

# Coach's Game Card User Guide

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## Introduction

The Coach's Game Card database system helps soccer coaches manage game lineups and stay positive during soccer matches. It calculates percentage playing time as well as other stats. It is designed primarily for AYSO soccer coaches where a major goal is for all players to get roughly equal playing time, learn all aspects of soccer, and have a fun, positive experience.

Coaches use it to plan who is playing where in the next game and print out field maps for players, note sheets for coaches, stat sheets for coaches, and Official Lineup Forms for referees. After the game, updates can be recorded back in the database to account for unforeseen lineup changes.

This database system is designed to support the philosophies of the American Youth Soccer Organization (AYSO) (<http://soccer.org/>) as well as the Positive Coaching Alliance (<http://www.positivecoach.org/>).

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## What this database does

- Helps keep coaches positive during games by getting them to hone their observational skills -- taking notes on players. It is best for coaches to actively coach before and after games and at practices. During games coaches should refrain from giving on field instruction and thus be a good role model for parents and other spectators. The game itself should belong to the players. Players on the field need to focus and talk to each other when playing rather than listening to people shouting instructions from the touch line. Cheering and clapping during games is fine, telling players what they are doing wrong during games is not.

- Tracks how much time players are Absent, Out, Goal Keeper, Forward, Mid, Back, etc.

- Helps coaches plan who will play where for upcoming games.

- Prints Game Cards for coaches with the plan for that game -- who is playing where and the base statistics so coaches can more easily make decisions at the field about who should play what position if last minute adjustments are needed. This system assumes all players should get equal playing time based on time present at games (absences are excluded from playing time stats).

- Prints a Game Lineup page with mini field maps so players can easily see where they are playing.

- Prints a Game Notes page so coaches can write down a few things that each player did well during each game and what the whole team should work on at the next practice.

- Prints clean Official Lineup Forms to give to referees.

- Allows coaches to keep notes and rank players to capture end of season information that can be used to balance teams for the next season.

- Keeps simple team win/loss records. This database focuses on player development and about kids learning and having fun but coaches sometimes do want to keep a game record.

- The database is designed for a single user (coach) to use for one team for one season. Multiple teams and seasons can be handled by using multiple copies of the database system each in a separate folder.

- Coach's Game Card is limited to 22 players on a team. There is no limit to the number of games. It works well for U7, U8, U10, U12, U14, U16, and U19 teams.

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## What this database does not do

- Snack schedules (a simple list sent to parents should be sufficient)
- Roster with addresses & contact information (many leagues/regions already have systems to track and print out this information such that parents can update their own information).
- More advanced stats such as saves, etc. This database was designed to help recreational coaches circulate players among positions so that all players can learn how to play the different positions. Tracking at U6 is probably not needed. Also this program may not be well suited to the needs of a competitive soccer coach.
- This database is not multiuser and does not track players across multiple teams or multiple seasons.

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The files Game.OYO, GamePlayer.OYO, Player.OYO, Settings.OYO, UserGuide.doc, and UserGuide.pdf are:

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## System Requirements

### ***For Windows***

Hardware:

Intel-compatible computer

128MB of RAM

hard disk drive

20 MB of free disk space

A display at least 900 pixels high

Software:

Windows 98, Me, NT 4.0 (Service Pack 6), 2000, XP, Vista

.zip decompression program (built into XP and up)

### ***For Mac OS X***

Hardware:

Apple G3 computer or higher (excluding G3 upgrade cards)

128MB of RAM

hard disk drive

20 MB of free disk space

A display at least 900 pixels high

Software:

Mac OS X 10.1 or greater

.zip decompression program (built into OS 10.3 and up)

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## To Install (Mac & Win)

Download the files.

Decompress the files from the zip file into a folder/directory at whatever location you wish to keep your copy(ies). All the files must reside in a single folder. If you need to track multiple teams, put separate complete copies of the database system in separate folders.

