

BPYSL Remote Scheduling Checklist Spring 2021

1. Someone from the Bracket is to organize a group email with all the contacts from the bracket (please refresh the website to be sure you have the most current version of the brackets). Please refer to the website 'Scheduling' area for links to Contacts.
 - a. A new option is for groups to schedule a zoom call or teams have zoom drop-ins with a scheduled time for other teams to join to schedule their games.
2. Bracket groups must play either 6, 7, or 8 games. each bracket group will determine the number of games to be played in their bracket and ***ALL TEAMS within that bracket must play the same number of agreed upon games.*** IT IS MAJORITY VOTE- 1 or 2 teams cannot decide for the group!!!
 - a. *****Please see the next page for help with how to schedule games based on number of teams and number of games wanting to be played by the group**
 - b. Brackets with 5 teams should play each team 2x for 8 games.
 - c. Brackets with 9 teams should play each team 1x for 8 games.
 - d. Brackets with 6, 7, or 8 teams may play 6 or 7 games so that each team plays each other 1x (if they want more than 6 or 7 games, teams will have to play some teams 2x).
 - e. Brackets with more than 9 teams will not play all teams in the bracket. ***If you are in one of these groups, determine who everyone is playing PRIOR to scheduling so that a team is NOT playing the same team twice.
3. A bracket leader should help with any organization such as to determine who plays who if the bracket has more teams than games to be played. If any brackets need help to determine how to determine who plays who so everyone plays the same number of games, please contact us either by phone or email.
4. Once everyone has determined who they are playing so that EVERYONE in the group is playing the same number of games, you may begin scheduling with each other.
 - a. Please be sure that when you schedule with your opponents that you determine who will be listed as Home and who will be listed as Away so that we can easily remove the duplicates when schedules are merged.
 - b. This is a travel league so do not go into scheduling with the expectation that you will not have to travel.
5. Fields-
 - a. We have posted the list of the [Contracted BPYSL Fields](#) on the website (on the left menu bar in the Scheduling area).
 - b. Each Complex will have an opening date and details for that facility (blocked dates, times, etc).
 - c. If we receive conflicts for Field requests, we will prioritize by Age Group (oldest to youngest) and Bracket Level.
 - i. If a field is not available that you requested, we will put you at the closest facility for that date and timeframe as best we can.
 - d. We will determine Field Numbers AFTER you submit your schedule unless you are scheduling your own facility.

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- e. Teams may schedule games at their own fields or fields they get permission for at their own cost. BPYSL does not reimburse for use of home or other non-contracted fields. You will be required to indicate the facility/field coordinator that gave you permission to play at a non-contracted field when completing the form. BPYSL will assign referees to non-contracted fields.
6. Scheduling Form-
- a. Once ALL teams in your bracket have completed scheduling their games, EACH team must have someone from their team complete the schedule entry google form- <https://forms.gle/9gigmrUJkpRBrprU8> (link is also on the website) to enter ALL of their team's games.
 - b. **All schedules need to be entered into the google doc no later than FRIDAY January 29th**

Game Times can be scheduled at the following standard times:

a. **Saturday/Sunday**

9:00am

11:00am

1:00pm

3:00pm

5:00pm

b. **Monday-Friday** (Grass Only as we do NOT have Turf during the week due to school activities)

6:00pm (teams can adjust as needed as daylight savings changes).

SCHEDULING TIPS FOR TEAMS BASED ON NUMBER OF TEAMS & NUMBER OF GAMES TO BE PLAYED

Groups with 6 Teams

- If your group chooses to play **7 games**:
 1. Make a vertical list of all teams in the bracket
 2. Play each team 1 time
 3. Play the team Above you in the vertical list (this will be the 6th game)
 4. Play the team Below you in the vertical list (this will be the 7th game)
- If your group chooses to play **8 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 6
 2. Play each team 1 time
 3. Play the team Above you in the vertical list (this will be the 6th game)
 4. Play the team Below you in the vertical list (this will be the 7th game)
 5. The 8th game will be as follows:
 - 1 Plays 4 in the list
 - 2 Plays 5 in the list
 - 3 Plays 6 in the list

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Groups with 7 Teams

- Groups of 7 Teams CANNOT play 7 games
 - If your group chooses to play **8 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 7
 2. Play each team 1 time
 3. Play the team Above you in the vertical list (this will be the 7th game)
 4. Play the team Below you in the vertical list (this will be the 8th game)
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Groups with 8 Teams

- If your group chooses to play **7 games**:
 1. Each team will play all other teams in the bracket 1 time
 - If your group chooses to play **8 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 8
 2. Play each team 1 time
 3. Each team pairs up with only 1 other team in their bracket for their 8th game
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Groups with 9 Teams

- If your group chooses to play **8 games**:
 1. Each team will play all other teams in the bracket 1 time
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Groups with 10 Teams

- If your group chooses to play **7 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 10
 2. DON'T Play the team above or below you in the list
 3. Play each of the other teams 1 time
 - If your group chooses to play **8 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 10
 2. Each team pairs up with only 1 other team in their bracket THEY WILL NOT PLAY
 3. Play each of the remaining teams 1 time
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Groups with 11 Teams

- If your group chooses to play **8 games**:
 1. Make a vertical list of all teams in the bracket and label 1 to 11
 2. DON'T Play the team above or below you in the list
 3. Play each of the remaining teams 1 time

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Groups with 12 Teams

- If your group chooses to play **8 games**:
 1. Make 2 Vertical columns of 6 teams each and label each team in each column 1 thru 6
 2. DON'T Play the team above or below you in your column list
 3. DON'T play the team of the same number as you in the opposite list
 - ie: If you are Team 1 in the first column, you would not play team 2, team 6, or Team 1 from the other column
 4. Play the remaining 3 teams in your column and the remaining 5 teams in the other column 1 time each
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Groups with 14 Teams

- If your group chooses to play **7 games**:
 1. Make 2 Vertical columns of 7 teams each and label each team in each column 1 thru 7
 2. Play each team 1 time in your column
 3. Each team pairs up with only 1 other team in the other column for their 7th game