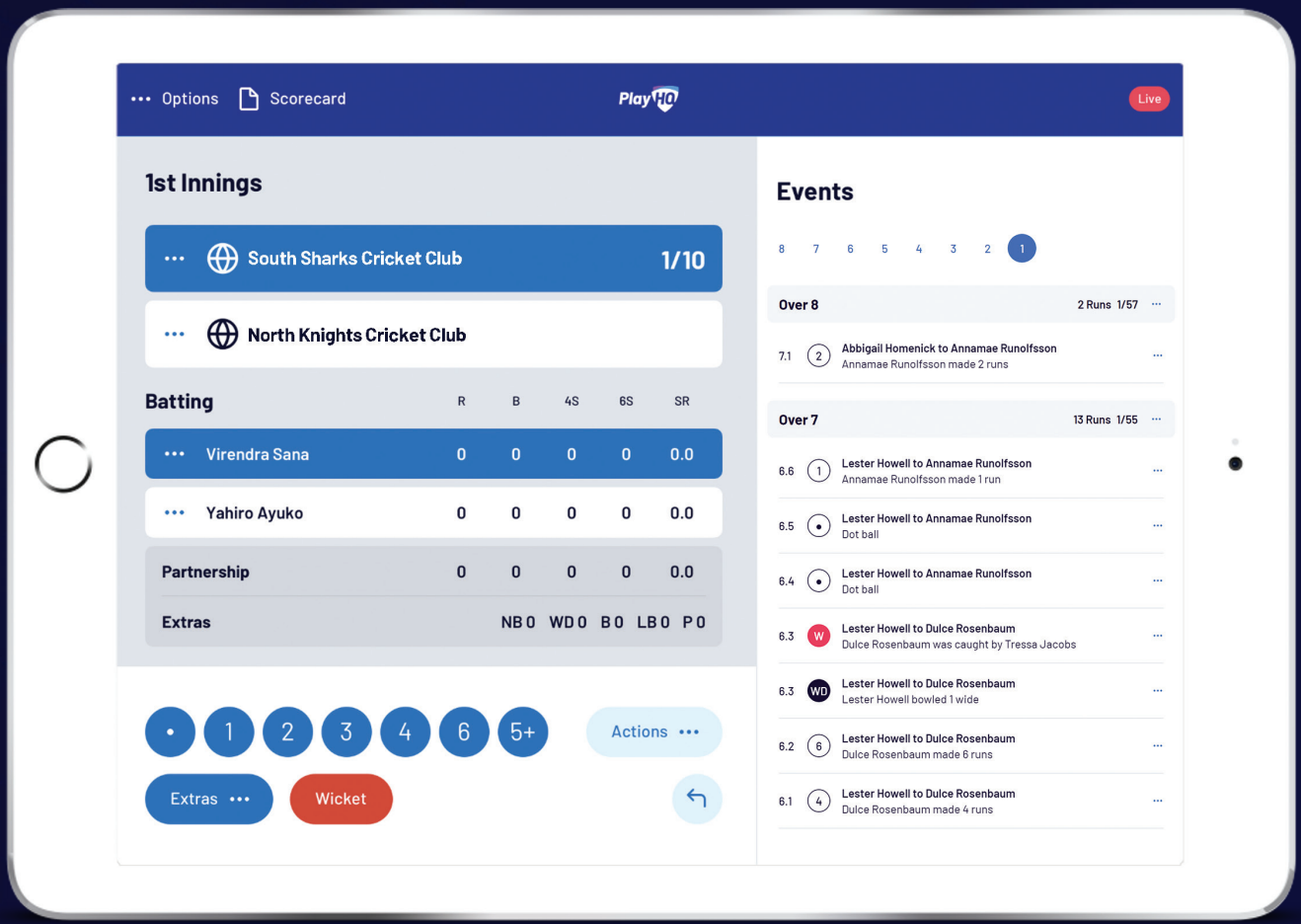
E-Scoring.

Electronic scoring guide for Cricket

FOR CLUB ADMINS *FOR SCORERS*

SEPTEMBER 2023



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1. Overview

Hey there,

Welcome to your complete guide to electronically scoring a game of Cricket. Before we toss the coin and get into the e-scoring application, we wanted to take this opportunity to thank you for putting your hand up to score, it's people like you that keep Cricket clubs running smoothly.

Over the next page, you'll discover a quick start guide, this is for those who are confident with technology and think they can waltz in like a optimistic tail ender and figure it out as you go (with the likelihood of a few learning mistakes).

Following the quick start guide are comprehensive instructions that cover multiple game scenarios. If you require further support or come across an issue, you can submit a request to New Zealand Cricket Support via **https://newzealandcricket.zendesk.com/hc/en-us/requests/new**

Thanks again for putting your hand up!

Yours in Cricket,
PlayHQ.

2. Quick start guide

SCORE.PLAYHQ.COM

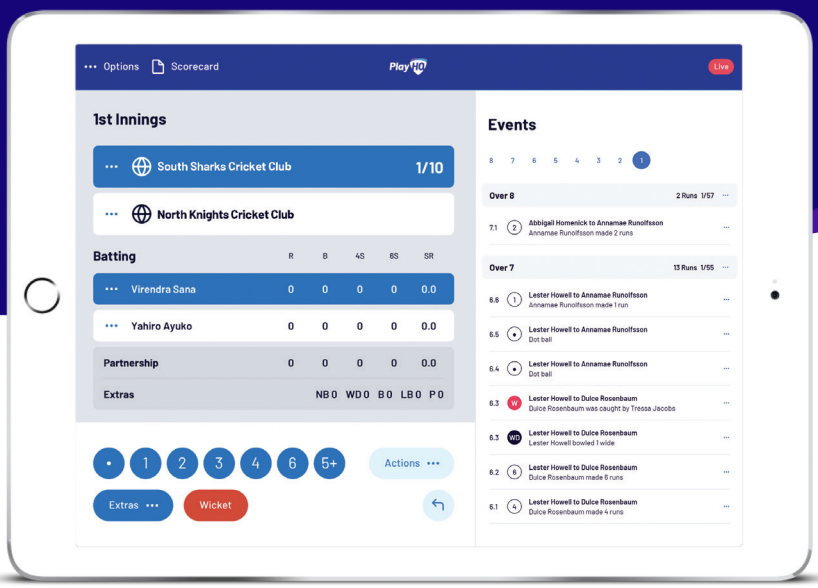
Scoring platform recommended for desktop, laptop or tablet devices.

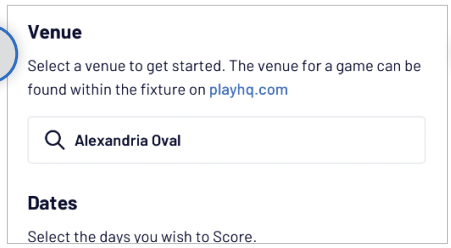
3/87
15.1 OVERS
Live

Scores will be updated live if device is connected to internet.

Download & Score Game

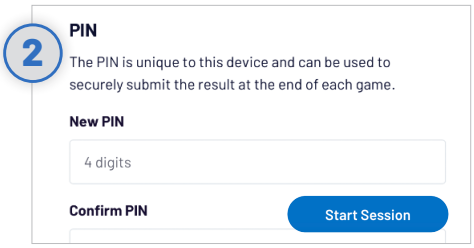
If you run out of battery you can take over scoring on a secondary device. Ensure you're online prior to switching.





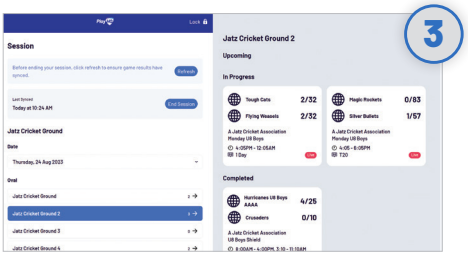
Select Venue

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).



