

# Omaha Suburban Athletic Association

2018 Umpire Software Training



# Umpire Objectives

- Right Ump
- Right Place
- Right Time
- Right Pay

# Previous Process

- Mark exported game schedule from website
- Umps email availability to Mark
- Mark manually merged game schedule with umpire skills and availability
- Mark posted umpire assignments on website
- Mark hopes umpires know their schedule and show up!
- Mark reconciled plan vs. actual for payroll
- Mark emailed payroll information to office for processing paychecks
- Mark emails, texts, calls umpires with changes

# Why We Moved to an Umpire Scheduling System?

- Make it easier for umpires to control their availability to work games
- Make it easier to match-up umpires with games they are qualified for and available to work
- Improve visibility to the schedule and assignments
- Improve communication to/from umpires on game assignments and changes
- Streamline the payroll process

# Training Agenda for Umpires

- System Overview
- Review/Edit your Contact Information
- Add Availability
- Request a Game
- Accept/Decline games
- Mobile Access

# System Overview

## omahasuburban.assignr.com

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Home

All Games

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>Mar 13</b> 12p @ Lamp #6 <b>20</b> 12p @ Lamp #7 9 more...	6p @ Lamp #7 <b>21</b>	5:45p @ Lamp #7 <b>22</b>	5:45p @ Lamp #2 <b>23</b> 5:45p @ Lamp #2 2 more...	6p @ Lamp #7 <b>24</b>	5:45p @ Lamp #2 <b>25</b> 5:45p @ Lamp #2 3 more...	9a @ Lamp #8 <b>26</b> 9a @ Lamp #7 13 more...
12p @ Lamp #7 <b>27</b> 12p @ Lamp #2 9 more...	5:45p @ Lamp #2 <b>28</b> 5:45p @ Lamp #3 3 more...	6p @ Lamp #2 <b>29</b>	5:45p @ Lamp #7 <b>30</b> 5:45p @ Lamp #2 2 more...	6p @ Lamp #7 <b>31</b>	5:45p @ Lamp #7 <b>Apr 1</b> 5:45p @ Lamp #3	10a @ Kingswood <b>2</b> East 11:15a @ Lamp #6 11 more...
12p @ Lamp #6 <b>3</b> 12p @ Lamp #7 10 more...	5:45p @ Lamp #2 <b>4</b> 6p @ Lamp #6 2 more...	5:45p @ Lamp #7 <b>5</b>	5:45p @ Lamp #7 <b>6</b> 5:45p @ Lamp #2 2 more...	5:30p @ Lamp #8 <b>7</b> 5:45p @ Lamp #3 4 more...	5:30p @ Lamp #8 <b>8</b> 5:45p @ Lamp #7 1 more...	9a @ Lamp #8 <b>9</b> 9a @ Lamp #7 8 more...
12p @ Lamp #6 <b>10</b> 12p @ Lamp #7 4 more...	5p @ Lamp #2 <b>11</b> 5p @ Lamp #3 6 more...	5p @ Lamp #2 <b>12</b> 5p @ Lamp #3 6 more...	5p @ Lamp #2 <b>13</b> 5p @ Lamp #3 6 more...	5:30p @ Lamp #8 <b>14</b> 5p @ Lamp #3 6p @ Lamp #6 2 more...	5p @ Lamp #2 <b>15</b> 5p @ Lamp #3 7 more...	5p @ Lamp #3 <b>16</b>

Announcements

+ New Announcement

Joe Hutchings Today, 12:34 PM

Welcome to assignr for Omaha Suburban! Seventy of our registered umpires have been loaded in the system. This software will also support referees

Auckland: Mon 06:41 Sydney: Mon 04:41 New Delhi: Sun 23:11 Zagreb: Sun 18:41 London: Sun 17:41 GMT/UTC: Sun 17:41 Rio de Janeiro: Sun 14:41 Chicago: Sun 12:41

# Review Profile and Enable Text Messaging

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Jack Hutchings  
Profile

**Personal Information**

Street	2323 Claflin Road
City	Manhattan
State	KS
ZIP Code	66502
Home Phone	Private 402-496-1798
Mobile Phone	402-216-3969
Text Messaging	Text messaging is disabled. <a href="#">Enable Text Messaging</a>
Primary Email	joenlisa@cox.net

