High Street Solutions
20 High Street
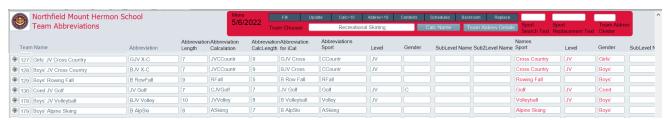Woodstock, VT 05091

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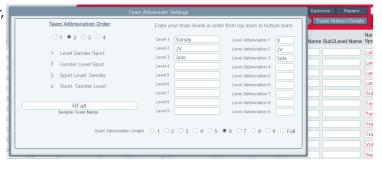# Athletic Scheduler Pro 2022 Team Abbreviations

There is a layout to help you set or modify team abbreviations to your liking which is found on the Teams tab in the backroom called Abbreviations. Click on it and you will go to the Team Abbreviation layout shown below.

The layout was created to help you create or modify several or all the team abbreviations. If you want to change just a few, you can just click into the Abbreviation field and change it. If you have already created the contests for this team you need to update its contest records with the new team abbreviation. Do this by clicking on the icon at the far left end of the team record you have changed. It will go to the contest layout and find all the contests of that team and change its abbreviation.

But this layout has several tools to help you modify many or all of your team abbreviations be just what you want. Before deciding on a pattern for your abbreviation realize that they have to be fairly short so that they fit in the field size on various layouts. Different letters have different widths but on average a team abbreviation should not be more than 12 or 13 characters long. To help you with this the Abbreviation Length column automatically calculates the number of characters in the abbreviation column. Use the length column to help you decide which abbreviations need to be changed.

Team abbreviations are based on the sport, gender, level and sub-level of the team. The Fill button will calculate an abbreviation for each team based on these fields and the setting on the Team Abbrev Details pop-up shown on the right. Here you can set the order, the length of the sport abbreviation, and the abbreviation used for the level. In the left column enter the level full name such as "Varsity" and in the corresponding right column enter the

abbreviation you want to use for that level, such as "V". Do this for each level you have. After enter these settings close the pop-up and click on the Fill button on the menu. Examine the results of your calculations, checking their lengths. You can use the Calc>10 or Abbrev>10 buttons to find those calculations or abbreviations that exceed 10 characters. If you are not happy with the results go back to the Team Abbrev Details pop-up and make any changes you would like, then click on Fill again.

Once you get a pretty good abbreviations outcome, you can either fine tune the abbreviations individually by clicking into each abbreviation field or by using the tools provided. Find and replace the sport abbreviation by entering the existing sport abbreviation such as Tennis

in the Sport Search Text field and enter the replacement abbreviation such as Ten in the Sport Replacement Text field. You can also enter a text divider (: | -) if you would like. Then click on the "Replace" button to the left of the fields. The script will find all teams of that sport (Tennis) and replace the abbreviation with the replacement text (Ten). Repeat this for other sports you might want to change. Once your abbreviations are the way you want them click on the Update button in the Menu and the script will update all team abbreviations in the contest records.