This quick start guide for DakStats Baseball is designed to familiarize new users with the main features and entry modes of the program. For more complete instructions, refer to the Operation Manual.
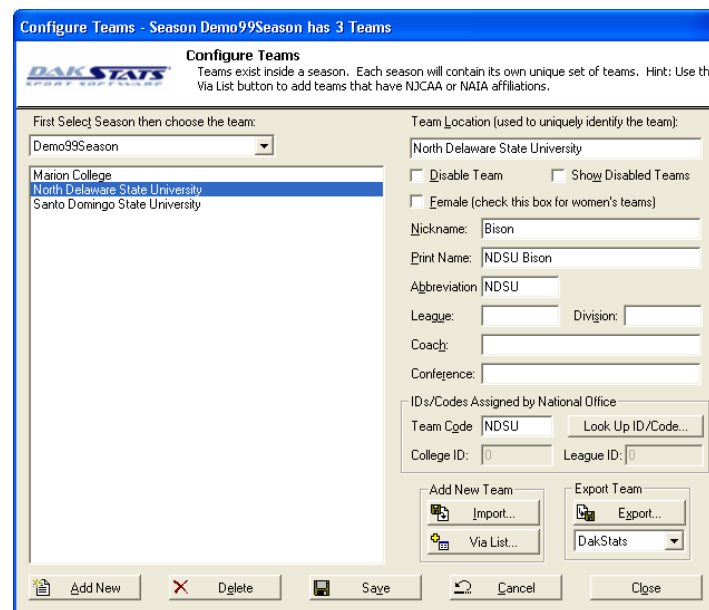
Creating Seasons

1. Open DakStats Baseball.
2. Go to **Configure > Seasons and System Preferences**.
3. Click **Add,** and type in a name for the season under *Season Title*.
4. Select the *Default Play Entry Mode*.
5. Select the proper *Rules File* for your league.
6. Select the *Default Gender*.
7. Click **OK** when finished.

Creating Teams

1. Go to **Configure > Teams**.
2. Select your season.
3. To add a new team, click **Add New**. If your league uses the DakStats Web-Sync, you may click the **Via List** button to select your teams from the list.
4. Type in a *Team Location*, *Nickname*, *Print Name*, and *Abbreviation* for each team.
5. Click **Save**.

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Creating Rosters

1. Go to **Configure > Rosters**.
2. Select a season and your team.
3. Click **Add New**.
4. Type in the *First Name*, *Last Name*, and *Player Number* of the new player. All other information is optional at this point.
5. Click **Save**.

Creating Games

1. Go to **File > New Game**.
2. Select the season and visiting and home team for the game.
3. Make sure the *Date* and *Start Time* are correct.
4. Select one of the following *Entry Modes*:
   - **Play-by-Play: Simple mode** records each play as it happens.
   - **Box Score: Game Totals** lets users enter end of game stats.
   - **Box Score: Inning by Inning** tracks stats for each inning.

5. Click **Save Game**, and then click **Done** when finished.

Note: Go to **Configure > Games** to edit a game's information after it has been created. Select the correct *Season* and *Game ID* to make the appropriate changes.

Play-by-Play Entry

Daktronics recommends that at least two people operate the DakStats software in Play-by-Play mode with one person acting as the spotter and the other actually entering the stats.

1. Go to **File > Open Game**.
2. Select the season and Play-by-Play (*Pbp*) game, and then click **OK**.

Using Play Entry Buttons

Plays can be entered by clicking on the appropriate button or by using the hot keys signified by the underlined letter.

