Cricket Statistics for Windows   -   Help Contents

Thank you for trying **Cricket Statistics for Windows** - I hope you find it useful.

You may evaluate the program free of charge for a period of 30 days but then you must <u>register</u> if you intend to continue using it.

Cricket Statistics for Windows allows you to produce detailed statistics for your club, school or league with the minimum of effort.   Facilities are also provided to allow you to automate many of the tasks associated with the day to day running of a cricket club.

To choose a help topic, press <Tab> to select the underlined topic you want to view, and then press <Enter>.   With the mouse, point to the underlined topic you want to view, and then click the left mouse button.   You can scroll down the display to see more topics.

For more information on using Help, press <F1>.

To return to this topic, click the Index button (Windows 3.0) or Contents button (Windows 3.1 or later).

<u>How to use Cricket Statistics for Windows</u>
<u>Commands</u>
<u>Acknowledgements</u>
<u>How to Register</u>
<u>Support</u>
<u>Removing Cricket Statistics for Windows</u>

How to use Cricket Statistics for Windows

Cricket Statistics for Windows has been designed to be easy to use, the following topics give a brief overview of the main aspects of its operation:

Getting Started
Configuring Cricket Statistics for Windows
Entering Data
Producing Statistics
Administration Utilities

Commands

The following commands are accessed from the menu at the top of the **Cricket Statistics for Windows** screen:

File Menu
Edit Menu
Statistics Menu
Admin Menu
Options Menu
Help Menu

Acknowledgements

I would like to thank the following individuals/organisations whose programs were used in the production of **Cricket Statistics for Windows**:

Microsoft **VISUAL BASIC 3.0, CTRL3D.DLL, BTTNCUR.DLL**

Brett Foster **TOOLBUTT.VBX**

Jonathan Zuck **MWATCH.DLL**

Mike Chapman **SETUP.EXE**

Thanks must also go a number of friends and fellow cricketers who have helped with the Beta Testing of this program:

Graeme Hollocks

Nigel Brimble

John Bonneywell

Support

Registered users will be entitled to unlimited free support and will also be able to obtain any future upgrades for a minimal fee (to cover the cost of the disk and post and packing).

If you encounter a problem, please write to me at the following address:

Grahame Giddings
76, Springwell Road,
Heston,
Middx   TW5 9EJ
England

Or contact me via email at:

ggiddings@cix.compulink.co.uk

Please include details of the problem and the events leading up to it together with your name, address, phone number and, if you have one, your email address.

Removing Cricket Statistics For Windows

If you decide to remove **Cricket Statistics for Windows** from your hard disk, you should perform the following steps:

1. In the Windows Program Manager, select the **Cricket Statistics for Windows** group by clicking it once, select the **Delete** option from the **File** menu and then click the 'Yes' button on the resulting dialogue.

2. Using the Windows File Manager, locate the sub-directory in which any existing DLL and VBX files were backed up during installation (default cricket\backup). You should then compare these files with the versions installed by the Cricket Statistics program (these will normally be located in the windows\system directory) and, if there are any differences, I suggest you copy the backed-up files to a safe place (e.g. to a floppy disk).

3. Using the Windows File Manager, delete the directory tree containing **Cricket Statistics for Windows** - select the top-level directory (default \cricket), select the **Delete** option from the **File** menu and click the 'Yes' button on all the resulting dialogues.

4. Still using the Windows File Manager, locate the cri-stat.ini configuration file (normally located in the windows directory) and delete it.

5. If you saved the backed-up DLL and VBX files in step (2) above, you should check that your system is operating correctly before finally deleting them.

Getting Started

You can start **Cricket Statistics for Windows** from the Windows Program Manager simply by double clicking on its icon.   This will start the program and you can then load a database using the <u>Open</u> command in the <u>File Menu</u>.

If required, you can set up the Windows Program Manager to <u>load a particular database</u> when you start **Cricket Statistics for Windows**.

You can also set up the Windows File Manager to start **Cricket Statistics for Windows** and <u>load a selected database</u> by double clicking on a database file.

Cricket Statistics for Windows is supplied with a <u>sample database</u> for the Ottershaw Cricket Club 1991 season for you to experiment with (it's just coincidence that this was one of the author's best seasons !!!).   The database is called **occ1991** and is stored in the **sample** sub-directory.

Before going any further, you should check that **Cricket Statistics for Windows** is correctly <u>configured</u> for your system.

Automatic Database Loading

You can configure the Windows Program Manager to automatically load a particular database when you start *Cricket Statistics for Windows*.

In the Windows Program Manager:

1.   Select the *Cricket Statistics for Windows* icon by clicking on it once

2.   Select **Properties** from the **File Menu**

3.   Add the path of the required database to the end of the **Command Line** entry.   For example:

           c:\cricket\cricket.exe **c:\cricket\sample\occ1991**

4.   Click the **OK** button

You will now find that when you double click the *Cricket Statistics for Windows* icon, the program will start and automatically load the occ1991 database.

Loading a Selected Database

You can configure the Windows File Manager to automatically start *Cricket Statistics for Windows* with a particular database already loaded when you double click on one of the files in that database.

In the Windows File Manager:

1. Select one of the *Cricket Statistics for Windows* <u>database files</u> by clicking on it once (I suggest you select one of the files with the **.av** extension)

2. Select **Associate** from the **File Menu**

3. Enter the path of the *Cricket Statistics for Windows* program in the **Associate With** field.   For example:

   c:\cricket\cricket.exe

4. Click the **OK** button

You will now find that when you double click on any file with the .av extension, *Cricket Statistics for Windows* will automatically start with the selected database already loaded.

Database Files

The **Cricket Statistics for Windows** database files have the following extensions:

.av . plr . dat . fix   .mch

Configuring Cricket Statistics for Windows

Cricket Statistics for Windows can be configured to suite your computer system and the way you want to work.

Most options can be selected 'on the fly' however, it is necessary to set up certain parameters before you start:

Auto Save
Sound
Tool Tips
User Preferences
Printer Fonts
Label Format
Dialler Setup

Entering Data

Data for **Cricket Statistics for Windows** is held in a <u>number of databases</u>, each of which contains all the information for a club for a single season.   This information is divided into the following categories:

<u>Database Information</u>
<u>Players</u>
<u>Matches</u>

Producing Statistics

Cricket Statistics for Windows can process data from <u>one or more clubs</u> over <u>one or more seasons</u> and produce a range of pre-defined reports, for up to 10000 players, which may be previewed on the screen, exported to another application (via the Windows Clipbaoard) or output directly to your printer:

<u>Overall Summary</u>
<u>Match Review</u>
<u>Record Partnerships</u>
<u>Batting Averages</u>
<u>Bowling Averages</u>
<u>Fielding Summary</u>
<u>Wicket Keeping Summary</u>
<u>Fantasy Cricket</u>
<u>Captains' Summary</u>
<u>Duck Cup</u>
<u>Personal Review</u>

Administration Utilities

Cricket Statistics for Windows provides a number of utilities to help with the day-to-day running of your club:

Player Database
Phone Book
Print Availabilities
Print Rota

How to Register

You may evaluate *Cricket Statistics for Windows* free of charge for a period of 30 days but then you must register if you intend to continue using it.

The unregistered version of ***Cricket Statistics for Windows*** only supports a single database but it only costs **£20.00** to register and this will enable you to work with multiple databases and will stop the annoying registration reminder dialogue being displayed.   I will be donating half of this registration fee to the colts section of my club (Ottershaw Cricket Club) to help cover their ever increasing costs and so, hopefully, ensure that the game I love continues on into the next century.

Registered users will be entitled to unlimited free support and will also be able to obtain any future upgrades for a minimal fee (to cover the cost of the disk and post and packing).

To register, please complete the <u>order form</u> and mail it, together with your cheque/postal order for £20.00, to the following address:

Grahame Giddings
76, Springwell Road,
Heston,
Middx   TW5 9EJ
England

In return, you will be sent a registration pack containing your unique registration number and, if you are currently running an earlier version of the program, the latest version of ***Cricket Statistics for Windows*** on the disk format of your choice.

When you receive your registration pack, you should install the latest version of the program (if necessary) and then <u>enter your registration details</u>.

Limitations of the Unregistered Version

The unregistered version of *Cricket Statistics for Windows* is limited to a single database.

The registered version supports multiple databases and does not display the annoying registration reminder dialogue.

If you want to evaluate the program using data for your own club, you will first need to delete the sample database, which consists of the following files, from the **sample** sub-directory:

occ1991.av
occ1991.plr
occ1991.dat
occ1991.fix
occ1991.mch

File Menu

The **File Menu** contains the following commands:

New
Open
Save
Save As
Print Setup
Exit

New   (File Menu)

The **New** command allows you to create a new database.   You will be asked to specify the club name, year and season for the new database, you will be given the option of copying the players' names and details from another (existing) database and, finally, you will be given the option of saving the new database.