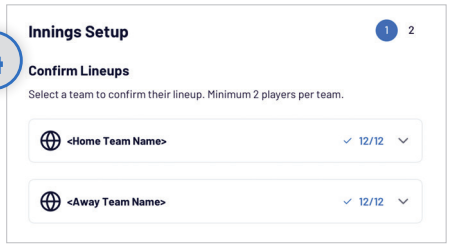
Enter Session Details

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



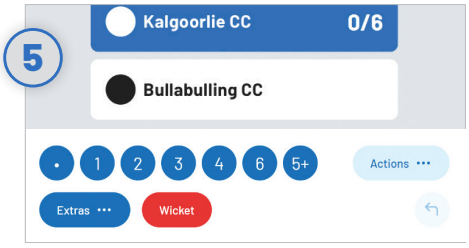
Select Your Match

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



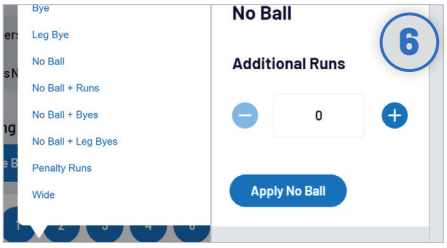
Setup Innings

Choose **NEXT** to confirm or update players from both teams. Team line ups will already appear if they have been selected prior to the match. Select who won the toss as well as the opening batters and bowler. To start scoring click **START INNINGS**.



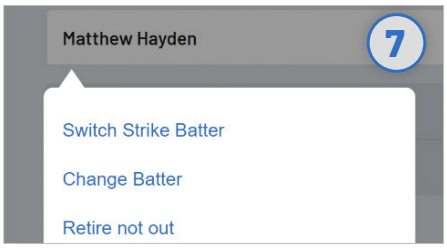
Recording Ball By Ball Events

There are multiple events that can be recorded. When this occurs in the game, select either the **batter** or **team** then hit the appropriate event. Additional options may follow depending on event type.



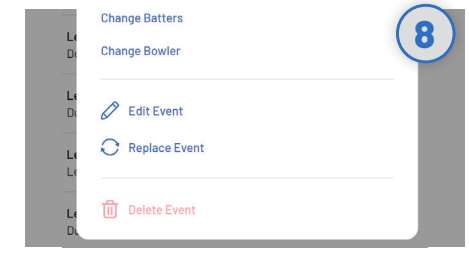
Extras

When you click **EXTRAS**, a menu of options will appear including byes, leg byes, no balls, penalty runs and wides. When selecting **No Ball** with **Additional Runs**, the No Ball is already applied, meaning that the additional runs are scores off the bat.



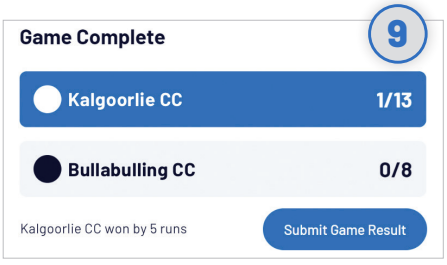
Changing Batter Or Bowler

To change a batter or bowler, tap on the player you wish to change then select **CHANGE.** Other options are also available involving the selected player.



Undo Ball Event

You can click the ↰ button to undo the previous event or alternatively, you can click the ••• next to the incorrect event within the **EVENT LOG**. Select **EDIT**, **REPLACE** or **DELETE EVENT**.

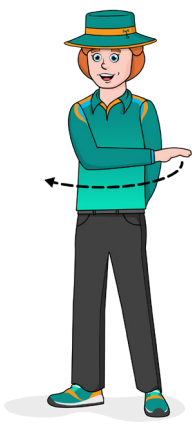


Submit Game Result

When the second batting team finishes their innings, you will be prompted to **SUBMIT GAME RESULT**, ensure that the scores are correct before submitting final scores. Navigate to **END SESSION**.

3. Umpire signals

Here are some of the commonly used umpire signals used during a game of Cricket. It is important to understand what each of these mean when you score.



Four runs

Six runs

Bye

Leg byes

No ball

Out

Wide

Dead ball

Short run

Cancel call

4. Operating system and devices

The PlayHQ e-score app is web-based, so you don't need to download it from an app store and it will work across a range of devices including Desktop, Tablet and Mobile.

For the best experience with the electronic scoring application, PlayHQ suggests using these devices and browsers:

PC

Windows 10 or later

Intel Core i5 processor or higher

8GB RAM or greater

Google Chrome latest 2 versions (evergreen)

Mac

OS X Yosemite 10.10 or later

Google Chrome latest 2 versions (evergreen)

iOS and Android

iPad 5th generation (2017) or later

All Android devices later than 2017

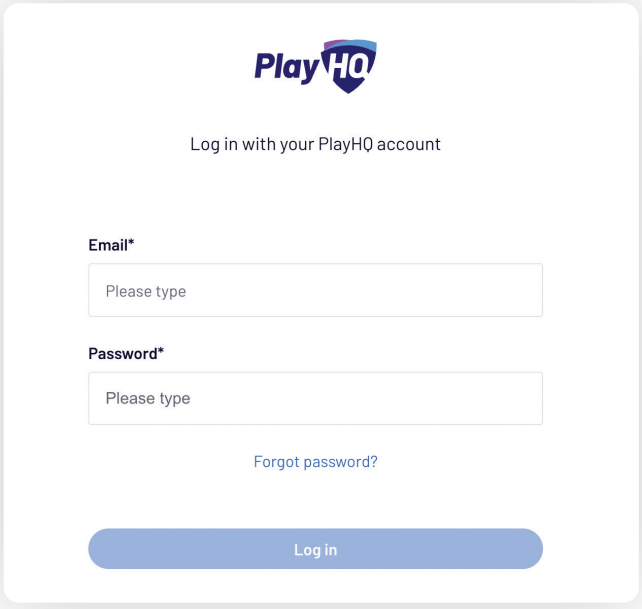
Google Chrome latest 2 versions (evergreen)

5. E-Score access

To use the e-scoring application, go to:

https://nzc.score.playhq.com

To set up and score games on PlayHQ, you need electronic scoring or full admin rights for your club. Log in using your PlayHQ account. If you don't have access, contact your club administrator for assistance.



Electronic scoring login screen

6. Best practice and tips

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

- Close all other programs/browsers running on your device
- Shut down additional tabs within your browser
- Keep your operating system updated
- Ensure your device is fully charged or a charger is connected throughout the game
- Use a dependable WiFi or 4G/5G connection if you are planning to live score

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7. Game settings

Please note all settings such as game type (2 Day, 1 Day or Twenty20), number of overs, number of dismissals, maximum bowler overs etc. are all set by the association managing the competition. These settings will flow through to the e-scoring application and are not required to be set up by the scorer. If you believe some of these settings may be wrongly applied, please contact your association or competition manager.

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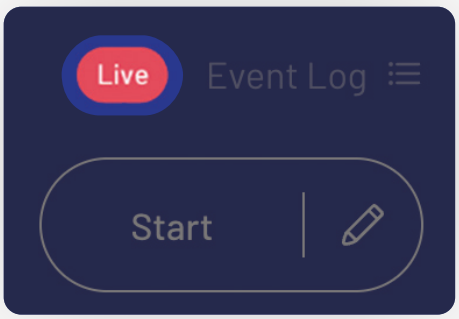
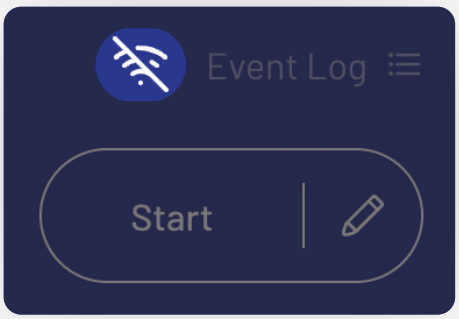
8. Live scoring and scoring offline

When the scoring device is online, live scores will be accessible to supporters via playhq.com. To confirm the device is online, look for the 'Live' icon in the top-right corner of the scoring screen.