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You can use the image of the baseball diamond to quickly select different areas and players when entering out sequences and hit to locations

Pos. #	Description	Pos. #	Description
1	Pitcher	76	Deep Left Field
2	Infield	77	Shallow Left-Center Field
3	First Base	78	Left-Center Field
4	Second Base	79	Deep Left-Center Field
5	Third Base	84	Shallow Center Field
6	Short Stop	85	Center Field
12	Foul Territory Behind Home	86	Deep Center Field
13	First Base Foul Territory	87	Shallow Right-Center Field
15	Third Base Foul Territory	88	Right-Center Field
17	Left Field Foul Territory	89	Deep Right-Center Field
19	Right Field Foul Territory	91	Shallow Down Right Field Line
34	Hole at Second	92	Down Right Field Line
46	Middle	93	Deep Down Right Field Line
56	Hole at Short	94	Shallow Right Field
71	Shallow Down Left Field Line	95	Right Field
72	Down Left Field Line	96	Deep Right Field
73	Deep Down Left Field Line	97	Left Field Wall
74	Shallow Left Field	98	Center Field Wall
75	Left Field	99	Right Field Wall

Entering Starters/Subs

When a game first opens, the **Subs** tab is selected by default to enter the starters. Use the **Subs** tab to enter substitutions later in the game.

1. Select a team by clicking the button in the corner of the tab labeled with the team's abbreviation.
2. Fill in each starter by clicking on a player in the roster or by manually typing in the correct jersey numbers.
3. Select the players' positions.
4. Click or press **Enter**, and then repeat steps 2-3 for the opposing team.

Note: To make changes to the starting lineup, click the **Starters** play in the Play-by-Play script in the lower-left corner, and then change the highlighted values.

At Bat

Click the **At Bat** tab, or press **[F4]**.

F2 Batted Ball	F3 Base Runner	F4 At Bat	F5 Subs	F6 Special	Runs	F7 Manual

Ball	Strike	Foul
Decrement Ball	Decrement Strike	In Play

Passed Ball	Wild Pitch	Balk	Ball No Pitch	Strike No Pitch
Catch Int	Ump Int	ErrorOnFoul	Turn Left	Turn Right

ENTER

Balls

1. Click **Ball**.
2. Click or press **Enter**.

Strikes

1. Click **Strike**.
2. Select whether the batter was **Swinging** or **Looking**.
3. Click or press **Enter**.

Fouls

1. Click **Foul**. and then
2. Click or press **Enter**.

   Note: If there was an error, click **ErrorOnFoul**, select the appropriate error (see *Errors*), and then press **Enter**.

Click **Passed Ball**, **Wild Pitch**, **Balk**, **Ball No Pitch**, **Strike No Pitch**, **Catch Int**, **Ump Int**, **Turn Left**, or **Turn Right** as needed to record more in-depth play action, and then click or press **Enter**.

Batted Ball

Click the **Batted Ball** tab or press **[F2]**.

F2 Batted Ball	F3 Base Runner	F4 At Bat	F5 Subs	F6 Special	Runs	F7 Manual

Single F9	Double F10	Triple F11	Homerun F12	Bunt	Walk
Ground Out	Fly Out	Line Out	Pop Out	Sac Fly	Hit By Pitch
Double Play	Triple Play	Fldr Chc	Error	RchWait	Strike Out

Hit To

ENTER

Safe Hits

1. Select **Single**, **Double**, or **Triple**.
2. Enter a *Hit To* location.
3. Click or press **Enter**.

Out Hits

1. Select **Ground Out**, **Fly Out**, **Line Out**, or **Pop Out**.
2. Select whether the out was **Fair** or **Foul**.
3. Enter the *Sequence* of the out.
4. Click or press **Enter**.

Strike Outs

1. Click **Strike Out**.
2. Select whether the strike out was **Normal** or **Dropped**.
3. Select whether the batter was **Swinging**, **Looking**, or **Bunting**.
4. Click or press **Enter**.
   - If **Dropped**, select **Out at 1st**, **TBCatcher**, **Wild Pitch**, **Passed Ball**, or **Safe on Error**.
     - If **Out at 1st**, enter the out *Sequence*.
     - If **Safe on Error**, fill in the details of the error (see *Errors*).
   - Click or press **Enter**.

Homeruns
1. Click **Homerun**.
2. Enter a *Hit To* location
3. Enter the homerun *Distance*.
4. Select if the homerun was **Over the Fence** or **Inside Park**.
5. Click or press **Enter**.

Walks
1. Click **Walk**.
2. Select whether the walk was **Intentional** or **Not Intentional**.
3. Click or press **Enter**.

