

Score-It

User's

Guide

Version 3

1

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Introduction

Score-It is designed for those who love to score ball games--whether baseball or softball. One of the program's goals is to create score sheets everyone can read and understand. Each person has his own way of doing things. Score-It follows a few conventions which make scoring easier for most scorers and prints score sheets more consistently.

It is not my intent to teach someone how to score a ball game. I strongly recommend you have someone spend 15 minutes teaching you how to score a baseball/softball game and then go to a game and score it with pencil and paper. If you are lucky, you'll be sitting next to someone who can answer your questions! After that comes easily, you should, with a little practice, be able to score an actual game using Score-It on a laptop computer.

It is not unusual for me to score ball games at the park with pencil and paper and then enter the game on my PC using Score-It so that I have:

- a) clean readable copy,
- b) automatic stat generation and
- c) the ability to generate customized reports.

Keep in mind, scoring a ball game is much more of an art than a science. Baseball and softball have many strange situations which, when you use this program, you might decide are not handled properly or are just plainly not handled. If you encounter any of these situations, a Note Button is available to score the play as best as you can and make a note about it so you know what happened.

If you find something you feel my program is definitely lacking, either call me for technical support at (520)-296-5893 or send me an e-mail note at kday@scoreit.com.

Happy scoring!

Katy Day
Tucson Advantage

Installation

Score-It can only be run when installed on a hard disk. This is done by using the "Score-It Setup Disk".

1. Insert the Score-It Setup Disk into drive A.
2. While running Windows, select the File Manager.
3. For Windows 95 select Start, then Programs, then Windows Explorer.
4. Select Drive A:
5. Double Click (Run) File: SCRSETUP.EXE

The setup program will initialize and you should follow the instructions. Upon successful completion of Setup, you will now be ready to run Score-It and ScoreSum.

Registration

Registration of the Score-It program is necessary for continuous running of the program. It helps me identify who has the program so I can help with any problems you may encounter or, if necessary, replace your disk.

As the developer of this program, I am relying on you, the buyer, not to use Score-It without registration, as I depend solely upon the royalties from sales to make my living.

To register and get your authorization code, call 1-800-528-9329 or email me at kday@scoreit.com with the number that appears in the bottom right corner after you've entered your name. It will be necessary for you to have this number ready so we can process your authorization quickly and efficiently.

Program Conventions

Not all Windows conventions are followed. Shortcut keys have been added to make scoring more efficient.

Windows conventions used are:

Buttons Have Short Cuts

Letters or numbers underlined have corresponding key strokes. Simply type the underscored letter or number and this will activate the button (as opposed to moving the mouse over to the button and clicking). The same holds true for anything in the dialogue boxes. Simply type the first letter of the position, out, etc., and the next word with that letter will be highlighted.

Example: Type "S" once for second base and twice for shortstop or "E" for error or "F" for fielded out, etc.

Buttons Can Be Tabbed To

Buttons can also be selected by using the Tab Key.

Tab to the button you wish to select and press Enter.

Selecting Items From a List

There are two types of lists displayed from the primary Score-It screen. The first list allows you to select the Inning you want to edit (the big long button at the bottom left of the screen). The next list asks you for the pitch count and to indicate how the batter got on base or how the batter/runner got out.

Both of these lists work the same (and do not follow standard Windows conventions). Items from the lists are selected in one of three ways:

- Double click the item you wish to select with the mouse,
- With the Up/Down arrow keys, select your item and then press Enter or
- Type the first letter of the word you wish to highlight. When the correct word is highlighted, press Enter.

It is always a good idea, when a list is displayed, to select something. Don't go off and do other things before finishing the present task! You may lose the information you just entered.

Scoring Overview

Files and Directories

Files are used to store your games and rosters. They follow a specific rule for naming: eight characters.three characters (baseball.gam or baseball.ros for example). Your files can be named using less than eight characters, but you are limited to eight. Windows95 permits the use of more than eight characters, but you should stay with this Windows convention to prevent any problems down the road with different computers.

Your files are then stored in directories. You should know how to back up your files and directories and how to move them from computer to computer. If you do not know how to do this, I suggest you get someone to teach you how or consult your computer manual.

Roster Files

Rosters are entered before the game begins and become your lineup when the game starts. You can enter up to 35 names.

To set up a Roster file:

- Choose Roster! from the top menu bar.
- Enter player numbers, names and positions.
- Indicate how many players (up to 15) are batting by using the up/down arrows under Number of Players Batting.
- Choose Team Name. Enter team and manager information (if available) and show whether this team has home or visitor status. Be consistent in naming your team. It will matter for correct statistic information. If you see your team name listed more than once in ScoreSum, you have not consistently named your team each game.
- Choose Other Team and enter above information.
- Choose OK.

To save a Roster file:

- Choose Save Roster.
- A dialogue box will appear asking for the name of the roster.
- Name your Roster File. The file name can be no longer than eight characters followed by ".ros". Say your team name is The Wildcats and that is the name you wish to save the roster under. Using no more than eight characters, you might name the roster: Wildcats.ros.

To open a Roster file:

- Choose Open Roster.
- From the dialogue box, choose the roster you wish to open from the rosters you have previously saved.
- Choose OK.
- Do this for any rosters you wish to open.

Game Files

Games are saved for future reference and for statistical information. Each game is saved in a separate file. Each file is named or labelled. The name you choose for the file cannot be longer than eight characters and must be followed by “.gam”. To use the Wildcat example: Wildcats.gam or Wct0423a.gam which may indicate the first game of several played on a specific date.