Club Name
Year
Season Options
OK Button
Cancel Button

Club Name

The **Club Name** can be 1 - 30 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in the **Club Name**:

a - z   A - Z   0 - 9   &   ,   .   -   /   '   <space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Club Name**, the next character will automatically be converted to upper-case:

& , . - / <space>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Year

The **Year** can be in the range 1600 - 9999 (if the Jan - Dec season option is selected) or 1600 - 9998 (if the Jul - Jun season option is selected).

Season Options

The season can run from <u>Jan - Dec</u> or <u>Jul - Jun</u>.

Jan - Dec Season

Select **Jan - Dec** if the season runs from 1st January - 31st December the same year.

Jul - Jun Season

Select **Jul - Jun** if the season runs from 1st July - 30th June the following year.   For example, if the year is 1992, the season runs from 1st July **1992** - 30th June **1993**.

Note: If the Year has been set to 9999, the Jul - Jun option will be 'greyed-out'.

OK button

Click the **OK** button to create a new database with the specified club name, year and season.   You will then be given the option of <u>copying</u> the players' names and details from another (existing) database into the new database and, finally, you will be given the option of <u>saving</u> the new database.

Cancel Button

Click the **Cancel** button to continue without creating a new database.

Open   (File Menu)

The **Open** command allows you to open an existing database to, for example, add/edit players or matches, use the phone book, print a rota etc.

Drive List
Directory List
Database List
File Name
OK Button
Cancel Button

Drive List

Select the drive, where the database you want to open resides, from the **Drive List**.

Directory List

Select the directory, where the database you want to open resides, from the **Directory List**.

Database List

Select the database you want to open from the **Database List**.

File Name

The **File Name** is the name of the database (the relevant file extensions will be added automatically for each individual file in the database) you want to open and can be 4 - 8 <u>characters</u> long.

You can enter a file name directly into this field or the name will be filled in automatically, together with the Club Name and Year, when you select a database from the <u>Database List</u>.

Valid Characters

The following characters can appear in the **File Name**:

a - z   A - Z   0 - 9

OK Button

Click the **OK** button to open the selected database.

Cancel Button

Click the **Cancel** button to continue without opening a database.

Save   (File Menu)

The **Save** command saves the currently loaded database.

Save As   (File Menu)

The **Save As** command allows you to save the currently loaded database under a <u>different name</u>, in a different directory or on a different drive.

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>File Name</u>
<u>OK Button</u>
<u>Cancel Button</u>

Drive List

Select the drive, where you want to save the currently loaded database, from the **Drive List**.

Directory List

Select the directory, where you want to save the currently loaded database, from the **Directory List**.

Database List

If you want to save the currently loaded database under an existing name, select the required database from the **Database List**.

File Name

The **File Name** is the name of the database (the relevant extensions will be added automatically for each individual file in the database) you want to save and can be 4 - 8 <u>characters</u> long.

Note: The last four characters of the file name must be the same as the year defined for the database.

You can enter a database name directly into this field or the name will be filled in automatically, together with the Club Name and Year, when you select a database from the <u>Database List</u>.

Valid Characters

The following characters can appear in the **File Name**:

a - z   A - Z   0 - 9

OK Button

Click the **OK** button to save the currently loaded database.

Cancel Button

Click the **Cancel** button to continue without saving the currently loaded database.

Print Setup   (File Menu)

The **Print Setup** command allows you to select the **Windows Default Printer** and to control the settings for that printer.

Note: If you are using Windows Version 3.0, you may find that certain fields in the printer setup dialogues are 'greyed out'.   If this is the case, and you wish to alter these fields, you can do so using the Printers option in the Windows Control Panel.

Exit   (File Menu)

The **Exit** command ends the current *Cricket Statistics for Windows* session.

If there is a database loaded and this database has not been saved since it was last changed, you will be given the option of saving it before exiting.

Copy Players' Details

When you are creating a new database, you can save yourself a great deal of time and effort by copying the players' names and details from another (existing) database into the new database:

Drive List
Directory List
Database List
File Name
OK Button
Cancel Button

Drive List

Select the drive, where the database you want to copy the players' details from resides, from the **Drive List**.

Directory List

Select the directory, where the database you want to copy the players' details from resides, from the **Directory List**.

Database List

Select the database, which you want to copy the players' details from, from the **Database List**.

File Name

The **File Name** defines the name of the database (the relevant extensions will be added automatically for each individual file in the database) you want to copy the players' details from and can be 4 - 8 <u>characters</u> long.

You can enter a database name directly into this field or the name will be filled in automatically, together with the Club Name and Year, when you select a database from the <u>Database List</u>.

Valid Characters

The following characters can appear in the **File Name**:

a - z   A - Z   0 - 9

OK Button

Click the **OK** button to copy the players' details from the selected database into the new database.

Cancel Button

Click the **Cancel** button to continue without copying any players' details into the new database.

Edit Menu

The **Edit Menu** contains the following commands:

Club/Year
Players
Matches

Club/Year   (Edit Menu)

The **Club/Year** command allows you to edit the club name, year and season of the currently loaded database.

Club Name
Year
Season Options
OK Button
Cancel Button

Club Name

The **Club Name** can be 1 - 30 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in the **Club Name**:

a - z   A - Z   0 - 9   &   ,   .   -   /   '   \<space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Club Name**, the next character will automatically be converted to upper-case:

&   ,   .   -   /   <space>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Year

The **Year** can be in the range 1600 - 9999 (if the <u>Jan - Dec</u> season option is selected) or 1600 - 9998 (if the <u>Jul - Jun</u> season option is selected).

Season Options

The season can run from <u>Jan - Dec</u> or <u>Jul - Jun</u>.

Jan - Dec Season

Select **Jan - Dec** if the season runs from 1st January - 31st December the same year.

Jul - Jun Season

Select **Jul - Jun** if the season runs from 1st July - 30th June the following year.   For example, if the year is 1992, the season runs from 1st July **1992** - 30th June **1993**.

Note: If the Year has been set to 9998, the Jul - Jun option will be 'greyed-out'.

OK button

Click the **OK** button to accept the changes to the club name, year and season.   If any of these parameters have changed, you will be given the option of <u>saving</u> the database under a new name.

Cancel Button

Click the **Cancel** button to retain the original club name, year and season.

Players   (Edit Menu)

The **Players** command allows you to add new players, view or edit existing players and print a list of players' names:

Player List
Add Button
Edit Button
Print Button
Cancel Button

Player List

The **Player List** contains the names of all the (max 200) players in the currently loaded database sorted in alphabtical order.   If you want to view or edit a player's name or details, select the player from the list and click the Edit button or double-click on the required player.

Add Button

Click the **Add** button to add a new player.

Note: If there are already 200 players in the currently loaded database, the Add button will be 'greyed-out'.

Edit Button

Click the **Edit** button to <u>view or edit</u> the selected player.

Print Button

Click the **Print** button to print a list of all the players' names.

Cancel Button

Click the **Cancel** button to finish adding, viewing or editing the players' names and details.

Player Details

The **Player Details** window allows you to add, view or edit a player's name, address, phone numbers and membership details:

Initials
Surname
Address
Home Phone
Work Phone
Mobile Phone
Membership
Sub Paid
OK Button
Cancel Button

Initials

The player's **Initials** can be 1 or 2 <u>characters</u> long and will automatically be converted to upper-case.

Valid Characters

The following characters can appear in a player's **Initials**:

a - z   A - Z

Surname

The player's **Surname** can be 1 - 12 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in a player's **Surname**:

a - z   A - Z   -   '

Capitalised Text

If   the following character appears in a player's **Surname**, the next character will automatically be converted to upper-case:

-

Also, if either of the following appear at the beginning of the surname, the next character will automatically be converted to upper-case:

'

Mc

Address

The player's **Address** can contain up to 3 lines, each of which can be up to 25 <u>characters</u> long.   The first 2 lines of the address will be <u>capitalised</u> and the third line will automatically be converted to all upper-case.

Valid Characters

The following characters can appear in a player's **Address**:

a - z   A - Z   0 - 9   ,   .   -   /   '   <space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the first two lines of the player's **Address**, the next character will automatically be converted to upper case:

& , . - / \<space\>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Home Phone

The player's **Home Phone** number can be up to 20 <u>characters</u> long.

Valid Characters

The following characters can appear in a player's **Home Phone** number:

0 - 9 - <space>

Note: You cannot enter two consecutive spaces.

Work Phone

The player's **Work Phone** number can be up to 20 <u>characters</u> long.

Note: The Work Phone number can include an extension number, prefixed by an 'x' or 'X', but this extension will not be included in the number dialled by the <u>Phone Book</u> auto-dialler.

Valid Characters

The following characters can appear in a player's **Work Phone** number:

0 - 9 - x X <space>

Note: You cannot enter two consecutive spaces.

Mobile Phone

The player's **Mobile Phone** number can be up to 20 <u>characters</u> long.

Note: The Mobile Phone number can alternatively be used to hold a pager number. In this case the number may include a pager code, prefixed by an alpha character, but this code will not be included in the number dialled by the <u>Phone Book</u> auto-dialler.

Valid Characters

The following characters can appear in a player's **Mobile Phone** number:

a - z   A - Z   0 - 9   -   <space>

Note: You cannot enter two consecutive spaces.