Errors
1. Click **Error**.
2. Enter a *Hit To* location.
3. Enter *By Whom the* error was made.
4. Enter what base was *Reached*.
5. Select **Bobble**, **Dropped Fly**, **Dropped Pop Up**, **Dropped Foul Ball**, **Missed Catch**, **Misplayed Grounder**, **Obstruction**, or **Wild Throw**.
6. Enter the *Assist* sequence.
7. Click or press **Enter**.

Bunts
1. Click **Bunt**.
2. Enter a *Hit To* location.
3. Select the outcome:
   - For **SacSfErr** and **Safe Error**, fill in the details of the error (See *Errors*), and then press **Enter**.
   - For **Sac Out Sqz**, **SacOutNoSqz**, **Out Unassist**, **Out at 1st**, and **Popped Out**, enter the out *Sequence*, and then press **Enter**.
   - For **SacSfFC**, **Safe FC**, **Safe**, and **Safe Sqz**, press **Enter**.

Sacrifice Flies
1. Click **Sac Fly**.
2. Enter a *Hit To* location.
3. Select the outcome:
   - If **Out**, select **Fair** or **Foul**, and then enter the out *Sequence*.
   - If **Safe on Error**, record the details of the error (see *Errors*).
4. Click or press **Enter**.

Double/Triple Plays
1. Click Double Play or Triple Play.
2. Enter a *Hit To* location.
3. Select **Ground Into**, **Flied Into**, **Lined Into**, **Popped Into**, or **Bunted Into**.
4. Select **Fair** or **Foul** if necessary.
5. Enter the *1st Putout*, *Out 1*, *Out 2*, or *Out 3*.
6. Enter the out *Sequence*.
7. Click or press **Enter**.

Select **Hit By Pitch**, **Fldr Chc** or **Rch Wait** as needed to record more specific play details.

Base Runner

Click the **Base Runner** tab or press **[F3]**. This tab appears automatically if it is necessary to enter base runner information, but you can also use it to record stolen bases.

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Stay
1. Click **Stay**.
2. Click or press **Enter**.

Advance
1. Click **Advance**.
2. Select how the runner advanced:
   - If **via preV error**, **via obstRuction**, **stolen Base**, or **Defense indifference**, enter what base was *Reached*.
   - If **via Error** or **via error – caught sTealing**, enter the details of the error (See *Errors*).
3. Click or press **Enter**.

Out
1. Click **Out**.
2. Select **Picked off**, **adVancing**, **pickeD off/caught steal**, **rUnning outside basepath**, **Batter's interference**, **runner's Interference**, or **Caught stealing**.
3. Enter the out *Sequence*.
4. Click or press **Enter**.

Special Occurrences

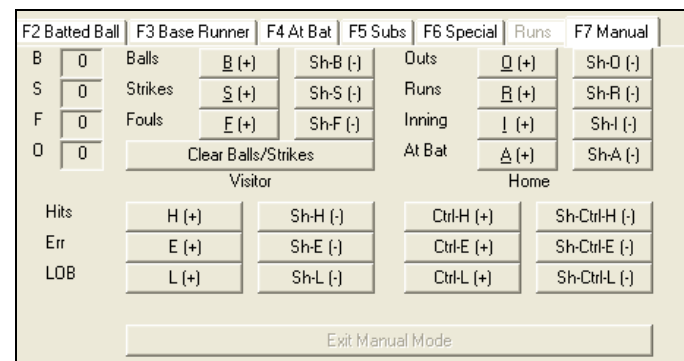Click the **Special** tab, or press **[F6]**.
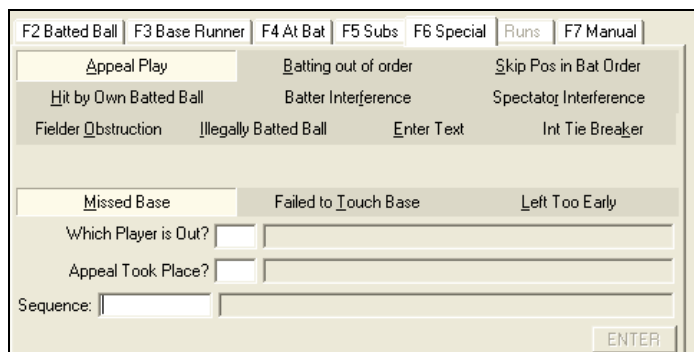
Select a special occurrence:

- **Appeal Play:** Select if the runner **Missed Base**, **Failed to Touch Base**, or **Left Too Early**, along with *Which Player is Out*, where the *Appeal Took Place*, and the out *Sequence*.

