



Summary on Using the Master Schedule – For Umpires

Purpose: The Master Schedule is designed to incorporate all information regarding scheduling into one easy to use format. On the Master Schedule is information pertaining to which teams are playing, in which league, at what time, on what date, and what umpires have been assigned to officiate that game.

Accessing the Schedule: First, visit <http://DYBASchedule.com>. On the left-hand side is a navigation toolbar, from which you can select *Master Scheduling* at any time to reach the Master Scheduling index. From here you can access the schedule directly, or forms pertaining to the schedule.

Navigating through the Schedule: Using the tabs on the bottom left corner of the screen, umpires can navigate between leagues on the Master Schedule. Note that not all leagues require umpires. Dates and times are sorted vertically, while fields and leagues are sorted horizontally. The traditional umpire coding system is used (first initial, first three letters of last name, where Harley Rosenthal is HROS).

Using Scheduling Forms: Provided your browser supports frames, the bottom of your screen should contain links to scheduling forms. The only scheduling form an umpire would use on this page is the Request Game Form...

Requesting Games: Selecting the Request Games hyperlink will open a pop-up window; from which you can fill in the corresponding information about the games you would like to officiate while navigating through the schedule. Please note that submitting this form in no way guarantees you have been assigned to a game, check the schedule and announcements regularly for updates. Fill this form out completely and accurately, incomplete or sloppy forms may not be accepted. Also, be sure to request games that you are fully qualified to umpire to increase the chances that you will actually be assigned to those games.

Umpire Scheduling Page: The Umpire Scheduling page provides a direct way to access all forms related to umpire scheduling specifically, though these can also be accessed using the Master Scheduling section. From here, you can select Request Games, which will take you to an index page that provides options for you to consider. These include requesting games directly off the schedule, or submitting your own schedule for the scheduler to assign games to you.

Posting Available Games: Because of the large number of games that will regularly be available, open games will rarely be posted. In the event of an emergency or otherwise urgent situation, the DYBA Scheduling Announcements and emails will be used to request umpires. Please check these announcements (available directly on the homepage or Umpires pages) regularly for these and other important updates.

DYBA Scheduling Announcements: As described above, please check these announcements via the website or RSS regularly for important information. This link will take you directly to the announcements page: <http://rss.icerocket.com/xmlfeed?id=6588>

Other Website Uses: All information pertinent to umpires can be found under the *Umpires* tab, or at <http://umpires.DYBASchedule.com>.

Important Contact Information:

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