Membership

Select the player's **Membership** type from the list of possible membership types.

The membership types available may be changed using the User Preferences command.

Sub Paid

Check the **Sub Paid** box if the player has paid his subscription.

OK Button

Click the **OK** button to accept the changes to the player's name and details.

Note: If you have changed the player's name, every occurrence of that player's name in matches in the currently loaded database will be changed automatically.

Cancel Button

Click the **Cancel** button to continue without adding or editing the player's details.

Matches   (Edit Menu)

![icon]

The **Matches** command allows you to add new matches, view or edit existing matches and print a list of matches:

Match List
Add Button
Edit Button
Print Button
Cancel Button

Match List

The **Match List** contains all the (max 160) matches in the currently loaded database sorted in chronological order.   If you want to view or edit a match, select the match from the list and click the Edit button or double-click on the required match.

Add Button

Click the **Add** button to <u>add</u> a new match.

Note: If there are already 160 matches in the currently loaded database, the Add button will be 'greyed-out'.

Edit Button

Click the **Edit** button to <u>view or edit</u> the selected match.

Print Button

Click the **Print** button to print a list of all the matches.

Cancel Button

Click the **Cancel** button to finish adding, viewing or editing matches.

Match Details

The **Match Details** window allows you to add, view or edit the date, team, opposition, venue, type of match, home score, home wickets, opposition score, opposition wickets, number of overs in each innings, result, winning/losing margin, fall of wickets and outgoing batsmen or print a score card for the match:

Date
Team
Opposition
Venue
Type of Match
Home Score
Home Wickets
Home Overs
Opposition Score
Opposition Wickets
Opposition Overs
Result
Winning/Losing Margin
Fall of Wickets
Outgoing Batsmen
OK Button
Batting Button
Bowling Button
Print Button
Cancel Button

Further windows can be opened to allow you to add, view or edit the batting details and bowling details.

Date

The **Date** may be entered in a number of ways depending upon the date format defined in the International section of the Windows Control Panel.   For the U.K., the following formats are accepted:

27Jun
27jun
27-Jun
27-jun
27/6
27/06

Team

The **Team** can be in the range 1 - 9.

Opposition

The **Opposition** can be 1 - 20 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in the **Opposition** name:

a - z A - Z 0 - 9 & , . - / ' \<space\>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Opposition** name, the next character will automatically be converted to upper case:

& , . - / <space>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Venue

Select the **Venue** from the following list:

Home
Away

Type of Match

Select the **Type of Match** from the list of possible match types.

The match types available may be changed using the <u>User Preferences</u> command.

Home Score

The **Home Score** indicates your club's score and can be in the range 0 - 999.

Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Home Wickets

The **Home Wickets** indicates the number of wickets your club lost and can be in the range 0 - 10.

Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Home Overs

The **Home Overs** indicates the number of overs bowled in your club's innings and can be in the range 0 - 99.5.

Opposition Score

The **Opposition Score** can be in the range 0 - 999.

Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Opposition Wickets

The **Opposition Wickets** can be in the range 0 - 10.

Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Opposition Overs

The **Opposition Overs** indicates the number of overs bowled in the opposition's innings and can be in the range 0 - 99.5.

Result

Select the **Result** from the following list:

Won
Lost
Drawn
Tied
Abandoned
Cancelled

Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Winning/Losing Margin

If the match was **Won** or **Lost**, you can specify the way in which the match was decided:

Runs
Wickets
Run Rate
Wkts Lost
Conceded

If you select **Runs** or **Wickets**, the winning/losing margin (i.e. the number of runs or wickets by which you won/lost) will be filled in automatically.   Extensive error checking is performed to ensure that the scores, result and margin you enter are consistent.

Note: If the result was not **Won** or **Lost**, the winning/losing margin fields will be 'greyed out'.

Fall of Wickets

The **Fall of Wickets** are the scores at which the wickets fell in your club's innings and can be in the range 0 - your club's total score.

Outgoing Batsmen

The **Outgoing Batsmen** are the batsmen who were out at the fall of each wicket in your club's innings and can be in the range 1 - 11.

OK Button

Click the **OK** button to accept the changes to the match.

Batting Button

Click the **Batting** button to switch to the <u>batting details</u> window.

Bowling Button

Click the **Bowling** button to switch to the <u>bowling details</u> window.

Print Button

Click the **Print** button to print a score card for the match.

Cancel Button

If you are adding a new match, click the **Cancel** button to continue without saving the new match.

If you are editing an existing match, click the **Cancel** button to continue without saving the changes.

Batting Details

The **Batting Details** window allows you to add, view or edit the player's names, their scores, number of sixes, catches and stumpings and to indicate who was the captain and wicket keeper:

Initials
Surname
Spin Buttons
Captain
Wicket Keeper
Score
Sixes
Catches
Stumpings
Match Button
Bowling Button

Further windows can be opened to allow you to add, view or edit the match details and bowling details.

Initials

The player's **Initials** can be 1 or 2 underline characters long and will automatically be converted to upper-case.   Instead of typing the player's name, you can scroll up and down through the players in the currently loaded database using the cursor up and down keys or the Spin buttons.

Note: The name you enter will be validated against the players in the currently loaded database and, if no match is found, you will be given the option of adding the new player to the database.

Valid Characters

The following characters can appear in a player's **Initials**:

a - z   A - Z

Surname

The player's **Surname** can be 1 - 12 <u>characters</u> long and will be <u>capitalised</u>.   Instead of typing the player's name, you can scroll up and down through the players in the currently loaded database using cursor up and down keys or the <u>Spin buttons</u>.

Note: The name you enter will be validated against the players in the currently loaded database and, if no match is found, you will be given the option of <u>adding</u> the new player to the database.

Valid Characters

The following characters can appear in a player's **Surname**:

a - z   A - Z   -   '

Capitalised Text

If the following character appears in a player's **Surname**, the next character will automatically be converted to upper case:

-

Also, if either of the following appear at the beginning of the surname, the next character will automatically be converted to upper-case:

'

Mc

Spin Buttons

Use the **Spin** buttons to select a player by scrolling up and down through the players in the currently loaded database.

Captain

Check the **Captain** box to indicate that the player captained the match.

Wicket Keeper

Check the **Wicket Keeper** box to indicate that the player kept wicket.

Score

The player's **Score** can be in the range 0 - 999, the * character is used to indicate 'not out'.

Sixes

The number of **Sixes** hit can be in the range 0 - 99.

Catches

The number of **Catches** taken can be in the range 0 - 10.

Stumpings

The number of **Stumpings** made can be in the range 0 - 10.

Match Button

Click the **Match** button to switch to the <u>match details</u> window.

Bowling Button

Click the **Bowling** button to switch to the <u>bowling details</u> window.

Bowling Details

The **Bowling Details** window allows you to add, view or edit the overs, maidens, wickets and runs conceded for each of the players who bowled:

Overs
Maidens
Wickets
Runs
Match Button
Batting Button

Further windows can be opened to allow you to add, view or edit the match details and batting details.

Overs

The number of **Overs** bowled can be in the range 0 - 99.5.   Incomplete overs are expressed as overs.balls, for example, 13 overs and 4 balls should be entered as 13.4.

Maidens

The number of **Maidens** bowled can be in the range 0 - number of complete overs bowled by that player.

Wickets

The number of wickets taken can be in the range 0 - 10.

Runs

The number of **Runs** conceded can be in the range 0 - 999.

Match Button

Click the **Match** button to switch to the <u>match details</u> window.

Batting Button

Click the **Batting** button to switch to the <u>batting details</u> window.

Statistics Menu

The **Statistics Menu** contains the following commands:

Overall Summary
Match Review
Record Partnerships
Batting Averages
Bowling Averages
Fielding Summary
Wicket Keeping Summary
Fantasy Cricket
Captains' Summary
Duck Cup
Personal Review

Drive List

Select the drive, where the database(s) you want to process reside, from the **Drive List**.

Directory List

Select the directory, where the database(s) you want to process reside, from the **Directory List**.

Database List

Select the database(s) you want to process from the **Database List**.

Note: You can select <u>multiple databases</u> by selecting the first database and then holding down the **<CTRL>** key as you select the subsequent databases or you can select a range of databases by selecting the first database and then holding down the **<SHIFT>** key as you select the last database.

Statistics Heading

The **Statistics Heading** is the text which will be displayed/printed at the top of your statistics reports.   It consists of two components:

Club Name   The Club Name can be 1 - 30 <u>characters</u> long and will be <u>capitalised</u>.   If all the databases you select from the <u>Database List</u> have the same Club Name, this portion of the Statistics Heading will be filled in automatically and can then be edited if required.

Year   The Year will be filled in automatically with the range of databases you have selected from the <u>Database List</u> and can not be changed.

Valid Characters

The following characters can appear in the **Statistics Heading**:

a - z   A - Z   0 - 9   &   ,   .   -   /   '   <space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Statistics Heading**, the next character will automatically be converted to upper-case:

&   ,   .   -   /   <space>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Database Sort Mode

You can select whether the Database List is sorted by Club or Year.

