
MyCricket

User Manual



Club Workflow Tasks



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Administration Tasks

Overview

Before you begin managing your clubs' competitions and statistics you'll need to ensure the following administrative tasks are completed.

1. Manage Your Club Details

1.1. First Time Login

The first time you login the system will prompt you to change your system provided password to one you will remember.



You can also update details relating to your user account, or the user accounts of other users for your association from the **My Account** menu.

- Access the *MyCricket Administration Home Page*
www.cricket.com.au/mycricket

Administration

You must log in to continue.


Login

Login ID:

Password:

Login to: ☒ Competition Management ☐ Web Management [More information](#)

☐ Remember me

- Complete the **Login ID** and **Password** fields
- Select the appropriate **Login To** radio button
- Click 



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- Read the Terms and Conditions.
- Click **I accept these Terms and Conditions**



This screen is accessible at a later date via the following menu path:



Users > My Account > Change Password



- Complete the following fields:

Field	Description
Current Password	Type your current password in the field. If this is your first login, type the system assigned password here.
New Password	Type your new password directly in the field. Passwords must be 6 characters in length and contain at least 1 number and one letter.
New Password (confirm)	Re-type your new password directly in the field



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Field	Description
	to confirm.

- Click 
- Click  to return to the administration home page.

1.2. Creating & Maintaining Users

To help you share the load, you can create other Users, who will be able to login and perform some or all of the tasks outlined in this manual, based on the User Roles assigned to them.



Users > User List




The screenshot shows the 'Administration' page with a navigation bar (Home, Matches, People, Communications, Club, Users, Help). The 'User Maintenance' section is active, showing a 'Help on this topic' link, an 'Add New User' checkbox, and a 'Show deleted accounts' checkbox. Below is a table titled 'Albert user list' with columns: Login ID, User Name, Email, Last Login, and a 'Maintain' link. The table contains three rows of user data. Notes at the bottom explain color coding for locked and deleted users, bold text for the principal user, and local time for login times.

Login ID	User Name	Email	Last Login	Maintain
clubdemo	clubdemo	demo@resultsvault.com	19/12/2007 9:42:38 AM	Maintain
rpialbert	RPiastri Albert	rachel.piastricricket.com.au	7/07/2008 10:52:20 AM	Maintain
dgb24	David Bennett	mpca@bigpond.com	15/07/2008 8:37:38 PM	Maintain

Notes:

- Locked users are shown in red
- Deleted users are shown in orange
- The Principal user for this organisation is show as bold
- Last Login times are in local time for this organisation

If you want to...	Then click...
Create a new user	The Add New User checkbox to display the <i>User Maintenance</i> screen.
Modify an existing user	 next to the users' name and details to display the <i>User Maintenance</i> screen



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User Maintenance
Help on this tool

Username	User Name	Email	Roles	Actions
clubdemo	clubdemo	demo@resultrivault.com	<input checked="" type="checkbox"/> SITE MANAGER <input checked="" type="checkbox"/> CONTENT MANAGER <input checked="" type="checkbox"/> USER MANAGER <input checked="" type="checkbox"/> EMAIL SENDER <input checked="" type="checkbox"/> SMS SENDER <input checked="" type="checkbox"/> RESULTS MANAGER <input checked="" type="checkbox"/> PERSON MANAGER	<input type="button" value="Update"/> <input type="button" value="Cancel"/> <input type="button" value="Email Welcome Message"/> <input type="button" value="Lock account"/> <input type="button" value="Reset Password"/> <input type="button" value="Set User as Principal"/> <input type="button" value="Delete User"/>

Notes:

- Locked users are shown in red
- Deleted users are shown in orange
- The Principal user for this organisation is shown as bold
- Last Logins are in italics for this organisation

- Complete the **Login ID**, **User Name** and **Email** fields as per onscreen instructions.
- Apply the required roles to the user by clicking the corresponding checkbox in the **Roles** column.



For details on the permissions available to each role

- Click in the Actions column to save the user details.



There are several other options available in the **Actions** column:

- Email Welcome Message:** re-sends the Welcome Email and attached "Getting Started Document"
- Lock Account:** Enables you to lock this user out of the system
- Reset Password:** Clears the existing password and sends the user a new system assigned password.
- Set User as Principal:** Assigns this user all the rights of the Principal User for this Club/Association. This will over ride the current Principal User.
- Delete User:** Removes the user profile from the system.

1.3. Navigating the Administration Area

After you log in, you will see a menu bar at the top of the screen, just beneath the main banner. This bar is split into two menus:



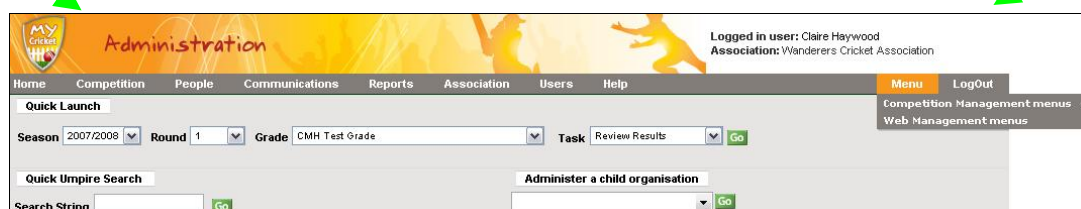
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Right hand menu bar: Toggle between environments and/or logout

Left hand menu bar: contains all the menu items that allow access to administer various tasks.

Left Hand Menu Bar

Right Hand Menu Bar



It is recommended that you take some time to browse through the menu bar and the different options it offers.

