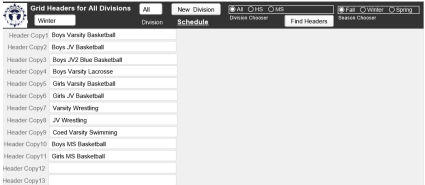
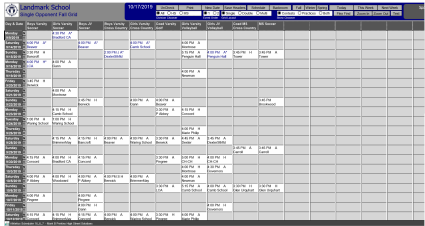
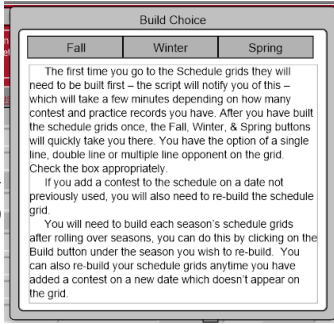
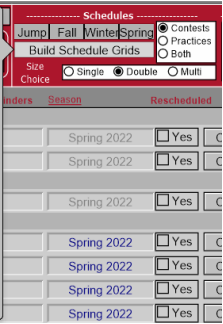


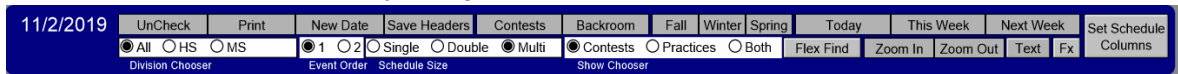


Athletic Scheduler Pro 2022 Schedule Grid Guide

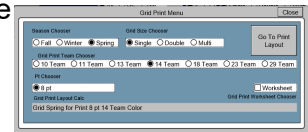
Schedule Grid View

- The first thing to do before going to a Schedule view is to set up your column orders for each division you plan to use. In the Backroom on the Team>List tab, click on the “Set Grid Columns” button and you will be presented nine records one each for All, HS, and MS in each of the three seasons. Simply click into each field and select the team you want in the order you want.
 
- If you only have one division, such as high school, then you can use the HS column headings and leave the other ones blank. Then on your contest and schedule layouts you will select HS in the Division Chooser field.
- If you don't set up your column orders, the headers of each column will be blank. Simply click on each header and chose the team when you go to the Schedule layouts, the headings will be blank and no contests will show.
 
- You can change the column heading on the Schedule layout by clicking into the heading and selecting the desired team on the drop-down menu.
- The first time you go to the Schedule grids they will need to be built first – the script will notify you of this – which will take a few minutes depending on how many contest and practice records you have. After you have built the schedule grids once, the Jump, Fall, Winter, & Spring buttons will take you there. Jump returns you to the previously used schedule grid more quickly than the others. You have the option of a single line, double line or multiple line opponent on the grid. Check the box appropriately.
 
- You will need to build each season's schedule grids after rolling over seasons, you can do this by clicking on the Build button under the season you wish to re-build. You can also re-build your schedule grids anytime you have added a contest on a new date which doesn't appear on the grid.
 

- The Schedule menu contains many navigation and function buttons.



- UnCheck – removes the confirmation check for all contests of the season.
- Print – pops up a print selection window which allows you to select the criteria for the grid printout you desire. You can print grids with contest or worksheets without contests.
- New Date – creates a new date in the grid found set which doesn't already exist.
- Save Headers – Saves any changes you have made on the grid layout so the new column order will be saved for the next time you visit this grid.
- Contests – goes to the Contests layout.
- Backroom – goes to the Backroom layout.
- Fall, Winter & Spring – finds the chosen schedules.
- Today, This Week & Next Week – Find the corresponding contests on the schedule layout.
- Find Flex – finds selected dates for the schedule layout.
- Zoom In & Zoom Out – magnifies or reduces the view.
- FX – pops up a function menu with many of the same functions that are found on the Contests layout. See on the next page for detailed info on functions.
- Division Chooser – finds contests for the selected division.
- Event Order – set the top to bottom order of the contest to either time then opponent or opponent then time.
- Show Chooser – shows just contests, just practices or both.
- On the Schedule layout, you can view and edit contests, and perform most of the functions of the Athletic Scheduler.



- To add a new contest, click on the "N" on the date field for that new contest.
- Also, in the date field are "O" for omit and "D" for delete buttons to omit or delete a date from the grid. Omitting just removes the date from the found set of grid dates while delete deletes the date from the table of grid dates.

Day & Date	Boys Varsity Soccer	Girls Varsity Soccer	Boys JV Soccer
Monday 9/8/2011		4:30 PM A* Bradford CA	
Saturday 9/14/20	4:00 PM A* Beaver		4:00 PM A Beaver
Sunday 9/14/20	8:30 PM H		
Saturday 9/14/20	4:00 PM A* Beaver		4:00 PM A Beaver
Sunday 9/14/20	8:30 PM H		

- To edit a contest, just click into the field and use the pop-up to make your edits. You can also delete, cancel and confirm contests in the popup.
- Note that just like on the Contests layout, special dates appear in amber and the name of the special date appears in the box in the header.