Rosters

The Roster lists all the players (up to 35), their numbers and positions and whether they are hitting in the lineup. It also lists the team name, manager name and if the team is visitor or home. The Roster is not changed during the game. It remains constant. Any changes to the batting order or fielding positions after the first pitch has been thrown are done in Line-Up.

It is advantageous to save the rosters. When a new game is started, the roster may be opened. It is easier to move batters up and down in the order than to retype the whole roster over each time you start a game. This is true for the opposing team rosters also. Follow the same rules of naming the opposing team roster as you would for naming your own team roster.

Some leagues wish only to keep their own team stats and not the opposing team. Score-It is designed to score both sides (home and visitor). However, it is possible to “trick” the program into allowing you not to keep detailed statistics for the opposing team. To do this, you need to create a “blank” roster which you can save and use over and over for any opposing team when you enter a game.

When creating your “blank” roster, you need to enter as many players as there are Fielding Positions in your game (i.e., 1-9 or 1-10).

Example:

Player Name:	Who	Position:	1 (pitcher)
	I Don't Know		2 (catcher)
	What		3 (first base)

You can use any name you like and you don't necessarily have to arrange the positions in order, just make sure you have all the positions necessary because Score-It checks to see that defensive positions involved in a play have been defined on the fielding team's roster and will display error messages if they are missing.

Player numbers can be as you choose them or they can all remain "0".

When you have finished entering your "blank" roster, save it under a name you will remember such as blank.ros. Now you will just need to open this roster for each game. You do not have to re-enter the names for each game. You will want to assign the blank roster a name of each game (You do not have to save this in your roster file. It will be saved in the game file.)

If you are not interested in your pitcher's statistics, then you will need to do the following so you can fool the program into thinking you've scored the opposing team:

- If the opposing team has scored any runs during the inning, simply start with the first batter and give a home run to that batter and any batter that follows for the number of runs scored in that inning.
- After the correct amount of runs has been entered, then strike out each batter thereafter for three outs.
- Do this in each inning.
- If no runs have been scored by the opposing team, simple strike out the appropriate batters in each inning.

You will now have your complete stats and incomplete stats for any opposing team, which you really aren't interested in anyway!

Line Ups

During a regular game, managers will exchange paperwork with the umpire(s) and each other. This paperwork deals with changes in batters or fielders. These changes are made in Line-Up. Any lineup change is, in essence, another piece of paperwork.

The lineup is similar to the roster in that it lists the players and the corresponding information. However, the lineup is where all player information changes are made: Player changes batting or fielding position, is taken out of or put into the game.

Changes are made during the inning in which they happen. Changes cannot be made to future innings because they haven't happened yet!

Any changes made to previous innings will affect the future innings. It is important to make changes when they are supposed to be made. If for some reason you cannot make the changes at the correct time, do not despair. The Note button in the Score Box allows you to write notes in the batter Score Box. You can make notes to yourself at the time of the lineup change and edit later. Do make sure the following lineup changes reflect your corrections as game statistics are involved! Say you've had five lineup changes during the game and you want to edit the third one. Make the changes you need to do and check the next two lineup changes to make sure they did not change.

Making Lineup Changes

- Choose Line-Up from the top menu bar.
- Choose Edit Line-Up Changes if you are editing after the game has been scored or Line-Up Change Now if you are making lineup changes in "real" time.
- If you have chosen Line-Up Change-Now, a window will appear showing all that is happening at the time of the lineup change: Inning, pitches thrown, who's up to bat at the time of the change, etc. Click on OK.
- Choose the players to be changed by highlighting their name boxes to highlight the names and then click on the Substitute Button.
- Do this for all players in lineup that changes are being made to.
- To change fielding positions, just click on the position box and choose from the dialogue box.
- After you have made all the necessary changes, click OK.
- If you have chosen Edit Line-Up Change, the window will give you the lineup changes you've made with the bottom choice being New Line Up.
- Choose New Line Up, then the inning for the lineup change, then OK. The player names will now appear for you to change.

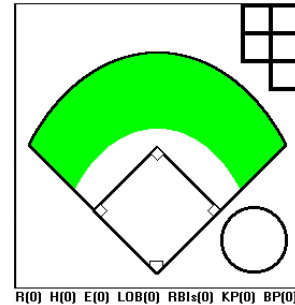
If you choose a name by accident, click again and the name shading will be undone. Lineup changes are made at the top of the innings in which the changes are made. If the change is made after pitches have been thrown, this information is verified when you go to Line-Up Change-Now.

You may come across a situation in which you have already made lineup changes in the inning and need to make additional changes later in the same inning. Since this is no longer the top

of the inning, you will need to choose New Line Up and edit as before.

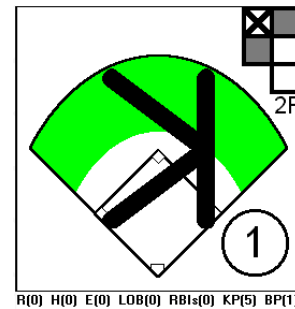
Score Boxes

Score Boxes are those little ballfields that cover up the major part of a scoresheet. They are meant to indicate what happened to a particular batter - was he out, did she score a run, etc. I try to follow a couple of conventions in drawing these score boxes. Most people seem to follow these conventions without thinking about them, but not everyone follows the same conventions all the time! Score-It, follows these conventions consistently because it is a program.



