

Game Availability notification process:

Expectation from every player

1. Notify your availability for a game through our website www.adamstowncricketclub.ie
 - You should log in using id/password
 - Click on 'Availability' just below the header 'Adamstown Cricket Club' Corkagh park background
 - All the games scheduled this season should come up
 - There is a little drop down against each game where you can set your availability. You can also add a note regarding your availability.
2. Keep your 'Availability' status updated for the next 3 to 4 weeks at any point
3. Feel free to do this for all games scheduled irrespective of which team you are assigned to. E.g. You are a team2 player, but on a giving weekend you are available for a team1 game only, then indicate the same. Same thing applicable for a team1 player willing to play for team2 except when you are identified as a 'team player1'¹ only.
4. Confirm your availability is correctly updated when a game notification mail is sent (sent normally by the captain). If not, amend by responding to the email

Expectation from the captains

1. All fixtures are set up on the website by now
2. Go to a particular fixture and click 'Select a team for this fixture'
3. Select players to notify of the upcoming game. By default the email box is ticked
4. Untick this option, you can do this at the end when you have selected all the players, but before you 'Save Teamsheet'
5. Do 'Save Teamsheet' after you have ensured email box is unticked for all players
6. Close the screen and enter it again by clicking on 'Select a team for this fixture'
7. This time you get a 'Response' dropdown box against each player. Set availability status for each player as per preference notified by the player already
8. Click on the Email option on the top, and ensure all players email box is ticked
9. Save Teamsheet

Note this is the process we will follow to notify of an upcoming game and players to make them available or not available. This information will be used to select the team for a particular game. Guidelines on how Team selection is carried out will be issued separately.

Document written by Olag Sivanantham, on behalf of ACC
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¹ **Team1 player only** : 8 players in the club will be hand-picked as Team1 players only to conform with LCU regulations. This will be agreed separately between the secretary, team1 captain and these individual players.