Club

Select the **Club** Database Sort Mode if you want the <u>Database List</u> sorted by club name.

Year

Select the **Year** Database Sort Mode if you want the <u>Database List</u> sorted chronologically.

Day

Select the **Day** you want to process from the following list:

All
Saturday
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday

Note: You can select multiple days (eg. Saturday, Monday and Wednesday) by selecting the first day and then holding down the **<CTRL>** key as you select the subsequent days or you can select a range of days (eg. Saturday - Wednesday) by selecting the first day and then holding down the **<SHIFT>** key as you select the last day.

Team

Select the **Team** you want to process from the following list:

All
1
2
3
4
5
6
7
8
9

Note: You can select multiple teams (eg. 1, 3 and 5) by selecting the first team and then holding down the **<CTRL>** key as you select the subsequent teams or you can select a range of teams (eg. 1 - 5) by selecting the first team and then holding down the **<SHIFT>** key as you select the last team.

Type of Match

Select the **Type of Match** you want to process from the list of possible membership types.

The match types available may be changed using the <u>User Preferences</u> command.

Note:　　You can select multiple match types (eg. Friendly, League and Tour) by selecting the first type and then holding down the **<CTRL>** key as you select the subsequent types or you can select a range of match types (eg. Friendly, League, Cup, Tour) by selecting the first type and then holding down the **<SHIFT>** key as you select the last type.

Overall Summary   (Statistics Menu)

The **Overall Summary** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing the total number of matches played, won, lost, drawn etc., the total number of players, the number of players who bowled, the total runs and wickets for/against, the average number of runs per wicket for/against and, if you have entered the number of overs for all the selected matches, the total overs for/against and the corresponding run rates:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Print Button

Click the **Print** button to print the Overall Summary report.

Preview Button

Click the **Preview** button to <u>preview</u> the Overall Summary report.

Cancel Button

Click the **Cancel** button to continue without producing an Overall Summary report.

Overall Summary Preview

The Overall Summary Preview allows you to view the selected Overall Summary before printing:

Print Button
Cancel Button

You can copy the Overall Summary to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Overall Summary.

Cancel Button

Click the **Cancel** button to exit from the Overall Summary preview.

Match Review   (Statistics Menu)

The **Match Review** command allows you to produce a review, for <u>one or more clubs</u> over <u>one or more seasons</u>, of the results, home and oppostion scores, home and opposition overs, partnerships and best batting and bowling performances for each match:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Print Button

Click the **Print** button to print the Match Review report.

Preview Button

Click the **Preview** button to <u>preview</u> the Match Review report.

Cancel Button

Click the **Cancel** button to continue without producing a Match Review report.

Match Review Preview

The Match Review Preview allows you to view the selected Match Review before printing:

Previous Year Button
Print Button
Preview Mode Button
Cancel Button
Next Year Button

You can copy the Match Review to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Previous Year Button

Click the **Previous Year** button to preview the Match Review for the previous year.

Note: If the Match Review was only requested for a single year, the Previous Year button will not be shown.   Alternatively, if multiple years were requested and the Match Review currently displayed is for the first of these, the Previous Year button will be 'greyed-out'.

Print Button

Click the **Print** button to print the Match Review.

Preview Mode Button

Click the **Preview Mode** button to switch between the following modes:

Results & Scores
Partnerships
Batting/Bowling

Cancel Button

Click the **Cancel** button to exit from the Match Review preview.

Next Year Button

Click the **Next Year** button to preview the Match Review for the next year.

Note: If the Match Review was only requested for a single year, the Next Year button will not be shown.   Alternatively, if multiple years were requested and the Match Review currently displayed is for the last of these, the Next Year button will be 'greyed-out'.

Record Partnerships   (Statistics Menu)

The **Record Partnerships** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing the record batting partnerships:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Number of Partnerships</u>
<u>Minimum Score</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Number of Partnerships

The **Number of Partnerships** for each wicket to be included in the Record Partnerships report can be in the range 1 - 99.

Note: If this field is left blank, only the highest partnership (if it is equal to or greater than the <u>Minimum Score</u>) for each wicket will be included in the report.

Minimum Score

The **Minimum Score** for a partnership to be included in the Record Partnerships report can be in the range 0 - 999.

Note: If this field is left blank, all partnerships (up to the Number of Partnerships) for each wicket will be included in the report.

Print Button

Click the **Print** button to print the Record Partnerships report.

Preview Button

Click the **Preview** button to <u>preview</u> the Record Partnerships report.

Cancel Button

Click the **Cancel** button to continue without producing a Record Partnerships report.

Record Partnerships Preview

The Record Partnerships Preview allows you to view the selected Record Partnerships report before printing:

Print Button
Cancel Button

You can copy the Record Partnerships to the Windows Clipboard, from where they may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Record Partnerships.

Cancel Button

Click the **Cancel** button to exit from the Record Partnerships preview.

Batting Averages   (Statistics Menu)

The **Batting Averages** command allows you to produce the batting averages for <u>one or more clubs</u> over <u>one or more seasons</u>:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Qualification</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Sort Mode

The Batting Averages can be sorted on:

Average	Runs per (completed) innings
Runs	Total number of runs scored
Innings	Total number of innings
Highest Score	Highest score
Major Highlight	Number of times the major highlight (default 100 runs) was achieved
Minor Highlight	Number of times the major highlight (default 50 runs) was achieved
6's	Total number of sixes
Matches	Total number of matches played
Name	Players' names

Note:　　If either the Major Highlight or Minor Highlight option is selected, only players who achieved that highlight at least once will be included in resulting report.

Qualification

You can choose to split the Batting Averages into two lists based on:

Runs   Total number of runs scored

Innings   Total number of innings

Matches   Total number of matches played

The number of Runs/Innings/Matches necessary to qualify for the main Batting Averages can be in the range 0 - 9999,   players failing to satisfy the qualification will be included in an 'Also Batted' list.

Note: If this field is left blank, all players will be included in a single list.

Print Button

Click the **Print** button to print the Batting Averages report.

Preview Button

Click the **Preview** button to <u>preview</u> the Batting Averages report.

Cancel Button

Click the **Cancel** button to continue without producing a Batting Averages report.

Batting Averages Preview

The Batting Averages Preview allows you to view the selected Batting Averages before printing:

Print Button
Cancel Button

You can copy the Batting Averages to the Windows Clipboard, from where they may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Batting Averages.

Cancel Button

Click the **Cancel** button to exit from the Batting Averages preview.

Bowling Averages   (Statistics Menu)

The **Bowling Averages** command allows you to produce the bowling averages for <u>one or more clubs</u> over <u>one or more seasons</u>:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Qualification</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Sort Mode

The Bowling Averages can be sorted on:

Average   Runs per wicket

Economy Rate   Runs conceded per over

Strike Rate   Balls per wicket

Overs   Total number of overs

Maidens   Total number of maidens

Wickets   Total number of wickets

Runs   Total number of runs conceded

Best Bowling   Best bowling figures

Highlight   Number of times the bowling highlight (default 5 wkts) was achieved

Matches   Total number of matches played

Name   Players' names

Note: If the Highlight option is selected, only players who achieved that highlight at least once will be included in resulting report.

Qualification

You can choose to split the Bowling Averages into two lists based on:

Wickets   Total number of wickets

Overs   Total number of overs

Matches   Total number of matches played

The number of Wickets/Overs/Matches necessary to qualify for the main Bowling Averages can be in the range 0 - 9999,   players failing to satisfy the qualification will be included in an 'Also Bowled' list.

Note: If this field is left blank, all players will be included in a single list.

Print Button

Click the **Print** button to print the Bowling Averages report.

Preview Button

Click the **Preview** button to preview the Bowling Averages report.

Cancel Button

Click the **Cancel** button to continue without producing a Bowling Averages report.

Bowling Averages Preview

The Bowling Averages Preview allows you to view the selected Bowling Averages before printing:

Print Button
Cancel Button

You can copy the Bowling Averages to the Windows Clipboard, from where they may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Bowling Averages.

Cancel Button

Click the **Cancel** button to exit from the Bowling Averages preview.

Fielding Summary   (Statistics Menu)

The **Fielding Summary** command allows you to produce a report, for one or more clubs over one or more seasons, showing the catches taken by each player:

Drive List
Directory List
Database List
Statistics Heading
Database Sort Mode
Day
Team
Type of Match
Sort Mode
Print Button
Preview Button
Cancel Button

Note: The Fielding Summary only includes catches taken by out-fielders, wicket keepers' catches are included in the Wicket Keeping Summary.

Sort Mode

The Fielding Summary can be sorted on:

Catches   Total number of catches
Name   Players' names

Print Button

Click the **Print** button to print the Fielding Summary report.

Preview Button

Click the **Preview** button to <u>preview</u> the Fielding Summary report.

Cancel Button

Click the **Cancel** button to continue without producing a Fielding Summary report.

Fielding Summary Preview

The Fielding Summary Preview allows you to view the selected Fielding Summary before printing:

Print Button
Cancel Button

You can copy the Fielding Summary to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Fielding Summary.

Cancel Button

Click the **Cancel** button to exit from the Fielding Summary preview.