The Count

This is indicated by the shaded boxes in the upper right hand corner of the Score Box. A stack of two (strikes) boxes next to a stack of three (balls) boxes. Shaded in boxes indicate strikes and balls thrown. The first pitch is indicated with an "X" in the appropriate box. The count should indicate the number of pitches thrown to the batter minus one. The last pitch is not scored by the scorer and is implied. (Score-It then decides what kind of pitch - strike or ball - depending on what happened to the batter.) In the event the total pitches thrown to the batter can not be determined by counting the shaded boxes and adding one, (because the batter fouled one or more pitches with two strikes)

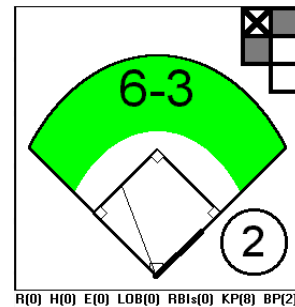


Score-It will indicate the total number of strike (foul) pitches thrown (after 2 strikes) with a number right below the Count Boxes followed by an F, e.g. 2F.

Out Circle

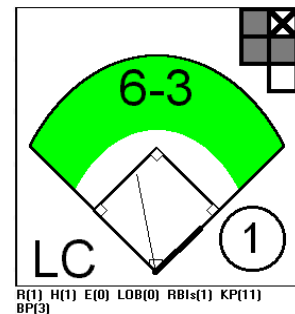
This is the circle in the bottom right hand corner and will have:

- an empty circle indicating the batter/runner was not out, or
- the number 1, 2, or 3 indicating the batter/runner was out and which out (first second or third). Which out may be important!



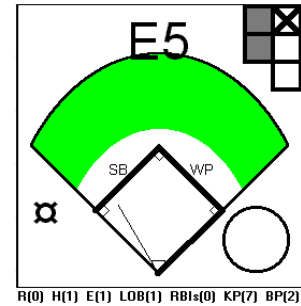
Lineup Changes

If a lineup change occurred when this batter came up to bat or while the batter was at plate, LC appears in the bottom left corner indicating the lineup change.



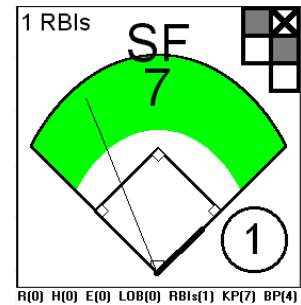
Notes

Score-It gives you the opportunity to make a note for each Score Box. This is done by clicking the Note button (or letter "T"). If a note is present, the symbol ⚡ will appear in the lower left of the Score Box just above LC (if a lineup change is present).



RBIs

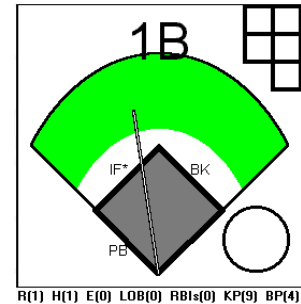
This indicates the batter has brought runs home with his hit or because the batter was walked and a run came in on the walk. Up to four RBIs can be awarded (as in a grand slam). RBIs are shown in the upper left hand corner of the Score Box. This is not an automated function. You will need to add these manually.



The Field

This indicates three things:

- Where the ball was hit (if the ball was hit) with a line from home plate to where the ball was hit. A double line indicates a hard hit. The batter may be out, but you want to credit him with an especially good, hard hit ball.
- How far the batter/runner advanced with heavy lines around the base lines and base notes on top of the lines indicating how the runner advanced.
- Whether or not the batter/runner scored (a shaded area defined by the base lines indicates the runner/batter scored an earned run while an unshaded area indicates an unearned run).



Base Notes

Base notes indicate how the runner advanced around the bases:

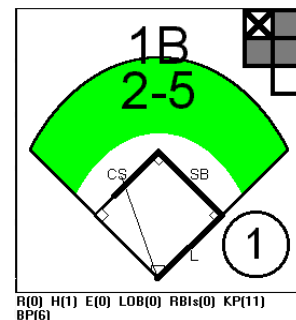
- Stole Base - SB
- Batted Forward -Blank line
- Awarded Base - AB
- Advance on Throw - T
- Interference - IF
- Catcher Interference - CI
- Catcher Interference* - CI*
- Fielder's Choice - FC
- Balk - BK
- Balk* - BK*
- Wild Pitch - WP
- Wild Pitch* - WP*
- Passed Ball - PB
- Passed Ball* - PB*
- Left Handed Batter - L
- Error - E followed by position number of player who made the error (E6)
- Error Already Assigned - E*
- An * indicates more than one base was acquired on the same play.

Advancing a runner is not automatic. You will have to advance the runner yourself. I have done this because runners do not always advance the way they are expected to and you would have to undo everyone who was automatically advanced and enter the information again. Better to enter only once! However, if the runner is batted forward two or more bases, you do not have to advance him each single base. Simply click on the base to which she advanced. Score-It will assume the runner was batted forward these bases and will not ask you how the runner advanced. If the runner was not batted forward two or more bases, but advanced because of errors, wild pitches, etc., you will need to advance the runner each single base and give the reason why.

If you do not wish to keep fielding stats, you may choose not to be prompted about these facts from the Options Menu.

Top Line

There are essentially two lines above the playing field. The top line tells you how the batter got on base.



Second Line

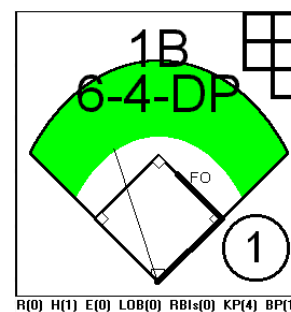
The second line tells you how the batter/runner got out. It is possible to see the two lines filled: 1B with 2-5 would mean that the batter got a single and then was fielded out by a 2-5. This does not necessarily mean the batter got on base and got out at the same time, though there are situations where the batter got to first and was fielded out while rounding to second base. In this situation, you would award the batter (now runner) a single and then a fielded out. A note in the batter's box will clarify this situation.