If internet isn't available, you can score offline. To do so, prior to the game when you're connected to the internet, select the game on the scoring device by starting the session (follow instructions in section 11.1). After selecting and entering the match, disconnect from the internet and score. Reconnect afterward to upload and sync game results.



ONLINE



OFFLINE

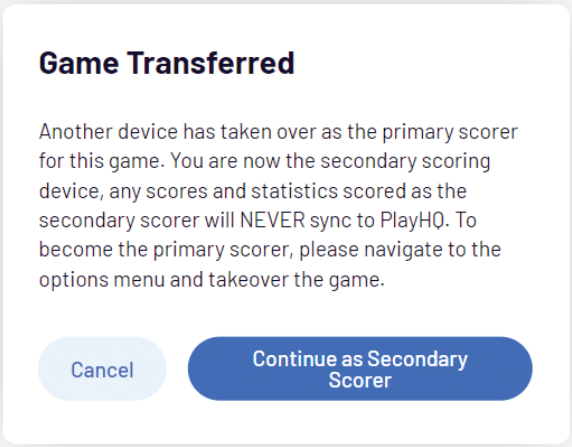
9. Device takeover

If you need to switch scoring devices at any stage, try to make sure the initial device is online to prevent data loss during the transition. The second device will take over scores and stats from the last time the original device was online.

On the second device, log in and initiate a session (See section 11.1), select the relevant game, then **Download and Score**.

Note that you'll be able to continue scoring the game on the original primary device, now as the secondary scorer.

To start scoring again on the original device follow the same steps as above.



Game transfer notification

10. Secondary scorer

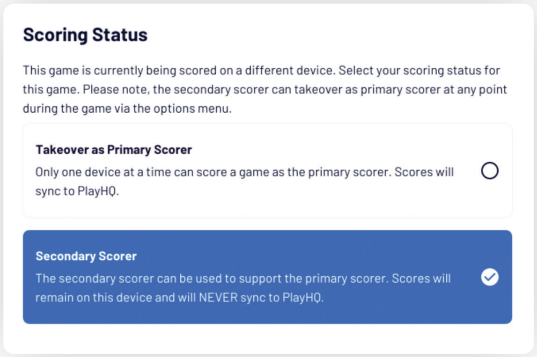
If required, multiple devices can be scoring a game. However, only one device can be considered the primary scorer and have scores sync to playhq.com.

To become the secondary scorer for a game, setup the session (section 11.1) and select the game.

If the game is already being scored on another device, you will be prompted to either take the game over as the primary scorer or become the secondary scorer.

As the secondary scorer, you can now score the game, however no events will sync back to playhq.com.

If at any point you'd like to become the primary scorer, you can do so by selecting ***Options > Change Scoring Status***. This will prompt the device takeover option.



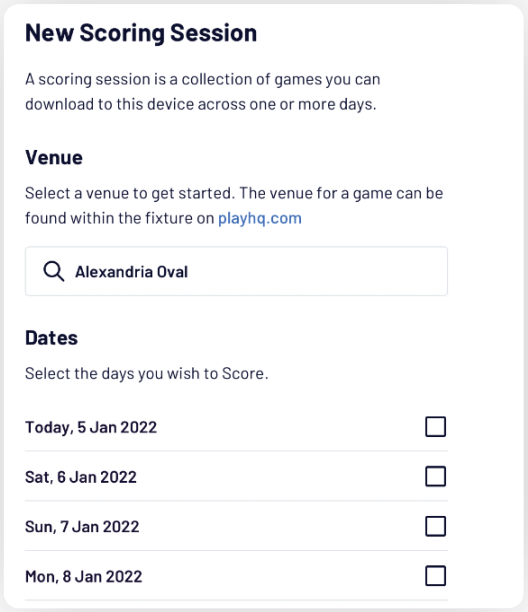
Change scoring status prompt

IMPORTANT: Please note that if a secondary device takes over the primary device the game's score will always begin from where the primary device was last connected to the internet.

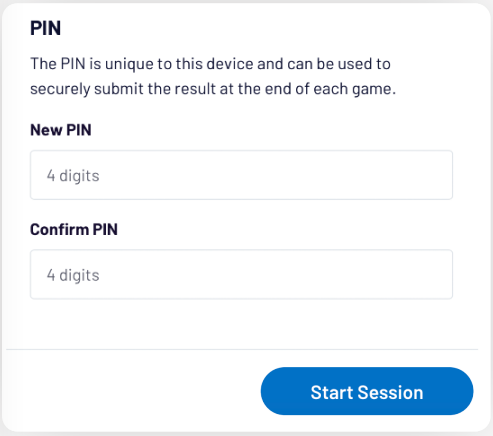
11.1 Starting a session

After logging in to **nzc.score.playhq.com**, pick the venue and match date(s).

Create a four-digit PIN, this is used to confirm game results at the end of the session. Note if another device takes over scoring one of these games, the PIN is not required to be entered to take over the game



New scoring session: Select venue



New scoring session: Create PIN

If you're unsure about the venue title, you can find it within the fixture on playhq.com.
Once all fields have been entered, select **Start Session**.

Once the session begins, select which day and oval the game you would like to score is on from the left menu.

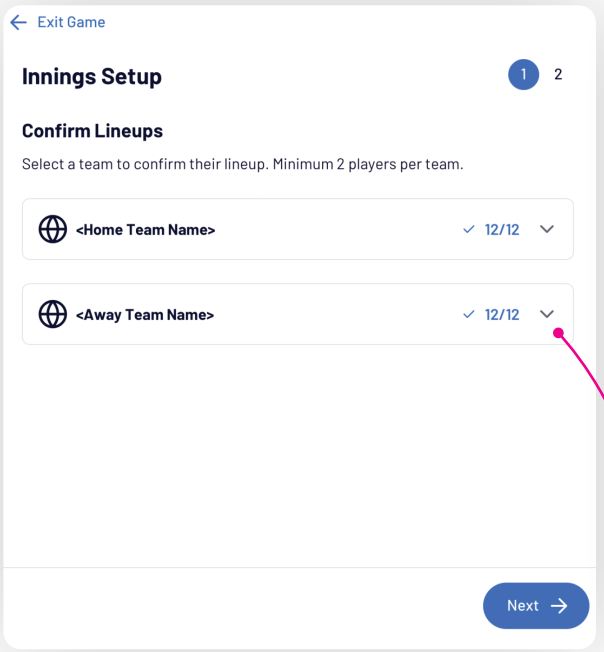
Please be aware that there may be multiple matches scheduled on the same oval on the same day, so it is important to ensure that you select the correct match.

