To be as accurate as possible, use the original BOX and PAC files as reference. Before starting game, print them or have them available to view.

You need to understand the BOX SCORESHEET (inside the BOX file) and the PAC file. See bottom of this document. Understanding these is critical to manually entering a game.

On average, once you get decent at this, it takes about 25 minutes to complete a game. Time varies based on number of runs, hits, errors, innings, substitutions, etc.

Before starting the game, do the following:

1. Backup the league (in case you have to restart the game).
2. For the league in question, go to top menu, Options $->$ Game Preferences.
a) Note, and remember, the current settings.
b) Set Entry Mode to Manual Entry
c) Uncheck all Results \& Options (except Save Play by Play to file if you keep them).

Removing these options will speed up the manual process.
d) Set Play by Play Level to No Play by Play.

Start the game by setting game to Manual.
Look at original BOX to set starting lineups.
Be sure Create Game Results Files is checked.
No need to change or worry about:
a) Who manages (computer or human)
b) Runners held
c) Infield in
d) Pitcher fatigue or rest

## Play Ball

Repeat the following for each batter:
Always be on the lookout for any position changes (SUBSTITUTE), including pitching changes. Missing these changes is usually the biggest mistake with manual entry. When
doing substitutions, always look at the BOX to ensure they are in the correct lineup order.

Before each AB, first look at the PAC. It may be an easy input where you do not need to look at the BOX SCORESHEET. If need be, find play by looking at BOX SCORESHEET. For example, a PAC Fly Out does not tell you where the ball went. The BOX SCORESHEET does. Once you get good at all this, you'll know when it's best, and easiest, to look at BOX or PAC.

Click Swing Away
Enter appropriate data in the Recreate Play popup and click OK.
Examples:
Scoresheet: G/63. Nobody on base. Ground ball to SS.


Runners on first and second. Ground ball ends inning:


Leaving runners (Stays at his Base) is fine too.

Runners on first and second. Fly ball ends inning:

| *-STRAT-MATIG Bascbabl R Recreate Rlay |  |  |
| :---: | :---: | :---: |
| Play Result: | Fly Out | $\nabla$ |
| Collins at bat: | Out | $\nabla$ |
| Hemus on 1st: | Stays at his Base | $\nabla$ |
| Philley on 2nd: | Stays at his Base | $\nabla$ |
| Fielder: | 9- Right Fielder | V |
| 2nd Fielder: | 0-(none) | $\nabla$ |
| 3rd Fielder: | 0-(none) | $\nabla$ |
|  | Cancel | OK |

Runner on first, Sac Bunt:

| *-STRAT-MATIC basebalb |  |  |
| :---: | :---: | :---: |
| Play Result: | Sac Bunt | $\square$ |
| Raschi at bat: | Out | $\square$ |
| $\mathrm{O}^{\prime}$ Connell on 1st: | Goes to 2nd | $\square$ |
| Fielder: | 1-Pitcher | $\square$ |
| 2nd Fielder: | 4- 2nd Baseman | $\square$ |
| 3rd Fielder: | 0-(none) | $\square$ |
|  | Cancel | OK |

Runners on first and second. Ground ball double play:

| STRAR-MATIB | Recreate Ray |
| :--- | :--- | :--- |
| Play Result: | Ground Out |
| Mathews at bat: | Out |
| Reese on 1st: | Gout |
| Raschi on 2nd: | 6- Short Stop |
| Fielder: | 4- 2nd Baseman |
| 2nd Fielder: | 3- 1st Baseman |
| 3rd Fielder: |  |

Runner on first. Stolen Base:


Scoresheet:
D6:Force/
14>23 10
b1

Which means P to 2B force at second, runner on second goes to third, batter goes to first.

Runners on first and second. Ground ball force play at second base:


Notes:
When an inning ends with an out at first, if there is a runner on $3^{\text {rd }}$, always select Stays at his Base for the runner (he doesn't score).

## Ending Game

When game ends, you can do the following:
a) End game by clicking Get Boxscore. When presented with boxscore, click End Game.
b) If you are uncertain about something, you can click Delete Last Play and look at the game BOX by clicking the Out / Inn line on the scoreboard (you can't do this when the game ends).
c) End game by clicking End Game. Not recommended. BOX and PAC will not be saved.

## Notes

Many times you will need to go back and forth looking at BOX and PAC. After each inning, check the game scoreboard with the BOX to ensure things are in sync (runs, hits, errors, pitching lines, etc). You can do this by clicking the Out / Inn line on the scoreboard.

If you make a mistake, you can always do Edit -> Undo Last Play.
When complete, your new game BOX and PAC should be identical to the original files except:
a) BOX for Attendance, Time, Weather, pitch counts, and game write-up (you cannot control these) may not be the same. Also team records, year-to-date stats (Avg, HR's, RBI's, etc), wins, losses, saves, holds, and ERA's may be different if other games have been played.
b) PAC will be missing dice rolls and splits. And pitch counts may not be the same.

There are no web gems and you cannot input injuries.
Hope this helps. If you see an error in this document, or wish to make a suggestion, please email info@netplaybaseball.com.

Thanks
Jim

## BOX SCORESHEET

Score sheets are handy recaps of the game shown in grid format. A score sheet differs from the box score in that you can see every batter did in each at-bat with a score sheet. Our score sheet uses a simple short-hand format that once learned is very easy to use.

The first thing to notice about the score sheet is that it is divided up into rows and columns. The rows are numbered 1 to 9 and the columns start at the letter A and proceed from there. Therefore the first batter's results are always located in column A, row 1 (or A1 for short).

From the second inning on all innings are shown with asterisks to help you identify the start of that inning. So instead of the saying something like A5 the box that starts the second inning would print as *2*. Of course by glancing at the score sheet it's easy enough to determine that the ${ }^{*} 2^{*}$ is located in the box called A5.

Score sheets are always printed with box-scores. The box-score list the point that each pitcher entered the game (A1 for the starting pitchers, of course) and the point where he left the game.

Each play result is divided up in the following way: Play result, optional fielder information and optional base runner information. The play result is the typical scoring shorthand, for instance K for strikeout and Si for single. The fielder information is preceded by a / to help you identify it. The base runner information is preceded by a >.

On the actual score sheet plays might be listed over 2 or 3 lines so that they fit in the space allotted for them. But they should be read as if they were all on the same line.

As an example of a play result take the following: G-DP/643>23 10. This play is decoded as a groundout double play that was scored 6-4-3. The runner on 2 nd went to 3 rd while the runner on first was out.

NOTE: There is only room for 3 players per lineup slot on the score sheet. If more than 3 are used in a lineup slot then a " + " will display to notify you of this. You can normally tell where the other players came into game from notes on the boxscore.

## PAC FILE

Play Accounts display every play of the game along with detailed information such as the number of outs, the base runner situation before the play, the batter's name, the dice roll from the board game that generated the result, the board-game split card reading (1 to 20) if it was used, the number of pitches thrown by the pitcher for that at-bat, and a detailed breakdown of base runner movements.

Example:


## Title legend:

O - Number of Outs before at bat
123 - Base runner(s) location before at bat (First, Second, and Third Base)
Roll - Dice Roll
Sp - Split
P-Number of pitches
Runners Movement after Play.
Examples:
b-0: batter out
$\mathrm{b}-1$ : batter went to first base
b-2: batter went to second base
2-3: runner on second went to third
$3-\mathrm{H}$ : runner on third went to home (scored)
1-2: runner on first went to second