Player Positions

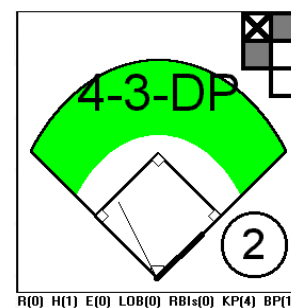
Each player position has a corresponding number. See section entitled "Positions" on page 33.

Examples of Situations

Remember that scoring is subjective. What you may have given as an error or an RBI may not be what the person sitting next to you may have done. Some things are hard to tell from a score sheet ... like who was batting when a base was stolen. If you wish to keep track of these situations, I would suggest you put it in the Note Box for the batter.



It is possible to show a double play. Simply select double play (or triple play) from the dialogue box after selecting the players who handled the ball and before "No More." You will need to do this to each runner/batter involved. A 6-4-3 double play would be scored as a 6-4-DP in the first out and a 4-3-DP for the second out so that each player gets the proper assist and put out credit.



Tie breaker situations may differ from league to league. Some leagues place the player who made the last out in the previous inning on second base the next time the team is up. She will not show up as having an At Bat or an At Plate because she was never there. You will need to tell how she got on base. In this case you would:

- Choose the On Base (H) button.
- Choose Awarded Base from the dialogue box.
- Choose the Awd Base (3) button.
- Continue with the first batter as normal.

I would suggest you learn how your league handles tie breakers ahead of time and experiment how best to score the situations. When the time arises, you'll be prepared!

Buttons

Ball Button

The Ball button counts the balls pitched to the batter. After the Ball button is clicked or entered four times, the program assumes the batter has gotten to first base on balls and BB will show up on the first line in the Score Box with a heavy dark line going from Home to First. The corresponding keystroke would be "B". You are now ready to go to the next batter.


 A rectangular button with a light gray background and a thin black border. The word "Ball" is centered in a bold, black, sans-serif font.

Strike Button

The Strike button (or "S" key) is chosen each time a strike has been pitched. When chosen the third time, dialogue box options are Strike Out-Looking, Strike Out-Swinging, Dropped 3rd-Batter Out and Dropped 3rd-On Base. If the batter struck out looking, a backwards K will show up in the Score Box. If the batter struck out swinging, a forwards K will show up. If the batter got to first on a dropped 3rd strike, a dialogue box will appear asking which player made the error. In this case you would give the catcher the error and E2 should show up on the first line in the Score Box. (E2 because the catcher is usually the one who drops the third strike allowing the batter to run to first base!)


 A rectangular button with a light gray background and a thin black border. The word "Strike" is centered in a bold, black, sans-serif font.

Foul Button

The Foul button allows you to count pitches not usually recorded in a scorebook. The fouls are recorded as strikes until two strikes have been made. Thereafter for each foul hit, a number followed by the letter F will show any foul balls hit after two strikes: 1F, 2F, etc. You may also use the "F" key on your keyboard.


 A rectangular button with a light gray background and a thin black border. The word "Foul" is centered in a bold, black, sans-serif font.

Quick Buttons

The next set of buttons under Ball, Strike and Foul are what I call Quick Buttons. These allow you to quickly handle situations without being prompted to choose from dialogue boxes. There are two sets of Quick Buttons, one for the batter and one for the runner. The Quick Buttons for the batter are:

- 1 - 1b for single
- 2 - 2b for double
- 3 - 3b for triple
- 4 - HP for hit by pitch
- 5 - Error
- 6 - K Look for Strike Out Looking
- 7 - K Swing for Strike Out Swinging
- 8 - Field Out for a Fielded or ground Out

- 9 - FB for a Fly Ball
- 0 - LD for a Line Drive

You will notice the numbers are underlined. These would be the corresponding key strokes on your keyboard.

The Quick Buttons for the runner are:

- 1 - Bat Fwd for Batted Forward
- 2 - SB for Stole Base
- 3 - Awd Base for Awarded Base or walked
- 4 - Error
- 5 - Error* for error already assigned
- 6 - Force for Force Out
- 7 - Tag for Tagged Out
- 8 - CS for Caught Stealing
- 9 - PO for Put Out
- 0 - Int for Interference

Again, the underlined numbers are corresponding key strokes.

On Base Button

The On Base button (or “H” key) will give you more options on how the batter got on base that are not covered by the Quick Buttons. Choose one of the selections by double clicking with the mouse, by using your Up/Down arrows and Enter or by depressing the first letter of the Batter on Base choice you are looking for from the keyboard and Enter.

A rectangular button with a light gray background and a thin black border. The text "On Base (H)" is centered in a bold, black, sans-serif font.

Batter Out Button

The Batter Out button (or the letter “O” key) is similar to the On Base button. The dialogue box asks how the batter got out. Make your selection by double clicking with the mouse, by using your Up/Down arrows and Enter or by depressing the corresponding first letter of your choice on the keyboard and Enter.


A rectangular button with a light gray background and a thin black border. The text "Batter Out" is centered in a bold, black, sans-serif font.

Advance Button

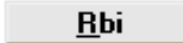
The Advance button (or “A” key) will give you options not covered by the Quick Buttons on how the runner advanced, such as advanced on the throw, catcher interference, fielder's choice, etc. Make your selection as with the previous buttons. A Base Note will now show up along the heavy line advancing the runner forward.

A rectangular button with a light gray background and a thin black border. The text "Advance" is centered in a bold, black, sans-serif font.

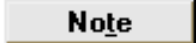
Runner Out Button

The same rule holds for the Runner Out button (also the letter “O” key).  Make your choice as to what happened and continue to the next batter or play. You may have double plays here and need to update more than one player. There will be a Base Note along side the baseline for some of the outs and an incomplete line on the baseline to let you know the runner did not advance to the next base. This would be the case for a caught stealing out.