- **Skip Pos in Bat Order**, **Batter Interference**, **Spectator Interference**, **Fielder Obstruction**, or **Int Tie Breaker:** Fill in the appropriate player number.

- **Batting out of order**, **Hit by Own Batted Ball**, or **Illegally Batted Ball:** Make the selection and press **Enter**.

- Click **Enter Text** and then press **Enter** say whatever you want about the action that took place. Type in the text of the special play and click **OK**, or press **Cancel** to return to the **Special** tab.
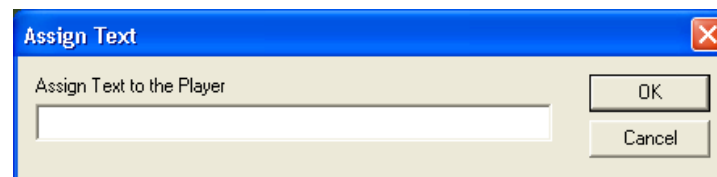
Manual Mode

Click the **Manual** tab, or press **[F6]**. This tab is used only when DakStats Baseball is interfacing with a Daktronics display.

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1. Use the appropriate buttons to increase or decrease the *Balls*, *Strikes*, *Fouls*, *Outs*, *Runs*, *Inning*, *At Bat* for the game and the *Hits*, *Err*, and *LOB* for the *Visitor* and *Home* team.
2. Click **Exit Manual Mode** when finished.

Editing Plays

1. Click on an incorrect play in the Play-by-Play script.
2. Make the necessary changes to the play, and then click or press **Enter**.
3. After editing a play, go to **Edit > Rebuild Stats**, and then select the **Go** option.

Game Control

The **Game Control** menu contains several game options:

- **Game Finished**: Ends the game
- **Winner/Lose/Save:** Edits the finished game information
- **Balance**: Shows if every stat equals out for each team

Edit

The **Edit** menu contains several play-by-play options:

- **Edit Pitch Count:** Edits the total number of pitches thrown
- **Insert/Add Ball/Decrement Ball:** Inserts balls and decrement balls to a selected play
- **Insert/Add Strike/Decrement Strike:** Inserts strikes and decrement strikes to a selected play
- **Delete Ball/Strike:** Deletes a selected ball or strike
- **Delete Last Play:** Deletes the latest play
- **Insert Home/Visitor Substitution:** Adds a substitution play
- **Add/Edit Play Commentary:** Adds text to be used in the play-by-play report
- **Rebuild Stats:** Updates the season database after editing the play-by-play report
- **Error Check:** Checks the game for statistical errors

Box Mode Entry

1. Open a game by clicking **File > Open Game**.
2. Select the season and Box mode game (*Box Tot* or *Box Per*), and then click **OK**.

Entering Scores

Scores can be entered three ways:

- Double-*left*-click the cell for the appropriate period and team to increase the score by one. Double-*right*-click to decrease the score by one.

Team	1	2	3	4	5	6	7	8	9	Runs	
NDSU	0	6	0	7	0	0	0	0	0	13	
SDSU	14	21	7		0	0	0	0	0	56	

- Select a cell, type in a new value number for the score, and then press **[Enter]**.

- Select a cell, and click the green plus (**+**) button or red minus (**–**) button to increase or decrease the score.

Entering Stats

Individual player stats are entered the same way as scores. Refer to the above instructions to record the stats too. When all stats and scores are entered, go to **Game Control > Game Finished**.

Note: Go to **Game Control > Balance** to check game stats for errors. A red **X** will indicate an error to correct.