New scoring session: Select ground

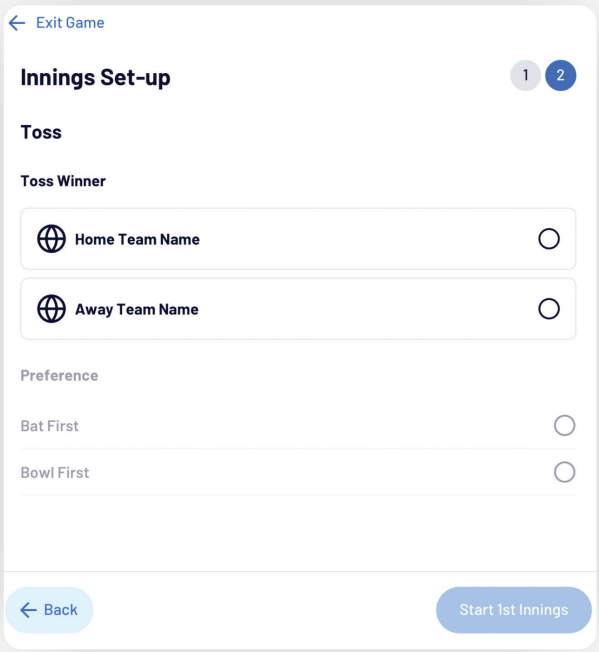
Start innings

Once the match has been selected, choose **Next** to confirm or update players from both teams. Team line ups will already appear if they have been selected prior to the match, however, you can still make updates if necessary.

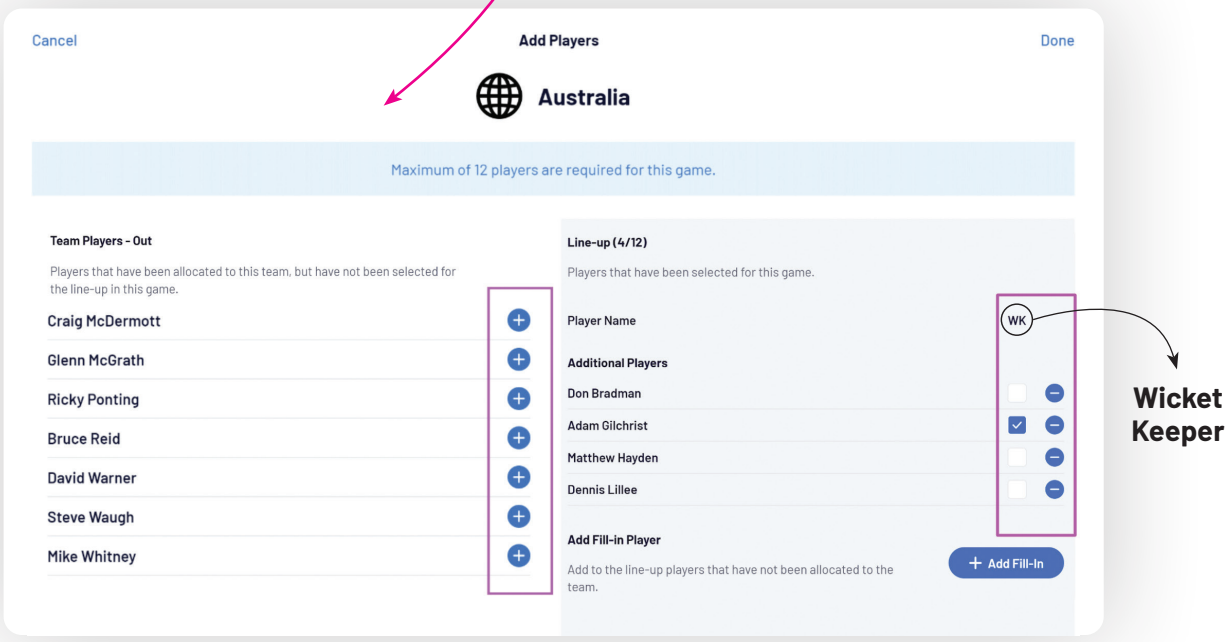
You will have the option to add or remove players who are allocated to the team. Use the plus or minus sign next to their name to make these changes.



Innings setup step 1: Confirm lineups



Innings setup step 2: Innings details



Innings setup step 1: Add players

Next, select which team won the toss and whether they chose to bat or bowl.

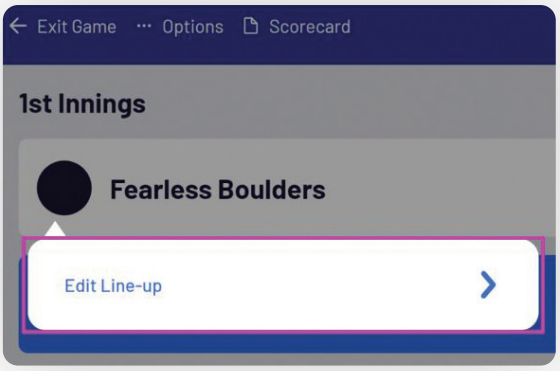
Select the opening batters and indicate who is on strike. Finally, select the opening bowler.

To start scoring, select **Start Innings**.

11.2 Entering and edit player line-ups

Player line-ups can be edited or entered at the time of setting up the innings as per instructions in 11.1.

Line-ups can also be edited once the innings has started by selecting the team and selecting edit line up.



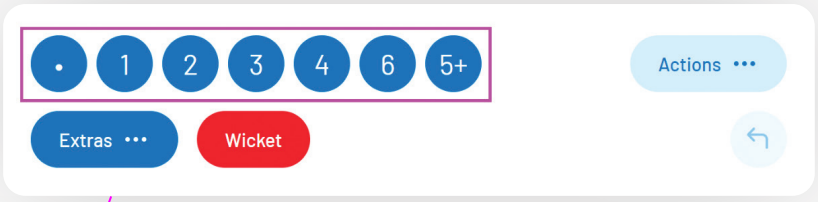
Edit line-up option

11.3 Recording events

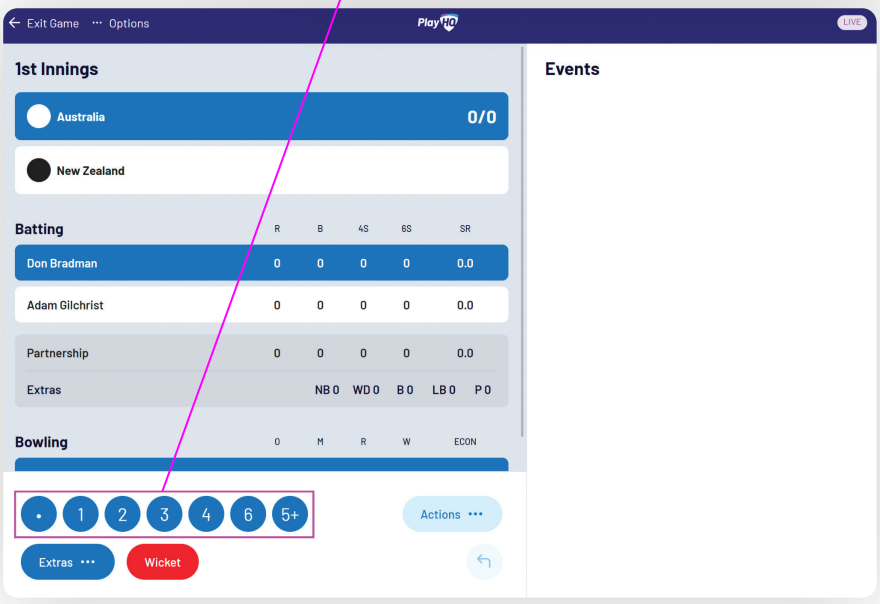
11.3.1 Runs

To record runs or a dot ball, select the **number of runs** that were made off the delivery or select the **Dot Ball** button. The selected number of runs will be automatically assigned to the strike batter highlighted in blue.

The team scores, event log, batting statistics, bowling statistics and partnerships will all be updated accordingly.



Select runs



Runs button location

11.3.2 Wickets

To record a wicket, select the **Wicket** button:

The Batter Out will default to the Strike Batter. Use the **Change** button to select the non-strike batter if required.

Select the **Dismissal Type**.