RBI Button

The RBI button allows you to credit the batter with any runs she may have batted or walked in. The maximum amount of RBIs a batter can have is four:  the three runners on base and the batter who batted himself home on a grand slam home run. This button (or letter “R”) also cycles through four numbers so if you make a mistake, just keep clicking until you get to the right number.


Note Button

I have thrown in the Note button (or letter “T”) to take care on any situation not accounted for in dialogue boxes or elsewhere. You can use this button to  make any notes you feel necessary such as the batter got robbed by a lucky catch or the player making the out performed beyond the call of duty! This is also the place to make notes to yourself if you find you are getting behind in lineup changes. You can print out the Summary Page and then edit as necessary.

Assist/Error Button

Click on this button to give an assist or an error to a player when the batter or runner has not advanced. An example of an error in this situation would  be if a fielder dropped a foul ball and prolonged and batter's time at bat. You can assign that fielder an error with a note indicating what happened. There is no corresponding key stroke.

Next Batter Button

The Next Batter button's function is to let you go to the next batter. You  can do this three ways also: Use the mouse and click on this button, tab to the button and then Enter, or depress the letter “N” on your keyboard. By depressing the letters on the keyboard, you cut down on the time you would spend moving the mouse around.

Previous Batter Button

This button enables you to go to the previous batter without having to use the mouse to click on that player's Score Box. You will use this button frequently throughout the game to advance runners or show the runner is out. You can activate this button three ways: Tab to it and then Enter, click on it with the mouse, or depress the letter "P" on your keyboard.



Undo Button

Undo allows you to correct an error you may have made in the Score Box. It will undo the last entry you made. Be aware that this may be the whole screen if you were showing where a ball was hit (the heavy dark line to the base, the first line that showed how the batter got on base and the line you drew to show where the ball was hit). To fix an incorrect pitch count, you will need to click the Undo button (or letter "U") for each pitch or entry that is wrong.



Left Handed Box

An "X" in this box allows you to note that a batter is left handed. This is especially helpful if the batter is a switch hitter. It is located directly under the Undo button.



Earned Run Box

The Earned Run box (under the Left Handed box) allows you to choose whether a run is earned or not earned. An "X" in the box makes the run earned and the field in the individual batter box will be shaded. Click on the box to clear it and make the run unearned. An unearned run will not be shaded within the individual batter box. Earned Runs are important for pitching statistics.

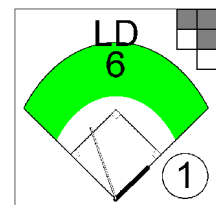


Hard Hit Box

The Hard Hit option allows you to show a batter has made what you feel was a great hit, but because of good fielding or because the ball was hit directly to a fielder, the batter is out. When this box has an "X" in it, a double line will take the place of a single line when showing where the ball was hit. This option is used usually when the batter is out, but had a particularly good hard hit. Some coaches and managers want to remember the batter struck the ball well.



NOTE: Another way to select from the dialogue boxes is to select the key corresponding to the first letter of the word you wish to select: "F" for fielder's choice, "R" for right field, "E" for error, etc.



Inning Button

This button allows you to travel one-half inning or several innings. Clicking the left arrow takes you to the previous half inning. Clicking the right arrow takes you to the next half inning. Clicking the long button in the middle (Inning) takes you to a dialogue box that allows you to travel to a specific inning of your choice. For example, if you are in the bottom of the fifth inning and you wanted to check on something that happened in the top of the second:



- Choose the long “Inning” button.
- Scroll up or down with the Up/Down arrows or use your mouse to choose the top of the second.
- Double click (if using a mouse) or Enter and you are there.
- Do the same thing to get back to the inning you just left or to go forward to another inning.

You can also move forward or back a half inning by using the Page Up/Page Down buttons on your keyboard.

Selecting Batter

On the left side of the main Score-It screen are the names, numbers and positions of the batters for the particular team and inning. The big Score Box in the middle of the screen refers to one little Score Box on the printed page and is associated with the batter indicated. This little box will be shaded so you can see if you are scoring the correct batter. The batter's name, number and position will show across the top of the screen as the current batter. This allows you to double check that you are scoring the correct batter. If the batters' names do not appear on the side of the page, check to make sure you have entered the correct number of players batting under Roster!.

The batter lineup shown is the lineup in effect when the batter comes up to bat. This means that batters' names may change (reflecting lineup changes) depending on which batter is being displayed in the main Score Box. An example of changing batters is when the lineup "bats around" and one of the batters is substituted instead of coming up to bat again. The first time you come to the Score Box you might have one name, but the next time you may see a different name because of a lineup change.

You can move from batter to batter by clicking on the specific batter Score Box with the mouse, by using the Prev Batter or Next Batter buttons, or by depressing the letters "P" for previous or "N" for next.

Player names, jersey numbers, and fielding positions must be entered into the Roster for them to show up on the screen or printed sheet. Players must bat for their names to appear in the lineup.

The left of the scoring sheet shows boxes containing the players' numbers, names, position they are playing and the inning number in which any changes were made. When a lineup change has been made, a mark is made in the inning box and the number of the inning is noted. If the change was made at the top of the 7th inning, then the top right corner of the player's inning box will be shaded and the number "7" will be entered. Likewise, if the lineup change came in the bottom of the inning, the bottom left of the inning box would be shaded and the inning number entered.