The following table details each option available on the menu bar.

Menu Option	Description
Home	Returns you to the Competition Management admin home page
Matches	From here you can handle all aspects of your clubs' matches, including teams, entering results and captain's reports
People	Maintain your Player and Contact lists, and search for players within your association.
Communications	Enables you to communicate with your players via emails or SMS.
Club	Here you can manage aspects relating directly to the management of your club including club details, Honour Boards, office bearers and report customizations.
Users	Maintain the list of Users for your Club and change your own user details
Help	Links to help for all areas of the system. Also includes 3 online tutorials; Enter Match Results, Confirm Match Results and Enter Player Scores.
Return to admin	If you are logged in as an association and are administering a club, this menu option returns you to the administration menu.
Logout	Logs the current user out of the system and returns you to the login home page.



Pre Season Tasks

Overview

MyCricket enables you to manage all aspects of your Clubs involvement in Cricket. The following tasks are those more common to the running of your club. They have been set out for you in a convenient and logical workflow order.

If you wish to undertake a task which is not covered here, refer to MyCricket Additional Tasks Manual – Club accessible in the Downloads section of MyCricket Online Support & FAQ Centre (www.cricket.com.au/mycricketsupport)

2. Player List Management

Before a player can be selected to a team they must be added to the MyCricket system. This can be done in Bulk (i.e: importing a multiple player records from an existing database into MyCricket) or individually.

Once a record has been created for the player they need to be flagged as registered within MyCricket in order to be assigned to teams.

If a player is already in the system and is registering with a new club they will need to be transferred. Although MyCricket allows you to transfer a player without gaining Clearance first, your association By Laws may require clearance before a transfer can take place. Please check your Association by laws before transferring players.

2.1. Adding a New Player



The following instructions focus on creating a new person record in the role of Player. However, the procedure is the same for adding other roles such as coaches and contacts.



People > Add a New Player


The screenshot shows the 'Administration' section of the MyCricket website. The top navigation bar includes links for Home, Competition, People, Communications, Reports, and Association. The main content area is titled 'New Person' and includes a 'Help on this topic' link. Below this, there is a paragraph of instructions: 'Before creating a new person record, please search for an existing record. If the record already exists you can transfer the record, or (if applicable) apply for a clearance. Please enter search criteria. The search uses 'fuzzy' logic to match similar names, but please enter as much of the name as possible.' There is a search form with fields for 'First', 'Middle', and 'Last' names, and a 'Search' button.

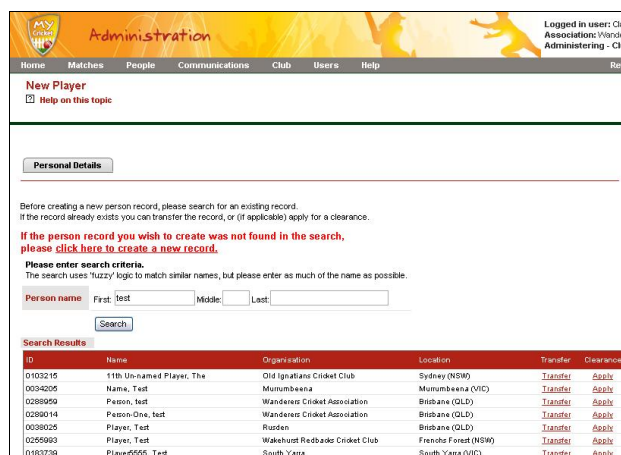


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Before creating a new record you must search for the person to determine if they are already in the system. This helps to eliminate duplicate data which clogs the system and can cause organizational issues.

- Type the persons name in the **First**, **Middle** and/or **Last** fields.
- Click 



ID	Name	Organisation	Location	Transfer	Clearance
0103215	11B Un-named Player, The	Old Ignatians Cricket Club	Sydney (NSW)	Transfer	Apply
0034205	Name, Test	Mummbesna	Mummbesna (VIC)	Transfer	Apply
0289099	Patson, test	Wanderers Cricket Association	Brisbane (QLD)	Transfer	Apply
0209014	Patson One, test	Wanderers Cricket Association	Brisbane (QLD)	Transfer	Apply
0209025	Player, Test	Rusden	Brisbane (QLD)	Transfer	Apply
0259993	Player, Test	Wakehurst Redbacks Cricket Club	Frenchs Forest (NSW)	Transfer	Apply
0163739	Player5555, Test	South Yarra	South Yarra (VIC)	Transfer	Apply

- Search the **Search Results** table to determine if the person has an existing record.
- Next...

If the person record was...	Then...
Found	<p>Consult your Association by laws on transfers and clearances before you proceed.</p> <p>You have 2 options:</p> <ol style="list-style-type: none">1) If your Association by laws state that you must apply for clearance before transferring a player, follow the steps in 2.3/2.4 Clearances.2) If you do not need to apply for clearance,<ul style="list-style-type: none">• Click Transfer next to the person's name.



