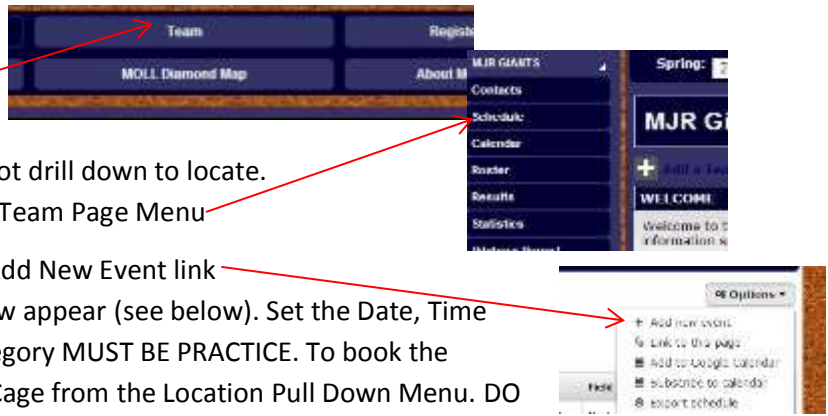


# WEB SITE TEAM PRACTICE SCHEDULE PROCEDURE

1. Log on to Web Site
2. Click the TEAM BUTTON, your team should appear by default. If not drill down to locate.
3. Click the Schedule LINK on the Left Team Page Menu
4. Click the Options Button then the Add New Event link
5. The Event Information Page will now appear (see below). Set the Date, Time and Location of the Event. The Category MUST BE PRACTICE. To book the Batting Cage, select MOLL Batting Cage from the Location Pull Down Menu. DO NOT SELECT A MOLL DIAMOND FOR A PRACTICE LOCATION.
6. Scroll down to the bottom half of the page and enter an Event Note if you want. DO NOT SELECT EVENT STAFF or SEND NOTICES TO OFFICIALS.
7. Click the Submit button to book the Event.



**Details**

Date: 04/29/2013  TBD 2:30 PM to 3:30 PM

Location: Various Practice Location 1

Category: Practice

Status: N/A ID: (optional)

**Teams**

Season: 2013 Season  Link to tournament bracket

Teams: MJR Giants

Opponent:

Outside Opponent: Other

**Options**

Event Note:

Assignment	Name	Home	Work	Cell
<input type="checkbox"/> 8EH UMP	Abbaso, James	78-88-8878		
<input type="checkbox"/> 8EH UMP	Abbaso, Joe	78-88-8878		
<input type="checkbox"/> JA UMP	Abbaso, Raleigh	78-88-8878		78-88-2781
<input type="checkbox"/> JA UMP	Adams, Andrew	78-88-8887		

Send notices to:

Team Managers

Team members and their parents

Officials

\*Note: Teams MUST be set to 'Live' for notices to be sent

\*PLEASE KEEP BATTING PRACTICE EVENTS TO ONE HOUR and BOOK THEM AT THE TOP OF THE HOUR

\*\* A MAXIMUM OF FOUR BATTING PRACTICE EVENTS CAN BE BOOKED AT A TIME. IF YOU ARE DENIED THAT MEANS THAT HOUR IS FULL.