Wicket Keeping Summary   (Statistics Menu)

The **Wicket Keeping Summary** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing the dismissals achieved by each wicket keeper:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Sort Mode

The Wicket Keeping Summary can be sorted on:

Dismissals   Total number of dismissals
Catches   Total number of catches
Stumpings   Total number of stumpings
Matches   Total number of matches as wicket keeper
Name   Players' names

Print Button

Click the **Print** button to print the Wicket Keeping Summary report.

Preview Button

Click the **Preview** button to <u>preview</u> the Wicket Keeping Summary report.

Cancel Button

Click the **Cancel** button to continue without producing a Wicket Keeping Summary report.

Wicket Keeping Summary Preview

The Wicket Keeping Summary Preview allows you to view the selected Wicket Keeping Summary before printing:

Print Button
Cancel Button

You can copy the Wicket Keeping Summary to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Wicket Keeping Summary.

Cancel Button

Click the **Cancel** button to exit from the Wicket Keeping Summary preview.

Fantasy Cricket (Statistics Menu)

You may find it a bit of fun, and a way of raising some money for your club, to run a **Fantasy Cricket** competition similar to those recently launched by a number of national newspapers.   The rules and scoring systems of these competitions vary but, in general, the idea is to select a team of 11 from the 250 or so players in the county championship.   The winner is the person whose team accumulates the most points for their battting, bowling and fielding performances throughout the season.

The **Fantasy Cricket** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing each player's <u>Fantasy Cricket Rating</u> based on their batting, bowling and fielding performances:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Fantasy Cricket Rating

A player's **Fantasy Cricket Rating** is based on:

Total number of runs scored
Number of times the major batting highlight (default 100 runs) was achieved
Number of times the minor batting highlight (default 50 runs) was achieved
Total number of wickets
Number of times the bowling highlight (default 5 wkts) was achieved
Total number of sixes
Total number of catches taken
Total number of wicket keeping catches
Total number of stumpings

Each of these values, except the number of runs scored, is multiplied by a weighting factor which may be defined using the <u>User Preferences</u> command.

Sort Mode

The Fantasy Cricket report can be sorted on:

Rating	Fantasy Cricket Rating
	(weighted batting, bowling and fielding performances)
Name	Players' names

Print Button

Click the **Print** button to print the Fantasy Cricket report.

Preview Button

Click the **Preview** button to <u>preview</u> the Fantasy Cricket report.

Cancel Button

Click the **Cancel** button to continue without producing a Fantasy Cricket report.

Fantasy Cricket Preview

The Fantasy Cricket Preview allows you to view the selected Fantasy Cricket report before printing:

Print Button
Cancel Button

You can copy the Fantasy Cricket report to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Fantasy Cricket report.

Cancel Button

Click the **Cancel** button to exit from the Fantasy Cricket preview.

Captains' Summary   (Statistics Menu)

The **Captains' Summary** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing the total number of matches played, won, lost, drawn etc. by each captain:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Qualification</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Sort Mode

The Captains' Summary can be sorted on:

Matches	Total number of matches as captain
Won	Total number of matches won
Lost	Total number of matches lost
Drawn	Total number of matches drawn
Tied	Total number of matches tied
Abandoned	Total number of matches abandoned
Won (%)	Percentage of matches won
Lost (%)	Percentage of matches lost
Drawn (%)	Percentage of matches drawn
Tied (%)	Percentage of matches tied
Abandoned (%)	Percentage of matches abandoned
Name	Players' names

Qualification

You can choose to split the Captains' Summary into two lists based on:

Matches   Total number of matches as captain

The number of Matches necessary to qualify for the main Captains' Summary can be in the range 0 - 9999,   players failing to satisfy the qualification will be included in an 'Also Captained' list.

Note: If this field is left blank, all players will be included in a single list.

Print Button

Click the **Print** button to print the Captains' Summary report.

Preview Button

Click the **Preview** button to <u>preview</u> the Captains' Summary report.

Cancel Button

Click the **Cancel** button to continue without producing a Captains' Summary report.

Captains' Summary Preview

The Captains' Summary Preview allows you to view the selected Captains' Summary before printing:

Print Button
Cancel Button

You can copy the Captains' Summary to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Captains' Summary.

Cancel Button

Click the **Cancel** button to exit from the Captains' Summary preview.

Duck Cup   (Statistics Menu)

The **Duck Cup** command allows you to produce a report, for <u>one or more clubs</u> over <u>one or more seasons</u>, showing the number of ducks 'scored' by each player:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Sort Mode</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Sort Mode

The Duck Cup can be sorted on:

Ducks   Total number of ducks 'scored'
Name   Players' names

Print Button

Click the **Print** button to print the Duck Cup report.

Preview Button

Click the **Preview** button to <u>preview</u> the Duck Cup report.

Cancel Button

Click the **Cancel** button to continue without producing a Duck Cup report.

Duck Cup Preview

The Duck Cup Preview allows you to view the selected Duck Cup report before printing:

Print Button
Cancel Button

You can copy the Duck Cup to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Button

Click the **Print** button to print the Duck Cup.

Cancel Button

Click the **Cancel** button to exit from the Duck Cup preview.

Personal Review   (Statistics Menu)

The **Personal Review** command allows you to produce a review, for <u>one or more clubs</u> over <u>one or more seasons</u>, of a particular player's performances in each match:

<u>Drive List</u>
<u>Directory List</u>
<u>Database List</u>
<u>Statistics Heading</u>
<u>Database Sort Mode</u>
<u>Day</u>
<u>Team</u>
<u>Type of Match</u>
<u>Initials</u>
<u>Surname</u>
<u>Print Button</u>
<u>Preview Button</u>
<u>Cancel Button</u>

Initials

The player's **Initials** can be 1 or 2 <u>characters</u> long and will automatically be converted to upper-case.

Valid Characters

The following characters can appear in a player's **Initials**:

a - z   A - Z

Surname

The player's **Surname** can be 1 - 12 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in a player's **Surname**:

a - z   A - Z   -   '

Capitalised Text

If the following character appears in a player's **Surname**, the next character will automatically be converted to upper-case:

-

Also, if either of the following appear at the beginning of the surname, the next character will automatically be converted to upper-case:

'

Mc

Print Button

Click the **Print** button to print the Personal Review report.

Preview Button

Click the **Preview** button to <u>preview</u> the Personal Review report.

Cancel Button

Click the **Cancel** button to continue without producing a Personal Review report.

Personal Review Preview

The Personal Review Preview allows you to view the selected Personal Review before printing:

Previous Year Button
Print Button
Cancel Button
Next Year Button

You can copy the Personal Review to the Windows Clipboard, from where it may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Previous Year Button

Click the **Previous Year** button to preview the Personal Review for the previous year.

Note: If the Personal Review was only requested for a single year, the Previous Year button will not be shown.   Alternatively, if multiple years were requested and the Personal Review currently displayed is for the first of these, the Previous Year button will be 'greyed-out'.

Print Button

Click the **Print** button to print the Personal Review.

Cancel Button

Click the **Cancel** button to exit from the Personal Review preview.

Next Year Button

Click the **Next Year** button to preview the Personal Review for the next year.

Note: If the Personal Review was only requested for a single year, the Next Year button will not be shown.   Alternatively, if multiple years were requested and the Personal Review currently displayed is for the last of these, the Next Year button will be 'greyed-out'.

Admin Menu

The **Admin Menu** contains the following commands:

Player Database
Phone Book
Print Availabilities
Print Rota

Player Database   (Admin Menu)

The **Player Database** command allows you to search the currently loaded database and print a report or mailing labels for those players matching the criteria you define.   The search criteria can include the player's name, address, home, work or mobile phone numbers and membership details:

Initials
Surname
Address
Home Phone
Work Phone
Mobile Phone
Membership
Subscription
Search Button
Cancel Button

Initials

The player's **Initials** to be searched for can be 1 or 2 <u>characters</u> long and will automatically be converted to upper-case.

If you include the ***** 'wild card' character, for example **A***, all players whose initials start with **A** will be found in the search.

If this field is left **blank**, the initials will not be checked during the search.

Valid Characters

The following characters can appear in the search **Initials**:

a - z   A - Z   *

Surname

The player's **Surname** to be searched for can be 1 - 12 <u>characters</u> long and will be <u>capitalised</u>.

If you include the * 'wild card' character, for example **A***, all players whose surnames start with **A** will be found in the search.

If this field is left **blank**, the surname will not be checked during the search.

Valid Characters

The following characters can appear in the search **Surname**:

a - z   A - Z   -   '   *

Capitalised Text

If the following character appears in the search **Surname**, the next character will automatically be converted to upper case:

-

Also, if either of the following appear at the beginning of surname, the next character will automatically be converted to upper-case:

'

Mc

Address

The player's **Address** to be searched for can contain up to 3 lines, each of which can be up to 25 <u>characters</u> long.   The first 2 lines of the address will be <u>capitalised</u> and the third line will automatically be converted to all upper-case.

If you include the ***** 'wild card' character in an address line, for example if you set the third line to **A***, all players whose third address lines start with **A** will be found in the search.

