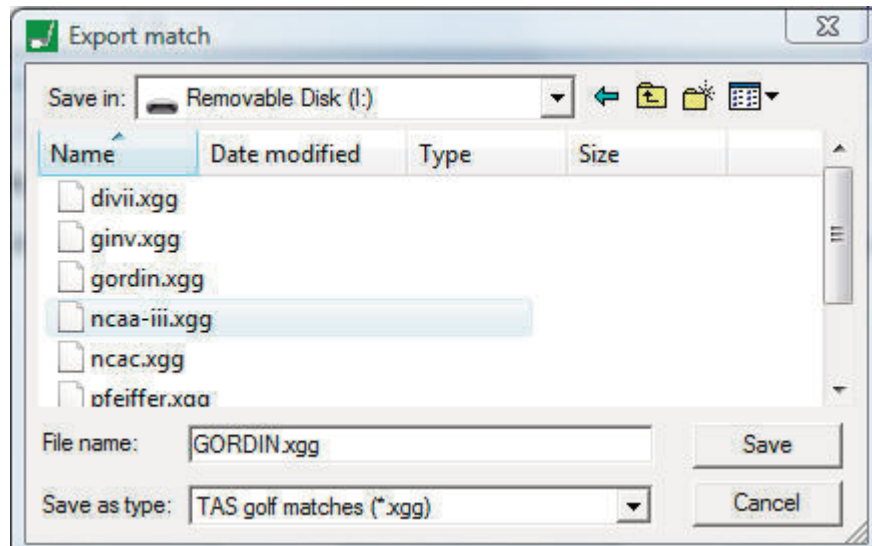
Import match

Import a selected match/tournament file from a jump drive or hard drive; use this function to include information received from another team or other source to include into your current season directory. When importing the match/tournament.
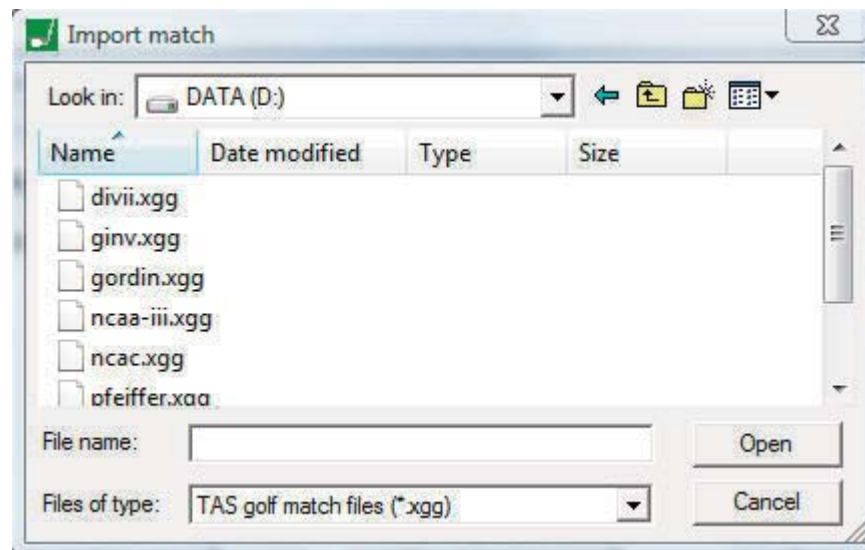
--Enter the tournament ID as desired.
--Adjust the tournament name as desired.
--Select the Tournament roster page.
--If needed, select and edit your team ID/Name.
--If needed, edit player names in the tournament roster.
--Click on Done or Apply to save the imported match/tournament.

Delete match

Delete a selected match/tournament from the current season directory.

Export roster

Export a selected team roster to a file on floppy disk or hard drive; this file can be used as an email attachment for transmitting to another team or for other reporting purposes.

Import roster

Import a selected team roster from a file on jump drive or hard drive; use Roster maintenance to adjust the team ID/Name or player names after importing the roster.
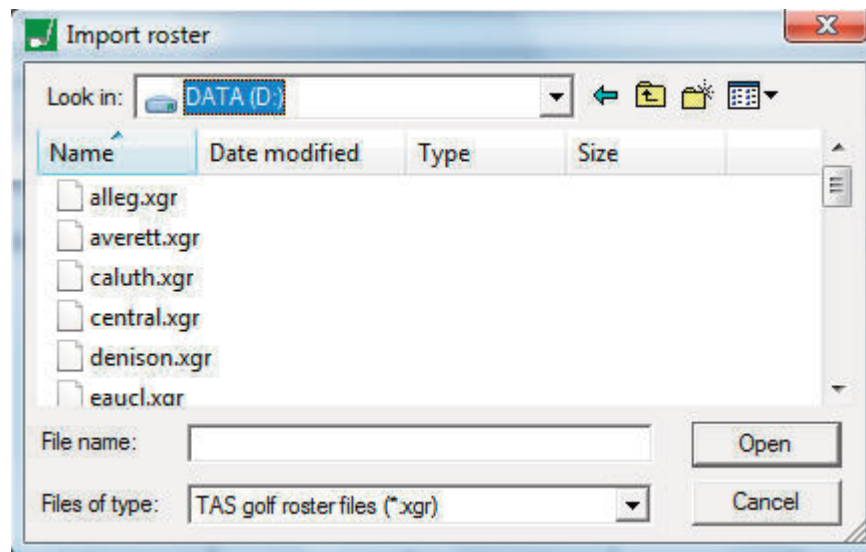
Arrange match list order

Rearrange the order of the match/tournament list for the current season directory in chronological order.

Select a match and then use the "Move up" and "Move down" to position the match within the list. Click "Done" when finished.

Edit data files

Select and modify specific software data files; it is recommended that you coordinate any changes with Stat Crew Software technical support.

4   Tournament results entry

Use this page to create a new match/tournament file, or load a previous tournament.
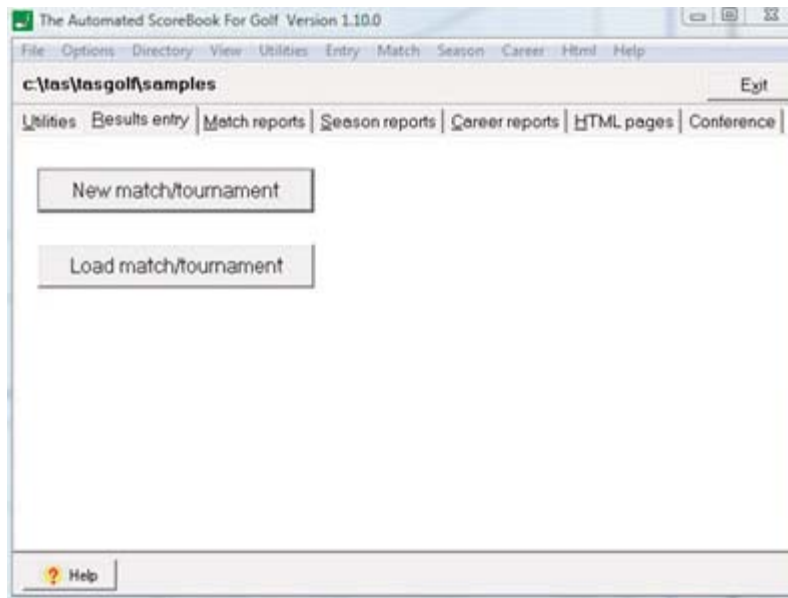
New match

Create a new match/tournament file. The Match results entry window will be displayed.

Load Match

Select an existing match/tournament file to edit/change. The Match results entry window will be displayed.