7	Lazzeri	4		
8	Durocher	S	7	
9	Dugan	5		
10	Bengough	2		

The letters "LC" will be noted in the box of the player at bat when the change was made. For example, if the lineup change was made at the top of the inning and no one has yet batted in that inning, "LC" will be displayed in the Score Box of the player up to bat first in that inning.

If the lineup change was made after the inning started, the "LC" will show up in the Score Box of the player at bat when it happened (as in the case of pinch runners).

At Bats

Unlike a page in a scorebook, the main Score-It window shows only the inning being played. However, there is an option to show the batter's previous six plate appearances. Simply click on the batter's name with your mouse. The batter's last six plate appearances will now be on the screen.

Game Information

To record information about the game (date, time, etc.):

- Choose Game Info.
- Select Game Pitchers or another option. Selecting Game Pitchers allows you to select the winning, losing and saving pitchers.
- Enter information into appropriate boxes.
- Tab to the next box or use the mouse to click on it.
- Selecting Game Type allows you to categorize the game played, such as tournament, exhibition, league, etc.
- Boxes can be left blank if you don't want to put information in them or if you choose not to put information in them.
- Choose OK.

Refresh

Occasionally the lap top screen may lose some of the graphics. This happens when the computer is idle for a while. Do Not Panic! Simply choose Refresh! from the Menu Bar at the top of the page and your screen will come back good as new.

Options

Choosing Options from the Menu Bar allows you to:

Auto Backup

Auto Backup allows you to back up your information after each inning or after each batter. This is meant to protect your data in the event a problem with your computer or program occurs. You may also choose "none" if you don't wish to save anything. I have found it helpful to use the "Each Batter" option. If your computer glitches or your battery runs out, you'll still have everything you've entered up to that moment. Please note that the option has to be highlighted even though a check mark may already show the option.

Keep Fielding Stats

Some users have no interest in keeping the fielding statistics. The Keep Fielding Stats option allows you to turn on/off the prompts about what happens on the field.

Enter Hit Locations

You can choose not to be prompted on where the ball was hit.

Little League Rules

Little League rules state a pitcher gets credit for an inning pitched even if he has thrown only one pitch. Score-It credits a pitcher with thirds of an inning depending on the outs pitched. You have the option to use Little League rules by clicking on Yes.

Score Sheet Color

Score-It is color printer compatible, but some users don't have color cartridges in their printer. To make sure your score pages print everything, make sure you have chosen the No option so everything will print in black. If you find you are missing your team's names, game information, etc., when you print your game pages, go to Score Sheet Color under Options and make sure you have "No" checked.

Innings Per Game

Innings per Game allows you to choose how many innings per game your team usually plays and would like to use to compute pitcher ERA. This will give your pitcher a more accurate earned run average (ERA). You may choose from four to nine innings. (See ERA in the Glossary for a definition of ERA).

Music

This is a fun option some people love and some people hate. Use this option to control when (or if) *Take Me Out To the Ball Game* is played.

View

If you choose View from the top Menu Bar, you will be able to view your score sheets and summary sheet on your screen before you print the pages. This is helpful if you are at the ballfield with a lap top and no printer. You can show the coaches the game sheets or summary sheet with the lineup changes, notes, box scores, etc.

Stats

Some people live for statistics. Score-It keeps the current game statistics for both teams. Should you wish to check on stats during the game, simply go to Stats! on the Menu Bar at the top of the screen and the current compilation of stats will appear.

Stats! will show you: At Bats (AB), Runs (R), Hits(H), RBIs, Put Outs (PO), Assists (A) and Errors for each player as well as the team totals. This becomes your basic box score and is generated for each game you score. It is printed on the Summary Page.

Stats! also gives the statistics for the pitchers counting: Number of Batters faced, Innings Pitched (each out is 1/3 of an inning), Runs allowed, Earned Runs, Earned Run Average, Hits allowed, Strikeouts, Base on Balls (walks), Hit by Pitch, Total Pitches, total Strike Pitches and total Ball Pitches. Winning, Losing and Saving Pitchers are also noted.

The game statistics are printed on the Summary Page. (See the section on Printing for more details.) These statistics are formatted very similar to the box scores in the newspaper. For those users who report to the newspaper, the Summary Page should make things easier for you! The Summary Page includes the information in Stats!, your lineup changes, your game comments and any notes you may have made during the game.

HTML/Text File Capabilities

You can save your game files from Score-It and your report files from ScoreSum as html or text files to use on your web site or import into a spread sheet you may have already established before you got Score-It.

From within Score-It:

- Select File from the top menu bar, then Output Summary File.
- Select HTML File or Text File and save your .gam file as a .txt or .htm file.

From within ScoreSum:

- First define your stat reports under Define Report from the top menu bar.
- From Report Types, select User Defined Report and open the file you want to save as a text or html file.
- Select the User HTML File button or the User Text File button to save your file.

ScoreSum

ScoreSum is a separate program that compiles the stats from the games you entered in Score-It. You have the ability to customize your report types in this program and the ability to compile stats for various games such as last weekend's tournament, the full season or yesterday's game. The statistics in ScoreSum are more expanded than on the game Summary Page printed from Score-It. You can rank teams or players by their batting averages or games won or runs scored. You can rank your pitchers by batters faced, innings pitched, ERA, etc.

You can then either print your expanded stats or view them on your screen. Please note that some monitors will not be able to view the expanded stats completely. Don't worry. This does not mean what you see on the screen is what will show up on the printed page!

Totals are compiled for teams and opponents.

Report Types

You can choose different kinds of report types under this option located on the top Menu Bar.

