



# THAMES VALLEY CRICKET LEAGUE



Established in 1972, The Morrant Thames Valley Cricket League is an important component of the ECB Premier League structure

## TVCL16 – User Guide 2 – Match Scorecard

### 1. Introduction

This is one of a series of “Idiot’s Guides” to help captains and others get started with the various user forms:

- Result Form (RF) – used by Home Captains to report match results. Deadline 11:59 p.m. on match day
- Match Scorecard (MSC) – this guide** – used by Home Captains to record players (for both teams), scores, umpires and scorers. Deadline 11:59 p.m. on Tuesday following the match (see footnote for guidelines)
- Captain’s Form (CF) – completed by both Captains to report on pitch and outfield quality and fair play etc. Deadline 11:59 p.m. on Tuesday following the match
- Umpires’ Form – report by panel umpires on pitch etc and team behaviour etc. Due by 11:59 p.m. on Tuesday following the match

### 2. Important Points

- There's no need to log on
- A MSC is needed for every home fixture which is started even if only one ball is delivered!
- Exception: users of Total Cricket Scorer (TCS) can submit match details through TCS.
- You'll need the scorebook before you start!

### 3. Finding the MSC

- It's on the TVCL website ([tvlcricket.com](http://tvlcricket.com))
- Find 'Submit Forms' on the menu
- Click on 'Match Scorecard'

### 4. Select the Fixture

Use the dropdown lists to select the Division and then the match.

- It won't appear until a RF has been completed
- Once a MSC has been completed and validated the match will no longer appear on the list
- An entry which has been part-completed and saved has (PC) at the end
- Click the 'Confirm' button to get to the main page

### 5. Completing the MSC

- Check that it's the right match! Details from the submitted result appear at the top of the page

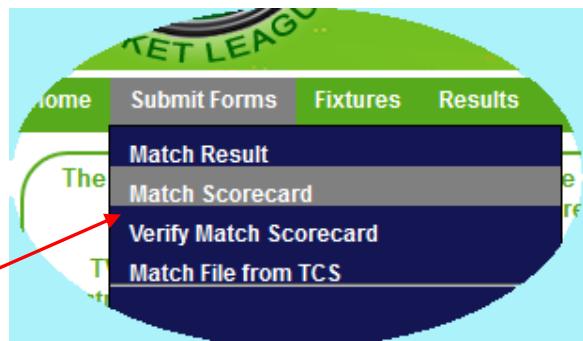
- You can't change these details using the MSC (*in that case you must use 'Report Submission Errors'*)

- We suggest you follow the order shown in this guide and:

- Enter player names first – for both teams.
- Use the option to save a part-completed scorecard, particularly if you need to go back to check something.

### 6. Enter Teams

- It's important to enter the player names in the batting lists for both teams first – this then allows you to use a dropdown list for bowlers and fielders. Failure to do this could make you a lot more work.



Enter Match Scorecard for 6 February

1. Select Match

Division: Division 1	Match: --- Select Match ---
Confirm	

--- Select Match ---  
 Marlow vs. Wokingham  
 Windsor vs. Kew  
 Yateley vs. Chesham  
 Cove vs. Boyne Hill (PC)  
 Kew vs. Falkland  
 Stoke Green vs. Yateley  
 Wokingham vs. Windsor

**Enter Match Scorecard**

Match Summary

Marlow vs. Wokingham

Match Type: Win/Lose

Marlow 160-10 off 38.2 overs

Enter Scorecard Details

Fields marked \* are compulsory - all others are useful

You need to enter both teams first so you can use the ;

If you don't know the name of a fielder (for catches) the

First Innings: Marlow

#	Player	Capt	WKHow	Out
1	Peacock, S	<input type="radio"/>	<input type="radio"/>	Did Not Bat
2	Paskins, Graeme	<input type="radio"/>	<input type="radio"/>	Did Not Bat
3	Hudson, K	<input checked="" type="radio"/>	<input type="radio"/>	Did Not Bat
4	Mulraine, Jake	<input type="radio"/>	<input type="radio"/>	Did Not Bat
5	Haythornwaite, Alec	<input type="radio"/>	<input checked="" type="radio"/>	Did Not Bat
6	-- Select Player --	<input type="radio"/>	<input type="radio"/>	Did Not Bat



- **Helpful Hint:** rather than scrolling down the list, type the first letter of the surname (or the next letter in the alphabet). This gets you much nearer the name you want.
  - **Missing Players/Names:** you can enter 'Not Present' if the team has less than 11 players – these should come at the end of the batting order. Exceptionally, 'Not Known' can be used if a name is missing from the list (but the scorecard will not be regarded as complete – see 13 below). You can find these special items at the bottom of the dropdown list.
- 2) Enter details of the captains and wicket-keepers at the same time. (*Details of captains and wicket-keepers appear on the scorecard and keepers' performances are reflected in the League statistics*).
  - 3) This way takes you to the bottom of the page – it's convenient to enter umpire/scorer details at this stage.