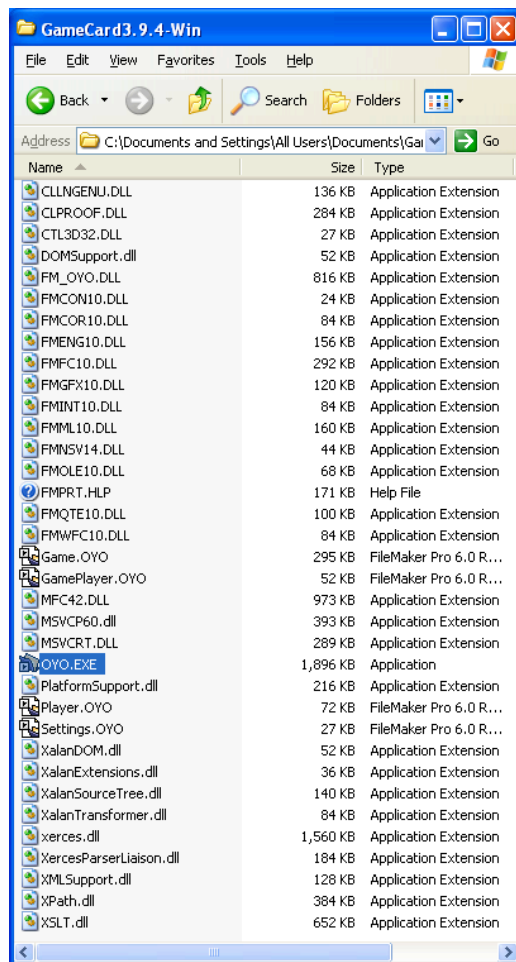
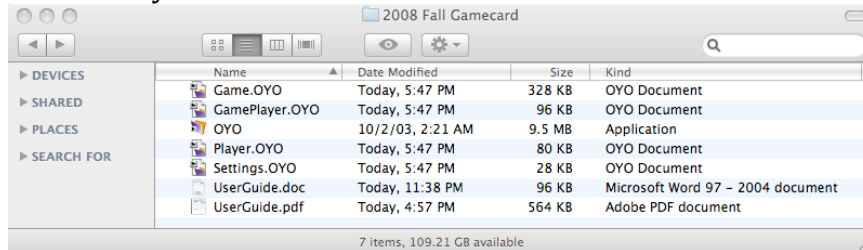
To uninstall, simply delete the folder(s) containing the Coach's Game Card program and associated files.

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## Using Coach's Game Card

1) Double click OYO.exe (Win) or OYO (Mac OS X) file to start the Coach's Game Card database system.



The very first time you run this application, it may take longer than normal to launch (several seconds) and the OS may ask you whether you really want to run the .exe or not.

2) Enter your list of players on the Player List (press the "Add Player" button for each one).

The screenshot shows a web application window titled "Player.OYO" with a navigation bar containing "About", "Game Card", "Game Lineup", "Game Notes", and "Player List". The "Player List" tab is active, displaying a table with the following columns: No., First Name, Last Name, Goals, Assists, Offense, Defense, Goalkeep, Attitude, and Player Notes. An "Add Player" button is located in the top right corner of the table area. The table contains 15 rows of player data:

No.	First Name	Last Name	Goals	Assists	Offense	Defense	Goalkeep	Attitude	Player Notes
2	Jeff	Smith							
3	Michael	Jenson							
4	Tim	Holloway							
5	Merlin	Green							
6	Torion	Oey							
7	Joe	West							
8	Jeremy	Black							
9	Wesley	Brown							
10	Luke	Perry							
11	Jonathan	Wong							
12	Brent	Chang							
13	Ted	Cote							
14	Ryan	Cotton							
15	Diego	Langen							

At the bottom of the window, there is a footer that reads "Coach's Game Card 3.9.4 -- Freeware from OpenYouth.Org". The browser's address bar shows "100" and "Browse".