- Click [click here to create a new record.](#)

Document Current as at 12th August 2008



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- Complete the following fields as required:

Field	Description
Role	<p>The main role the person will have within the association.</p> <p>Select from the drop down list.</p> <p>This is a mandatory field</p>
Sub Role	<p>Helps to further define the persons role within the association</p> <p>Selection in the Role field will determine the options available here.</p> <p>Select the checkbox next to the appropriate sub role. It is possible to select multiple sub roles. This will result in multiple Roles automatically created for the person.</p> <p>Eg: if the person is a player at both senior and junior level, select the Role Player, then select both Senior and Junior sub roles. The person will end up having 2 Roles: Player – Senior and Player Junior.</p> <p>This is a mandatory field</p>
Title	<p>Select a title from the drop down list</p>
First Name	<p>The persons' first name.</p> <p>This will automatically populate based on your entry at the search stage.</p> <p>Type the name directly in the field</p> <p>This is a mandatory field and cannot contain numbers</p>
Middle Name / Initial	<p>The persons' middle name or initial.</p> <p>This will automatically populate based on your entry at the search stage.</p> <p>Type directly in the field</p>
Last Name	<p>The persons' surname.</p> <p>This will automatically populate based on your entry at the search stage.</p> <p>Type the name directly in the field</p> <p>This is a mandatory field and cannot contain numbers</p>





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Field	Description
Date of Birth	<p>The persons' date of birth.</p> <p>Type in dd/mm/yyyy format.</p> <p>This field may be mandatory depending on role selected.</p>
Country of Birth	<p>The country the person was born in.</p> <p>Type directly in the field</p>
Gender	<p>Select the appropriate radio button to specify the persons gender</p>
Email	<p>The email address of the person.</p> <p>Type directly in the field.</p> <p>Although this is not a mandatory field, it is highly recommended that you collect email addresses from all people if you wish to make use of the Email Communication feature.</p> <p>Multiple email address can be entered by using a semi colon (;) to separate.</p> <p>The first address entered will be the one used in email communications.</p>
Address 1 / 2 / 3	<p>The postal address of the person.</p> <p>Type the address directly into the field beginning at field #1. Use fields #2 and #3 if you require more space.</p>
Suburb / Town	<p>The town or suburb of the persons' postal address.</p> <p>Type directly in the field.</p>
Postcode	<p>The postcode of the persons' postal address.</p> <p>Type in numerical format directly in the field. 4 digits only.</p>
State / Territory	<p>The state or territory of the persons' postal address.</p> <p>Select from the drop down list</p>
Country	<p>Automatically defaults to Australia. This cannot be modified at this stage.</p>
Home Phone	<p>The home phone number of the person.</p> <p>Type in numerical format directly in the field.</p>



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Field	Description
Work Phone	The work phone number of the person. Type directly in the field. Must contain 10 digits including area code. Brackets hyphens and spaces are allowed. () -
Mobile Phone	The mobile phone number of the person. Type directly in the field. Must contain 10 digits including area code. Brackets hyphens and spaces are allowed. () -
Fax Number	The fax number of the person. Type directly in the field. Must contain 10 digits including area code. Brackets hyphens and spaces are allowed. () -
Comment	If required, you can enter additional information here. This information is for private viewing by your organisation only and is only displayed on this screen. Type directly in the field.

- Click  and 



The **Roles** and **Custom Fields** tabs become available once the personal details have been added to the system. Once you click on either of these tabs, more will become active based on the role selected. Complete as much information as is required within these tabs.

Person Edit: Person-One, test
☐ Help on this topic

Personal Details **Roles** **Custom Fields** **Registration** **Subscriptions** **Availability**

Current Roles for Wanderers Cricket Association:

Role	Sub Role			Auto-remove date	Last Re-conf. date
PLAYER	SENIOR	Remove	Re-confirm	NA	NEVER
PLAYER	JUNIOR	Remove	Re-confirm	NA	NEVER
PLAYER	VETERAN	Remove	Re-confirm	NA	NEVER

Add new role:

Role	Sub Role(s)	
<input type="text" value="Select..."/>	<input type="text" value="Not found"/>	<input type="button" value="Add Role"/>

Role history for Wanderers Cricket Association:

☐ Show role history in all organisations

Drag a column to this area to group by it:

Role	Sub Role	Entity	Date From	Date To
PLAYER	SENIOR	Wanderers Cricket Association	Jul 23 2008	CURRENT
PLAYER	JUNIOR	Wanderers Cricket Association	Jul 23 2008	CURRENT
PLAYER	VETERAN	Wanderers Cricket Association	Jul 23 2008	CURRENT



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2.2. Register Players (*Only if activated by Association)



People > Players > Player Registration > Register Players

- Select the Player or Players name in the **Unregistered players for Association** list
- Click **Add** to move the selected players to the **Players to be registered** list
- Click **Save** and **OK** to register the player.

2.3. Clearances – Apply for Clearance

The following process is used if your Association requires you to apply for player clearance before transferring them to your club.