[« All People](#) · [Edit](#) · [Change your Password](#) · [Link an Account](#) · [API Access](#) · [Download as vCard](#)

# Edit your Contact Information

assignr | Omaha Suburban Athletic Association ✉ ✓ ?  Joe Hutchings (jhutchings) ▾

**Home** | Games ▾ | People | Availability | Searches | Messages | Reports | Maintenance ▾

## Joe Hutchings

Edit Joe Hutchings

### Name

Last Name	First Name	Middle Initial
<input type="text" value="Hutchings"/>	<input type="text" value="Joe"/>	<input type="text"/>

### Address

Street	Street (Line 2)	ZIP Code
<input type="text" value="4341 N. 142nd Avenue"/>	<input type="text"/>	<input type="text" value="68164"/>
City	State	
<input type="text" value="Omaha"/>	<input type="text" value="NE"/>	

### Phone

Home Phone	Work Phone	Mobile Phone
<input type="text" value="402-496-1798"/>	<input type="text"/>	<input type="text" value="402-312-8860"/>
<input type="checkbox"/> Show Home Phone	<input type="checkbox"/> Show Work Phone	<input type="checkbox"/> Show Mobile Phone

Mobile Carrier:  ▾

Text messaging is enabled.



# Update your Availability

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Joe Hutchings (jhutchings)

Home Games People Availability

Joe Hutchings Availability

Games Availability Abilities Conflicts Confirmations Messages Comments (0)

Zach Howard Liam Kaminski

April 2016

« February « March April May » June » July »

See Availability for All Referees

sun	mon	tue	wed	thu	fri	sat
					✗ 1 Allow	✗ 2 Allow
✗ 3 Allow	✗ 4 Allow	✗ 5 Allow	✗ 6 Allow	✗ 7 Allow	✗ 8 Allow	✓ 9 Block
✓ 10 Block	✗ 11 Allow	✗ 12 Allow	✓ 13 Block	✗ 14 Allow	✗ 15 Allow	🕒 16 Block
✓ 17 Block	✗ 18 Allow	✗ 19 Allow	✗ 20 Allow	✗ 21 Allow	✗ 22 Allow	✗ 23 Allow
✗ 24 Allow	✗ 25 Allow	✗ 26 Allow	✗ 27 Allow	✗ 28 Allow	✗ 29 Allow	✗ 30 Allow

Available Dates

- ✗ Sat Apr 09, all day.
- ✗ Sun Apr 10, all day.
- Apr 13 2016 From 5:00 PM To 7:00 PM Save or Cancel
- ✗ Sat Apr 16, between 9AM and 1PM.
- ✗ Sun Apr 17, all day.

# Accept/Decline Games

The screenshot shows a web browser window with the URL <https://omahasuburban.assignr.com/users/505851/games>. The page title is "assignr | Omaha Suburban Athletic Association". The user is logged in as "Jack Hutchings (hjack)".

**Assigned Games**

**Assignments**

This screen shows your assigned games. If your assignor has recently assigned you to a game, you will need to "accept" or "decline" the game, which confirms that you can or cannot work the game.

Declined games remain assigned to you until your assignor removes you from the game.

If a game time or venue changes, you'll need to return to the website to re-accept your changed assignments.

Personal iCalendar

Displaying all 2 future games.

Games: Only future games. [View all 2 games](#)

	<b>Sat Feb 6 5:30 PM</b> @ <b>Lamp #3</b>	B: <b>BRONCO-BOYS: BRON-RSX vs. BRON-IND</b>	P: <a href="#">Hutchings, Jack</a>	Accept Game or Decline Game
	#160323821, Baseball Game fee: \$17.50 Bronco Boys Indians at Bronco Boys Red Sox			
	<b>Sat Feb 13 1:00 PM</b> @ <b>Lamp #7</b>	P: <a href="#">Hutchings, Jack</a>	Accept Game or Decline Game	
	<b>MUSTANG-BOYS: MUS9-YAN vs. MUS9-BLU</b> #159541210, Baseball Game fee: \$15.00 Mustang 9 Blue Jays at Mustang 9 Yankees			

