



The 'Record Spreadsheet' is used to record attendance at training sessions and games, as well as tallying votes for awards and other information.

The recording process commences from Round 1! The 'Record Spreadsheet Template' is available from our

website. Once downloaded, open the document and add your team members to the spreadsheet (in alphabetical order by surname).

Each week please ensure that you:

Tick the attendance for training each week and game.

- Put a "1" if they are present.

- Put a "0" if they are absent but let you know in a timely manner.

- Put a "X" if they didn't show up with no direct communication.

If a player from a lower team is filling in for your team, you must add her full name to the record spreadsheet in the section provided.

Remember, if your team makes finals you are still required to fill in the attendance record but not the award votes.

At the end of the season please email your spreadsheet to donvalenetballclub@yahoo.com.au for our records.

COACH'S AWARD: (excludes Open teams)

At the end of the game nominate two players who you (the coach) think have strived hard, committed themselves and contributed to the team the most throughout that week, at both training and the game.

One player for 3 points and one player for 2 points! This is not the best player but the player who dedicates themselves regularly, makes an effort to do their best and listens and applies instructions.

PLAYERS' CHOICE AWARD: (exclusive to Open teams)

At the end of each game a different team member is to nominate two players who they think have strived hard, committed themselves and contributed to the team the most for that game. One player for 3 points and one player for 2 points! This is not the best player but the player who dedicates themselves regularly and makes an effort to do their best. Team managers are to ensure that they work down their team list to avoid the same person voting every week.

BEST & FAIREST: (excludes 9&U and 11&U)

At the end of the game you must ask the umpire (or if they will not, then the coach or team manager of the opposing team) if they can please tell you two best and fairest players, once again one for 3 points and one for 2 points. It is important to get the number of points right, as they will play a crucial part at the end of the season when we tally the results.

Please ensure that votes for awards are completed weekly and based on each game – not in bulk at the end of the season. If you find yourself in a situation where you have forgotten to complete votes for any number of weeks please leave it blank (don't make it up).

If you have any questions about the above please let us know.