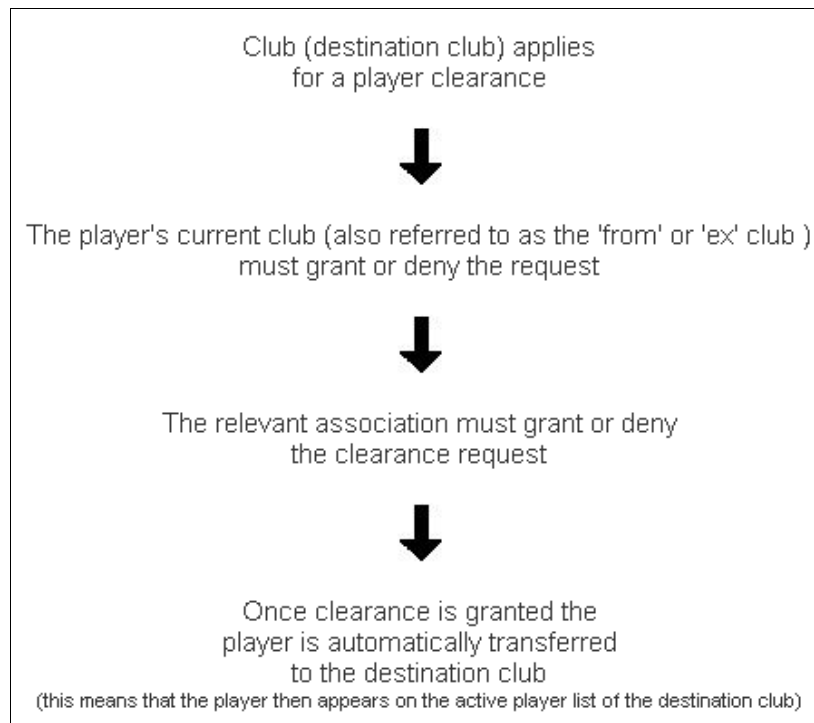


The transferred player will remain in the list of the original club/association. This enables people to be affiliated with multiple clubs and associations whilst still having a single MyCricket record.

The following diagram charts the clearance process, beginning with the Club the player will be transferred to:



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People > Players > Permits & Clearances > Apply for Player Clearance

My Cricket Administration

Home Matches People Communications Club Users Help

Apply for a Clearance
[Help on this topic](#)

- Select the applicable association.
- Search for a player which requires the clearance/permit. A player must be on the club list before applying for a permit.
- Select the player to apply for the clearance/permit.

Association

- Select the applicable association from the drop down list.



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Administration

Home Matches People Communications Club Users Help

Apply for a Clearance
[Help on this topic](#)

- Select the applicable association.
- Search for a player which requires the clearance/permit. A player must be on the club list before applying for a permit.
- Select the player to apply for the clearance/permit.

Association Wanderers Cricket Association

Please enter search criteria.
The search uses 'fuzzy' logic to match similar names, but please enter as much of the name as possible.

Person name First: Middle: Last:

(or) ID

- Search for the player you want to transfer, by either **Person name** or **ID**
- Click

Search Results				
ID	Name	Organisation	Location	Clearance
0271366	Test, Roger	Albert	Brisbane (QLD)	Apply
0271366	Test, Roger	Feathertop	Brisbane (QLD)	Apply
0269379	Test, Rachel	Albert	Brisbane (QLD)	Apply
0269021	Test, Ritchie	Wanderers Cricket Association	Brisbane (QLD)	Apply
0271373	TestB, Oscar	Feathertop	Brisbane (QLD)	Apply
0271023	Toshack, Rob	Harbord Bowling Club	Harbord (NSW)	Apply
0033353	Twist, Ryan	Ringwood	Ringwood (VIC)	Apply

- Click next to the name of the player you want to transfer.

Submit/Edit Player Clearance
[Help on this topic](#)

Current Action required:
The player's destination club needs to create the clearance application.

- Please check with your association in regards to the requirements that need to be fulfilled for the clearance or permit application.
- Permit can only be applied for with player from your own club.
- Personal player details may be obscured until the clearance is granted.

Clearance for: Test, Roger
Clearance to: Albert

Season 2008/2009
Association Wanderers Cricket Association

Clearance Status Unsubmitted
Results/Vault ID 0271366
First Name Roger
Middle Name / Initial
Last Name Test
Date of Birth *****
Email *****
Address *****
Address2
Suburb/Town blackville
Postcode 3533
State/Country vic
Home Phone
Work Phone
Mobile Phone
From Club Name Feathertop

Clearance Reason

To Club Comment

Player Sub Role in the To Club Select...
To Club Comment
Association Comment



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- Complete the following fields as required:

Field	Description
Clearance Reason	The reason why your club is lodging a clearance request for this player. This is a mandatory, free flow text field. Type directly into the field.
"To" club comment	This field can be used to include additional information from your club.
Player sub role in the 'to' club	The sub role that the player will be assigned in your club. This may differ from the sub role assigned to the player in their existing club. Select from the drop down list.

- Click and to request clearance to transfer the player to your club.
- A message displays at the top of the screen telling you who has been notified of the clearance request.

Competition Management

Overview

During the competition season there are several tasks that will need to be carried out on a regular basis. You will need to select players for teams, enter match results and players scores and possibly submit captain and match reports.

Your Association may put timeframes on the completion of these tasks eg: match results may need to be entered within 48 hours of match completion.

3. Player & Team Management

3.1. Player Availability Summary

Before you select the team for a match, it is advisable to first see who is available on the match date. MyCricket enables you to generate a report of player availabilities for selected dates. However, this report will only display a player's availability status for a specific date if it has been entered in the *Person Edit* or *New Player* screens in the **Availability** tab.



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People > Players > Player Availability > Player Availability Summary

- Select the required dates from the **Match Dates** list
- Click **Add** to move the match date to the **Selected Dates** list
- Select the **Show Contact Details** checkbox
- Click **Refresh**
- All available players for the selected dates are displayed in the table, along with their contact details, if requested.



Players can be contacted via email from this screen if required.

3.2. Team Selection

You must select players for a team every round. MyCricket will remember the players selected for the previous match, but you will still need to submit the team to the match on a round by round basis.



Matches > Select Teams



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- Complete the **Season**, **Round** and **Grade** fields.
- Click
- Select the required players from the **Player List**
- Click to move them to the **Selected Players** list
- Select the Captain's name from the **Selected Players** list
- Click next to Captain in the **Selected Player Options** area.
- Repeat the previous 2 steps to assign a **wicketkeeper** and **substitutes**.
- Click and to save



If you want the team to be the same as the previous match, simply click and to save.