Select game/match

Game ID	Description
NCAA-III	5/10-5/13, 2004 -- NCAA Division III Championship
WILL	9/18-9/19/2004 -- Williams Invitational
TOM	9/27-9/28/2004 -- Tom O'Briant Memorial
GINV	10/5/2004 -- Greensboro College Invitational
GORDIN	10/10-10/11/2004 -- Gordin Collegiate Classic
PREVIEW	10/23-10/24/2004 -- Division III NCAA Preview
PFEIFFER	3/28-4/1/2005 -- Pfeiffer Invitational
NCAC	04/29-30/2005 -- 2005 NCAC Championship
DIVII	5/23-5/26, 2006 -- NJCAA Division II National Tournament
XXX	9/28/2007 -- x
07MG05	2/9/2008 -- 2008 Cactus Thaw

OK   Cancel

5   Tournament identification

Done: Save any changes that have been made and close the match entry window.

Apply: Save any changes that have been made (leave the match entry window open).

Cancel: Cancel any changes that have been made and close the match entry window.

Help: Display help information about the current screen.

General

Tourney ID: The file identifier (ID) for the tournament; the file ID can be up to 8 characters and must be unique within the current season directory; this ID does not appear in any of the formatted reports.

Date: The date(s) for the tournament; up to 20 characters.

Tournament: The name of the tournament; up to 40 characters.

Site: The city, state where the tournament is being held; up to 40 characters.

Venue rules

Number of rounds: The number of 18-hole rounds scheduled for play in the tournament.

Count top # players for team score: The number of player scores that contribute to the team total score for each round; normally 4.

Max # players for team entry: The number of players that can be designated to contribute to the team total score for each round; normally 5.

Course (or Club) information

Course name: The name of the course or country club where the tournament is played; if rounds are played on different courses enter these course names in the "Round 2", "Round 3", and "Round 4" slots. Enter the course/club name as you want it to appear in reports.

Round 2-4: If one of the rounds is played on a different course, note it here (and fill in the specific Par and Yards for that round below).

Par: Enter the par for each round; initially the par for round 1 is applied to all following rounds, but you can alter the par separately for any of the rounds.

Yards: Enter the course yardage for each round; initially the yardage for round 1 is applied to all following rounds, but you can alter the yardage separately for any of the rounds.

Par details: Click to enter the details for the par and yardage for each hole on the course (optional).

Par details

To enter the par and yardage for each hole on the course, click "Par details" in the Course/club information block.

Enter the par and yardage information for the 1st round. If the tournament is being played on more than one course, click one of the "Round ..." buttons to specify the par and yardage information for each round.

Calculations

The software allows you to enter either the full tournament -- all teams, players and scores -- or just enter the tournament statistics for your team players only.

If you enter the full tournament scores the software can automatically calculate rankings and team scores, and you will be able to produce a complete tournament box score.

If you enter only scores for your team, you will need to enter the rankings/finish for your team and players manually to support season and career statistics for your team and players. The season directory can contain any combination of tournament files stored using either method.

No, only entering my team scores: Indicates you are only entering scores for your team and players; in this mode the "Calculate" buttons are disabled on the Player scores and Team scores pages -- team totals and player/team ranking information is manually entered.

Yes, entering all tournament scores: Indicates you are entering scores for all teams and players in the tournament; in this mode the "Calculate" buttons enabled on the Player scores and Team scores pages -- team totals and player/team ranking information is automatically updated when the "Calculate" button is pressed.
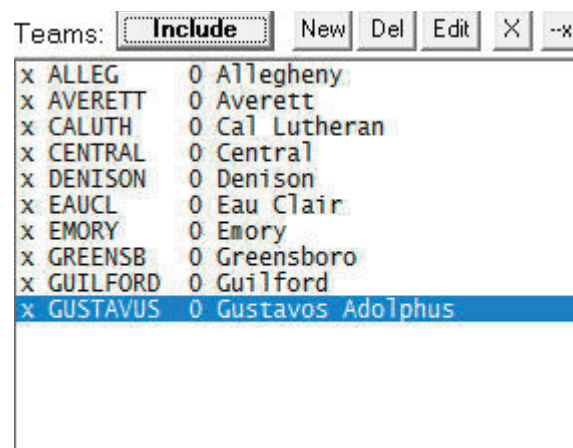
6   Tournament roster
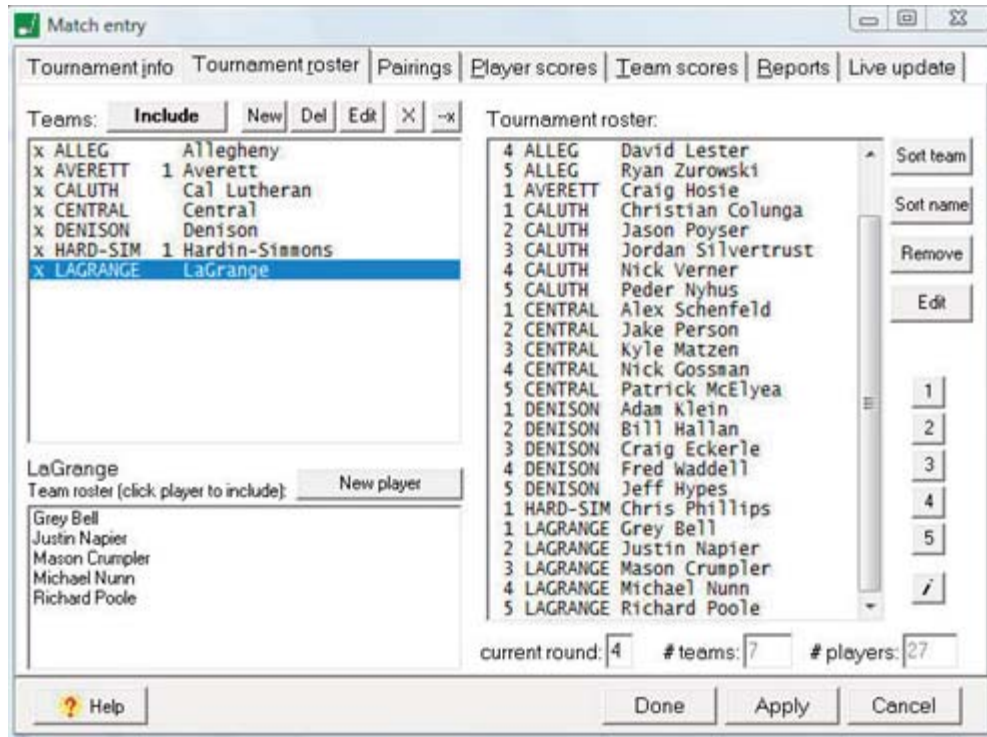
Use this page to setup the teams and players in the tournament:

--Include or add teams to the Teams list
--Select or add players to include in the tournament roster
--If entering your team scores only, specify the number of teams and players in the tournament

Teams list

The values shown on the teams list include:

--An "x" indicates the team is competing as a team (this is the default)
--The absence of an "x" indicates this team is a placeholder for "individual-only" players

--Team ID - the 8-characters team abbreviation
--Team name - the full team name spelling
--# - A number may appear between the team ID and team name -- this indicates the team does not have the "Max # players for a team entry" -- this is a warning to alert you when you don't have exactly 5 designated players in the team lineup.

Include: Click to include a team that has already been setup using Roster maintenance; an "X" is initially displayed next to the team indicating the team is competing for rankings in the tournament; if the team consists only "individual" players, click on the "--x" button to indicate the team is not competing for a ranking (that is, no total score).

New: Click to manually identify a new team for the tournament; enter the Team ID and Name.

Note: If your team is fielding enough players to make an "A" team and a "B" team, in clude the "A" team as normal, then add a new team for the "B" team with the same team ID as the "A" team, followed by a "#" sign (and other characters as desired). This will have they effect of calculating a separate team score for the "B" team in this tournament, but will include the "B" team players in the season statistics as if they were individual players on the "A" team. For example, if your standard team ID is "WABASH", you can add the "B" team players under a new team ID of "WABASH#" or "WABASH#B".

Del: Click to remove a team from the tournament teams list.

Edit: Click to edit the Team ID or Name values.