Team Stats

The Team Stats report will give you the expanded stats mentioned above. To get this report:

- Choose Team Stats under Report Types from the Menu Bar.
- Choose the game(s) you wish to include in the report along with the team(s) and the game type(s). To highlight multiple consecutive games, either click on one game and drag your mouse down until you've chosen all the games you want or hold down your Shift key while you highlight the first and last games you want to choose. All the games in between will be highlighted. To choose games that are not consecutive, you will need to hold down your Control key when you select your games.
- Choose Show Team Stats if you wish to preview before printing or Print Team Stats if you want to print out the team stats.

Player At Plates

The Player At Plates report will print out the individual player boxes from the scoresheet.

Keep in mind this shows the player's at plates, not his at bats! Under each player box is displayed: Player name, Date, Team played against and the Pitcher the batter faced.

I must caution you that this report may be lengthy depending how many players and/or games you choose for one report! To make this report:

- Choose Player At Plates from Report Type on the Menu Bar.
- Choose the game(s) along with the team(s), game type(s) and selected player(s) you wish to include in the Player At Plates report.
- Choose Show Player At Plates to view before printing or Print Player At Plates to print your report.

Hit Locations

The Hit Locations report displays the spray sheet for each team member for the games and pitchers you have chosen. That is to say: One box for each player with X's and O's showing where the ball was put into play. X's indicate the ball in play is a hit and O's indicate the batter contacted the ball, but is out. Under each box is displayed the following information: Hits in play, Plate appearances, Batting average, On base percentage and Strike outs. To make this report:

- Choose Hit Locations from Report Type on Menu Bar.
- Choose the game(s) along with the team(s), the game type(s), and the pitcher(s) you wish to include in this report.
- Choose Show Hit Locations to view before printing the report or Print Hit Locations.
- Note that the whole team will be displayed. You cannot choose only one player to see hit locations.

Win/Loss Records

This option allows you to rank your teams. It gives the team name, the win percentage, total wins, total losses, team runs and opponent runs for the games you have chosen.

User Defined Reports

This is where you will find your named, customized reports.

Define Report

This option allows you to customize your reports. You will be able to pick the stats you want to have on your reports. If you want only batting averages, slugging %, and on base %, you just choose those stats for your reports.

To define your reports:

- Choose Define Report from the Menu Bar.
- Choose New Report.
- Give your report a name.
- Select the stats you want from the All Batting Stats box by highlighting the stat and then click on Add Item to put it in the Selected Stats box.
- If you wish to change the order in which the stats will print across the page, highlight the stat to be moved within the Selected Stats box and then click on the Item Up or Item Down button. Likewise, if you wish to delete a stat from the Selected Stats box, highlight the stat to be deleted and click on the Remove button.
- Choose from the menu in Primary Sort how you want your stats primarily sorted and if you want them in descending or ascending order.
- Choose from the menu in Secondary Sort how you want your stats sorted if there is a tie in your primary sort. Say you have three players with the same batting average, your secondary sort may be alphabetical. Choose descending or ascending order.
- Choose your minimum at Bats.

Your Custom Batting Stat Report is now complete.

Follow the same procedure for Pitching Stats.

To access your custom reports, choose User Defined Reports under Report Type on the Menu Bar.

Compatible Statistic Programs

Score-It is compatible with TurboStats. If you have this program, you can import data from Score-It into TurboStats. From within TurboStats you need to open your team file. Enter the TurboStats Game Form (press the "Game" button in the lower right corner), select from the menu: Games>Import Game>TurboScore. Move through the directory tree to locate the Score-It game file. Follow the prompts you are given and the game information will be imported.

For more information, write TurboStats at: P.O. Box 144, Towaco, NJ, 07082; call at 1-800-607-8287; or email to turbostats@aol.com. Score-It does not track all the stats available in TurboStats. You will have to manually add these for each player after you import.

Printing

Print Set Up

Printer Set Up will give you the different printer options available. You will find Printer Set Up in your File menu.

- Choose Select Printer from the File menu.
- Select the printer driver whose settings you want to change, then choose Setup.
- Make any desired changes by selecting an option, then entering the change.
- Choose OK to confirm your choices and return to the Select Printer dialogue box.
- Choose Select to make this printer your current printer or, choose Close to close the dialogue box without selecting a new printer.

Printing

Score-It will print three separate pages for you:

- The Home Team scored page.
- The Visitor Team scored page.
- The Summary page.

The Home Team and Visitor Team scored pages will look very similar to the scoring books you may have used in the past.

The Summary page contains the game box scores, game information, lineup changes and any notes you may have made during the game.

It is possible to print these sheets separately or all at once.

To print multiple copies of these pages, you will need to go into your Print Set Up and say how many copies you need to print.

Printing Game Pages

To print the game pages within Score-It:

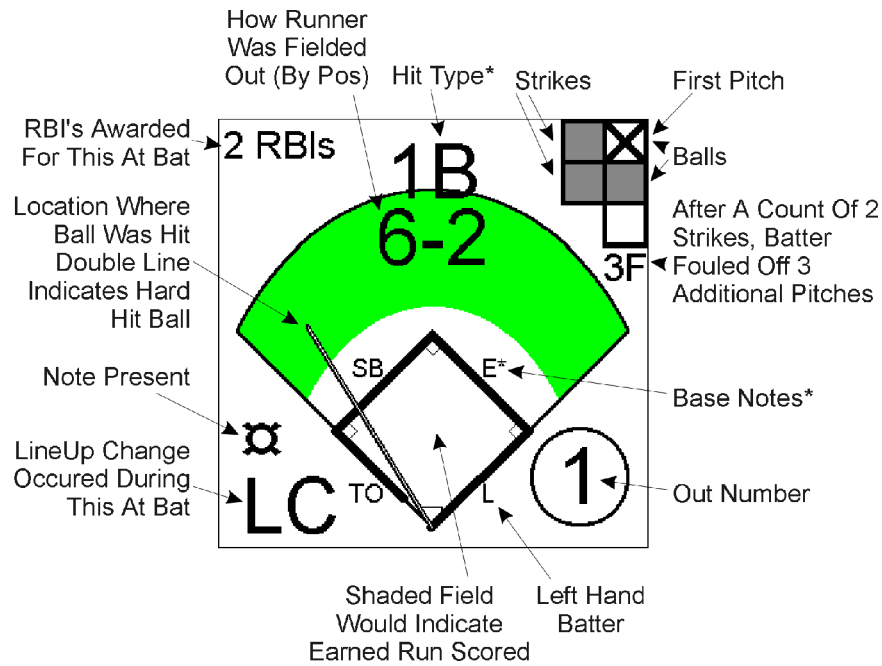
- Open or save your game.
- Go to File from the Menu Bar.
- Choose Print.
- Choose the game page(s) you wish to print.

