



Score Reporting and Schedule Changes

Score Reporting and Pitch Counts

- Rosters will be uploaded by the LCHS staff, prior to first game. **MANAGERS ARE NOT PERMITTED TO ADD PLAYERS!**
- Home team is responsible for entering final scores for all home games within 24 hours.
- If the home team does not report the score, the away team may enter it.
- **Farm Minor Baseball and Softball teams must enter a score of 1-1.**
- To enter a score:
 - Navigate to your division and team
 - Go to **Games**
 - Click **SCORE**
 - Enter Score
 - Click Save
 - You will be prompted to enter pitch counts for your team, except farm minor.
 - **Enter each player's pitch count and hit Save.**

Schedule Changes

- If a game is going to be rescheduled, postponed, time or location changed, it must be reported immediately.
- There are 2 ways now available to do this:
 - (Preferred) use the **Reschedule** feature on the website
 - Email scores@loraincountyhotstove.com with the changes (if all else fails)
- **Using the Reschedule feature (preferred)**
 - Coaches may still communicate about games in the normal manner, but the change will now be put through the website.
 - To reschedule:
 - Navigate to your team and division
 - Go to **Games**
 - Click **Reschedule**
 - Select **Reason for Change** from dropdown
 - Select **Change Type** from dropdown (but not CANCEL!)
 - Choosing Reschedule will give date, time and location options
 - Opponent and LCHS will receive a message, requesting approval of the change.
 - Opponent MUST approve the change for the site to be updated.
 - Choosing Postpone will only give an explanation field
 - *Do not choose Cancel!* Teams may never cancel a game... ever!
 - Enter new dates, times, locations and any details and Click **Save**
- **Using the email method (not preferred)**
 - Send an email to scores@loraincountyhotstove.com that contains ALL the following:
 - *Class (e.g. A, BMI, F)*
 - *Team Name, as it appears on the website*
 - *Originally scheduled date*
 - *If postponed, just say "postponed"*
 - *If rescheduled, supply new date, time and location*
 - *Your name and email address*
 - You will get a confirmation back once the change has been made.