3.3. Print Team List

In many cases, you will need to print the team list to hand to match officials on the day. MyCricket enables you to customise and print both a **Captains' list** and an **Umpires' list**.



Matches > Team Lists



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Administration

Logged in user: Claire Haywood
Associations: Wanderers Cricket Association
Administering - Club: Albert

Home Matches People Communications Club Users Help Return to WAND admin LogOut

Team Lists
Help on this topic [Printable Version](#)

Season: 2007/2008 Round: 1 Grade: WAND: CMH Test Grade [Go](#)

Show:
☐ Display typical Captain's list columns
☐ Display typical Umpire's list columns

<input checked="" type="checkbox"/> Results/Vault ID	<input checked="" type="checkbox"/> Name	<input checked="" type="checkbox"/> Registration Status	<input checked="" type="checkbox"/> Home phone
<input checked="" type="checkbox"/> Mobile phone	<input checked="" type="checkbox"/> Subs. payment status	<input checked="" type="checkbox"/> Paid checkbox	<input checked="" type="checkbox"/> DOB
<input checked="" type="checkbox"/> Played day 1	<input checked="" type="checkbox"/> Played day 2	<input checked="" type="checkbox"/> Player signature	

Note:
*Player Subscriptions refer to the annual membership fees that most clubs charge players.
**Reg. refers to the players registration status in the relevant association as at the time of generating the report. Note that not all associations required players to be registered.

Wanderers Cricket Association - CMH Test Grade	
Clarence	New Town
Round 1 - Thu 26 Jun 2008 (10:00AM)	
Venue: Central Park []	
Match Officials: Not specified	

Team not available
Team not available

Generated at 31 Jul 08 3:17PM

- Complete the **Season**, **Round** and **Grade** fields.
- Click [Go](#)
- Select either **typical captain's** or **typical umpires** lists
- If necessary, select or deselect other data to be included in the list by clicking the appropriate checkbox/es
- Click [Printable Version](#) A new window opens.
- Print the list as per your computers' regular printing method.

4. Match Results & Stats

Match Results can be entered either during a game or once it has finished. Results can be entered by either team, but not by both. Consult your Association to determine whether the home or away team are to enter match results.

Once the results have been entered the opposing team need to confirm them before they can be locked in as official.

Each club will enter their own individual player scores.


4.1. Entering Match Results



Matches > Enter Match Results



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- Complete the **Season**, **Round** and **Grade** fields.
- Click 
- Enter match results in the applicable fields. Use the following table as a guide:

Function	Description
Wickets field	If you select 10, all out automatically populates the Innings Closure field.
Match Results field	<p>This is a mandatory field. If the match hasn't finished yet select Match in Progress. This enables you to save the results and access them again at a later date. Results time frames do not apply in this case.</p> <p>Selection in one teams Match Result field will drive the entry in the other team. eg; if Team A Lost on First Innings then Team B's Match Result automatically populates with Won on First Innings</p>
Modifying Results	Results can be modified until they are confirmed by either the association or the opposing team. Once confirmed, results are locked as official.

4.2. Confirming or Disputing Results

If the opposition team has entered the results, you will need to review their entries and either confirm or dispute them. You can not modify the results in any way,



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however you can begin the dispute process if you disagree with the other teams results entry.



Matches > Confirm match Results

The screenshot shows the 'Confirm match result' page in the MyCricket system. At the top, there's a navigation bar with 'Home', 'Matches', 'People', 'Communications', 'Club', 'Users', and 'Help'. Below this, the page title is 'Confirm match result' with a 'Help on this topic' link. The main content area shows the match details: Season 2007/2008, Round 1, Grade WAND: CMH Test Grade. The match is between Clarence and New Town, Round 1 - Thu 26 Jun 2008 (10:00AM). The venue is Central Park and match officials are not specified. There are no actions available for this match. The page also shows the 1st and 2nd innings, the result (No Result), match status (No status), and confirmation comments for both teams.

- Select the **Season**, **Round** and **Grade**.
- Click

The screenshot shows the 'ACTIONS' section of the MyCricket interface. It contains two radio buttons: 'Confirm Result' and 'Dispute Result'. Below the radio buttons is an 'Update' button.

- In the *Actions* area of the screen:

Action	Description
Confirm Result	Select the radio button if you agree with the results entered. Click The results are then saved and locked
Dispute Result	Select the radio button if you do not agree with the match results entered. Type the reason for your dispute in the text box. Click This information will be sent to both the opposition



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Action	Description
	team and the association. The mater is then handled at association level.

4.3. Entering Player Scores

Each club will enter their own players' scores. When entering player scores please keep in mind the following:

- Your Association may set a timeframe on entering player scores.
- One of the benefits of MyCricket is that your players can compare their stats with players all around the country. However, in order to get a realistic view of your players' stats nation-wide, clubs must enter player scores as accurately and as regularly as possible.
- The score fields available are determined by your association. If you require additional fields be entered (eg: 4s, 6s) please contact your Associations Principal User.



Matches > Enter Player Scores

- Select the **Season**, **Round** and **Grade**.
- Click
- Select the checkbox next to the innings you want to enter scores for.