# Review Confirmations

The screenshot shows a web browser window with the URL <https://omahasuburban.assignr.com/users/505851/confirmations>. The page title is "assignr | Omaha Suburban Athletic Association". The user is identified as Jack Hutchings (hjack). The page displays a list of confirmations with the following data:

Status	Assignment	Date	By
Accepted Current	# 159541210 Sat Feb 13 1:00 PM @ Lamp #7: MUSTANG-BOYS	4:14 PM	Me
Accepted Current	# 160323821 Sat Feb 06 5:30 PM @ Lamp #3: BRONCO-BOYS	4:14 PM	Me

assignr by BlueZebra Sports  
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Fri, 05 Feb 2016 16:14:41 -0600 Central Time (US & Canada)  
assignr and assignr.com are trademarks of BlueZebra Sports. Text and design ©2009-2016 BlueZebra Sports. All rights reserved.

# Request a Game

The screenshot shows a web browser window displaying the Help Center for assignr.com. The page title is "Request a Game". The left sidebar contains navigation links: Home, Games, People, Availability, Searches, Messages, Reports, and Maintenance. The main content area features a search bar and a list of menu items: Assignors, Referee Basics, Account, Assigning, Referees, Games, Admin, and API. Below the search bar, the heading "Request a Game" is followed by a paragraph: "If your site is configured to view unassigned games, then you can use assignr.com to request a specific assignment from your assignor." A second heading "Request a Game" is followed by an inset image of a game list with "Request It" buttons. Below this, the text "To request a game:" is followed by a list of instructions: "Click the Games menu item", "Click the All Unassigned Games menu item", "Find the game you want to request, and", and "Click Request It". The browser's address bar shows the URL "https://omahasuburban.assignr.com/help/qs\_referees/game\_request". The browser's taskbar at the bottom shows various open applications and system tray icons.

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## Help Center

Request a Game

Help Center

Assignors ▾ Referee Basics ▾ Account ▾ Assigning ▾ Referees ▾ Games ▾ Admin ▾ API ▾

Search

### Request a Game

If your site is configured to view unassigned games, then you can use assignr.com to request a specific assignment from your assignor.

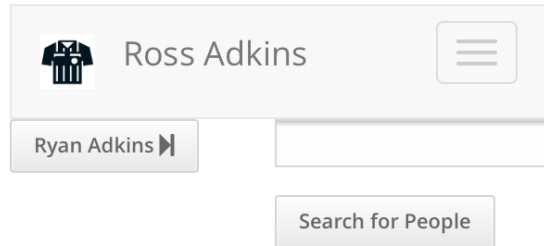
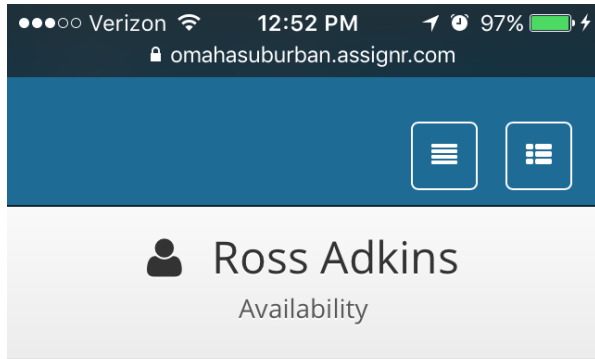
### Request a Game

To request a game:

- Click the Games menu item
- Click the All Unassigned Games menu item
- Find the game you want to request, and
- Click Request It

Auckland: Mon 07:05 Sydney: Mon 05:05 New Delhi: Sun 23:35 Zagreb: Sun 19:05 London: Sun 18:05 GMT/UTC: Sun 18:05 Rio de Janeiro: Sun 15:05 Chicago: Sun 13:05