If an address line is left **blank**, that address line will not be checked during the search.

Valid Characters

The following characters can appear in the search **Address**:

a - z   A - Z   0 - 9   ,   .   -   /   '   <space>   *

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the first two lines of the search **Address**, the next character will automatically be converted to upper case:

& , . - / <space>

Also, if either of the following appear at the beginning of a word, the next character will automatically be converted to upper-case:

'

Mc

Home Phone

The players' **Home Phone** number to be searched for can be up to 20 <u>characters</u> long.

If you include the * 'wild card' character, for example **1***, all players whose home phone numbers start with **1** will be found in the search.

If this field is left **blank**, the home phone number will not be checked during the search.

Valid Characters

The following characters can appear in the search **Home Phone** number:

0 - 9   -   <space>   *

Note: You cannot enter two consecutive spaces.

Work Phone

The players' **Work Phone** number to be searched for can be up to 20 <u>characters</u> long.

If you include the ***** 'wild card' character, for example **1***, all players whose work phone numbers start with **1** will be found in the search.

If this field is left **blank**, the work phone number will not be checked during the search.

Valid Characters

The following characters can appear in the search **Work Phone** number:

0 - 9 - x X <space> *

Note: You cannot enter two consecutive spaces.

Mobile Phone

The players' **Mobile Phone** number to be searched for can be up to 20 <u>characters</u> long.

If you include the ***** 'wild card' character, for example **1***, all players whose mobile phone numbers start with **1** will be found in the search.

If this field is left **blank**, the mobile phone number will not be checked during the search.

Valid Characters

The following characters can appear in the search **Mobile Phone** number:

a - z   A - Z   0 - 9   -   <space>   *

Note: You cannot enter two consecutive spaces.

Membership

Select the player's **Membership** type to be searched for from the list of possible membership types.

If this field is set to **All**, the membership will not be checked during the search.

The membership types available may be changed using the User Preferences command.

Subscription

Select the player's **Subscription** status to be searched for from the following list:

All
Paid
Not Paid

If this field is set to **All**, the subscription status will not be checked during the search.

Search Button

Click the **Search** button to start searching the currently loaded database for players who match the defined search criteria.

Cancel Button

Click the **Cancel** button to continue without searching the database.

Player Database Search Preview

The results of the Player Database search are displayed allowing you to preview them before printing a report or mailing labels:

Print Report Button
Print Labels Button
Cancel Button

You can copy the Player Database search results to the Windows Clipboard, from where they may be pasted into other applications, by pressing the **<CTRL>** and **<INSERT>** or **<CTRL>** and **<C>** keys together.

Print Report Button

Click the **Print Report** button to print a report containing the results of the Player Database search.

Print Labels Button

Click the **Print Labels** button to print mailing labels for the players identified by the Player Database search.

Cancel Button

Click the **Cancel** button to exit from the Player Database search results preview.

Label Print Options

You can specify the way in which mailing labels are printed:

Number of Copies
Print Order

Number of Copies

The **Number of Copies** (1 - 9) of the mailing labels to be printed.

Print Order

The order in which the mailing labels should be printed:

Batch
Sequential

Note: If the Number of Copies has been set to 1, these fields will be 'greyed out'.

Batch

Select **Batch** if you require the copies of the mailing labels to be printed in batches:

Player 1, Player 2, Player 3, Player 4 ….and so on for all the selected players
then
Player 1, Player 2, Player 3, Player 4 ….and so on for all the selected players
….
….
and so on for all the copies

Sequential

Select **Sequential** if you require the copies of the mailing labels to be printed in sequence:

Player 1, Player 1, Player 1, Player 1 ….and so on for all the copies
then
Player 2, Player 2, Player 2, Player 2 ….and so on for all the copies
….
….
and so on for all the selected players

OK Button

Click the **OK** button to print the specified number of mailing labels for the.players identified by the Player Database search.

Cancel Button

Click the **Cancel** button to exit without printing the mailing labels.

Phone Book   (Admin Menu)

The **Phone Book** command allows you to auto-dial players' home, work or mobile phone numbers if you have a suitable modem:

Player List
Home Phone Button
Work Phone Button
Mobile Phone Button
Cancel Button

Before you use this facility, you should check that **_Cricket Averages for Windows_** is correctly configured for your modem.

Player List

The **Player List** contains the names of all the players in the currently loaded database.   If you want to telephone a player at home or work, select the player from the list and click the <u>Home Phone</u> button, <u>Work Phone</u> button or <u>Mobile Phone</u> button.

Home Phone Button

Click the **Home Phone** button to dial a player's home phone number.

Note:　　　If no home phone number has been defined for a particular player, the Home Phone Button will be 'greyed-out'.

Work Phone Button

Click the **Work Phone** button to dial a player's work phone number.

Note: If no work phone number has been defined for a particular player, the Work Phone Button will be 'greyed-out'.

Mobile Phone Button

Click the **Mobile Phone** button to dial a player's mobile phone number.

Note: If no mobile phone number has been defined for a particular player, the Mobile Phone Button will be 'greyed-out'.

Cancel Button

Click the **Cancel** button to continue without auto-dialling players phone numbers.

Print Availabilities   (Admin Menu)

The **Print Availabilities** command prints a list, with the dates of the matches along the top and the players down the side, which you can then pin up on your notice board for your members to indicate when they are available to play.

Month
OK Button
Cancel Button

Month

Select the **Month** for the availabilites from the following list:

All
January
February
March
April
May
June
July
August
September
October
November
December

Note: You can select multiple months (eg. April, May and June) by selecting the first month and then holding down the **<CTRL>** key as you select the subsequent months or you can select a range of months (eg. April - August) by selecting the first month and then holding down the **<SHIFT>** key as you select the last month.

OK Button

Click the **OK** button to print the specified availability list.

Cancel Button

Click the **Cancel** button to continue without producing an availability list.

Print Rota   (Admin Menu)

The **Print Rota** command allows you to print rotas (eg. for teas, bar duty, working parties etc.) for various days, teams, types of match and venues for the currently loaded database. You can then pin up these rotas up on your notice board for your members to indicate when they can perform their duties (or, more likely, for you to allocate them duties!).

Rota Heading
Day
Team
Type of Match
Venue
OK Button
Cancel Button

Rota Heading

The **Rota Heading** can be 1 - 30 <u>characters</u> long and will be <u>capitalised</u>.

Valid Characters

The following characters can appear in the **Rota Heading**:

a - z A - Z 0 - 9 & , . - / ' <space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Rota Heading**, the next character will automatically be converted to upper-case:

-   /   <space>

Day

Select the **Day** for the rota from the following list:

All
Saturday
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday

Note: You can select multiple days (eg. Saturday, Monday and Wednesday) by selecting the first day and then holding down the **<CTRL>** key as you select the subsequent days or you can select a range of days (eg. Saturday - Wednesday) by selecting the first day and then holding down the **<SHIFT>** key as you select the last day.

Team

Select the **Team** for the rota from the following list:

All
1
2
3
4
5
6
7
8
9

Note: You can select multiple teams (eg. 1, 3 and 5) by selecting the first team and then holding down the **<CTRL>** key as you select the subsequent teams or you can select a range of teams (eg. 1 - 5) by selecting the first team and then holding down the **<SHIFT>** key as you select the last team.

Type of Match

Select the **Type of Match** for the rota from the list of possible membership types.

The match types available may be changed using the <u>User Preferences</u> command.

Note: You can select multiple match types (eg. Friendly, League and Tour) by selecting the first type and then holding down the **<CTRL>** key as you select the subsequent types or you can select a range of match types (eg. Friendly, League, Cup, Tour) by selecting the first type and then holding down the **<SHIFT>** key as you select the last type.

Venue

The rota can be produced which contains <u>all</u> the matches, only the <u>home</u> matches or only the <u>away</u> matches.

All Matches

Select **All Matches** if you want to produce a rota containing all the matches.

Home Matches

Select **Home Matches** if you want to produce a rota containing only the home matches.

Away Matches

Select **Away Matches** if you want to produce a rota containing only the away matches.

OK Button

Click the **OK** button to print the specified rota.

Cancel Button

Click the **Cancel** button to continue without producing a rota.

Options Menu

The **Options Menu** contains the following commands:

Auto Save
Sound
Tool Tips
User Preferences
Printer Fonts
Label Format
Dialler Setup

Auto Save   (Options Menu)

The **Auto Save** command controls a safety feature which, if enabled, will periodically save the currently loaded database.   The Auto Save menu option is shown checked when the Auto Save feature is enabled.

Auto Save
Auto Save Period
OK Button
Cancel Button

Auto Save

Check the **Auto Save Enable** box if you require the currently loaded database to be periodically saved.   The time period between saves is defined by the Auto Save Period.

Auto Save Period

The **Auto Save Period** defines the time (1 - 60 minutes) between automatic saves of the currently loaded database.

OK Button

Click the **OK** button to accept the changes to the Auto Save settings.

Cancel Button

Click the **Cancel** button to retain the original Auto Save settings.

