

## **MHYLL club Availability Template directions**

- 1) For each team in your club enter the team name in the A column.
- 2) In the B columns enter ALL available dates you have to available to play.
- 3) In the C column enter either Home, away or either in the cell based on the availability of your fields and preference for that day if it makes a difference.
- 4) In column D enter either a club day if you would like all teams you have to play sequentially against another club. If it's a day that is available for only the specific team please enter single.
- 5) This should be done for each team you have for example Minisink will have Boys K/1, Boys 2, Boys 3/4, Boys 5/6, Boys 7/8, Girls K-1, Girls 3/4 white, Girls 3/4 Green, Girls 5/6 Green and Girls 5/6 white There should be availability cells for each group. In addition there should be an indication of the max number of games you would like for each group unless you would like all teams to have the same max number of games.
- 6) Once all the available date are available for all the clubs, January 26<sup>th</sup> 2018. The availability will be compared and a schedule uploaded for each club.