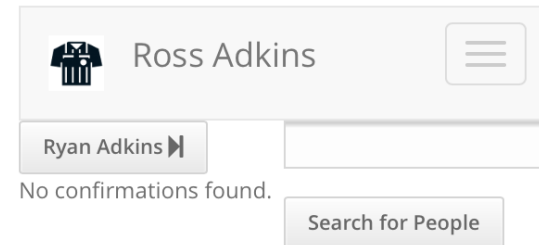
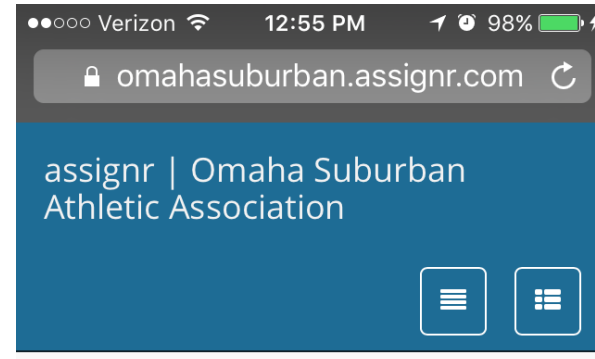
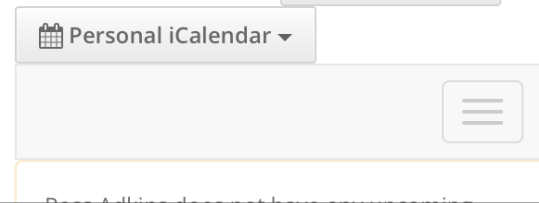
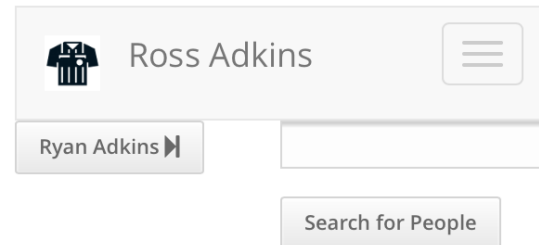
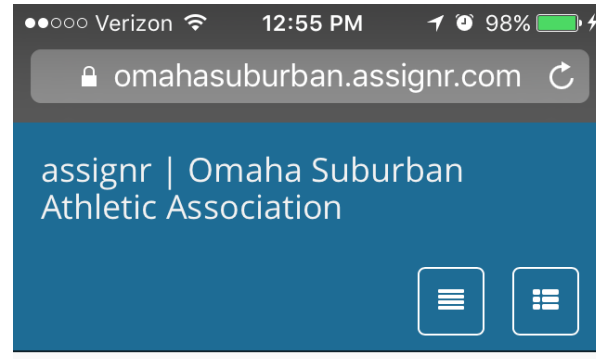
# Mobile Site (omahasuburban.assignr.com)



## March 2016

March April » May » June »  
See Availability for All Referees

sun	mon	tue	wed	thu	fri	sat
		✗ 1	✗ 2	✗ 3	✗ 4	✗ 5
✗ 6	✗ 7	✗ 8	✗ 9	✗ 10	✗ 11	✗ 12
✗ 13	✗ 14	✗ 15	✗ 16	✗ 17	✗ 18	✓ 19



# Next Steps

- ▶ Email Confirmation
  - ▶ You will receive an email from Assignr with a link to confirm your account and setup your password
  - ▶ Note: This account is unique to Umpire Scheduling and is separate from your account(s) with [www.OmahaSuburban.com](http://www.OmahaSuburban.com)
- ▶ Review Your Contact Information
  - ▶ Enable text messaging (if desired - strongly recommended)
- ▶ Update Your Availability to Work
- ▶ Monitor Your Email for Game Assignments
  - ▶ You will receive a separate email for each game assignment which you will need to Accept or Decline.
  - ▶ If you don't Accept in a timely fashion, the game will be reassigned to someone else!
- ▶ Show up to work at least 10 minutes prior to scheduled game time!

# Reference Information

## ▶ Contact Information:

▶ Joe Hutchings (technical/system questions)

▶ [jhutchings@cox.net](mailto:jhutchings@cox.net)

▶ Mark Opheim (everything umpire related)

▶ [mksopheim@outlook.com](mailto:mksopheim@outlook.com)

## ▶ Umpire Scheduling Website

▶ <https://omahasuburban.assignr.com/welcome>

## ▶ RainedOut.com

▶ [https://www.rainedout.net/team\\_page.php?a=3e6afee27f98a14b76c5](https://www.rainedout.net/team_page.php?a=3e6afee27f98a14b76c5)

Questions?

