

2010 NJLL Scheduling Instructions

Hello to all,

I have finally completed entering every program's updated information, including exactly what teams, fields and contacts you have.

(If I did not enter a contact you gave me it was because you did not give me an e-mail address for them which is required.)

You now can enter your games into the system. Unfortunately, if you already entered your 2010 games they need to be entered again. I had to purge the old schedule to get rid of all outdated information.



The way you enter your games is as follows:

- 1) Log in at www.arbitersports.com

At this point check under "profile" and make sure all your contact information is correct, change whatever is not correct. There is a link for phones to the left to check your phone numbers.

- 2) Click on SCHEDULE.

At this point make sure that all your fields and teams are listed correctly, if not e-mail me at randy@njlacrosse.com immediately.

- 3) Under the column "Games" click on the blue number , click on this number.
- 4) You will see a GREEN  in the upper left of the blue box click on the Green .
- 5) The next screen is where you enter your **HOME GAMES ONLY**.
- 6) Remember if a program you are playing has more than one team at any level you will need to know which team you are playing, PLEASE DO NOT GUESS. Contact the program if you are unsure.

Notes:

- Remember, a team made up of two grade levels is ONLY listed by the higher grade.
(ex: 3rd/4th is listed at the level of "Lacrosse 4")
- If you are playing an out of state or any other program not in our league you must e-mail me with that programs information if it is not listed in the system.
- You will see a link for "Add New Team " **do not use this feature**, it should be disabled anyway.
- If you check the box that reads "Match Game Level" you will only see each programs team(s) at that level which will make things easier. Unless you are trying to play a team in a different grade level you should check this box.
- Also if you need to schedule a festival or tournament please contact me directly.

The sooner you enter your games the better, but make sure they are entered no later than March 10th to assure there are no issues.

If you have problems before March 10th please do not contact your local assignor at this point (Al Regner or Charles Talley), please contact me via e-mail.

Randy