X: Click to indicate the team is competing for team rankings in the tournament.

--x: Click to indicate the team is not competing for team rankings in the tournament (team only has "individual" players)

Team roster list

Click on a team in the Teams list (above) to display the roster for a team. The team roster may be empty if you have not previously entered the players using Roster maintenance. Add players to the tournament roster by either clicking on a player name, or by clicking the "New player" button to manually identify a player for the tournament.

Player list: Click the players in the "designated" lineup order for the tournament (1-2-3-4-5). The player will be added to the Tournament roster on the right side of the page. If the players are not in the correct order, use the "1", "2", etc. buttons to adjust the lineup designators in the Tournament roster list.

New player: Click to manually add a new player to the Tournament roster list.

Tournament roster

Tournament roster:

```
1 EAUCL     Cole Stark
2 EAUCL     Derek Pirkl
3 EAUCL     Grant Lissick
4 EAUCL     Mike Greer
5 EAUCL     Tyler Leis
1 EMORY     Mike Lebow
2 EMORY     Timothy Hamm
3 EMORY     Keith Rourke
4 EMORY     Drew Harker
5 EMORY     Chris Clarke
* EMORY     Dan Ofman
* EMORY     Tristan Sanders
* EMORY     Max Draper
1 GREENSB   Brandon White
2 GREENSB   Jonathan Dudley
3 GREENSB   Rocky Manning
4 GREENSB   Ryan Wilson
5 GREENSB   Travis Lethco
1 GUILFORD  Brant Stovall
2 GUILFORD  Chris Lowman
3 GUILFORD  Colin Clark
4 GUILFORD  Daniel Day
5 GUILFORD  Joseph Poplin
1 GUSTAVUS  Mike James
```

Sort team | Sort name | Remove | Edit | 1 | 2 | 3 | 4 | 5 | i

The tournament roster contains a list of all players participating in the tournament. Various buttons are displayed to the right of the list to help you verify the list is complete, and to adjust player name spellings, the "designation" order within a team, or to identify "individual-only" players.

Sort team: Click to sort the tournament roster list by Team ID.

Sort name: Click to sort the tournament roster list by player name.

Remove: Click to remove a player from the tournament roster.

Edit: Click to edit a player name spelling.

1: Click to designate a player position as "1".

2: Click to designate a player position as "2".

3: Click to designate a player position as "3".

4: Click to designate a player position as "4".

5: Click to designate a player position as "5".

i: Click to indicate a player as "individual-only" (not contributing to team total score). The position for individual players is shown with an asterisk ("*") instead of an "i" to distinguish it more clearly from players at position "1".

Other fields

If you have selected the "Yes, entering all tournament scores" option (on the Tournament identification page) the software will automatically update the "# teams" and "# players" fields at the bottom of the Tournament roster page. If you have selected the "No, entering only my team scores" option, you will need to specify the number of teams and players that competed in the tournament.

current round: This value is automatically updated by the software as you enter scores

on the Player scores or Team scores pages.

 # teams: The number of teams competing in the tournament (automatically filled in if you are entering full tournament scores).

 # players: The number of players competing in the tournament (automatically filled in if you are entering full tournament scores).

7   Tournament pairings

The tournament pairings functions can be used when you are entering statistics for the entire tournament as the tournament progresses. If you are entering only entering scores for your team only the tournament pairings functions will not be useful.
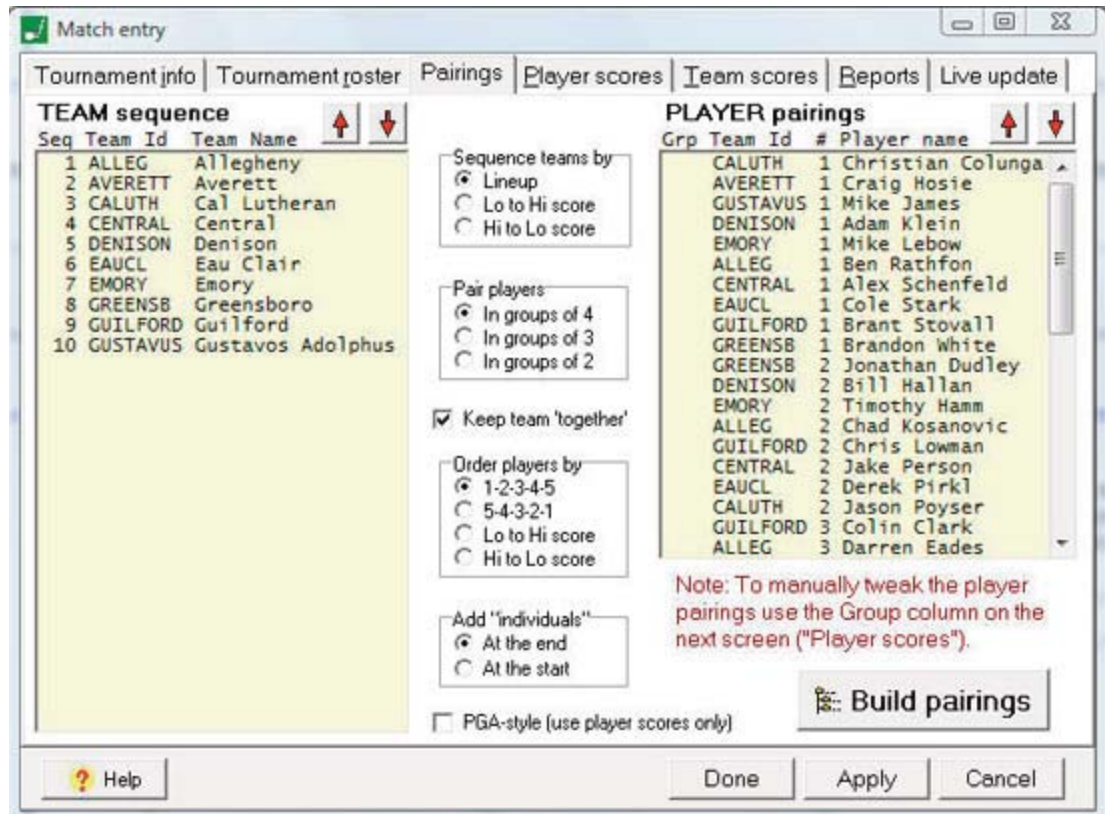
The pairings page can be used to automatically generate pairings (or "groups") for each round of the tournament. Various pairing schemes are supported:

--Team "seeding" order can be by a specified lineup sequence or by total score
--Pairings can be in groups of 2, 3, or 4 players
--Players can be "seeded" into groups by "designated" lineup order within each team
--"Individual" players can be paired in the first or the last groups
--The automatically generated pairings can be manually adjusted as needed

To build the pairings:

--Arrange the "Team pairing sequence" list as desired
--Select the desired "Pair players", "Order players by", and "Add Individuals" options
--Click the "Build pairings" button to rebuild the Player pairings groups list
--Fine tune Player pairing groups as needed
--Select the "Reports" page to specify tee start times and to generate pairings report

Team pairing sequence

```
TEAM sequence                    ↑   ↓
Seq Team Id   Team Name
   1 ALLEG     Allegheny
   2 AVERETT   Averett
   3 CALUTH    Cal Lutheran
   4 CENTRAL   Central
   5 DENISON   Denison
   6 EAUCL     Eau Clair
   7 EMORY     Emory
   8 GREENSB   Greensboro
   9 GUILFORD  Guilford
  10 GUSTAVUS  Gustavos Adolphus
```

Arrange the teams in the "seeding" order for building player pairing groups.

Up arrow: Move a team up one line in the list; you can also press the "U" key to do this.

Down arrow: Move a team down one line in the list; you can also press the "D" key to do this.