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☐ Automatically recalculate batting order if changed

1st Innings ☒ Innings commenced

Player	Batting					Bowling					Fielding						
	Num	HO	Runs	Fld	Bwl	FOW	Num	O	M	W	R	Un	Ct	Ct Wk	RO As	RO Un	St
*Bourke, David R	1	dnb		NA	NA												
+Bunter, Barry	2	dnb		NA	NA												
Davidson, Sean	3	dnb		NA	NA												
Duckakis, Donald	4	dnb		NA	NA												
Flash, Jack	5	dnb		NA	NA												
Giles, Nathan	6	dnb		NA	NA												
Hoffman, James	7	dnb		NA	NA												
Howard, Tom	8	dnb		NA	NA												
Howden, Jack	9	dnb		NA	NA												
Johns, Danny	10	dnb		NA	NA												
Junior, Gary(sub)																	
	Extras		0														
	Total		200														




The batting order displayed is based on the order in which players were selected (see [2.2 Team Selection](#)). If this order has changed, check the **Automatically recalculate batting order if changed** checkbox. Then simply type the new batting order number in the **Num** field next to the required player. Note that the physical order doesn't change, only the batting order number.

- Complete the following fields as necessary:

Field	Description
BATTING	
Num	<p>The batting order number of the corresponding player. Type directly in the field.</p> <p> This will default to the order as at the Team Selection stage.</p>
HO	<p>How Out. The method of dismissal. Select form the drop down list.</p>
Runs	<p>The number of runs made by the player. Type directly in the field.</p>
Fld	<p>Opposition fielder who dismissed the batter. Select from the drop down list.</p>
Bwl	<p>Opposition bowler who dismissed the batter OR 2nd opposition fielder who assisted run out.</p>





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Field	Description
FOW	<p>Fall of Wicket</p> <p>Where two or more wickets fall at the same score, the dismissal order can be specified by entering as a decimal.</p> <p>Eg: players A, B and C are all dismissed at the unlucky 87, batted at numbers 3,4 and 5 respectively, and were dismissed in the order A, C, then B. Enter a FOW of 87.1 for A, 87.3 for B, and 87.2 for C.</p> <p> The decimal point is not required where only one wicket falls at a given score.</p>
BF	<p>Balls Faced</p> <p>Type the number directly in the field</p> <p>May be disabled</p>
Min	<p>Batting Minutes</p> <p>Type the number directly in the field. Must be a whole number</p> <p>May be disabled</p>
4s	<p>Number of 4s scored</p> <p>Type the number directly in the field</p> <p>May be disabled</p>
6s	<p>Number of 6s scored</p> <p>Type the number directly in the field</p> <p>May be disabled</p>
BOWLING	
Num	<p>Bowling number. The order of bowling in the selected innings.</p> <p>Type the number directly in the field</p>
O	<p>Number of overs bowled.</p> <p>Type the number directly in the field</p>
M	<p>Number of maidens bowled.</p> <p>Type the number directly in the field</p>
W	<p>Number of wickets taken.</p> <p>Must be between 0 and 10</p> <p>Type the number directly in the field</p>



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Field	Description
R	Number of runs conceded Type the number directly in the field
Htrk	Hat Trick (consecutive wickets) Number of consecutive wickets taken  For details on how to enter Hat Tricks. May be disabled
Un	Unassisted wickets taken. Must be a whole number less than or equal to wickets taken. Type the number directly in the field  If this field is disabled, unassisted wickets will be automatically calculated based on the scorecard. This is a setting that is made via the <i>Grade Customisation</i> screen.
Wd	Number of wides bowled Type the number directly in the field May be disabled
Nb	Number of no balls bowled. Type the number directly in the field May be disabled
FIELDING	
Ct	Number of catches taken as a fielder. (not wicketkeeper) Must be between 0 and 10 Type the number directly in the field
Ct Wk	Number of catches taken as wicketkeeper. Must be between 0 and 10 Type the number directly in the field
RO As	Number of assisted run-outs made. Must be between 0 and 10 Type the number directly in the field
RO Un	Number of assisted run-outs made. Must be between 0 and 10



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Field	Description
	Type the number directly in the field
St	Number of stumpings made Must be between 0 and 10 Type the number directly in the field



The following notes apply to entering player scores:

- You can only enter fielding scores for subs.
- Fields can be added or removed via the *Report Customisation* screen.
- The Association may set a tolerance (eg 5 runs) meaning the total number of runs entered has to be within 5 runs of the total number entered for the innings. The innings total is automatically displayed as a result of the Match Results entered.
 - * If a tolerance is set you can't save the scores, only update.
 - * If a tolerance is not set and the runs entered don't match up with the match results a warning will appear.

- Click **Save** or **Update**

The system runs a series of validations. If a validation fails, a popup appears:

- Click **cancel**
- The data that failed the validation is highlighted in red.

4.4. Entering Opposition Dismissals

If the opposing team have entered their team list into MyCricket for the match, then you will be able to enter the opposition dismissal statistics.



Matches > Enter Player Scores (Opposition Dismissals)



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Administration

Logged in user: Clare Heywood
Associations: Wanderers Cricket Association
Administering: Clubs: Armstrong

Home Matches People Communications Club Users Help

Enter Player Scores
[Help on this topic](#)

Season: 2007/2008 Round: 2 Grade: WAND-CMH Test Grade

Wanderers Cricket Association - CMH Test Grade
Round 2 - Fri 27 Jun 2008 (10:00AM)
University v Stenbury
Venue: Eltham College Main Road []
Match Officials: Not specified

Entering Fielders/Batters for dismissals of University
Enter data and click the Update button.

1st Innings ☐ Innings commenced

2nd Innings ☐ Innings commenced

Notes:



If the opposing team has not entered their team list for this match, you can contact them to request that they do so. Click the club name to display the contact details.

- Click the checkbox for the required **innings**.