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Printing Season Stats

1. Go to **File > Print Season**.
2. Choose the season and your team.
3. Use the **All** through **Other** buttons to select game types to view.
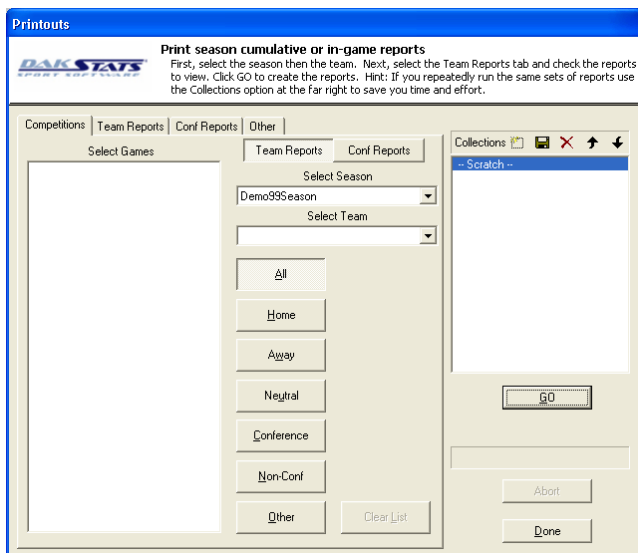
4. On the **Team Reports** sub-tab of the **Competitions** tab, click the **Add New Set of Reports** button next to the word *Collections*.

5. Type in a name for the collection, and then click **OK**.

6. In the **Team Reports** tab, highlight the new collection. Check your most used or favorite printouts, and then click the **Save** icon.
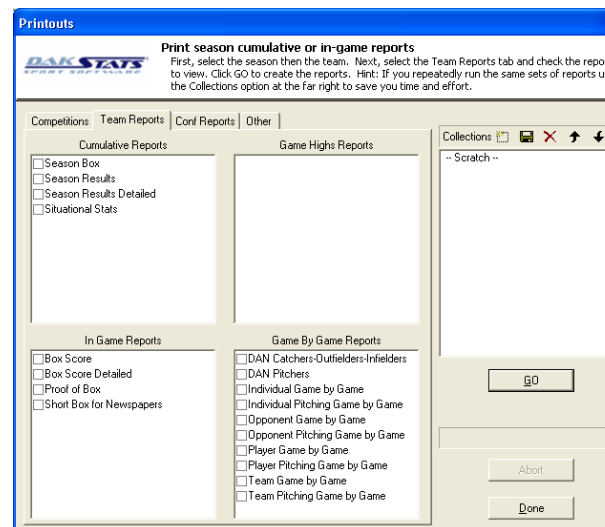
7. Click the **Other** tab to enter a *Report Title* for the report.
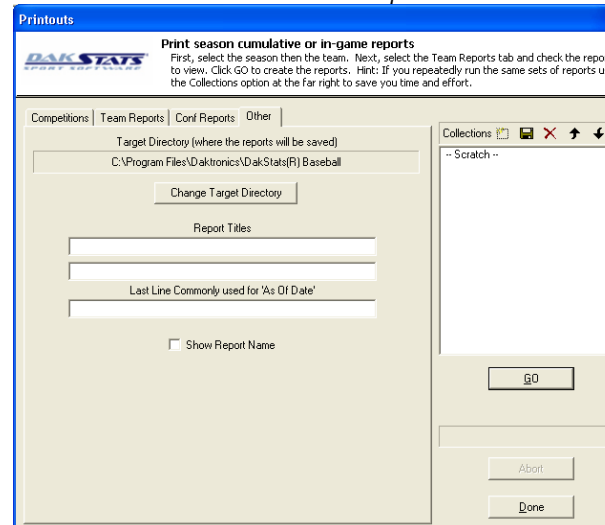
8. Click **GO** to view reports in the default Internet browser. Reports are created in HTML format for easy printing and posting on websites.