Sequence teams by: Select whether to sequence teams by Lineup (Group), or by team scores (ascending or descending).

```
Sequence teams by
  ⦿ Lineup
  ○ Lo to Hi score
  ○ Hi to Lo score
```

Notes: Before selecting the Pairings page you can enter the team lineup sequence manually on the Team scores page in the "Group" column. You may find this more convenient than creating the team lineups here on the Pairings page. The "Group" column on the Team scores page has no effect if you are sequencing teams by "Low score" or by "High score."

Player pairing groups

This list is automatically generated when you press the "Build pairings" button. You can manually adjust the list using the "up" and "down" arrow functions. To "fine tune" the list use the following functions:

Fine tuning the Player pairing groups list:

Up arrow: Move a player up one line in the list; you can also press the "U" key to do this.

Down arrow: Move a player down one line in the list; you can also press the "D" key to do this.

Manual adjustments: If the button functions for the Player pairing groups list don't quite create the result you want, you can select the Player scores page and manually adjust the values in the "Group" column.

Pair players

Choose the number of players to place in each pairings group (2, 3 or 4).

Keep team "together"

Select this option to pair the team lineup into consecutive groups; normally used so all of the players on a team finish the day at roughly the same time, rather than being paired into groups at both the start and at the end.

Order players by

Choose the method to "pull" players into the pairings groups. The first two options (5-4-3-2-1 and 1-2-3-4-5) use the player lineup designation within each team to build the pairings groups. The last two options (Hi player total and Lo player total) use each player's total score to build the groups.

5-4-3-2-1: This method pulls the "5" player from team 1, followed by the "5" player from team 2, and so on, to pair into groups. When the "5" players have all been placed in groups, then the same process is used for the "4" players, "3", "2" and "1" players. Use the Team pairing sequence list to arrange the teams in the "seeding" order.

1-2-3-4-5: This method is the same as 5-4-3-2-1 except that first the "1" players are pulled from each team, followed by the "2" players and so on. This method also used the "seeding" order from the Team pairing sequence list.

Lo player total: This method overrides the original player lineup designations and pulls the players from each team with the lowest scores first. Use the Team pairing sequence list to arrange the teams in the "seeding" order.

Hi player total: This method overrides the original player lineup designations and pulls the players each team with the highest scores first. Use the Team pairing sequence list to arrange the teams in the "seeding" order.

Add "individuals"

These selections determine where players designated as "individual" players are paired into groups. The first two options place all "individual" players either in the first or last pairings groups.

At the end: Places "individual" players at the end into the last pairing groups.

At the start: Places "individual" players at the beginning into the first pairing groups.

PGA-style pairings

Create pairing by raw score -- ignoring all of the team and player sequencing criteria (except the Pair players selection). This is intended to support pairings in a "PGA" style rather than an "NCAA" style.

Build pairings
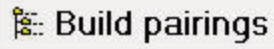
Click the "Build pairings" button to generate the pairings. The results are displayed in the "Player pairing groups" list on the right side of the Pairings page. If you change any of the pairings options, the team pairing sequence order, or the lineup designation of any of the players, click the "Build pairings" button again to regenerate the Player pairings. The Player pairings list can be manipulated using the up and down arrows, or by manually adjusting the values in the "Group" column on the Player scores page.

Note: If any of the players will not be competing in the next round, enter one of the special codes in the round column the player on the Player scores page before building the pairings for that day. These players will not be including in the pairing groups for that day. The special codes are:

dq	disqualified
wd	withdraw
dnc	did not compete
rep	replaced player

Reports

Select the "Reports" page of the Match entry view to access tournament pairings reports. Click the "Group information" button to specify tee start times. Click on the "Pairings by Group" or the "Pairings by Team" buttons to display and print pairings reports.

8   Tournament player scores

This is the primary page for entering tournament statistics. Functions on this page include:

--Enter the Round score for each player; the Total and Par columns are automatically up dated
--If entering only your team scores, manually enter the Rank and W-L for each player
--If entering full tournament scores, the Rank and W-L columns are automatically up dated by the "Calculate" button
--Sort the list by clicking on any column in the statistics header row
--Locate a specific player, type characters in the "Find" field
--Click on the "Playoff" button to enter playoff result information, if applicable.

Statistics columns

Team ID: The team identifier for the player; this column is read-only on this page -- use the Tournament roster page to change team IDs or team name spellings.

x: The designated lineup order for the player on the team; this column is read-only on this page -- use the Tournament roster page to change player designations. A blank in this column indicates a individual-only player.

Player: The name of the player; this column is read-only on this page -- use the Tournament roster page to change player name spellings.

Round scores: In the R1, R2, R3, and R4 columns:

--Enter the player round score,
--Or press <Enter> to display the Scorecard hole-by-hole window,
--Or enter one of the special values such as "dq" (disqualified) described in the section below.

Total: This column is automatically updated as you enter the round scores for a player.

Par: This column is automatically updated as you enter the round scores for a player.

Rank: This column is automatically updated when you click on the "Calculate" button; if you are entering only your team scores, manually enter the rank/finish for the player in the tournament -- use "t" or "t-" followed by the ranking to indicate a tie.

W-L: This column is automatically updated when you click on the "Calculate" button; if you are entering only your team scores, manually enter the W-L for the player in the tournament -- or leave this column blank if you do not use this statistic in your season reports. Note: This value does not appear in any of the tournament box score reports.

Group: This column is automatically updated by the "Pairings" function; however, you can manually change the "Group" value here to manually tweak the player pairings.

Scorecard (hole-by-hole) entry

To enter the hole-by-hole scores for a player: (a) select a row in the player score grid and press F1, F2, F3 or F4 (for round 1, 2, 3 or 4, respectively); or (b) select the cell for a specific round in a player row and press the <Enter> key. The Scorecard window is displayed:

Scorecard -- SILVERTRUST, Jordan (Cal Lutheran)

SILVERTRUST, Jordan (Cal Lutheran)
1st round scores

Hole	1	2	3	4	5	6	7	8	9	Front	10	11	12	13	14	15	16	17	18	Back	Total
Par																					
Yds																					
Score	5	4	5	3	4	5	3	4	5	38	4	4	4	3	3	4	5	5	5	37	75

Done   Cancel

Enter the player score for each hole. Click "Done" or press <Enter> when finished. Click **Cancel** or press **ESC** to close the window and ignore any changes that were made.

Using the scores grid

Sorting the rows: Click on any column in the top ("header") row of the statistics grid to sort the display by that column.

Moving around the grid: Use the mouse to click on a cell in the scores grid, or you can press one of the following on the keyboard:

tab/backtab	move to the next/previous column
left/right arrow	move to the next/previous column
up/down arrow	move up or down one row
"." (period)	move to the next column
"," (comma)	move to the previous column
ENTER	move to the start of the next row

Special "score" values: Use the following values in the round score columns for special situations:

dq	disqualified
wd	withdraw
dnc	did not complete/compete
rep	replaced player

Replacement players: If there is a replacement player during the tournament, use the following procedure:

--Add the new player to the Tournament roster on the Tournament roster page.
--Use the "1", "2" ... "5" buttons and designate the spot for the replacement player.
--Enter "rep" in the round score(s) where the replacement player did not compete.
--Enter "rep" in the round score(s) where the player being placed will no longer will compete.
--Both player scores will then be eligible to contribute to the total team score (since they are both "designated").
--Both players will be displayed in the "did not complete" section at the end of the tournament box score.

Find player

Use this function to locate a player in the scores grid. Enter up to 8 characters to scroll the scores grid to a particular player. Press <Enter> to move the cursor to the row for that player.