For **Caught**, **Run-out** or **Stumped** dismissals, you can also select the **Fielder** or select **Skip**.

For some dismissal types, you may also add extras, runs or wides that occurred during that ball.

Select whether the batters crossed to determine the next strike batter.

Select **Next** after you have selected the dismissal type and any optional extras.

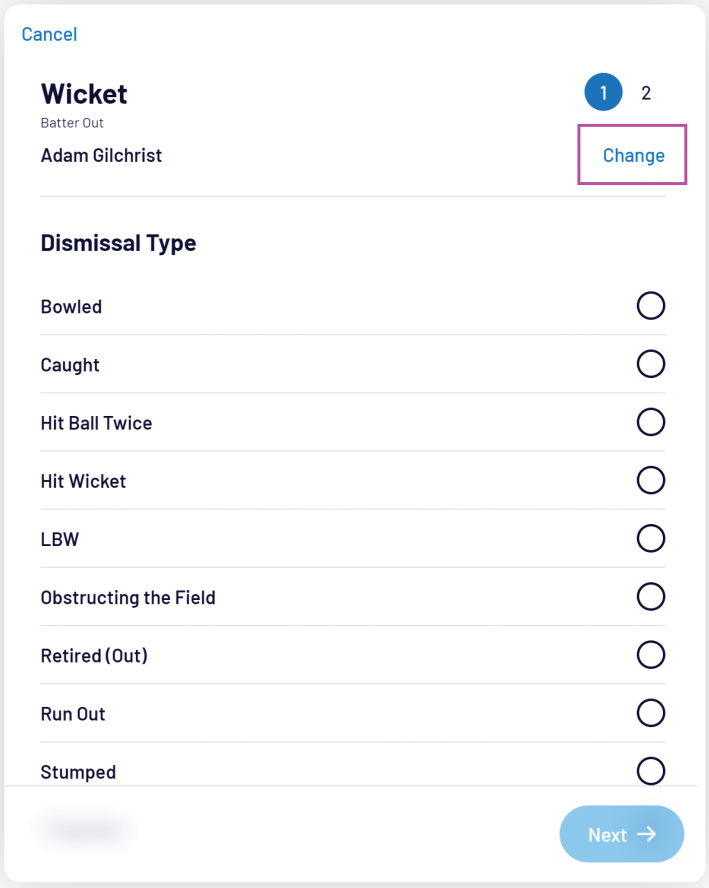
Select the **New Batter** then **Apply Wicket** to complete entering the wicket, or select **Back** to change the wicket and extra details.

Please note: The new batter selection page will not be displayed for grades that allow unlimited dismissals or if the last batter has been dismissed.

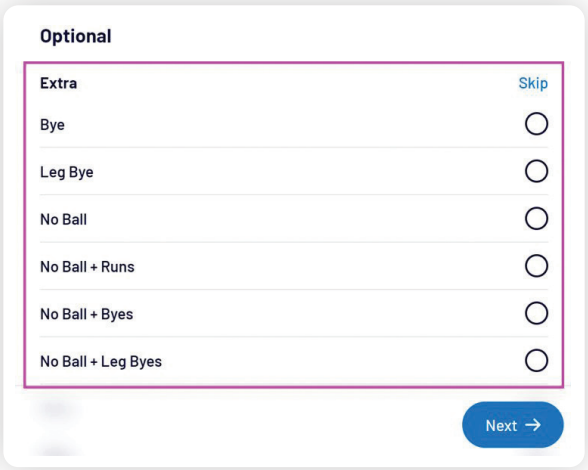
Retired out

In an event where a batter has to **Retire Out**, meaning they cannot return to complete the innings, you will access this via the wicket flow.

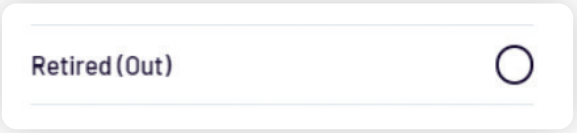
Select wicket, locate **Retired Out**. You will be then asked to add in the next batter.



Dismissal prompt



Extras prompt



Retired option

11.3.3 Extras

To record an extra, select the **Extras** button.

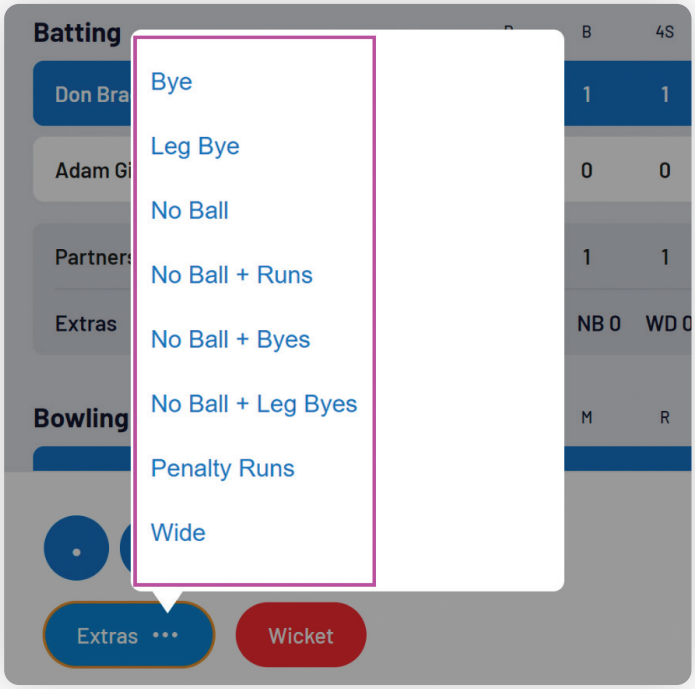
Select the appropriate Extras button.

When selecting **Byes** or **Leg Byes** enter the number of byes or leg byes, then select **Apply**.

When selecting **No Ball + Runs**, **No Ball + Byes** or **No Ball + Leg Byes**, enter the runs that were made by the batters only.

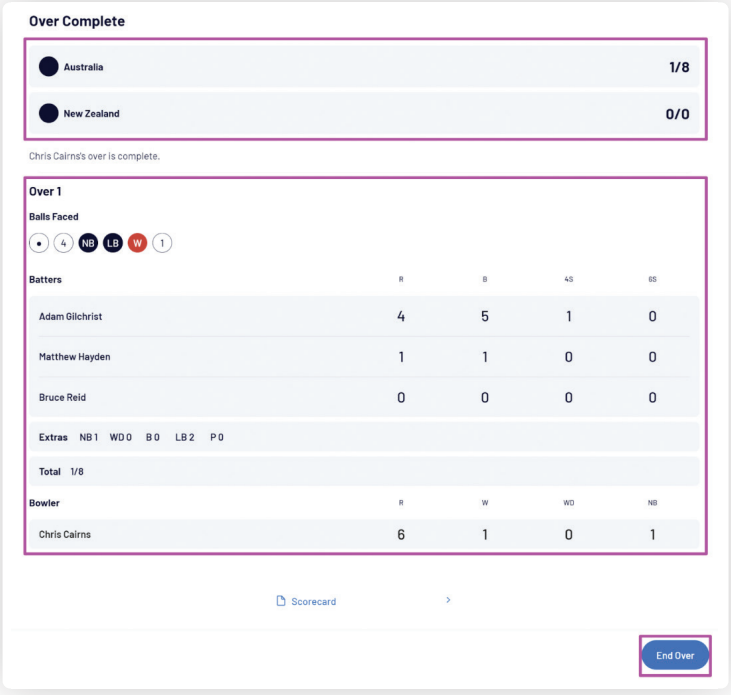
Any bonus runs awarded for the extra, will automatically be added to the batting team's score. The same applies for wides.

