

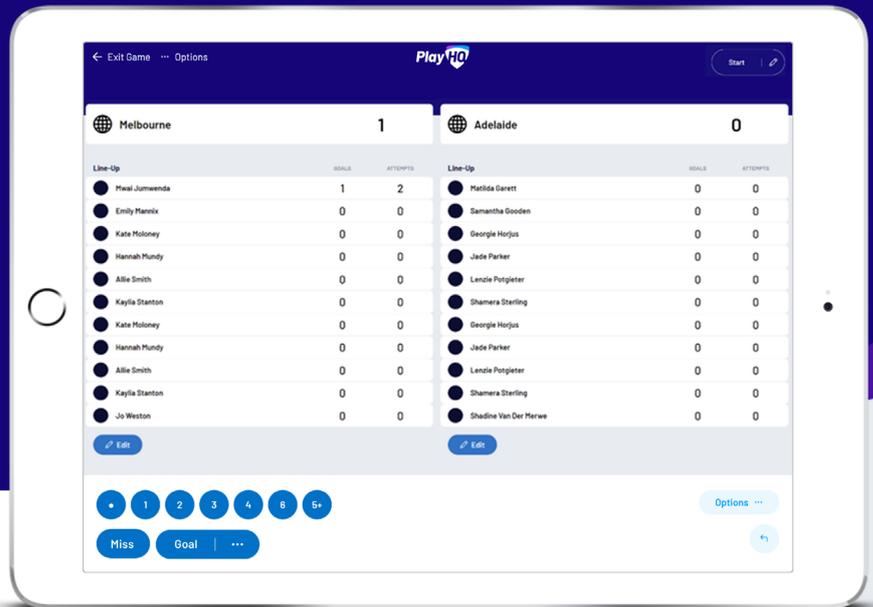


Electronic Scoring Guide

FOR CLUB ADMINS

FOR SCORERS

FEBRUARY 2023



Hey there, thanks so much for putting your hand up to score, we know it can be a thankless task. It's people like you that keep community clubs running smoothly.

This document is designed to guide you through everything you need to know about Electronic Scoring with PlayHQ.

Before getting play underway, you'll need to ensure your device and browser is compatible with the Electronic Scoring Portal (score.playhq.com).

Browser compatibility

The PlayHQ electronic scoring application is compatible with the following browsers:



Google Chrome
Latest 2 versions
(evergreen)



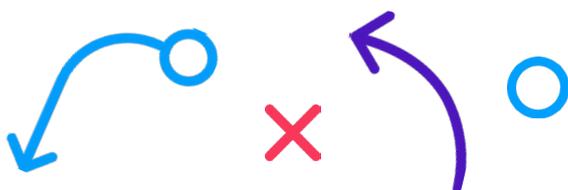
Microsoft Edge
Latest 2 versions
(evergreen)



Apple Safari
12.5.5 or later

Evergreen browsers

The term "evergreen" refers to browsers that are automatically upgraded to future versions, rather than being updated manually, as was the case with older browsers.



Checklist

Before Game

- Ensure device is compatible
- Fully charge device
- Update latest version of browser
- Have scoring-enabled PlayHQ login
- Share resources with scorers

Game Day

- Connect to internet
(can score offline if downloaded prior)
- Login and score game

End Of Game

- Submit game result
(connect to internet to do this)
- End scoring session
- Check scores have finalised

Electronic Scoring Guide

Everything you need to know about Electronic Scoring with PlayHQ



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Operating systems

The PlayHQ electronic scoring application is compatible with the following operating systems:



Desktop
OS X Mojave 10.14.6 or later
Windows 10 or later

Tablet
iPadOS 12.5.5 or later
Android 10 or later

Mobile
iOS 12.5.5 or later
Android 10 or later

Best practice for scoring

To enable good performance, we also recommend the following steps prior to scoring a game:

- Close all other programs / browsers running on your device
- Close any other tabs running within your browser
- Keep operating system up to date
- Connect device to charger or have a fully charged device before commencement of play
- Ensure you're connected to a reliable WiFi or 4G connection if live scoring (can score offline)

Taking over scoring from secondary device (device takeover)

There are instances at games when the device that is used to score a game becomes unavailable due to low battery, software updates or other unexpected reasons.