Printing Summary Pages

To print summary pages within ScoreSum:

- Choose the reports you wish to print and click on the Print buttons.
- You can also go to File from the Menu Bar and Print.

Score Box Key



The above illustration shows you most of the things you would see on the screen in the individual Score Boxes and on the printed game sheet.

The “first” line indicates how the batter got on base (1B).

The “second” line indicates how the runner got out--in this case, the shortstop was the first to field the ball. He then threw it to the catcher who made the out. This is an instance of a fielded out. Player positions are used to record this. It is important that you record the correct player as this will affect your statistics.

Some scorers use the position of the player at the time. Say the shortstop comes in to cover third base and helps make the out. They would score the out as 5-2 (third to catcher). However, scoring this way may become complicated when keeping statistics. If an error had been made on the play, the above scorer, scoring on position instead of player, would incorrectly be crediting the third baseman with an error when in reality, it was the shortstop who helped make the out. It is correctly scored 6-2.

Positions

The following is a key to the player positions and their corresponding numbers or letters:

- 1 - Pitcher
- 11 - Pitcher - left handed
- 2 - Catcher
- 3 - First Base
- 4 - Second Base
- 5 - Third Base
- 6 - Shortstop
- 7 - Left Field
- 8 - Center Field
- 9 - Right Field
- 10 - Rover
- S - Substitute
- DH - Designated Hitter
- PH - Pinch Hitter
- DR - Designated Runner
- EH - Extra Hitter
- PR - Pinch Runner

Glossary

1B single	DNT did not tag up
2B double	DP double play
3B triple	DTS dropped third strike
AB awarded base	DTS-PB dropped third strike passed ball
AB official at bat	DTS-WP dropped third strike wild pitch
ABP abandoned base path	E error
AP at plate - used to indicate player had a turn at the plate	E* error already assigned (used when 2 or more runners advance or 2 or more bases are gained because of a single error)
AS assists a fielder has made	e throwing error
BA batting average: (hits divided by at bats) x 1000	e* throwing error already assigned
Bat indicates the number of batters the pitcher and catcher have faced	EF fielding error
BB base on balls	ER earned run
BK balk (when the pitcher winds up but doesn't throw the ball)	ERA earned run average: (Number of earned runs given up divided by number of innings pitched) x number of innings per game
BNT bunt	Error player has made a mistake in fielding, etc.
BP number of balls the pitcher has pitched	ET throwing error
CI catcher interference	F innings fielded
CO called out	F% fielding percentage: [(AS+PO) divided by (AS+PO+E)] x 100
CS caught stealing - as a base note for the runner and as a stat for the catcher	

FB fly ball	by TP)x 100
FC fielder's choice (not credited as a hit if the batter gets on base with an FC)	LB left handed batter
FO force out	LBE left base early
H hit	LC lineup change
H% hit percentage for the pitcher: H divided by #Bat	LD line drive
Hit when batter has advanced to base on a legitimate hit (no errors awarded on any players)	LOB runners left on base
HP hit by pitch - batter was hit by a pitch - also a pitcher stat	Loss number of games a pitcher has lost
HR home run	LP Left handed pitcher
IF interference	MB missed base
IFB infield fly ball	OB on base - number of times player made it on base
Inn catcher stat designating innings caught	OB% on base percentage: [hits + walks + HP] divided by [(AB + walks + HP + Sac flies)]x 100--getting on base with interference or obstruction is not included in OB%
IP innings pitched, each out made counts as 1/3 of an inning	P total number of pitches the pitcher threw or the catcher caught
IW intentional walk	PB passed ball
K strike out	PO picked off - this would show up as a base note.
K% strike out percentage: (K divided by AP)x 100 for batter and K divided by #Bat for pitcher	PO put outs
KP number of strikes pitched	POS position
KP% strike pitch percentage: (KP divided	PU pop up

R runs allowed by the pitcher

RB right handed batter

RBI runs batted in ... the scorer usually determines if an RBI is awarded by how the ball was hit and fielded

RP right handed pitcher

SA slugging average or %
 $[H+2B+2(3B)+3(HR) \text{ divided by } AB] \times 1000$

SAC sacrifice

Save number of games a pitcher has saved

SB When shown in the top of the batter box, this denotes a Sacrifice Bunt

SB stolen base if on a base note or a catcher stat

SB% stolen base percentage: $[SB \text{ divided by } (SB+CS)] \times 100$

SF sacrifice fly

SFC sacrifice fielder's choice

T advance on throw

TO tagged out

W walks

W% walk percentage: $(W \text{ divided by } AP) \times 100$ for batter and $(BB+HP) \text{ divided by } \#Bat$ for pitcher

Wins number of games a pitcher has won

WP wild pitch

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