When selecting Penalty Runs, select the Team you wish to apply them to, and how many **Runs** to apply and **Apply Penalty Runs.**



Extras options

11.4 Ending an over and adding additional balls to an over



Over summary

Ending an over automatically

The end of an over will automatically trigger based off the number of balls bowled.

A pop up will appear displaying the current team scores and a summary of all the events that occurred within that over.

Select **Return to Scoresheet** to make updates to events within the over.

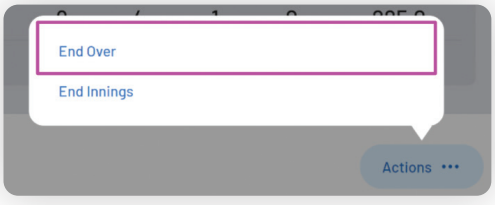
Select **Scorecard** to view or adjust the team scores or batter statistics.

Select **End Over** to commence the next over.

Select the **New Bowler** then **Start New Over** to commence the over.

End an over manually

To end an over early, select the **Actions** menu and **End Over**.

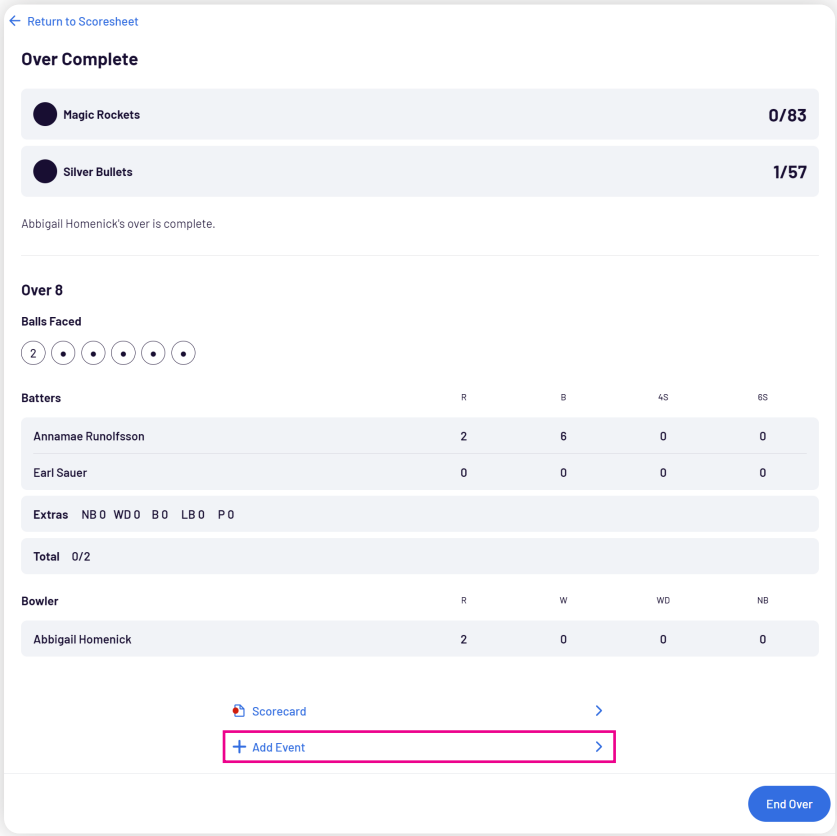


End over prompt

Add event

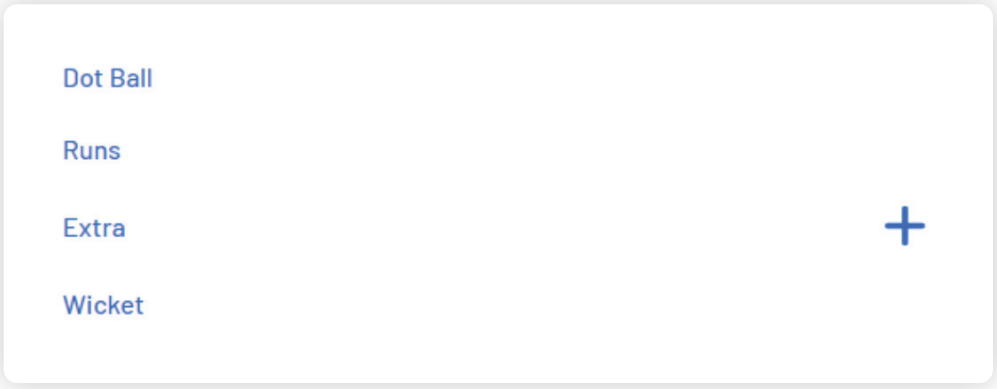
In a scenario where e-scoring has entered the end of over summary screen, but the umpire allows a 7th ball to be bowled, you can add the event before proceeding to the next over.

On the summary screen, scroll down to the bottom of the pop-up window, select **Add Event**.



Over summary

Add the type of event that occurred, filling out the details as required.



Add event prompt

11.5 Changing a batter or bowler

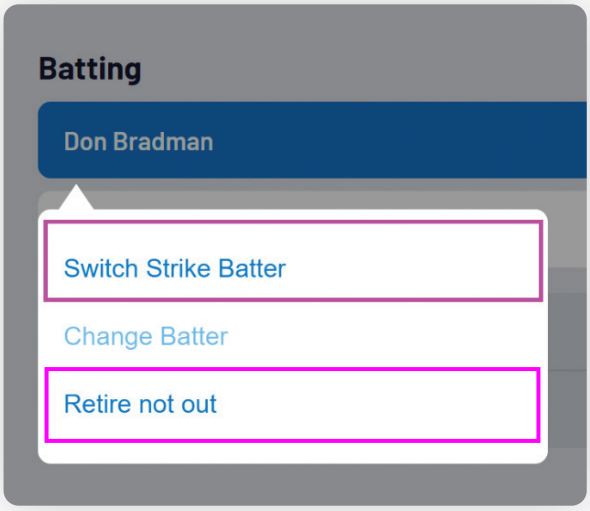
Change a batter

A batter can be changed even with balls and runs attributed to their name.

By selecting **Change Batter**, the incoming batter replaces the outgoing but retains the stat line.

To avoid that, it is recommended that a batter retires not-out.

Change batter prompt



Retire not out prompt

Switch the strike batter

To switch the strike batter, select any of the two batters then select **Switch Strike Batter**.

Retire not out

Retiring a batter not out removes them as the current batter and allows them to return to bat at any time later in the innings.

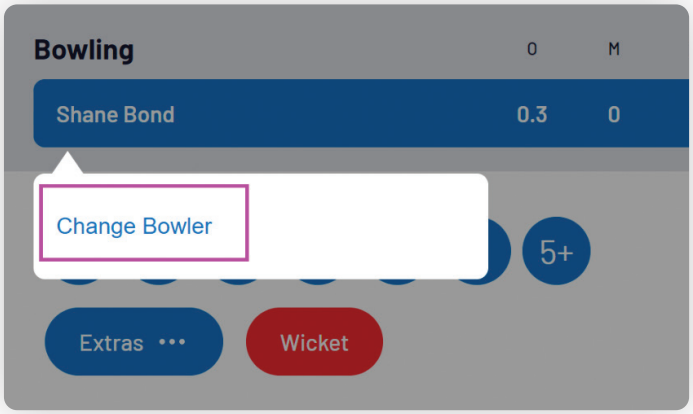
To retire a batter not out, select the batter you wish to retire then select **Retire Not Out**: Select the **New Batter** then select **Retire Batter Not Out.**

Change Bowler

Changing a bowler allows an injured bowler to be replaced during an over.

To change the bowler, select the **Bowler** then select **Change Bowler**. The new bowler will replace the previous bowler.

