



CCYB Team Practice - Field Scheduling

April 2009

Below are the instructions for booking fields in Concord and Carlisle for team practices:

- 1) The field scheduling system will be live and ready for your practice reservations on Monday, April 13th, 2009 @ 8am. Please go to www.ccyb.org and click on the "Schedule a Practice" button. Any reservations made prior to this date and time will be purged.
- 2) Team IDs and passwords will be provided on a separate sheet. Use this information to log in to the scheduling system.
- 3) I recommend changing your password once logged in.
- 4) This year, each field reservation is set to a 1hour block of time. This was done to accommodate the younger aged teams. If you wish to hold a 2 hour practice, you'll need to make 2 reservations back to back.
- 5) In order to allow the older teams to hold 2 hours practices, please try to schedule your practices right behind another reservation, to allow the greatest continuous blocks of open time for other teams, i.e. if a field is available between 2-5, please don't schedule a 1 hour practice at 3pm; 2pm or 4pm is recommended.
- 6) The system will allow a maximum of 10 future reservations.
- 7) Because fields are sometimes difficult to find, particularly when make-up games are needed, please be sure to DELETE reservations that you won't be using to enable other teams to be able to use these fields.
- 8) Occasionally, a practice will need to be bumped in order to schedule a make-up game. We'll do our best to inconvenience everyone minimally.
- 9) Any issues/concerns, please contact: ccybfields2008@earthlink.net