In these instances the scorer may wish to continue scoring the game from a separate device without losing any data.

To do this, the scorer needs to ensure that the current device is connected to the internet and is being live scored (LIVE icon will appear in the top right corner). From there, login to the Electronic Scoring portal with the new device and navigate to the correct game. Select **Download & Score Game**.

Do you have a scoring-enabled PlayHQ login?

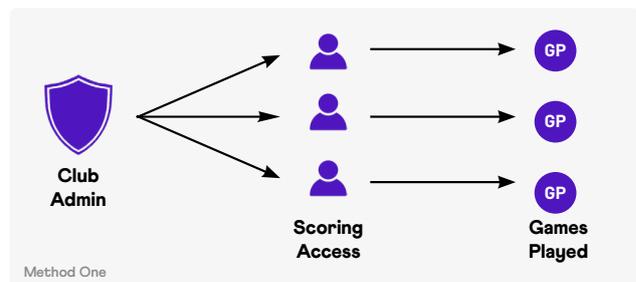
FOR CLUB ADMINS

In order to login to the Electronic Scoring Portal, scorers will need an electronic scoring-enabled PlayHQ account. There are two methods that may work at your club, depending on the amount of teams your club has.

Note: All existing admins will already have access to Electronic Scoring. They don't need to be added specifically as an Electronic Scoring Admin. For scorers without admin access, contact your Club Admin.

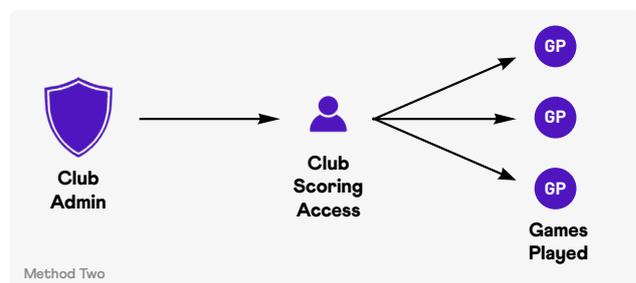
Method One

Club administrators give electronic scoring access to the representatives from each team who will be responsible for logging into the Electronic Scoring Portal each week.



Method Two

Although not PlayHQ's preferred method of managing logins, as multiple people will have access to the same credentials, this method involves setting up a club email to be used as a sole login, providing to anyone who needs to score that week.



Game In-progress

This game is being scored on another device. If you download and score this game, the other device will no longer be able to score.

Cancel

Download & Score Game

Electronic Scoring Resources

Where to go for more information about Electronic Scoring with PlayHQ



FOR CLUB ADMINS

FOR SCORERS



Electronically scoring a game in PlayHQ



How-to videos and more training

Over the next page you'll discover a basic step-by-step guide on electronic scoring. For more advanced training and education, we highly recommend you check out the PlayHQ youtube channel for how-to videos including [select a line-up for game day](#) and [electronically scoring a game in PlayHQ](#). Remember to like and subscribe.

support.playhq.com

Electronic Scoring Session Preparation (All Sports)		
Electronic scoring browser and operating system compatibility	Setting up an electronic scoring session	Club Admin Access to Game Day & Game Details
Electronic scoring session set-up guide for administrators	Logging in to electronic scoring	Non-Game Incidents & Suspensions
Download electronic scoring to a device	Locking and unlocking an electronic scoring device	Enter Game Scores in Game Day

PlayHQ Support Site

If you can't find the answer you're looking for, you'll more than likely find it on the PlayHQ support site. Visit support.playhq.com and search for your topic or category. You'll also discover some more in depth support material for electronic scoring. A few suggested articles include [Managing E-score settings](#), [Club admin access to game day](#), [Logging in to electronic scoring](#) and [Take over scoring from secondary device](#).

Request Category (optional)

- Registration
- Payment or Refund
- Fixtures, Ladders, Results
- eScoring**
- Reporting
- General Query or Feedback

Submitting a support ticket

If you experience an issue with electronic scoring, you can submit a ticket via playhq.com/au/support/cricket-support **Device type** and **browser types**, plus the **eScoring version** is helpful when submitting.