Calculate
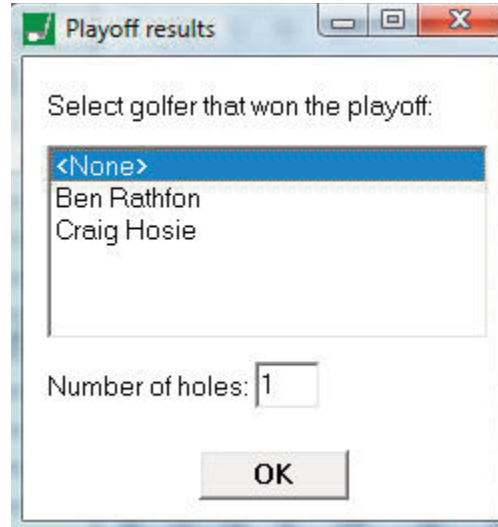
This function is available if you have enabled Tournament identification | Calculations | Yes, entering all tournament scores. Click the "Calculate" button to automatically up date the following columns:

--Player Rank
--Player W-L
--Team Round and Total scores
--Team Rank
--Team W-L

Playoff

Playoff

Click the "Playoff" button to enter playoff information to resolve a tie for 1st place. On the Playoff results window, identify the golfer that won the playoff, and indicate the number of holes in the playoff.

Playoff results

Select golfer that won the playoff:

<None>
Ben Rathfon
Craig Hosie

Number of holes: 1

OK

9   Tournament team scores

This page contains tournament team statistics. If you are entering full tournament sta-
tistics all of the columns (except the "Group" column) are automatically updated by the
"Calculate" function -- the "Group" column is updated by the Pairings function. Enter the
scores and rankings manually on the Team scores page if you are entering the scores
for you team only (determined by the "Rankings calculations" option selected on the
Tournament identification page).

Calculate

This function is available if you have enabled Tournament identification | Calculations |
Yes, entering all tournament scores. Click the "Calculate" button to automatically up-
date the following columns:

--Team Rank
--Team W-L
--Team Round and Total scores

Note: This button performs the same function as the "Calculate" button on the Player
scores page.

Statistics columns

Team ID	x	Team Name	R1	R2	R3	R4	Total	Par	Rank	W-L	Group
ALLEG	x	Allegheny	286	286	286	286	858	-6	1	15-0	1
AVERETT	x	Averett	287	287	287	287	861	-3	2	14-1	2
CALUTH	x	Cal Lutheran	288	288	288	288	864	E	3	13-2	3

Team ID: The team identifier for the team; this column is read-only on this page -- use the Tournament roster page to change team IDs or team name spellings.

x: Indicates whether the team is competing for rankings in the tournament; <blank> in this column indicates the team only contains "individual" players and is not eligible for a team tournament ranking -- use the Tournament roster page to change this team desig nation.

Team name: The name of the team; this column is read-only on this page -- use the Tournament roster page to change team name spellings.

R1: The team score for round 1; or enter special values such as "dq" (disqualified) de-scribed in the section below; round scores are calculated by using the lowest scores among the designated players for the team for each 18-hole round -- the Venue rules section on the Tournament identification page determines the number of players that contribute to the team score for each round.

R2: The team score for round 2 (if applicable).

R3: The team score for round 3 (if applicable).

R4: The team score for round 4 (if applicable).

Total: This column is automatically updated as you enter the round scores for a team.

Par: This column is automatically updated as you enter the round scores for a team.

Rank: This column is automatically updated when you click on the "Calculate" button; if you are entering only your team scores, manually enter the rank/finish for the team in the tournament -- use "t" or "t-" followed by the ranking to indicate a tie.

W-L: This column is automatically updated when you click on the "Calculate" button; if you are entering only your team scores, manually enter the W-L for the team in the tour-nament -- or leave this column blank if you do not use this statistic in your season re-ports. Note: This value does not appear in any of the tournament box score reports.

Group: This column is automatically updated by the "Pairings" function; if necessary, you can manually change the "sequence" value here, or use the Pairings page to manipu-late the team pairing sequence instead.

Using the scores grid

Sorting the rows: Click on any column in the top ("header") row of the statistics grid to sort the display by that column.

Moving around the grid: Use the mouse to click on a cell in the scores grid, or you can press one of the following on the keyboard:

tab/backtab   move to the next/previous column

left/right arrow	move to the next/previous column
up/down arrow	move up or down one row
"." (period)	move to the next column
"," (comma)	move to the previous column
<**ENTER**>	move to the start of the next row

Special "score" values: Use the following values in the round score columns for special situations:

dq	disqualified
wd	withdraw
dnc	did not compete
rep	replaced player

10   Tournament reports

Leaderboard scores

Click on "Leaderboard scores" to generate the tournament leaderboard (box score) report. This report uses the box score options described above.

Rank format in box score: Choose the format for displaying "ties" in the tournament box score.

Name format in box score: Choose the format for displaying players in the tournament box score.

Team-by-team scores

Click to generate a team-by-team box score for the tournament.

Sort team box: Choose the display order for the teams in the report.

Team box style: Choose the display format for the report.

AP-style box score

AP-style box score

Generate a more "narrative" style report for use by the print media.

Scorecards

Scorecards

Generate a report listing the hole-by-hole scores for each player, and a summary page that breaks out hole-by-hole results for the entire tournament field (number of birdies, pars, bogies, ..., for each hole).

Tournament notes

Tournament notes:

A sample tournament output.

Here are some game notes.

Enter any notes that you want to appear at the end of the box score. Maximum 4 lines of 80 characters each.

Pairings

Pairings

Group information

Report by Group
Report by Team

Labels by Group
Labels by Team

Stringer sheets

Pairings Html

Group information: Click to assign starting tee holes and times to pairings groups (described below).
Report by Group: Display the pairings report sorted by pairings group.
Report by Team: Display the pairings report sorted by team name.
Labels by Group: Generate labels for the pairings sorted by pairings group.
Labels by Team: Generate labels for the pairings sorted by team name.

Labels

When you select "Labels by Group" or "Labels by Team" the Label settings window is displayed. This function is designed to print labels for attaching to player scorecards (or other objects).

Description: Enter the round number that the labels apply to.
Labels layout: Specify how the labels are arranged on each sheet.
Adjustments: Use if you need to "indent" the labels from the left or top portion of the page.

Group information

Click the "Group information" button to fill in the starting tee holes and tee times and other information that will appear on the pairings reports. You can manually type in the desired information or you can use the "Starting info" section to automatically assign tee holes and times.

Starting info: Use this section to automatically assign starting tee holes and times to groups. For example, you can specify that groups 1 thru 9 start from the 1st tee beginning at 6:00am staggered every 8 minutes (click the "Set starting info" button). Then you can specify that groups 10 thru 18 start at the 10th tee, also beginning at 6:00am staggered every 8 minutes (click the "Set starting info" button again).

11   Live tournament update

Send live tournament update (FTP)

Click to build and transmit the tournament update Html file to your server. The Html
file is named "xlive.htm" and will be transmitted to the FTP server and directory as speci-
fied in the Live update setup described below. This function requires the Stat Crew Soft-
ware "TasFtp" be installed on your computer -- TasFtp executes the actual file transfer.

Note: If you do not have TasFtp installed, you can still generate the "xlive.htm" file by
clicking on the "View tournament update Html" button; and then use another FTP tool
(or similar tool) to transmit the file to your server.

The Html output is configured to automatically update every 60 seconds.

View tournament update Html

Click to view the tournament update Html page in a browser on your PC. This function
is designed so you can preview the Html before transmitting to your web site. A sample
of the live update page:

NCAA Division II Champions
6/5/2009 -- 2:17

A sample tournament or
Here are some game no

6/5/2009 -- NCAA Division II Championships
Course in Cincinnati -- Cincinnati, OH
Par 72 -- 0 teams, 0 players

Allegheny		286	286	286	286	858	-6	1st
Ben Rathfon		66	71	73	72	210	-6	1st
Darren Eades		75	69	71	70	285	-1	19th
Chad Kosanovic		72	73	71	71	287	E	11th
David Lester								
Ryan Zurowski								

Averett		287	287	287	287	861	-3	2nd
Craig Hosie	66	71	73	72	210	-6	2nd	

Cal Lutheran		288	288	288	288	864	E	3rd
Christian Colunga		71	74	72	72	217	+1	3rd
Jason Poyser		74	77	73	72	296	+8	12th
Jordan Silvertrust	75	-	-	-	75	+3		
Peder Nyhus								

Live update setup

Indicate tournament is 'Final': Enable this option so the live update page indicates "Final".
FTP host name: Enter the Internet IP address of the FTP host server.
FTP userid: Enter the user ID login for the FTP server.
FTP password: Enter the password for the user ID login.
Directory: Enter the directory where the live update file ("xlive.htm") is to be stored on the FTP server.