Sound   (Options Menu)

The **Sound** command toggles the sound, which is used to indicate important events or errors, on and off.   The Sound menu option is shown checked when the sound is turned on.

Tool Tips   (Options Menu)

The **Tool Tips** command toggles the display of short prompts, which indicate the function of the tool bar buttons, on and off.   The Tool Tips menu option is shown checked when the tool tips are turned on.

User Preferences   (Options Menu)

The **User Preferences** command allows you to define the match types, memebership types, statistics highlights and Fantasy Cricket weightings:

Match Types
Statistics Highlights
Fantasy Cricket Weightings
Membership Types
OK Button
Cancel Button

Match Types

You can define the 8 **Match Types** to be used by *Cricket Statistics for Windows*.   Each match type can be 1 - 16 <u>characters</u> long and will be <u>capitalised</u>.

Note: The match types are not linked to any particular database but are global. Therefore, if you change the first match type from **Friendly** (the default) to **League & Cup**, matches which had previously been defined as **Friendly** in any database will become **League & Cup**.

Valid Characters

The following characters can appear in the **Match Types**:

a - z A - Z 0 - 9 & , . - / ' \<space\>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Match Types**, the next character will automatically be converted to upper-case:

& , . - / ' <space>

Statistics Highlights

You can define the individual performances which will be highlighted in the Batting and Bowling Averages:

Major Batting Highlight
Minor Batting Highlight
Bowling Highlight

Major Batting Highlight

You can define the **Major Batting Highlight**, which can be in the range (minor batting highlight + 1) - 999.   The number of times players score at least the **Major Batting Highlight** in a game will be reported in the <u>Batting Averages</u>.

Minor Batting Highlight

You can define the **Minor Batting Highlight**, which can be in the range 0 - (major batting highlight - 1).   The number of times players score at least the **Minor Batting Highlight** (but less than the **Major Batting Highlight**) in a game will be reported in the <u>Batting Averages</u>.

Bowling Highlight

You can define the **Bowling Highlight**, which can be in the range 0 - 10, for the <u>Bowling Averages</u>.   The number of times players take at least the number of wickets in a game specified in the **Bowling Highlight** will be reported in the <u>Bowling Averages</u>.

Fantasy Cricket Weightings

You can define the following weighting factors for use in calculating a player's **Fantasy Cricket Rating**:

Major Batting Highlight

Minor Batting Highlight

Wickets

Bowling Highlight

Sixes

Catches

Wicket Keeping Catches

Stumpings

Fantasy Cricket Major Batting Highlight

You can define a weighting factor for the **Major Batting Highlight**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Fantasy Cricket Minor Batting Highlight

You can define a weighting factor for the **Minor Batting Highlight**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Fantasy Cricket Wickets

You can define a weighting factor for **Wickets** taken, for use in calculating a player's Fantasy Cricket Rating, which can be in the range 0 - 999.

Fantasy Cricket Bowling Highlight

You can define a weighting factor for the **Bowling Highlight**, for use in calculating a player's Fantasy Cricket Rating, which can be in the range 0 - 999.

Fantasy Cricket Sixes

You can define a weighting factor for **Sixes**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Fantasy Cricket Catches

You can define a weighting factor for **Catches**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Fantasy Cricket Wicket Keeping Catches

You can define a weighting factor for **Wicket Keeping Catches**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Fantasy Cricket Stumpings

You can define a weighting factor for **Stumpings**, for use in calculating a player's <u>Fantasy Cricket Rating</u>, which can be in the range 0 - 999.

Membership Types

You can define the 8 **Membership Types** to be used by *Cricket Statistics for Windows*. Each membership type can be 1 - 16 <u>characters</u> long and will be <u>capitalised</u>.

Note: The membership types are not linked to any particular database but are global.   Therefore, if you change the first membership type from **Full** (the default) to **Country**, players who had previously been defined as a **Full** members in any database will become **Country** members.

Valid Characters

The following characters can appear in the **Membership Types**:

a - z   A - Z   0 - 9   &   ,   .   -   /   '   \<space\>

Note: You cannot enter two consecutive spaces.

Capitalised Text

If any of the following characters appear in the **Match Types**, the next character will automatically be converted to upper-case:

& , . - / ' <space>

OK Button

Click the **OK** button to accept the changes to the User Preferences.

Cancel Button

Click the **Cancel** button to retain the original User Preferences.

Printer Fonts   (Options Menu)

The **Printer Fonts** command allows you to select the fonts to be used in printed reports:

Font Names
Font Sizes
Landscape Enable
OK Button
Cancel Button

If the default Windows printer has changed, the fonts available on the new printer will be checked for their suitability before the Printer Fonts window is displayed.

Font Names

Select each of the required **Font Names** from the lists of available fonts:

Portrait

Large Font   Used for headings

Normal Font   Used for the body of text in most reports, labels etc.

Small Font   Used for the body of text in the <u>Match Review</u> (if landscape printing is not enabled) and <u>Print Availabilities</u>

Landscape (only displayed if your printer supports landscape printing)

Large Font   Used for the heading for the <u>Match Review</u> (if landscape printing is enabled)

Normal Font   Not currently used

Small Font   Used for the body of text in the <u>Match Review</u> (if landscape printing is enabled)

Font Sizes

Select each of the required **Font Sizes** from the lists of available sizes:

Portrait

Large Font	Used for headings
Normal Font	Used for the body of text in most reports, labels etc.
Small Font	Used for the body of text in the <u>Match Review</u> (if landscape printing is not enabled) and <u>Print Availabilities</u>

Landscape (only displayed if your printer supports landscape printing)

Large Font	Used for the heading for the <u>Match Review</u> (if landscape printing is enabled)
Normal Font	Not currently used
Small Font	Used for the body of text in the <u>Match Review</u> (if landscape printing is enabled)

Landscape Enabled

Check the **Landscape Enabled** box if you want to print the Match Review in landscape mode.

Note: The Landscape Enabled box is only displayed if your printer supports landscape printing.
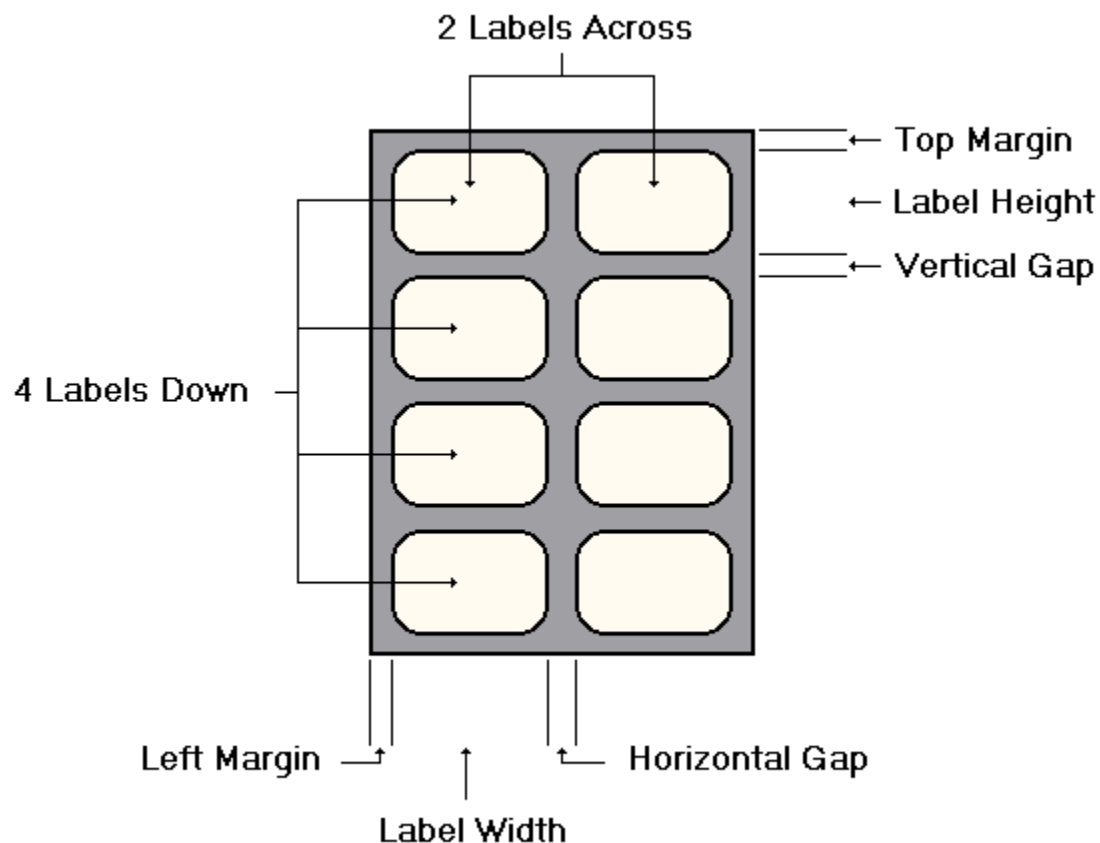
OK Button

Click the **OK** button to accept the changes to the Printer Font settings.

Cancel Button

Click the **Cancel** button to retain the original Printer Font settings.