Just names and position numbers are enough for now. At the end of the season you can work on player rankings. Please note that "Remove Player" from the Scripts menu removes the last player added, \*not\* the player you currently have selected. If you lose a player it is best to just mark them absent for the rest of the season. Note that names and jersey numbers can be changed at any time. An internal ID number not visible to the user is used to track all player information.

The About, Game Card, Game Lineup, Game Notes, and Player List buttons/tabs in the upper right of each window allow you to switch between views. You will mostly use the Player List and Game Card views.



4) Fill in the positions each player has played or should play for each quarter using the pop up lists in the Q1-Q4 grid next to each players name (see Quarter Position Key on Game Card) as well as other game information as desired.

The screenshot shows the 'Game Card' interface for a game between 'Green Giants' and an opponent. The interface includes a navigation bar, game details, a player statistics table, a 'Quarter Position Key', and a field layout grid for four quarters.

**Game Details:**  
 Region: 44, Div: U14B, Team #: 3  
 Team Name: Green Giants, Team Colors: Green, Coaches: Tim, Louis, Pushpak  
 Opponent: Us, Them: WLT

**Quarter Position Key:**  
 A - Absent  
 G - Goal Keeper  
 X - Sitting out  
 BR, BC, BL - Back (Defender)  
 Bt - Stopper, Bw - Sweep  
 MR, MC, ML - Midfielder  
 FR, FC, FL - Forward

No.	Name	Goals	Assists	Q1	Q2	Q3	Q4	G	X	X1	X4	B	M	F	A	Total Goals
2	Jeff Smith			X	BR	BR	BR	0%	25%	1	0	75%	0%	0%	0%	
3	Michael Jensen			G	FR	FR	FR	50%	0%	0	0	0%	0%	50%	0%	
4	Tim Holloway			BR	X	BL	BL	0%	25%	0	0	75%	0%	0%	0%	
5	Merlin Green			MC	MC	G	G	50%	0%	0	0	0%	50%	0%	0%	
6	Torian Dey			X	MR	MR	MR	0%	25%	1	0	0%	75%	0%	0%	
7	Joe West			MR	X	ML	ML	0%	25%	0	0	0%	75%	0%	0%	
8	Jeremy Black			BT	BT	X	BT	0%	25%	0	0	75%	0%	0%	0%	
9	Wesley Brown			A	A	A	A	?	?	0	0	?	?	?	100%	
10	Luke Perry			BC	BC	X	BC	0%	25%	0	0	75%	0%	0%	0%	
11	Jonathan Wong			BC	BC	MC	MC	0%	0%	0	0	50%	50%	0%	0%	
12	Brent Chang			ML	ML	BT	X	0%	25%	0	1	25%	50%	0%	0%	
13	Ted Cote			BL	BL	BC	X	0%	25%	0	1	75%	0%	0%	0%	
14	Ryan Cotton			FL	FL	FL	FL	0%	0%	0	0	0%	0%	100%	0%	
15	Diego Langen			FR	FR	BC	BC	0%	0%	0	0	50%	0%	50%	0%	

**Field Layout Grid:**

Q1	Q2	Q3	Q4
Absent: 9 Wesley Out: 2 Jeff Smith, 6 Torian	Absent: 9 Wesley Out: 4 Tim, 7 Joe West	Absent: 9 Wesley Out: 8 Jeremy, 10 Luke	Absent: 9 Wesley Out: 12 Brent, 13 Ted
14 Ryan	14 Ryan	14 Ryan	14 Ryan
12 Brent	12 Brent	12 Brent	12 Brent
10 Ted	10 Ted	10 Ted	10 Ted
3 Michael	3 Michael	3 Michael	3 Michael

Notice that the mini field map at the bottom fills in as you assign players to positions.

All positions need not be filled, fill in only as many positions as needed (from 3 v 3 to 11 v 11). The field layouts are most naturally set up for a 4-3-3 lineup but you can play up to 6 across in forward, mid, or defense (back) by doubling up any desired positions. To play 2-2-2 or 3-3 or other small-sided game lineups just leave some positions empty. The sweeper and stopper positions are counted as backs/defense even though the stopper may be a defensive midfielder. Since printed positions are only approximate, make sure you tell your players what system of play you want them to use. The lineup above is actually intended to be a flat back 4 defense with a defensive mid / stopper, 3 mid fielders, and 2 strikers (or a 4-1-3-2).