12   Match/tournament reports

Select a match

Click to select a specific match/tournament file (if you have not already done this).

Leaderboard scores

Generate a full tournament leaderboard (box score) report -- team and individual standings. Or, for tournaments where you have entered only your own team scores, a "mini" box score will be generated. Options for tailoring this report are described below.

Team-by-team scores

Generate a team-by-team summary of scores for the selected match/tournament. Options for tailoring this report are described below.

AP-style box score

Generate a more "narrative" style report for use by the print media.

Pairings

By Group -- display the pairings report sorted by pairings group.
By Team -- display the pairings report sorted by team name.

Note: Use the Match entry | Pairings functions to build the pairings groups.

Options

Rank format in box score: Choose the format for displaying team and player rankings in the tournament box score.

Name format in box score: Choose the format for displaying player names in the tournament box score.

Sort team box: Choose the sort order to use in the team box score.

Team box style: Choose the style to use in the team box score.

13   Season reports

Select a team

Click to select a specific team (if you have not already done this).

Cumulative season statistics

Click to generate a season statistics box score for the selected team. Options for tailoring this report are described below.

Tournament-by-tournament results

Team results -- generate a tournament-by-tournament scores summary for the selected team.

Individual results -- generate a tournament-by-tournament scores summary for players on the selected team.

Options

Player stats: Choose the individual player statistics columns to include.

Team stats: Choose the team total statistics columns to include.

Career stats: Choose the career statistics columns to include.

Season stats font: Choose the font size to use in the season statistics report; adjust this depending on the columns you include for team results and player statistics, and on the page layout option you choose.

Page layout: Choose whether to generate the season statistics report in a "portrait" or "landscape" orientation; adjust this depending on the columns you include for team results and player statistics, and on the season stats font size that you choose.

Team results style: Choose the style to use in the team results report.

Include players with no stats: Choose whether to include players with no statistics in the season reports.

14   Career reports

Capture current season

The "capture" function imports the current season statistics into the career database. Select this function whenever you have updated your season statistics.

Career settings/options

Use this window to control the appearance of career statistics reports:

Career stats columns: Choose the career statistics columns to include.

Career stats font: Choose the font size to use in the career statistics reports; adjust this depending on the columns you include for career statistics, and on the page layout option you choose.

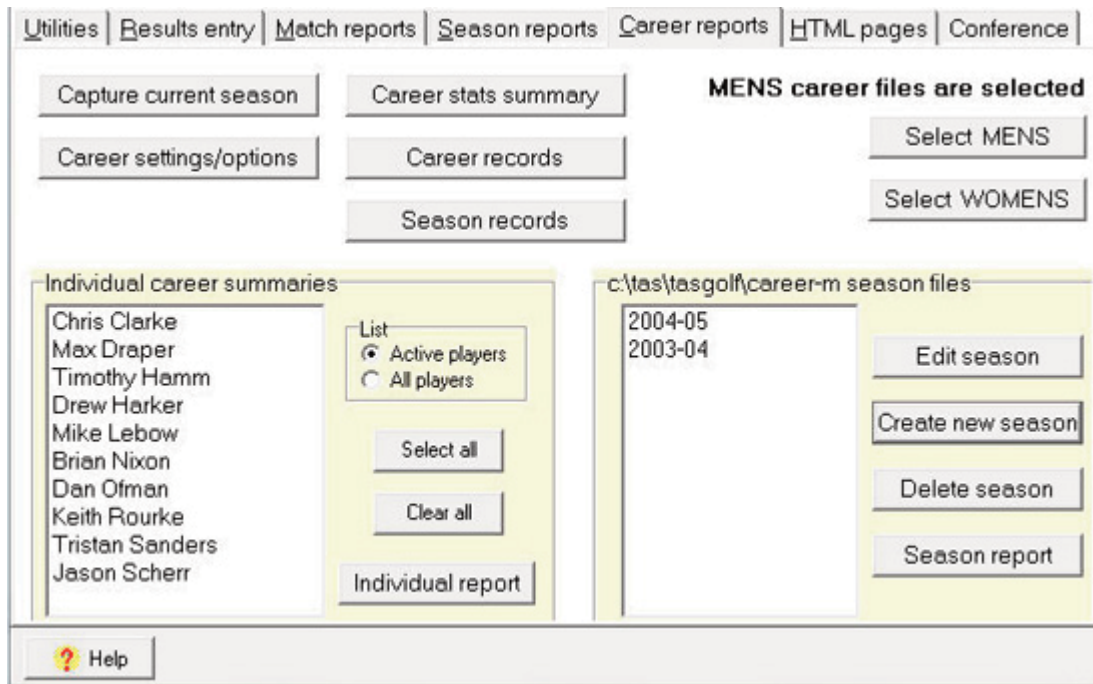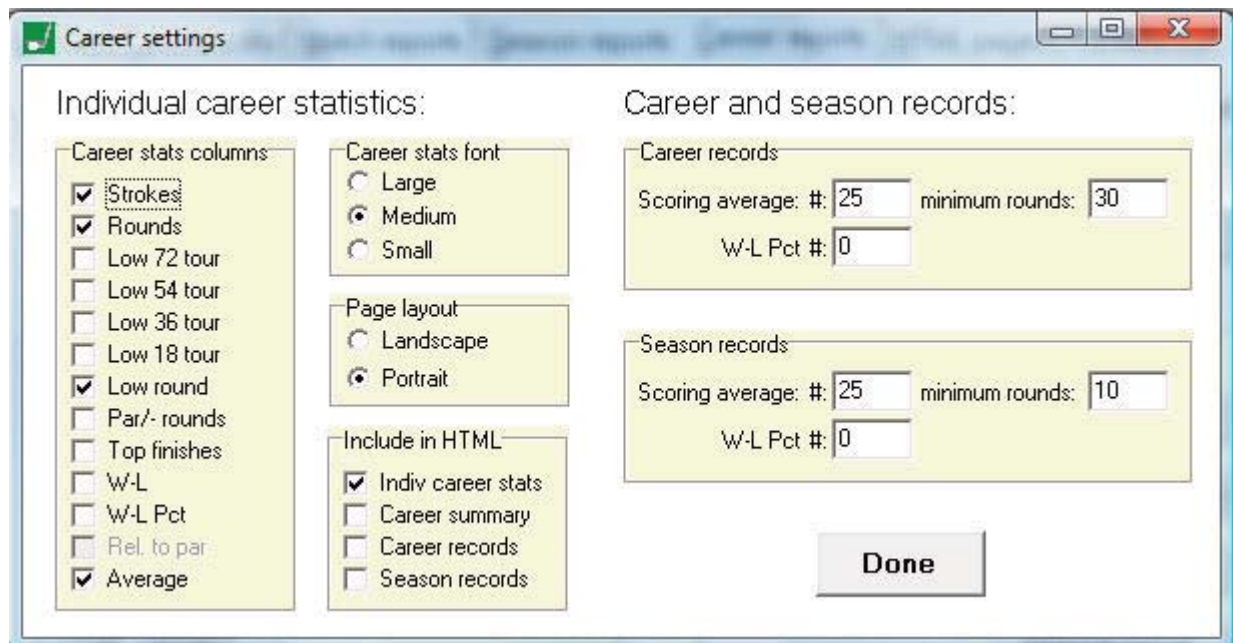*Page layout:* Choose whether to generate the career statistics reports in a "portrait" or "landscape" orientation; adjust this depending on the columns you include for career statistics, and on the season stats font size that you choose.