In the event that you mistakenly have selected the wrong bowler for an over, it can be easily fixed via the event log and clicking on the '**3 dots**' for that particular bowler followed by **Change Bowler**.



Change bowler prompt

11.6 Deleting, undoing, editing events

If you've made a mistake, you can easily use the **undo** button to remove the previous selection. If you need to go back further in time, you can directly edit any previous deliveries from the events section. Navigate to the over and select the '**3 dots**' next to the relevant ball.

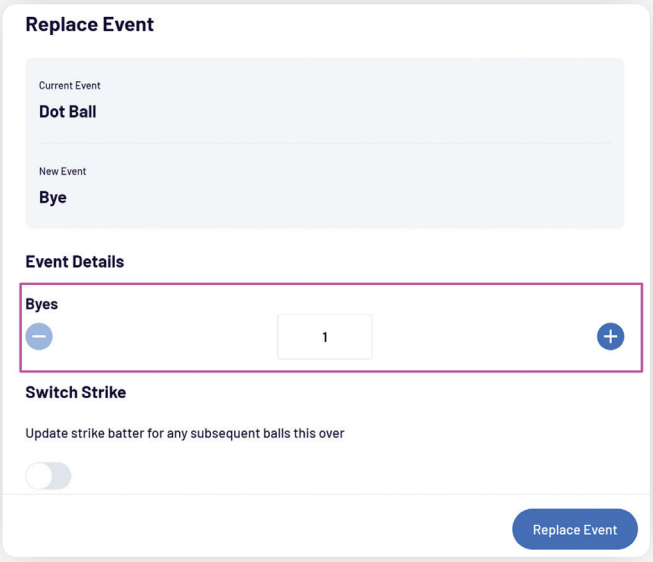
Once the event has been deleted, you can add a new event. Note that this event will be added as the next event, not replace the deleted one. To replace an event, see the next section.

Replace Event

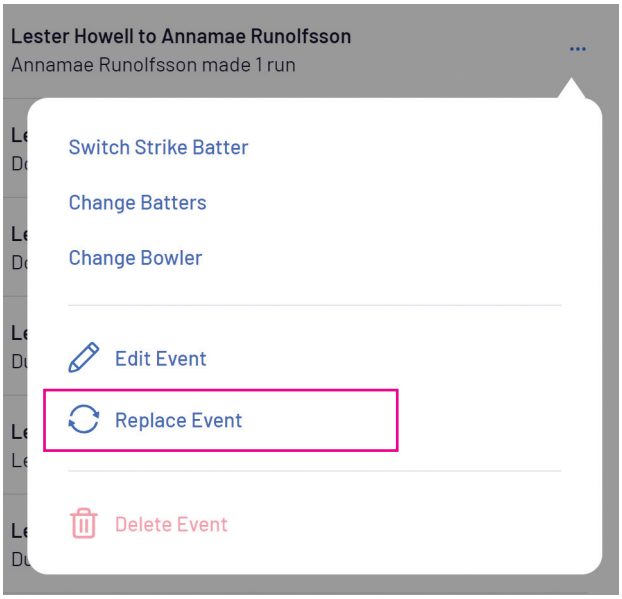
To replace a ball select the '**3 dots**' next to the relevant ball. You may replace any event within the innings and can navigate to prior overs using the over numbers under the events heading.

Select **Replace Event.**

Select the **new event.**



Replace event details



Edit event prompt

Configure the new event. For example, change or enter the number of runs or extras.

Toggle the **Switch Strike** on to adjust the strike batter for all remaining balls in that over. Batting statistics will update automatically.

Select **Replace Event** to make the change.

11.7 Scorecard edit

A teams innings total or a batters total runs can be edited at any stage in the scorecard.

Select **Scorecard** from the scoring screen or Scorecard at the end of an innings on the over summary.

Location of Scorecard button

Team's Innings Total

To adjust a team's innings total, select the innings you wish to adjust.

Select the **Down Arrow** icon aligned with the **Adjust Total Innings Score**.

Enter the adjustment you wish to make, this can be both positive or a negative adjustment and select **Apply Adjustment**.

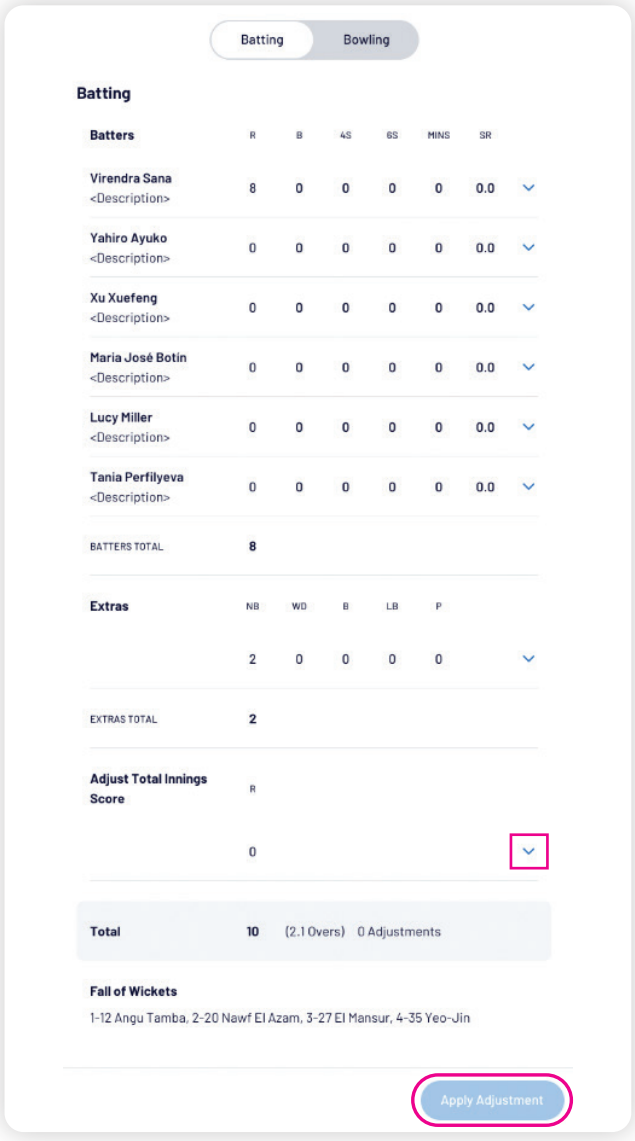
Batter's Runs Total

To adjust a batter's runs total, select the innings you wish to adjust their score in.

Select the **Down Arrow** icon aligned with the Batter that you wish to adjust. Any adjustments to a batters total will be added to the overall team totals.

Enter the adjustment you wish to make, this can be both positive or a negative adjustment and select **Apply Adjustment**.

Adjustments will always be visible throughout the match when you enter the **Scorecard** view. You can update or remove the adjustment anytime throughout the game by returning the adjustment to 0.



Batting scorecard

11.8 DLS and updating parameters

To adjust the over limit in an innings, select the **Actions** button and **Parameters**.

Change the **Over Limit** by using the **plus** and **minus** icons or by entering in the new number.

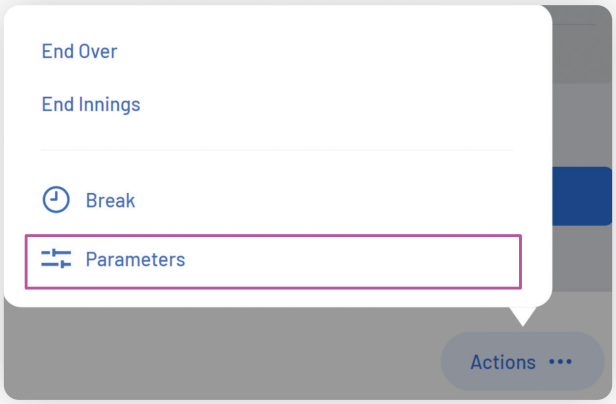
If the 2nd team is batting, you can also adjust their target total.