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Exporting Game Files

DakStats offers the ability to export and import game and roster files for quick and easy sharing with other DakStats users.
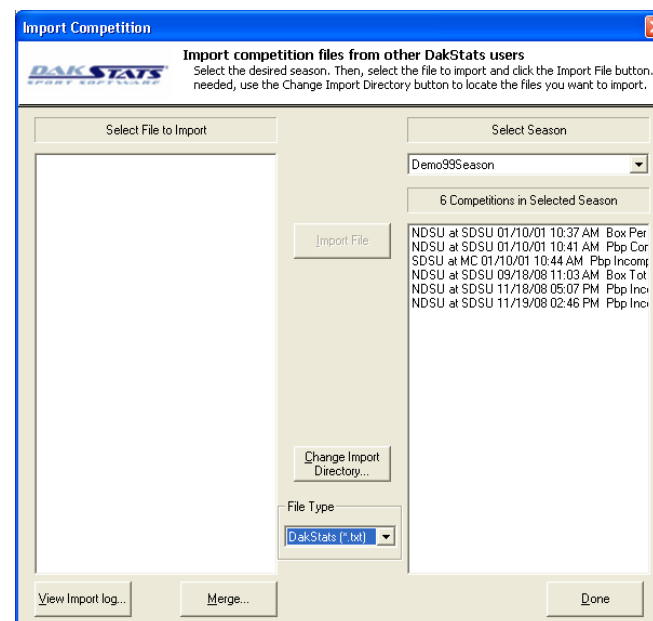
1. Go to **File > Export Game**.
2. In the *Export Competition* window, click **Directory** to change where the files are saved.
3. Select the season and team.
4. Highlight the competition you wish to export.
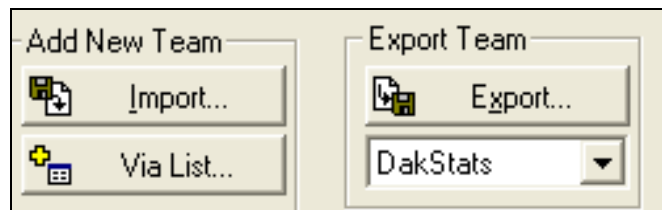5. Click **Export**.
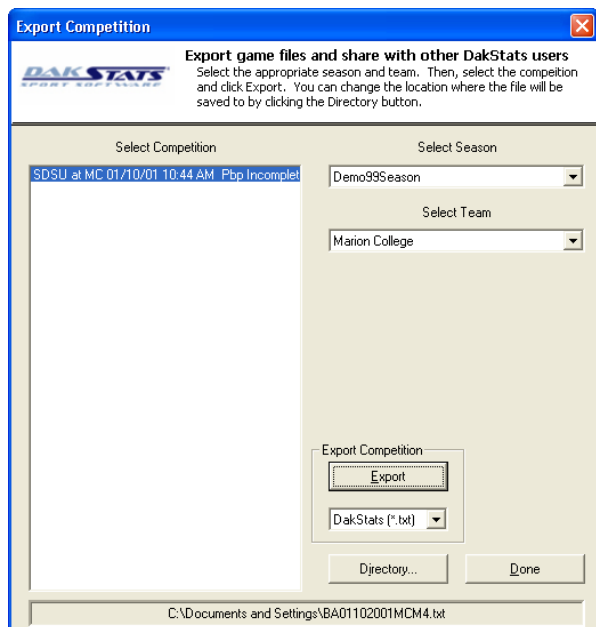
Importing Game Files

1. Go to **File > Import Game**.
2. Select the directory that contains the file(s) by clicking **Change Import Directory**. Click **OK** and the file(s) will appear on the left side of the *Import Competition* window.
3. Select the season, and then click **Import File**.

Note: If prompted with a *Problem resolving TEAM* window, highlight the team from the list that matches the team in gray and click **OK**. If the team is not on the list, click **Add New**. Repeat the above steps if *Problem resolving PLAYER* appears.

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Importing & Exporting Rosters

Exporting Rosters

1. Go to **Configure > Teams**.
2. Select the season and highlight the team you wish to export.
3. Click **Export**, and then select the directory.
4. Be sure to click **Save** if any changes were made to the roster.

Importing Rosters

1. Go to **Configure > Teams.**
2. Select the season you wish to import the roster and team into.
3. Click **Import**.
4. Select the desired directory.
5. Highlight the roster file, and then click **Open.**
6. Click **Save** to keep the changes in the roster.

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