Include in HTML: Indicate the career statistics sections to include when generating HTML pages.

Career records: Specify the number of lines ("#") and minimums to apply to career records categories.

Season records: Specify the number of lines ("#") and minimums to apply to season records categories.

Career stats summary

Generate a summary report showing career totals for each player in the career database. Note: Use the "Individual career summaries" functions described below to generate year-by-year statistics for any player.

Career records

Generate a report showing career records for individual players.

Season records

Generate a report showing single-season records for the team and for individual players.

Individual career summaries

Use these functions to generate year-by-year summaries for individual players in the database.

List: Choose whether to include all players or only players on the current season roster in the player list.
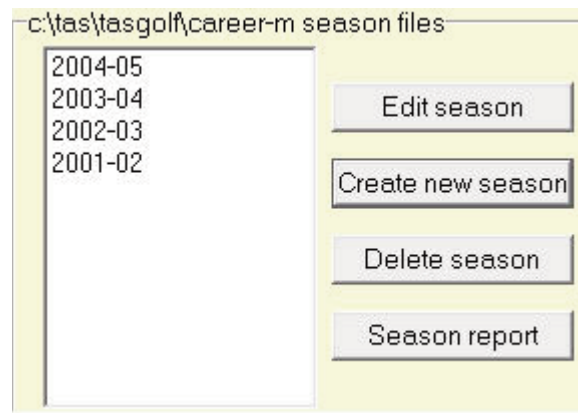
Select all: Select all of the players in the player list.
Clear all: Clear all of the selections in the player list.

Player: Choose the individual player statistics columns to include.

Individual report: Click this button to generate the individual career summaries for each of the players selected in the player list.

Season files

A list of each season in the career database is displayed.

Edit season: Edit the statistics for the selected season. Fields on the "Season editor" include:

Player	Rounds	Strokes	Low Round	Low 72	Low 54	Low 36	Low 18	Events	Top 5	Top 10	Top 20	Par or Below	W-L
FOUR-PLAYER TEAM	12	3614	287	1194	918	585	319	5	1	8	13	13	47-27
Chris Clarke	5	388	71	-	238	150	-	3	-	-	-	1	83-76
Max Draper	-	-	-	-	-	-	-	1	-	-	-	-	0-0
Timothy Hamm	17	1279	71	294	225	79	81	8	-	2	3	1	476-170
Drew Harker	7	542	71	-	244	146	-	5	-	-	1	2	110-107
Mike Lebow	17	1243	68	299	225	75	76	8	1	5	6	6	587-67
Brian Nixon	4	304	75	304	-	-	-	1	-	-	-	-	84-35
Dan Ofman	10	782	74	309	-	79	81	7	-	-	-	-	240-213
Keith Rourke	9	689	72	-	231	78	81	7	-	-	1	1	261-149
Tristan Sanders	2	158	75	-	-	75	83	3	-	1	1	-	125-80
Jason Scherr	4	300	72	300	-	-	-	1	-	-	1	2	101-18

Venue: Enter "MENS" or "WOMENS"
Division: Enter the NCAA classification ("I", "II", "III", etc.)
Coach: Enter the coach's name (optional)
ID: Enter the team ID
Name: Enter the team name
Code: Enter the NCAA team code (optional)
Conference:

Conf abbrev:

Note: All of the following statistics columns are optional. Use the career settings/options window to select which statistics columns to display in career reports.

FOUR-PLAYER TEAM: Use this line to enter team totals for the season
Player name: Enter the player name
Rounds: Number of 18-hole rounds for the season
Strokes: Total number of strokes for the season
Low Round: Lowest 18-hole round for the season
Low 72: Lowest 72-hole tournament score for the season
Low 54: Lowest 72-hole tournament score for the season
Low 36: Lowest 72-hole tournament score for the season
Low 18: Lowest 72-hole tournament score for the season
Events: Total number of tournament events participated in
Top 5: Total number of finishes in the top 5
Top 10: Total number of finishes in the top 10
Top 20: Total number of finishes in the top 20
Par or Below: Total number of rounds at or below par
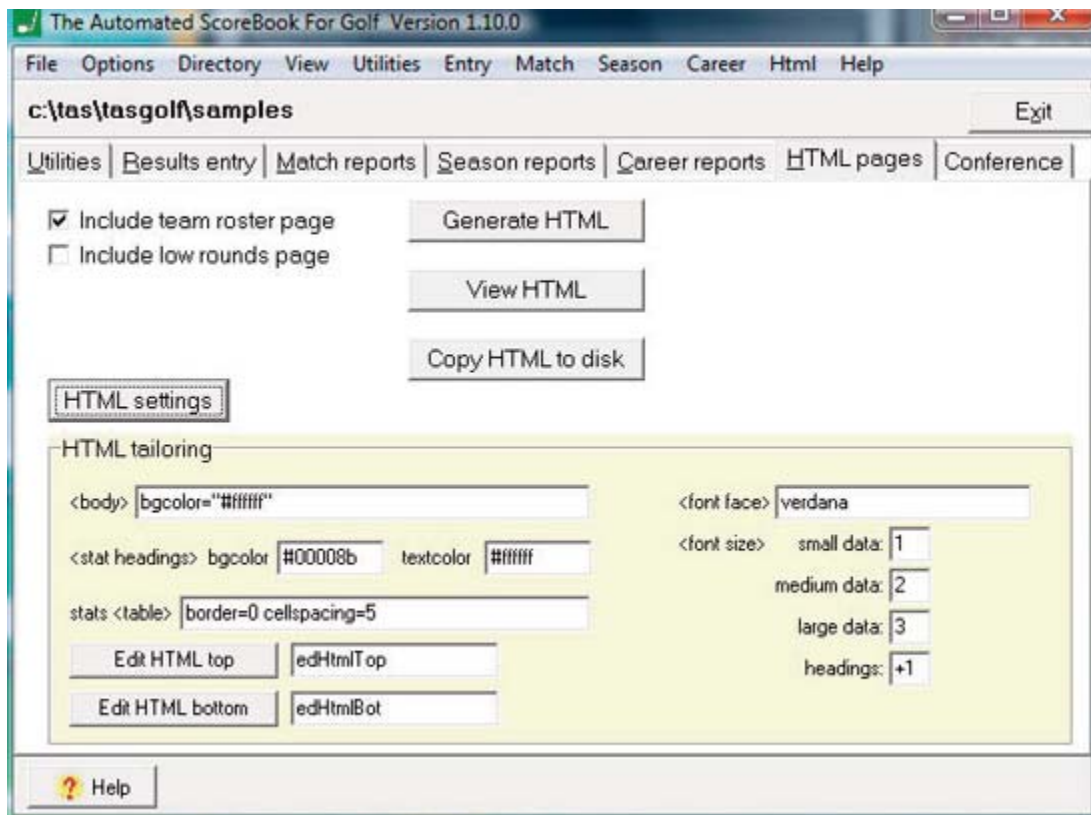***W-L:*** Total win-loss record

Create new season: Create a new season in the career database.

Delete season: Delete the selected season from the career database.

Season report: Generate a season statistics summary for the selected season.