5) The overall percentages spent in each position (Forward, Mid, Back, Goal -- adjusted for absences) calculate as you fill out the Game Card. Use this information to prepare for future games. X1 and X4 are a count of the number of 1st and 4th quarters the player has been out -- some players are sensitive to being out in either the first or last quarters so this allows you to make it even across the team.

Some position managing tips:

a) I've found it easiest to mark who is absent and choose GKs for a game first -- typically with one team member play GK for the first half (2 quarters) then another for the second half. This speeds quarter sub change over as you don't have to swap the GK jersey and gloves every quarter -- only at half time.

b) Next I mark who is going to be out each quarter and try to keep a good mix of my best and "most challenged" players on the field so we don't have a really weak quarter or a really strong quarter. Also if we are down players and some can play the whole game, I favor GKs having no outs first, then other players (depending on how much out time they may have).

c) Finally I figure out all the other positions. I try to have each player play mostly the same position for at least half a game if not the whole game.

6) Before each game, print out as many coach page sets and referee cards as you need. It works well to keep the coach pages in a notebook. Fold the referee card in advance and give it to the referee at the game. The "Print All 4 Pages for a Game" under the Scripts menu prints 1 set of everything you should need for a game.

The screenshot shows the 'Coach's Game Card' software interface. The main window is titled 'Game.OYO' and contains a 'Game Card' form with fields for Region (44), Div (U14B), Team # (3), Team Name (Green Giants), Team Colors (Green), Coaches (Tim, Louis, Pushpak), and Opponent. Below the form is a player statistics table with columns for No., Name, Goals, and performance metrics for quarters Q1-Q4, Goals (G), Shots (X), and Shots on Target (X1, X4). A menu is open over the 'Scripts' menu item, listing options such as 'Game Card', 'Game Lineup', 'Game Notes', 'Player List', 'New Game', 'Print Game Lineup', 'Print Game Notes', 'Print Game Card', 'Print Referee Game Card', 'Print All 4 Pages for a Game', 'Delete This Game', 'Start New Season', 'Prepare for new version', 'Import from old version', 'About', and 'Quit'. The bottom of the window shows a date of 'Sat, Oct 18, 2008', time of '9:00 AM', field of 'Nimitz', and a 'Home?' checkbox.

I sequence the coach pages in a 3 ring notebook so the Game Lineup and Game Notes pages face each other. That way I can have my notebook open to see Game Lineup positions while writing notes about each player on the notes page.



8) After each game, enter changes that may have occurred and game scores (in the Us and Them boxes if desired) in the main Game Card view. Note that for the Win-Loss-Tie statistic to show updated information you may need to click on the WLT field after entering a new set of scores for a game (it will update on its own but clicking WLT forces it to update). You can enter the player notes and practice notes if you desire but these are just for your records. Leaving the paper versions in a notebook is generally easier.

9) During and toward the end of the season update the player rankings and notes in the Player List view. This helps you assess each player in case the rankings are used by your region to balance teams for the next season or you wish to keep them for your own records.

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## Database Administration Tips

If you are starting with a copy of the database that already has information in it, press the "Start New Season" button in the "About" screen and continue with step 2 above.

If you want to keep a previous season, just duplicate the whole folder containing the Coach's Game Card system and rename the folder accordingly. This same technique can be used to manage multiple teams -- but please note that you should quit one copy before launching another. Trying to keep multiple copies open at the same time may produce errors.

To upgrade to a new version (and preserve existing data), click the "Prepare for new version" button in the About window and quit. Then copy the resulting Old Game, Old GamePlayer, and Old Player files into the folder containing the new version of Game Card. Finally launch the new version of Coach's Game Card, go to About, and click the "Import from old version" button.

