October 23/2013

North Shore Thirty Something Women's Soccer League
Guidelines for Preparing the League Schedules

Before you start, obtain the disc (software program) from the previous schedulers. (see notes at bottom for instructions on working with the software)

Fall/Winter Schedule

☐ Keep the same format (consistency is easier for the teams, refs, and ref assignor).

☐ Determine when the Squamish tournament is.

☐ Equal number of games to the greatest extent possible.

☐ Equal number of home and away games, and should be scattered throughout the season.

☐ Always show the home team as the first team in a pairing (i.e. 3 v 9, 3 is the home team).

☐ Squamish are home team when in Squamish, they are not home team in North/West Vancouver games.

☐ Each team travels to Squamish at least once, some teams twice.

☐ North Shore teams travel to Squamish for all games played against Squamish teams from **September through October** and **February through March.**

☐ Squamish teams travel to the North Shore for all games from **November through January.**

☐ If there are two Squamish teams, they play each other the last Sunday before they start to travel down in November.

☐ Friday night games, at least two per team.

☐ Check with Squamish teams to see if they want to play Friday games (in the past the Second Wind have not).

☐ If a Squamish team elects to play Friday games, those games should not be scheduled November through January.

☐ Avoid assigning the Friday night game with the same team on Sunday.

☐ Avoid two Fridays in a row (best to scatter them as well).

☐ No Friday or Sunday games on a long weekend or if a statutory holiday falls on a Thursday.

☐ We have three spare fields when we travel up to Squamish and one when they travel down. Try to distribute these empty spots fairly equally so no field is sitting unused for two weeks in a row. However, the worst fields (Delbrook, Lynn Valley) could be skipped more often than the better fields.

☐ Vary the fields that a team plays on so they play on all the fields.

☐ Remind teams they need to provide their jersey colours.

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Spring/Summer Schedule
☐ Keep the same format (consistency is even more important for this schedule)
☐ Squamish teams do not play
☐ Equal number of games to the greatest extent possible.
☐ Balance the number of times each team plays each other in both divisions.
☐ Weekend and weekday games need to be divided as equally as possible.
☐ Friday games divided equally (usually about one per team)
☐ Sunday time slots divided as equally as possible
☐ Mon & Wed games need to be divided as equally as possible.
☐ Home and away games should still be balanced.

Suggestions:
☐ Do not send out the schedule to the teams until the Directors (President, VP, Treasurer, Secretary, Registrar) have reviewed it.

☐ Once they have reviewed it and any corrections are done, send to the team reps as a "Tentative Draft" with a deadline attached for any complaints/suggestions to be made. After that deadline, if a team has a complaint, etc, then it is too late. You may need to resend back to the Directors for another review (many pairs of eyes are helpful) before it is sent out as the Final Schedule. Make sure it is marked "Final Schedule" and dated.

NOTES FOR WORKING WITH SOFTWARE

Do the Over 45 Division first

-Run the disc for the program and do the 'setup' – put in all locations, game times, teams, start date and exceptions (long weekend exclusions).   -
-For Options – select 'use end date'
-Team options – we left at 'default'
-Compute Methods - select 'Method One'
-Conflicts with other schedule – select   'Do not schedule games that conflict with ', then select 'any schedule'

Write down a simple rotation of the four teams and input manually vs 'compute'. The reason is that you can then get an audit report for this Division

Over 30 Division

-Do same setup as above and then select 'compute'
-Check for conflicts - Tools -> Conflicts
-Go through 'audit' reports to make sure teams have equal number of games (home and away),
-equal number of times teams play each other,
-fairly equal number of times teams play on each field and days of the week (days of the week are only a concern for the Spring schedule).

Then we did an excel spreadsheet (see below). This spreadsheet takes a bit of time but it is worthwhile to do as it will help you and the directors to see where there are 'gaps'. Try to minimize time between games for each team (we went with a max of 10 days between games unless there was a long weekend involved).

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SUGGESTIONS:

SPRING SCHEDULE - Send out an email to all teams to see which teams are going in the Wickham tournament and when it is, so that affected teams are not scheduled to play that weekend.

FALL/WINTER SCHEDULE -

Friday night games – schedule last as you can use these games to balance team vs team (audit report will indicate who needs to play who)
-We did it manually and did the Over 45 teams first as they are the easiest.
-Next plug in Squamish as they have to play before Nov. and after Jan. (in guidelines), then fill in the blanks.

TEAM COMPARISON - SPRING/SUMMER 2013

Day	Date	Cap Shades	Fusion	Pearls	Dons United	Phoenix	Sabers	Marlins	Ride/Str	Storm	Magic	Bensons	Mustangs	Ravens	Hotwings	Waves
Mon	Apr-22	x			x											
Wed	Apr-24															
Fri	Apr-26	x	x	x	x	x	x	x	x	x		x				
Sun	Apr-28	x											x	x	x	x
Mon	Apr-29	x	x		x		x		x		x	x	x	x		
Wed	May-01				x			x	x			x	x	x	x	x
Fri	May-03				x			x								
Sun	May-05	x		x			x			x			x	x	x	x
Mon	May-06		x	x	x	x	x	x	x	x	x	x	x	x	x	
Wed	May-08			x	x	x	x	x	x	x	x		x	x	x	x
Fri	May-10				x											
Sun	May-12	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Mon	May-13	x		x												
Wed	May-15															
Fri	May-17			x	x		x	x		x	x	x	x	x	x	x
Sun	May-19															
Mon	May-20															
Wed	May-22	x	x		x	x	x		x	x	x		x	x		x
Fri	May-24	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Sun	May-26			x	x	x	x		x							
Mon	May-27		x	x				x		x	x					
Wed	May-29	x		x				x	x		x		x	x	x	
Fri	May-31															
Sun	Jun-02	x	x	x	x	x				x	x	x	x	x	x	x
Mon	Jun-03			x	x	x		x	x		x			x	x	
Wed	Jun-05	x	x	x	x	x	x	x	x	x	x		x	x	x	x
Fri	Jun-07		x		x	x	x	x	x	x						
Sun	Jun-09	x		x		x	x	x	x		x	x	x	x	x	x
Mon	Jun-10				x											
Wed	Jun-12	x		x	x	x	x	x	x	x	x	x	x	x	x	x
Fri	Jun-14															
Sun	Jun-16				x	x	x	x				x	x	x	x	x
Mon	Jun-17	x	x	x	x	x	x	x		x	x	x	x	x		x
Wed	Jun-19		x		x	x		x	x		x	x	x	x	x	x
Fri	Jun-21		x		x	x	x	x			x	x	x	x	x	
Sun	Jun-23		x	x	x	x		x	x							
Mon	Jun-24															
Wed	Jun-26	x	x	x		x	x	x	x	x	x	x	x	x	x	x
Fri	Jun-28															
Sun	Jun-30															
Mon	Jul-01					x		x	x		x	x			x	x
Wed	Jul-03															
Fri	Jul-05															
Sun	Jul-07	x	x	x	x	x	x	x	x	x	x			x	x	x
Fri	Jul-26	x	x	x	x		x	x	x	x		x	x	x	x	x
Sat	Jul-27															
Mon	Jul-08															
Wed	Jul-10	x	x	x		x	x	x	x	x	x	x	x	x	x	x
		11	12	13	12	12	12	12	12	12	12	12	13	12	13	12