Label Format   (Options Menu)

The **Label Format** command allows you to define the format of the label stationery to be used when printing mailing labels from the Player Database:

Stationery Type
Units
Labels Across
Label Width
Left Margin
Horizontal Gap
Labels Down
Label Height
Top Margin
Vertical Gap
OK Button
Test Button
Cancel Button

Stationery Type

You can specify whether the labels you are using are on <u>Single Sheet</u> or <u>Continuous</u> stationery.

Single Sheet Stationery

Select **Single Sheet** if you are using labels which are on single sheet stationery.

Note: Selecting Single Sheet will reset the number of labels down to 1 and clear the Label Height, Top Margin and Vertical Gap.

Continuous Stationery

Select **Continuous** if you are using labels which are on continuous stationery.

Note: Selecting Continuous will clear the Label Height and Vertical Gap.

Units of Measurement

You can choose whether you want to specify the dimensions of the labels in <u>Inches</u> or <u>Millimetres</u>.

Inches

Select **Inches** if you want to specify the dimensions of the labels in inches.

Note: Selecting Inches will convert the existing label dimensions to inches.

Millimetres

Select **Millimetres** if you want to specify the dimensions of the labels in millimetres.

Note: Selecting Millimetres will convert the existing label dimensions to millimetres.

Labels Across

Select the number of **Labels Across** the page from the following list:

1
2
3

Note: Changing the number of Labels Across will clear the Label Width, Left Margin and Horizontal Gap.

Label Width

The **Width** of the labels.   The value entered will be checked to ensure that the required number of labels, with the specified width, margin and gap, can fit across the page.

Left Margin

The **Left Margin** is the gap between the left hand edge of the stationery and the first label.   The value entered will be checked to ensure that the required number of labels, with the specified width, margin and gap, can fit across the page.

Horizontal Gap

The **Horizontal Gap** is the gap between the right hand edge of one label and the left hand edge of the next label.   The value entered will be checked to ensure that the required number of labels, with the specified width, margin and gap, can fit across the page.

Note: If the number of Labels Across has been set to 1, the Horizontal Gap will be 'greyed out'.

Labels Down

Select the number of **Labels Down** the page from the following list:

1
2
3
4
5
6
7
8

Note: If the Stationery Type has been set to Continuous Stationery, the Labels Down will be 'greyed out'.

Changing the number of Labels Down will clear the Label Height, Top Margin and Vertical Gap.

Label Height

The **Height** of the labels.   The value entered will be checked to ensure that the required number of labels, with the specified height, margin and gap, can fit down the page.

Top Margin

The **Top Margin** is the gap between the top edge of the stationery and the first label.   The value entered will be checked to ensure that the required number of labels, with the specified height, margin and gap, can fit down the page.

Note: If the Stationery Type has been set to Continuous Stationery, the Top Margin will be 'greyed out'.

Vertical Gap

The **Vertical Gap** is the gap between the bottom edge of one label and the top edge of the next label.   The value entered will be checked to ensure that the required number of labels, with the specified height, margin and gap, can fit down the page.

Note: If the number of Labels Down has been set to 1, the Vertical Gap will be 'greyed out'.

OK Button

Click the **OK** button to accept the changes to the Label Format settings.

Test Button

Click the **Test** button to print a series of labels using the settings you have defined.

Cancel Button

Click the **Cancel** button to retain the original Label Format settings.

Dialler Setup   (Options Menu)

The **Dialler Setup** command allows you to define the COM port, speed, data format, flow control method, initialisation / dial / hang up commands and status messages for the modem you will be using to auto-dial players' from the Phone Book.

COM Port
Speed
Flow Control
Data Bits
Stop Bits
Parity
Modem Init String
Dial Prefix String
Dial Suffix String
Hang Up Command
OK Result Code
No Dial Tone Result Code
Busy Result Code
Auto Redial
Redial Period
OK Button
Cancel Button

COM Port

Select the **COM Port** to which your modem is connected from the following list:

COM1
COM2
COM3
COM4

Speed

Select the **Speed** (Data Rate) at which your modem operates from the following list:

110
300
600
1200
2400
4800
9600
19200

Flow Control

Select the **Flow Control** method your modem uses from the following list:

None
Xon/Xoff
RTS/CTS

Data Bits

Select the number of **Data Bits** your modem requires in each character from the following list:

4
5
6
7
8

Stop Bits

Select the number of **Stop Bits** your modem requires in each character from the following list:

1
1.5
2

Parity

Select the **Parity** your modem requires from the following list:

None
Odd
Even
Mark
Space

Modem Init String

The **Modem Init String** to be sent to initialise your modem can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **Modem Init String**:

a - z   A - Z   0 - 9   &   ,   ;   =   \   ?   <space>

Dial Prefix String

The **Dial Prefix String** to be sent to your modem before any phone number can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **Dial Prefix String**:

a - z A - Z 0 - 9 & , ; = \ ? <space>

Dial Suffix String

The **Dial Suffix String** to be sent to your modem after any phone number can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **Dial Suffix String**:

a - z   A - Z   0 - 9   &   ,   ;   =   \   ?   <space>

Hang Up Command

The **Hang Up Command** to be sent to your modem to hang up the line can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **Hang Up Command**:

a - z A - Z 0 - 9 + & , ; = \ ? <space>

OK Result Code

The **OK Result Code** your modem responds with to indicate a command has been accepted can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **OK Result Code**:

a - z   A - Z   0 - 9   <space>

No Dial Tone Result Code

The **No Dial Tone Result Code** your modem responds with to indicate it has not detected a dial tone can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **No Dial Tone Result Code**:

a - z   A - Z   0 - 9   <space>

Busy Result Code

The **Busy Result Code** your modem responds with to indicate the dialled number is busy can be up to 25 <u>characters</u> long.

Valid Characters

The following characters can appear in the **Busy Result Code**:

a - z   A - Z   0 - 9   <space>

Auto Redial

Check the **Auto Redial** box if you want to automatically redial a number if it is busy.   The delay between attempts is defined by the <u>Redial Period</u>.

Redial Period

The **Redial Period** defines the time delay (10 - 60 seconds) before automatically redialling a busy number.

OK Button

Click the **OK** button to accept the changes to the Dialler settings.

Cancel Button

Click the **Cancel** button to retain the original Dialler settings.

Help Menu

The **Help Menu** contains the following commands:

Contents
Search for Help on
How to Use Help
About Cricket Statistics for Windows

And, if the program has not been registered, the following additional commands:

How to Register
Enter Registration Details
Print Order Form

Contents   (Help Menu)

The **Contents** command displays the help contents for ***Cricket Statistics for Windows***. From this opening screen, you can jump to detailed help on individual commands and techniques.

Once you are in the Help system, you can click the Index (Windows 3.0) or Contents (Windows 3.1) button whenever you want to return to the opening screen.

Search for Help on   (Help Menu)

The **Search for Help on** command displays a dialogue from which you can search for help on a particular topic.

How to Use Help   (Help Menu)

The **How to Use Help** command displays information on using the Help system.

How to Register (Help Menu)

The **How to Register** command displays information on registering **Cricket Statistics for Windows**.

Enter Registration Details (Help Menu)

The **Enter Registration Details** command allows you to enter your registration number, which will be sent to you when you register your copy of **Cricket Statistics for Windows**. Registration will enable you to work with   multiple databases and will stop the annoying registration reminder dialogue being displayed.

Name
Registration Number
OK Button
Cancel Button

Name

Your **Name** can be 1 - 32 <u>characters</u> long and will be <u>capitalised</u>.

Please enter your Name EXACTLY as supplied on your registration document.

Valid Characters

The following characters can appear in your **Name**:

a - z   A - Z   -   ' <space>

Note: You cannot enter two consecutive spaces.

Capitalised Text

The first character of your forename(s) and surname will be converted to upper case and all other characters will be converted to lower case.

If the following character appears in your surname, the next character will automatically be converted to upper case:

-

Also, if either of the following appear at the beginning of your surname, the next character will automatically be converted to upper-case:

'

Mc

Registration Number

Your **Registration Number** can be 1 - 32 <u>characters</u> long.

Please enter your Registration Number EXACTLY as supplied on your registration document.

Valid Characters

The following characters can appear in your **Registration Number**:

0 - 9   -

OK Button

Click the **OK** button when you have finished entering your registration details.

Cancel Button

Click the **Cancel** button to continue without entering your registration details.

Print Order Form (Help Menu)

The **Print Order Form** command prints a form, which you should complete and mail to me, together with your cheque/postal order for £20.00, to <u>register</u> your copy of *Cricket Statistics for Windows*.

About Cricket Statistics for Windows   (Help Menu)

The **About Cricket Statistics for Windows** command displays a dialogue showing a copyright notice,   the program version number and a list of <u>acknowledgements</u>.

Until you <u>register</u> your copy of **Cricket Statistics for Windows**, a second dialogue containing a reminder (commonly known as a 'Nag Screen') will be displayed when you click the OK button.

<u>OK Button</u>

OK Button

Click the **OK** button when you have finished reading the copyright notice/registration reminder.