On the "About" window there are some settings you can change to control how the names and jersey numbers display on the field lineup maps. If a name is too long to display all of it, the last "word" in it may not show up. You can choose to display less information or abbreviate the name to get it all to show.

The player note fields on the Player List window can contain up to 32,000 characters (about 5 pages of text) but only the 1st line or 2 will show up when you print the list.

The rating fields in the Player List are for coach convenience and match what is used in AYSO Region 44 (<http://ayso44.org>) to rate players at the end of one season and help balance teams for the next season.

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## Notes for Developers wishing to modify these FileMaker Pro 6.0 files

All the files have been password protected so that menu options are limited for normal users. Using normal FileMaker menu commands instead of the defined buttons and scripts can create problems for users -- the buttons and scripts take care of house keeping issues automatically within the database whereas direct use of FileMaker commands may create problems.

If you wish to change this database:

- 1) You'll need to drag one of the .OYO files onto FileMaker Pro to have FileMaker open it rather than the OYO FileMaker runtime application.
- 2) The master password that must be used to gain developer access to these files is "OYO". To enter the master password, hold down the Shift key (Windows) or the Option key (Mac OS) when opening the file using FileMaker Pro 6. The Password dialog box will appear and you can enter the master password and gain full access to all aspects of this database system.
- 3) Of course you'll need to know how to use FileMaker Pro. You should not need to use the FileMaker Developer tool again unless you wish to redo certain packaging operations (I've never needed to do this again in many years of updates).
- 4) Once your changes are done, you can drop the changed .OYO files back into the folder replacing old versions. It is best to save the Game.OYO, GamePlayer.OYO, and Player.OYO as empty clones to make them as compact and clean as possible. The Setings.OYO file has system wide data values in it that should be retained so it should not be saved as an empty clone.

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## Credits

(everyone modifying this solution should add their contact information here)

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## Release Notes

(everyone modifying this solution should add their change information here)

3.9.6 - 2009-05-15 - Tim Oey – Expanded the number of players allowed from 18 to 22 (this was a much requested feature for older teams where there may be 22 on the team because many cannot show up for every game). There may be some latent formatting problems on some forms as a result that will need to be fixed in subsequent versions. The AYSO Referee Official Lineup Form is now longer as a result (in order to fit all the players). Also changed many of the Referee Lineup Form lines to 1 point lines as some printers had trouble printing hairlines. Added more explanation to the systems of play possible in section 4 of “Using Coach’s Game Card”. Fixed typos and slightly enhanced instructions in the UserGuide.

3.9.5 - 2008-10-13 - Tim Oey – Converted original ReadMe.txt into the Coach's Game Card User Guide (UserGuide.doc & UserGuide.pdf) and greatly enhanced this information with new text and pictures. Updated database system to refer to User Guide rather than ReadMe.txt.

3.9.4 - 2008-09-12 - Tim Oey - Cleaned up some aspects of Read Me. Adjusted the vertical text labels on the Player List layout to be better aligned and spaced and hopefully more readable on Windows.

3.9.3 - 2008-05-30 - Tim Oey - Fixed tabbing order in main Game Card grid so you can tab through all player quarters in sequence (this got messed up in version 3.9.0 or so). Added an uninstall instruction to Read Me. Updated Read Me.

3.9.2 - 2007-09-15 - Tim Oey - Adjusted references to OpenYouth.org. Lengthend field length on Official Lineup Form (Referee Game Card) to accomodate longer team, coach, and assistant names.

3.9.1 - 2005-09-25 - Tim Oey - Adjusted some database field positions on lineup layouts. Fixed bug where Goals & Assists were swapped. Used a small font for Assists so it fits better.