1st Innings ☒ Innings commenced

Player	Num	HO	Runs	Fld	Bwl
*Bourke, David R	1	dnb		NA	NA
+Bunter, Barry	2	dnb		NA	NA
Davidson, Sean	3	dnb		NA	NA
Duckakis, Donald	4	dnb		NA	NA
Flash, Jack	5	dnb		NA	NA
Giles, Nathan	6	dnb		NA	NA
Hoffman, James	7	dnb		NA	NA
Howard, Tom	8	dnb		NA	NA
Howden, Jack	9	dnb		NA	NA
Johns, Danny	10	dnb		NA	NA
Junior, Gary(sub)					

2nd Innings ☐ Innings commenced

- Complete the **Fld** and/or **Bwl** fields by selecting the name of the player from your club who dismissed the opposition's batter.
- Click to save the details.

5. Match Reports

Once a match is completed you may need to submit a Match Review and/or a Captain's Report.



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The Match Review will be displayed along with the Match Results on public sites.

Captain's Reports are used by Association's to keep track of issues such as facilities, player behaviour and umpiring.

5.1. Captain's Report



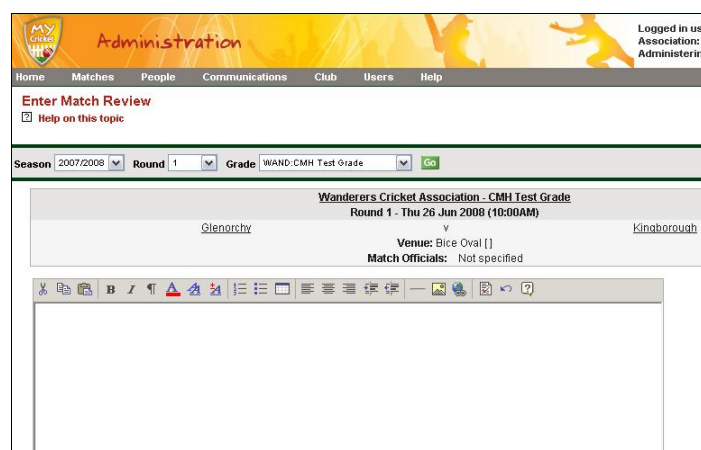
Matches > Enter Captain's Report

- Select the required **season**, **round** and **grade**
- Click 
- Ensure you have the correct club selected from the **Club Selection** drop down list
- Complete the report by selecting the appropriate radio button grading (poor, fair, good, very good or excellent)
- Click  to save the report

5.2. Match Review



Matches > Enter Match Review



Either...

- Type your review into the text area.



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Or

- Write your review in a text editor such as Word. Then copy and paste the review into the text area on this screen.

Help

For more information on additional functionality available when entering a match review (eg: HTML formatting)


System Support

Overview

MyCricket is a fully supported system. Cricket Australia provides several on going support options in order to ensure all users are able to get the most out of the MyCricket system.

6. Access Page Specific Help

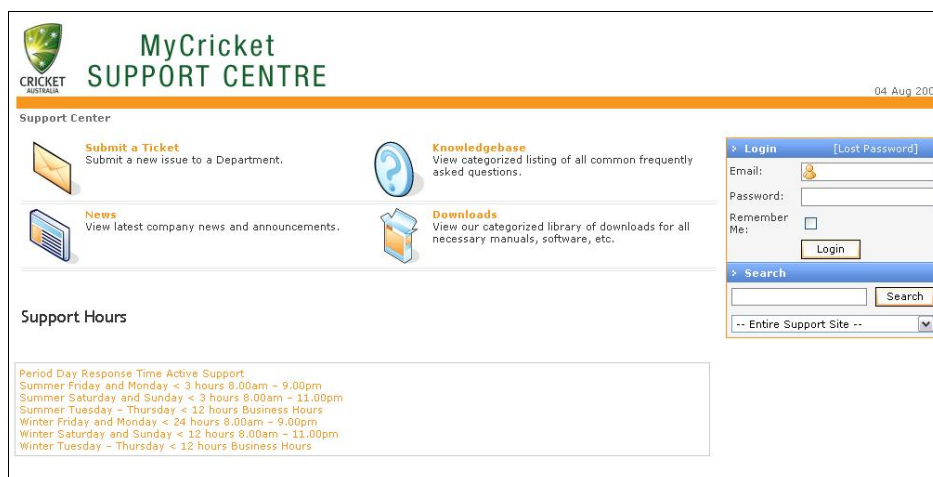
To access page specific help...

Click  **Help on this topic** in the top left corner of the screen. A new window will open displaying help related specifically to the screen (page) you are viewing.

7. Using the MyCricket Online Support & FAQ Centre

MyCricket is fully supported by Cricket Australia's Online Support & FAQ Centre.
www.cricket.com.au/mycricketsupport

There is a link to this page in the footer section of every screen in MyCricket.




The screenshot shows the MyCricket Support Centre website. At the top, there is a header with the Cricket Australia logo, the text 'MyCricket SUPPORT CENTRE', and the date '04 Aug 2008'. Below the header, there is a 'Support Center' section with four main links: 'Submit a Ticket' (with a description 'Submit a new issue to a Department.'), 'Knowledgebase' (with a description 'View categorized listing of all common frequently asked questions.'), 'News' (with a description 'View latest company news and announcements.'), and 'Downloads' (with a description 'View our categorized library of downloads for all necessary manuals, software, etc.'). To the right of these links is a 'Login' box with fields for 'Email' and 'Password', a 'Remember Me' checkbox, and a 'Login' button. Below the login box is a 'Search' box with a text input field and a 'Search' button. At the bottom of the page, there is a 'Support Hours' section with a table of support hours for different periods and days.