15 HTML pages

Generate HTML

Generates the HTML pages for match/tournament, season and career statistics. Click the "View HTML" button to preview the HTML output before transmitting the files to your web site. When uploading to your web site, use an FTP (File Transfer Protocol) tool to transmit all of the files in the "html" directory that is created. Create a link to the "**teamstat.htm**" page on your main golf page to display these HTML pages which include:

teamstat.htm -- "home" page that links to the other Html pages
teamcume.htm -- season statistics page
teamtgbg.htm -- team results page
teamigbg.htm -- individual results page
teamcar.htm -- career statistics page
teamrost.htm -- team roster page
tourney-id.htm -- tournament box score for each tourney-id

Various aspects of the Html output can be customized:

--include low rounds listing
--include team roster page
--title/heading
--include a "top" section (for example, logos, links, and so on)
--include a "bottom" section (for example, copyright statements, links, and so on)
--page background color
--colors to use for column headings
--font to use (for example, Lucida, Helvetica, Times Roman, and so on)
--font size attributes for various statistics displays
--whether to include career statistics

The HTML files are built in an "html" folder within your current season directory. You can use an FTP tool to send these files to the desired location on your web site. Or you could copy the files in the "html" folder to a floppy disk so you can transmit these files from another computer, or pass the jump drive to the person(s) who manage the updating of your web site.
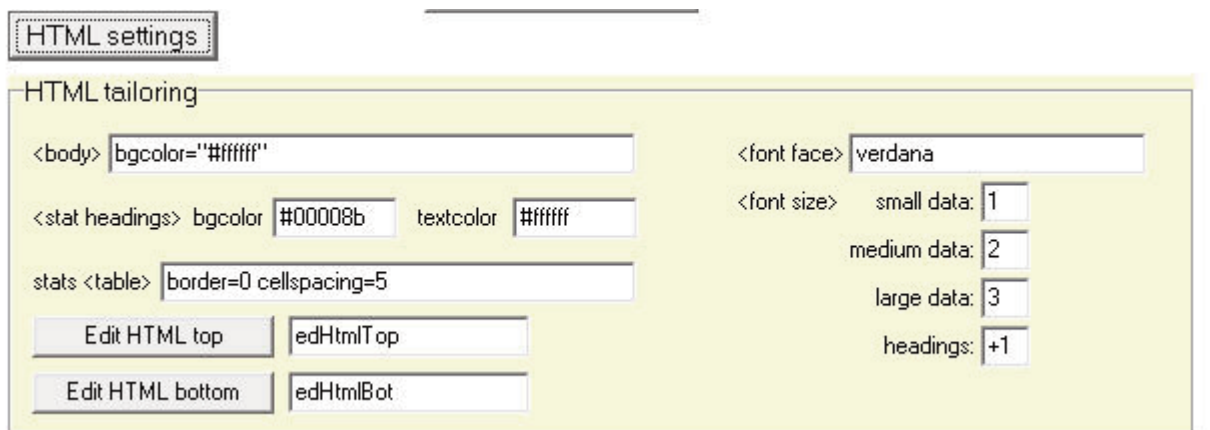
View HTML

Preview the HTML pages on your local disk drive to inspect the output before posting the files to your web site.

Copy HTML to disk

Copy the HTML files to a jump drive (or other location). Typically this is used to transport the HTML files to another computer for posting to the internet.

HTML settings

Click on the HTML settings button to hide or display the detailed HTML settings fields.

<body>: Enter the HTML attributes to apply to the <body> tag in the HTML pages. Typically this will be to control the page background color; for example, bgcolor="#ffffff" (white background), or background="mybackground.gif" (a custom graphical background).

<stat headings>: Enter the background color and the text color to apply to column headings for statistics tables in the HTML pages. Typically these colors are specified in red-green-blue (RGB) format; the defaults are background color "#00008b" (a dark blue) and text color "#ffffff" (white).

stats <table>: Enter the attributes to apply to the <table> tag for statistics table in the HTML pages. The defaults are no border, and a spacing of 5 pixels between each statistics column.

<font face>: Enter the font to use in the HTML pages. The default is "verdana"; for example, you might change this setting to "arial,helvetica" or "times new roman", and so on.

<font size>: Enter the font sizes to use for statistics data that is generated for display in "small", "medium", or "large" font sizes. The software automatically selects the small, medium or large values depending on the width of the layout for a particular statistics section; if you select a different <font face> value, you may want to experiment with the <font size> values to determine the best values to use.

Edit HTML top: To customize the top portion of each HTML page, click on "Edit HTML top". A file editor window is displayed to allow you to modify this top section. Here you

can then specify the HTML code to be inserted at the top of each HTML document (im mediately following the <body> tag). Typically you might "cut-and-paste" the HTML code from another standard page on your web site into the file editor window.

Edit HTML bottom: To customize the bottom portion of each HTML page, click on "Edit HTML top". A file editor window is displayed to allow you to modify this top section. Here you can then specify the HTML code to be inserted at the top of each HTML document (immediately preceding the "end" </body> tag). Typically you might "cut-and-paste" the HTML code from another standard page on your web site into the file editor window.

16   Conference reports

Click on the "Conference" page to generate conference reports.

Conference name: Enter the full name of the conference

Conference abbreviation: Enter the abbreviation to use for the conference

Venue: Enter "**MENS**" or "**WOMENS**"

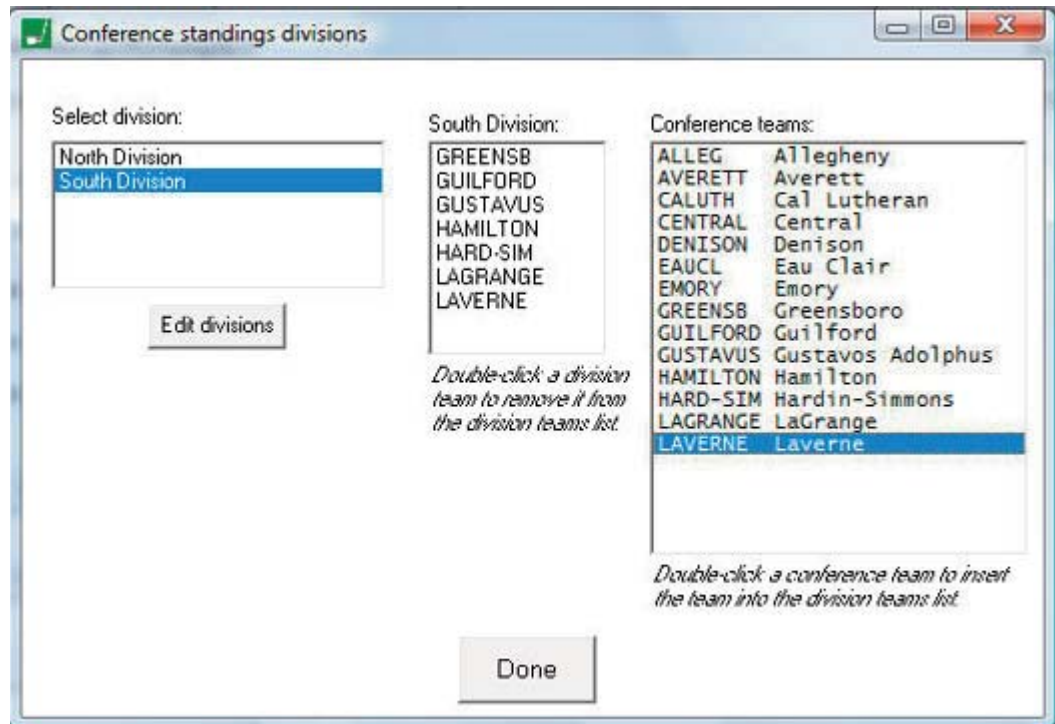**Division:** Enter "I", "II", and so on

Season: Enter the season for the current directory

Conference statistics: Click to generate the conference statistics report

Generate Conf HTML: Click to generate conference HTML pages

View Conf HTML: Click to preview the conference HTML pages (beginning with "`confstat.htm`"); it is recommended you preview the pages before posting to your website

Standings divisions: If your conference has separate divisions for standings purposes, click here to configure the division names and which teams are in each division.

Avg leaders | # of entries: Enter the number of entries to to display in the individual scoring average leaders section of the conference statistics report

Avg leaders | Minimum number of rounds: Enter the minimum number of rounds played for players to qualify for listing in the individual scoring average leaders section of the conference statistics report.