

2017-2018 BASEBALL PRE-SEASON GUIDE

Instructions for inputting schedules on LHSAA
website Instructions for reporting game day results



2017-18 BASEBALL PRE-SEASON GUIDE

Reporting Game Scores

Every school shall report via LHSAA Website, no later than midnight, the results of the varsity game(s) played on that day

Confirmation and Disputes

[Once a score is entered and/or confirmed email fbuckner@lhsaa.org if you have any conflicts.](mailto:fbuckner@lhsaa.org)

**April 21, 2018 -Regular season ends.
District representatives reported. ALL
CLASSES AND DIVISIONS**

Every team shall report online all varsity game results played that day no later than 10:00 PM.

**April 22, 2018-ALL CLASSES AND
DIVISIONS**

[Disputes of records or power ratings shall be submitted to fbuckner@lhsaa.org between 8:00 AM and 12:00 Noon.](mailto:fbuckner@lhsaa.org)

After 12:00 Noon, playoff pairings will be announced online.

TO ENTER YOUR 2018 BASEBALL SCHEDULE -DO NOT ENTER JAMBOREES, JUNIOR VARSITY GAMES, OR OUT-OF-STATE GAMES

Entering Baseball games into the LHSAA Member Site:

1. Go to www.lhsaaonline.org
2. Login with your username and password (same credentials used to view the online clinic)
3. Click the Power Ranking tab
4. Click Baseball Power Ranking
5. The next screen shows team information and your schedule of games and tournaments
6. Click the Add button at the top right to add regular season games
7. Select which game of the day you are playing (1st, 2nd or 3rd)
8. Enter the Game Date using the calendar button or type in using the mm/dd/yyyy format
9. Enter the Game Time
10. Select your opponent and specify if this is their 1st, 2nd or 3rd game of the day
11. Select Home or Away, and/or District game. (Tournament game steps are shown later)
12. Do not put results in until after games are played.
13. Click Save

After the game is played: *the winning coach is responsible for entering the game result.*

1. Follow steps 1 – 5
2. Click the Edit button next to the game played
3. Enter the Result
4. Enter the Score, Click Save

Enter *TOURNAMENTS* into the power ranking program: input tournaments at the same time as your regular season games.

1. Go to www.lhsaaonline.org
2. Login with your username and password (same credentials used to view the online clinics)
3. Click the Power Ranking tab
4. Click Baseball Power Ranking
5. The next screen shows team information and your schedule of games and tournaments
6. Click the Add button at the bottom right of the screen
You are just entering the tournaments that you are participating in. DO NOT ENTER TOURNAMENT GAMES UNTIL AFTER THEY ARE PLAYED.
7. Choose from the list of approved tournaments and enter the Start and End date.
8. Click Save

To Enter Tournament Games after they are played:

1. Go to www.lhsaaonline.org
2. Login with your username and password (same credentials used to view the online clinics)
3. Click the Power Ranking tab

4. Click Baseball Power Ranking
5. The next screen shows team information and your schedule of games and tournaments
6. Click the Add button at the top right to add tournament games
7. Enter the Date, Time, Opponent, Home or Away, District game
8. Choose Yes for Tournament game
9. Choose from the drop down of approved tournaments, making sure to choose the same tournament that you added to your schedule previously.

10. Select a Result
11. Enter the Scores
12. Click Save

Confirming Game Results (once a game is played and results are entered into the member site by the winning coach, the opposing coach must confirm the result and score)

1. Go to www.lhsaaonline.org
2. Login with your username and password (same credentials used to view the online clinic)
3. Click the Power Ranking tab
4. Click Baseball Power Ranking
5. The next screen shows team information and your schedule of games and tournaments
6. Please note the legend under this box then notice the Status column
7. Click Edit to Confirm game scores
8. Either click Confirm or Dispute (if there is a dispute please enter a reason)
9. Click Save



INSTRUCTIONS FOR REPORTING WEEKLY RESULTS

Reminder: Game results must be entered by 12:00 midnight on the date of the game. The **winning** school will be fined if the results have not been entered.

1. Go to <https://www.lhsaaonline.org> and log in using your assigned username and password.
2. Once you are logged in:
 - a. Click the Power Rating tab
 - b. Click Baseball Power Rating
 - c. Once your schedule appears, select and edit the game
 - d. Enter your game scores and results

3. After scores have been entered, make sure you click **SAVE**. The system will automatically generate an email and send it to the opponent team's coach for him to confirm the scores and results. These games will show highlighted in yellow, which means the opponent team's coach needs to confirm the scores and results.

4. When a request for confirmation email is received, please follow these instructions:
 - a. Have the games confirmed by 4:00 PM the following day of the game being played.
 - b. If confirmation of a game is not completed by this time, the game will stand reported online.
 - c. Go to <https://www.lhsaaonline.org> and log in using your assigned username and password.
 - d. Games that need to need to be confirmed by this coach will show highlighted in blue.
 - e. If the scores are correct, click **CONFIRM AND SAVE**. If there is a discrepancy, then click Dispute and enter the reason of the dispute and save. The system will automatically send an email to the LHSAA notifying them of the discrepancy. All disputed games will show highlighted in red.

5. Any problems contact Doug Catanzaro at dcatanzaro@lhsaa.org