Period	Day	Response Time	Active Support
Summer	Friday and Monday	< 3 hours	8.00am ~ 9.00pm
Summer	Saturday and Sunday	< 3 hours	8.00am ~ 11.00pm
Summer	Tuesday ~ Thursday	< 12 hours	Business Hours
Winter	Friday and Monday	< 24 hours	8.00am ~ 9.00pm
Winter	Saturday and Sunday	< 12 hours	8.00am ~ 11.00pm
Winter	Tuesday ~ Thursday	< 12 hours	Business Hours




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7.1. Access the Knowledgebase

- Click  on the *MyCricket Support & FAQ Centre* Home Page
- Search the **Knowledgebase Categories** to find an article which will best assist with your enquiry.

7.2. Download Help Articles

- Click  on the *MyCricket Support & FAQ Centre* Home Page
- Search the **Download Categories** to find an article which will best assist with your enquiry.
- Save the file to your PC.

7.3. Submit a Support Request Ticket

- Ensure you have searched both the **Knowledgebase** and the **Downloads** sections of the *MyCricket Online Support & FAQ Centre*.
- Click  on the *MyCricket Support & FAQ Centre* Home Page



 **MyCricket
SUPPORT CENTRE**

Support Center » Submit a Ticket

> Submit a Ticket

If you can't find a solution to your problems in our [knowledgebase](#), you can submit a Ticket by selecting the appropriate Department below.

Select Department

- ☒ New South Wales
- ☐ ACT
- ☐ Northern Territory
- ☐ Queensland
- ☐ South Australia
- ☐ Tasmania
- ☐ Victoria
- ☐ Western Australia

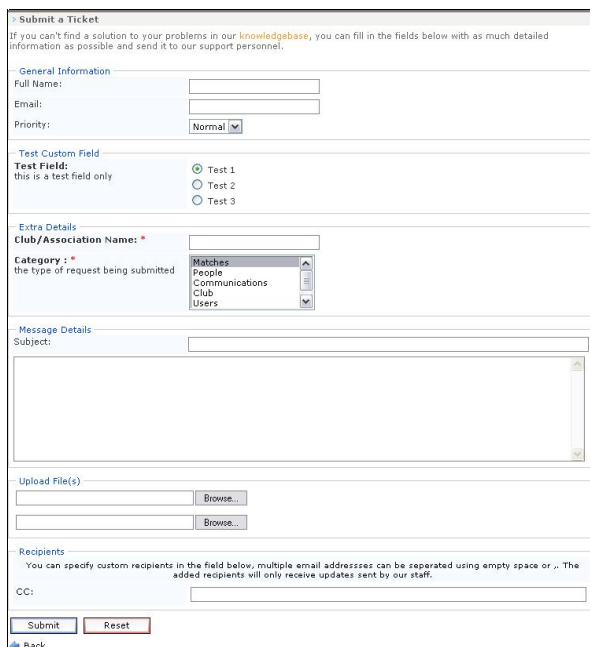
[Back](#)



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- Select the radio button next to your state.

- Click 



- Complete the following as required:

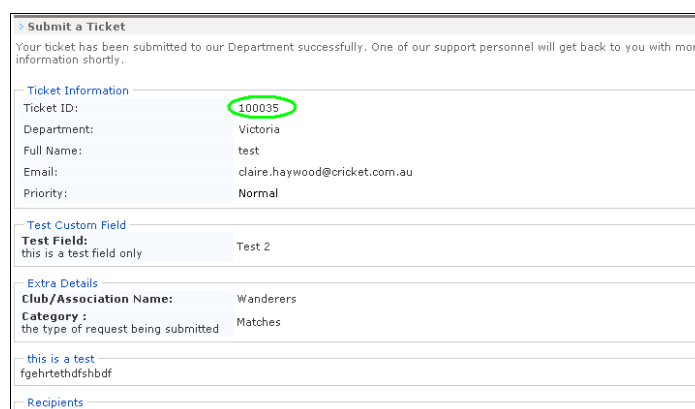
Field	Description
General Information	
Full Name	Type your name directly into the field
Email	Type a valid email address directly in the field. All correspondence for this request will be sent to this email address.
Priority	Select an appropriate Priority level from the drop down list. Read the Priority Selection article in Knowledgebase before you make your selection.
<i>Custom Fields</i>	<i>These fields will be updated as we get closer to the go live date.</i>
Extra Details	
Club/Association Name	Type the name of your club or association directly in the field.



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Field	Description
Category	Select the relevant Category from the list. Choose carefully, as this information will be used to handle your request in the best possible way.
Message Details	
Subject	Type a brief subject line in the field
Details	Type the main text of your support request directly in the large text area. Be as specific as possible.
Upload File(s)	Attach any file/s that may assist MyCricket support with your request.
Recipients	You can CC in any other recipients' if required by simply typing their email address directly into the field. Separate multiple emails with a colon or a single space.

- Click 



Submit a Ticket

Your ticket has been submitted to our Department successfully. One of our support personnel will get back to you with more information shortly.

Ticket Information

Ticket ID:	100035
Department:	Victoria
Full Name:	test
Email:	claire.haywood@cricket.com.au
Priority:	Normal

Test Custom Field

Test Field: this is a test field only	Test 2
---	--------

Extra Details

Club/Association Name:	Wanderers
Category: the type of request being submitted	Matches

Recipients

- Record your **Ticket ID**.



You will be sent an email summarising your support request. The Ticket ID number will appear in the subject line.