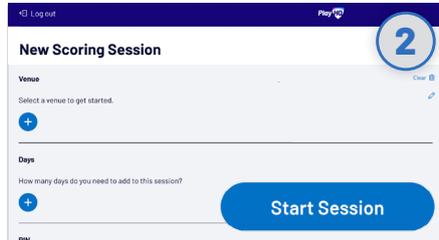
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SCORE.PLAYHQ.COM



Select Venue

Use an electronic scoring enabled login to enter score.playhq.com (the electronic scoring homepage), search and select the venue (name is as it appears on fixture).



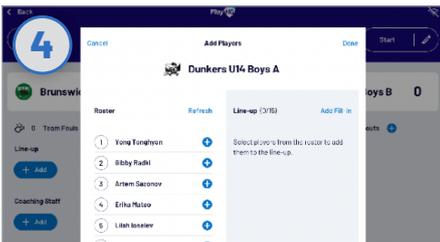
Enter Session Details

Select the day you are playing in order to download the game. Create a pin to secure the session. Click **START SESSION**.



Select Your Match

Now that you're in a session, select the **day** of your match as well as the **ground**. Select the **upcoming match** you want to score.

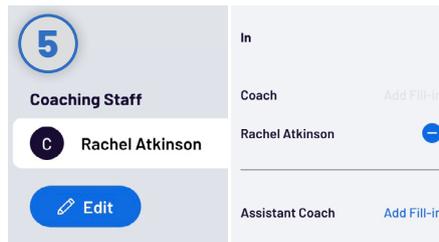


Managing the lineup

Select **+ Add** or **Edit** on a team to bring up the lineup editor.

Click on **+** or **-** to move players in and out of the lineup.

To add a fill-in, click **ADD FILL-IN** and provide required player information.

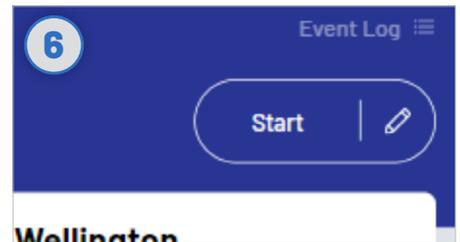


Managing coaches

Select **+ Add** or **Edit** on a team to bring up the coaching staff editor.

Remove existing coaches by clicking **-** and then either add in another by clicking **+** next to their name on the left hand side.

To add a fill-in, click **ADD FILL-IN** and provide required information.

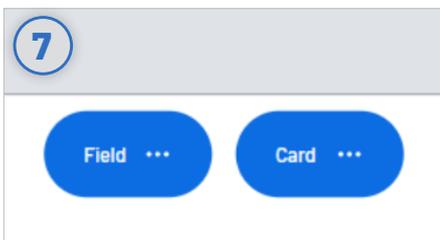


Editing the clock & starting periods

Click **START** to kick-off the next period. The clock will automatically begin counting down. The current period will show next to the clock.

Edit the clock by clicking the **edit** icon.

When the clock has run down the period will automatically end.

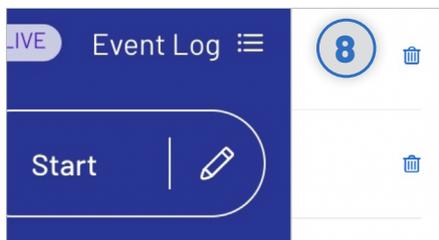


Adding scores and fouls

Scores/fouls can be added by:

- Clicking on a player or team, then selecting the score/card type, OR
- Clicking on the score/card type, then selecting a player or team.

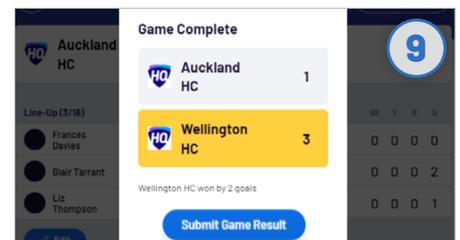
Click on the **...** to show advanced fouls.



Undo and event log

Click on **EVENT LOG** to view a full history of the games events.

Click on the **undo** icon to undo the last score or foul made.



Finalising a game

Click on the menu on the top left of screen, and select **END GAME**.

Forfeits and abandonments can be selected here also if required.