## 7. Officials

Names of umpires and scorers should be entered and will appear on the scorecard. Providing officials is something which has been neglected in the past and your cricket will be much more pleasant if we can increase coverage; consequently changes to the rules were made for the 2019 season. The detailed rules are not reproduced here

- The dropdown lists for umpires use a suffix: 'P' = **Panel Umpire**; 'R' = **Registered Club Umpire** (restricted to lower-level matches); 'T' = **Trained Registered Club Umpire** (without the restriction applicable to 'R' umpires); and 'U' = **Unregistered Umpire**
- If umpires aren't on the list you can write in their name(s)
- Ticking the 'Not Present' box removes those fields
- The same applies to scorers – except that there is no dropdown list available
- Helpful Hint:** This could be a useful point at which to save the part-completed scorecard (though you'll need to select the match again to resume).

Officials				
Umpires				
Home/Umpire 1: Not Present	<input type="checkbox"/> Overall, Fred (R)	<input checked="" type="checkbox"/> Name if not in list:	First Name	Last Name
Away/Umpire 2: Not Present	<input type="checkbox"/> -- Select Umpire ---	<input checked="" type="checkbox"/> Name if not in list:		
Scorers				
Home Scorer: Not Present	<input type="checkbox"/> Joe	First Name	Last Name	
Away Scorer: Not Present	<input checked="" type="checkbox"/>		Soap	

## 8. Completing the Scores

If you have the scorebook in front of you this part should be easy! You need to get back to the top of the page first.

- The compulsory items are marked \* with dropdown lists for players and how dismissed. The batsman's score is the other compulsory item - see illustration below.

First Innings: Cove											
#	Player*	Capt*	WK*	How Out*	Fielder (if req)	Bowler*	Score*	Mins	Balls	4s	6s
1	Swannell, R	<input type="radio"/>	<input type="radio"/>	Bowled	<input type="checkbox"/> -- Select Player --	Suthaharan, Nadesapillai	20	0	0	0	0
2	Short, M	<input type="radio"/>	<input checked="" type="radio"/>	Caught	<input type="checkbox"/> Langmead, Will	Suthaharan, Nadesapillai	31	0	0	0	0
3	Nyamunga, Moe	<input type="radio"/>	<input type="radio"/>	Run Out	<input type="checkbox"/> -- Select Player --	<input type="checkbox"/> -- Select Player --	47	0	0	0	0
4	Collins, D	<input type="radio"/>	<input checked="" type="radio"/>	LBW	<input type="checkbox"/> -- Select Player --	Piper, Ben	0	0	0	0	0
5	Glanville, Jamie	<input type="radio"/>	<input type="radio"/>	Hit Wicket	<input type="checkbox"/> -- Select Player --	Trumper, Sam	35	0	0	0	0
6	Lynch, Paul	<input type="radio"/>	<input type="radio"/>	Stumped	<input type="checkbox"/> Randell, Peter	Trumper, Sam	14	0	0	0	0
7	Heard, Scott	<input type="radio"/>	<input type="radio"/>	Not Out	<input type="checkbox"/> -- Select Player --	<input type="checkbox"/> -- Select Player --	40	0	0	0	0

- Further analysis with times, balls faced, 4s and 6s is optional but players like to see this.

Add extras at this stage

- If the scores balance the total and sub-total (before extras) are highlighted in **GREEN**.
- Orange means that the total falls short of what was reported on the RF and **RED** means you're over the top!
- Fall of Wickets - THIS field is optional and self-explanatory

Extras																								
Byes: 4	Leg Byes: 2	Wides: 0	No Balls 0	Penalty: 0																				
<table border="1"> <tr> <td>Bowled</td> <td><input type="checkbox"/> -- Select Player --</td> <td>Nethercot, Oliver</td> <td>15</td> </tr> <tr> <td>Bowled</td> <td><input type="checkbox"/> -- Select Player --</td> <td>Afidi, G</td> <td>9</td> </tr> <tr> <td>Bowled</td> <td><input type="checkbox"/> -- Select Player --</td> <td>Nethercot, Oliver</td> <td>0</td> </tr> <tr> <td align="right" colspan="3">Sub Total</td> <td>212</td> </tr> <tr> <td align="right" colspan="3">Total</td> <td>218</td> </tr> </table>					Bowled	<input type="checkbox"/> -- Select Player --	Nethercot, Oliver	15	Bowled	<input type="checkbox"/> -- Select Player --	Afidi, G	9	Bowled	<input type="checkbox"/> -- Select Player --	Nethercot, Oliver	0	Sub Total			212	Total			218
Bowled	<input type="checkbox"/> -- Select Player --	Nethercot, Oliver	15																					
Bowled	<input type="checkbox"/> -- Select Player --	Afidi, G	9																					
Bowled	<input type="checkbox"/> -- Select Player --	Nethercot, Oliver	0																					
Sub Total			212																					
Total			218																					



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## 9. Completing the Bowling Analysis

If you've done the batting there should be no difficulty in completing this.