3.9.0 - 2005-09-25 - Tim Oey - Added the tracking of Assists in addition to Goals. Added a field to enter the Opposing Team's name (Opponent). Changed the order of pages for the scripts "Print 3 Pages for a Game" and "Print All 4 Pages for a Game" -- now the large game lineup prints first, then notes, then game card, and finally the referee game card. In my 3 ring game binder, I find it handy to have first the lineup and then game notes with these two face to face -- I can write in changes to the lineup that may happen (unexpected absences or injuries) as well as notes into the notes area without flipping pages. The game card stats are behind the notes in case I want to reference them.

3.8.1 - 2004-09-19 - Tim Oey - Changed a setting to allow copy and paste (and a few other editing commands) to work. Added Us/Them score boxes and WLT (Win/Loss/Tie) stats to Game Lineup (field map). Added some position managing tips under step 5 in the "To use this database" section of this Readme and corrected system requirements.

3.8 - 2004-05-07 - Tim Oey - Removed version info from top of Read Me (so it can no longer be out of date). Fixed text alignment problem on Game Notes page. Split "Print All Pages" into "Print 3 Pages" and "Print All 4 Pages". My team at least has not needed the larger field page, so personally I prefer printing the minifield with statistics plus the notes page. I put these 2 face to face in my coach 3-ring binder so I can write notes, view lineups, and see the stats. Added team and game info to top of Game Lineup for those who like using

3.7 - 2004-04-07 - Tim Oey - Slightly adjusted larger field lineup views to better align edges and make names a bit longer. Corrected credits line on official lineup form. Made navigation buttons more uniform across system. Updated ReadMe with note that long names get word wrapped. Changed startup script such that if you have fewer than 2 players you'll be brought to the player list to start. Fixed other startup scripts such that if you click on the wrong OYO file everything will just work anyway.

3.6 - 2004-04-06 - Tim Oey - Created new larger view of lineups (simple field maps). Created plain black & white versions of all layouts that are now used to print (conserves ink on color printers). Removed many buttons, people will now need to use the scripts menu more. Added option to allow coaches to include or exclude the jersey number from the lineup game maps.

3.5 - 2004-03-27 - Tim Oey - Added a setting on "About" screen to allow a coach to choose whether to display first, last, firstlast, or lastfirst names on mini field maps. Improved next/previous game navigation with small buttons rather than textual

"next" "previous" buttons. Added page to let coach write down notes about what each player did well in the game as well as what to work on as a team at the next practice. This notes page prints with the main coach Game Card -- leaving it as paper is fine although these notes can be entered back into the database if that is desired. Cleaned up a few other items. Added feature to track team scores, wins, losses, and ties.

3.1 - 2003-10-29 - Tim Oey - Enhanced the printed Referee Official Lineup Form (expanded key on form, streamlined some instructions, added Referee Report on back side). Added yet more information to ReadMe.txt. Added a variety of links to the About window.

3.0 - 2003-10-18 - Tim Oey - added ability to print an "Official Lineup Form" for the Game Card given to the referee. Added Home/Away field, moved Game # field, changed button arrangement. Fixed bug on Windows where 1st time New Game button was pushed it didn't work quite right. Added count of 1st and 4th quarters a player has been out (this matters sometimes to players, particularly older players). Added sorting (click on underlined header) and printing to Player List. Added links to open OpenYouth.Org and ReadMe.txt. Added simple security to prevent regular users from using most menu commands and potentially messing up the database in unknown ways. Established a comprehensive ReadMe.txt file to accompany the software as well as adding all the necessary license agreements to cover all aspects of the software.

2.0 - 2003-10-13 - Tim Oey - added left, right, center, and other positions (BL, BC, BR, ML, MC, MR, Bt, Bw) and added micro field positioning maps for each quarter to main GameCard window. This was a lot of work.

1.0 - 2003-10-02 - Tim Oey - created 1st stand alone version.

0.95 - 2003-09-27 - Tim Oey - wrote import/export/upgrade routines, updated documentation, prepared for stand alone version.

0.9 - 2003-09-20 - Tim Oey - greatly enhanced by adding buttons and scripts for most functions. Simplified user interface and added more error checking.

0.5 - 2003-09-15 - Tim Oey - created 1st version.



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## License #2

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