The target total will automatically default to the 1st team's score plus 1. You can adjust this manually by toggling on **Custom** and entering in a new score.

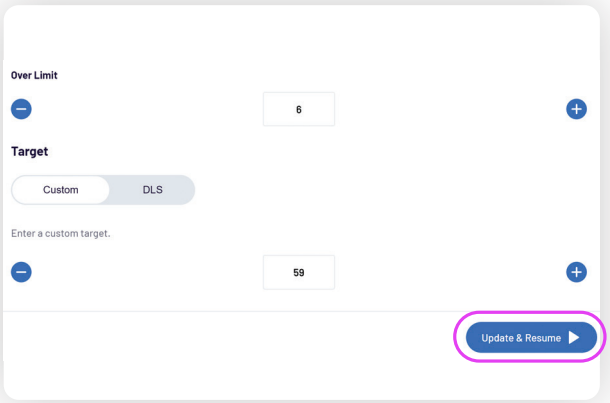
Alternatively, select **DLS** to automatically calculate the total target score based on Duckworth Lewis-Stern.

Select **Update & Resume**.

The innings or game will now automatically end when either the new over limit or target total has been reached.



Actions menu

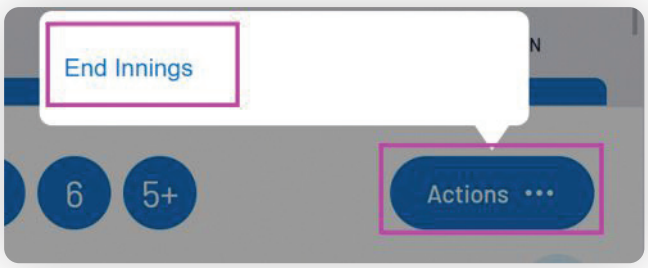


Updating parameters

11.9 Ending innings

T20 and One Day innings will automatically end if the second batting team passes the first batting team's total. Two+ Day innings will automatically end when the batting team is all out or the compulsory close limit is reached.

To end an innings manually, select **Actions** and **End Innings**.



Actions menu: Manually ending innings

To commence the next innings, select the new **Strike Batter**, **Non-strike Batter** and **Bowler** then **Start Innings**. In a Two Day+ Game you will also need to select the closure status.

Select **End Innings**.

12. Stumps

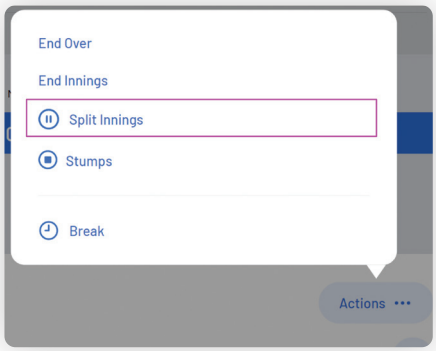
To end day 1 of a two day game, select **Actions** and **Stumps**. Select **Apply Stumps** and **Exit Game**.

To continue scoring on Day 2, set up a new electronic scoring session as per instructions in 11.1 and select the game.

Note it is important to apply stumps to ensure those following the game live are aware of the current status.

Actions menu: Selecting stumps

13. Split innings



Actions menu: Selecting stumps

Split Innings is only available for Two Day+ games.

Splitting an innings allows the scorer to pause the 1st team's 1st innings and commence the 2nd team's 1st innings. Each team's 1st innings can be continually paused and resumed as many times as you like, but a 2nd innings can never be split.

During the 1st team's 1st innings, select **Actions** and **Split Innings**.

Review the scores and select **Split Innings** down the bottom.

Select the batters and bowler for the 2nd innings and select **Start New Innings**.

To resume the 1st team's innings, select **Actions** and **Split Innings**. Select **Resume Previous Innings**.

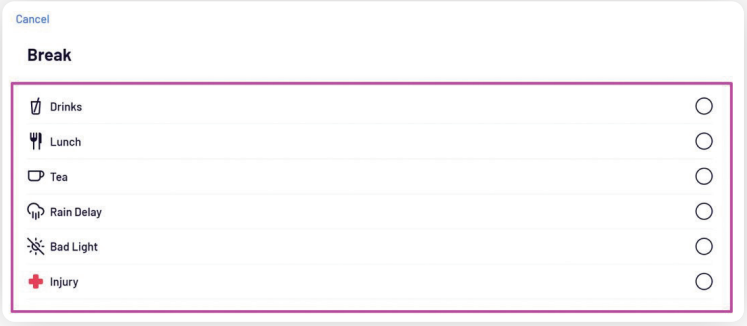
Ending an innings will happen as normal when all batter's have been dismissed or by manually ending the innings.

14. Recording breaks

To record a break, select **Actions** and **Break**. Select the **Break type** and **Apply Break**.

During the break, you will no longer be able to add events to the game, however you can edit events, make scorecard adjustments, change line-ups and change batter or bowler.

To resume from a break, select **Resume**, and the scoresheet will revert back to normal.



Break in play options

15. Ending a game

A Game Complete pop up will automatically appear in the last innings of a match if the over limit has been reached, the team is all out, or the target total has been reached.

When the Game Complete pop up is displayed, you can select **Return to Scoresheet** to continue the match, select **Scorecard** to view or adjust scorecard, or select **Submit Game Result** to finalise the game.

If finalising the game, enter the pin created at the start of the scoring session and **Confirm**.

If the game was scored online, wait until the device is connected to the internet before selecting **End Session**.

To end a game manually, select **Options** and **End Game**.

---

16. Ending a session

If the game was scored offline, you will need to wait until the device is connected to the internet before the session can be ended.

PlayHQ will alert you to any game results which have not been synced with a red error message in the top left hand corner as well as a red error on each game which has not synced.

In order for games to sync, the device will need to be reconnected to the internet.

Ensure there are no red errors on the screen before selecting **End Session**.

17. FAQs and troubleshooting

The game settings don't appear to be correct (Eg. The number of dismissals, max overs per bowler etc.)

These settings are all entered by the association when creating the competition. If something is not quite right, we suggest touching base with your club or association administrator who will be able to assist you.

How do I adjust parameters/apply DLS or end an innings?

To update the parameters, apply DLS, end an over or innings early, select 'Actions' and then the appropriate action.

How do I add players who are not in the line-up or roster (Eg. Fill–in players)?

Only players who are allocated to a team or added to the line-up in the admin portal will appear on the device. You can add fill-in players to a game by going to the relevant team's line up and selecting Add Fill-in followed by adding the relevant player information, however, please note this record does not link or connect to any existing PlayHQ profile. It's important to know that fill-ins can only play one game as a fill-in, after which, they must register.

When will results appear on playhq.com? Are scores shown live?

If the device you are using to e-score is connected to the internet, the scores will automatically be sent to playhq.com in real time, allowing supporters to see results live.

If the device is not connected to the internet, you will still be able to use e-scoring and the games will be synced to playhq.com as soon as the device comes back online.

Can our scoreboard integrate with PlayHQ's E–Scoring?

PlayHQ's electronic scoring application (E–Scoring) integrates with a host of scoreboard providers, to find out if your scoreboard is compatible, we recommend reaching out to the scoreboard company as they will be best placed to guide you through setting up the integration.

18. More help and support requests

New Zealand Cricket

For more support with FAQs and other support from the NZC team head to:
https://play.nzc.nz/playhq-landing-page

For personalised support contact our support team by submitting a ticket:
https://newzealandcricket.zendesk.com/hc/en-us/requests/new

Club scorer notes