- Select each bowler's name from the dropdown list
- Enter the compulsory items – Overs, Maidens, Runs & Wickets.
- Wides and No Balls are optional extras – in both senses!
- As with the batting, the total overs, runs and wickets are highlighted to show whether they balance.

Bowler*	Overs*	Mdns*	Runs*	Wkts*	WidesNB
Suthaharan, Nadesapillai	10	2	35	2	0 0
Piper, Ben	10	3	45	1	0 0
Trumper, Sam	8	1	37	2	0 0
Carlisle, Wilson	8	0	53	1	0 0
Nethercot, Oliver	6.2	3	20	2	0 0
Afriди, G	6	0	22	1	0 0
...	...	...	...	...	...

- Select Bowler --					
	48.2		212	9	

## 10. Check Scorecard and Submit

- 1) **Form Submitted By:** Enter your name here
- 2) **Validate:** TVCL16 will check that all is OK and highlight errors. Scorecards cannot be finalised and can only be saved as part-completed once **all** players have been identified
- 3) **Save Part-completed Scorecard:** you can do this at any time after you've entered all the player names – even if validation fails. At this stage any individual performances entered on the RF will be superseded by what you've entered.
  - **Submit Completed Scorecard:** if validation is OK this button becomes available and you have finished (once you've clicked it)!

Check Scorecard and Submit	
Form Submitted By:	John B
<input type="button" value="Save part-Completed Scorecard"/> (You should only save an incomplete scorecard if you're saving it to be completed later)	
<input type="button" value="Validate"/>	
<input type="button" value="Submit Completed Scorecard"/>	

## 11. Job Done?

As home captain you may still need to do the **CF** and possibly the umpire assessments – don't forget!!!

## 12. Verification

**Verification** is different from the *validation* process and is designed to allow *the away team* to confirm that the scorecard is correct (validation is essentially a check that all the entries on the scorecard are consistent).

The '**Verify Match Scorecard**' option is intended for *the away captain* to confirm what's on a validated scorecard. We aren't doing a User Guide for this as it uses essentially the same form! If, as away captain, you need to correct anything please discuss and agree any changes with your opposite number.

- Verification **should not be used by the home team** as a 'back door' to correct errors on scorecards.
  - **It should be done promptly.** If a player has been removed from a club's live Player List (e.g. as a result of a transfer) when verifying the connection with the player's record will be lost and can be difficult to restore.
  - Once verified **the scorecard is locked** (unless it is part-completed) and can then only be re-opened by the League.

## 13. Errors?

We all hope there won't be any – but if there are...

- The scorecard can always be updated when it's still part completed but it should be validated and finalised as soon as possible.
- The home team will be able to revise entries before a valid scorecard has been verified but can do this **only after logging in to the club's admin area**, using the Edit Scorecard function.



- Please discuss and agree any changes with your opposite number
- TVCL will take a serious view of anybody who uses this facility to change details carelessly, recklessly or unreasonably
- The 'Submit Forms' menu has a '**Report Submission Errors**' option to allow you to email us to say what's gone wrong when the scorecard has been locked. Please **don't** use this if the verification process has not already been done.

But ... it is best not to make the error in the first place - so do be careful out there!

#### 14. End of Season: Cut-Off Point

The TVCL Management Committee wishes clubs to be aware that League performance statistics and awards will be compiled **solely** on the basis of match scores reported via the TVCL16 system and Match Scorecards. It is, therefore, important that MSCs are submitted promptly and accurately.

At some point after the end of the season – usually about 3 weeks after the season ends – the averages will be archived; the facility to amend or verify scorecards (even if only part-completed) will be inhibited; and no further changes will be accepted.

#### 15. Application of the Completion Rules, Deadlines and Concessions

- **Concession – Level 5 and Below**

The Management Committee recognises that, teams below Level 4 may have some difficulty in achieving 100% accuracy on the MSC. It therefore expects that in those Levels:

i. Names of ALL members of both teams are entered by the specified deadline (*this is the absolute minimum acceptable*). If a player's name isn't on the dropdown list you can choose 'Not Known' as a temporary 'fix' **BUT that player's team captain** must ensure that the player is 'registered' without delay so that the name can be put on the scorecard before the relevant deadline.

ii. Every effort must be made to record scores and analyses accurately, by the specified deadline, using the 'part-completion' facility if necessary. When further information becomes available this should be added later.

Both home and away captains should co-operate to achieve the maximum possible coverage

- **Please Note:**

- 1) This concession does NOT apply in Levels 1-4.
- 2) Clubs are reminded that the concession will be subject to review in the light of experience and that persistent breaches by any team without good reason may result in its withdrawal or revision at short notice. We reserve the right to apply such changes generally or to a specific team or club.
- 3) There are now penalties for continued failure to record names, applicable to the team which has failed to list all its players. These are not covered here.

- **Amnesties**

At the start of a new season the Management Committee may introduce an amnesty for a limited period to cater for situations where it is reasonable for clubs to be allowed some leeway after the introduction of a new rule (or rules).

The terms on which amnesties are introduced will vary but transgressions which occur during, and are not corrected by the end of, the published amnesty period will still be penalised.