

Jolly's Drinks Cornwall Cricket League

Player Registrations (updated Feb 2009)

The registration of players has been formally transferred to using the play-cricket system **only** for 2009. Below are some FAQ's detailing various procedures using play cricket. **Answer 12** lays out the new procedures for registering all CCL players. Basically new players must be registered by all clubs **online**. Additional requirements refer to Professionals and Overseas players who **MUST** also be re-registered each year as their registration lapses at the end of each season. A full explanation follows under Answer 12.

Player Transfers between Clubs are not included in this procedure and **MUST** be completed in the manner shown in the Cornwall Cricket Leagues Rules. Transfer forms can be downloaded from the Downloads section of the website. A full explanation follows under Answer 12.

Scroll down for Answers helpdesk : playcricket@ecb.co.uk

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Question 1

I used to be able to phone the helpdesk. Where has the phone number gone?

Answer 1

We are sorry, but we can no longer provide direct telephone support for the play-cricket system. Please email any problems that you are having to the **helpdesk : playcricket@ecb.co.uk** giving as much information as you can, and we will get back to you as quickly as possible.

If the problem is such that we require further information or intervention, then we will ask for a number to contact you on, and a time at which it would be convenient to do so, in order that we can ascertain better what the problem is that you are experiencing

Question 2

How can I activate my club's site on the Play-Cricket network?

Answer 2

To set up a club site on Play-Cricket you need to take the following steps:

1. Go to <http://www.play-cricket.com> and register yourself creating a username and password
2. Click on 'Community' in the top menu bar, and then 'Cricket Directory' on the left-hand side of the screen
3. Click on 'apply for your site'
4. Next to 'sub site name or first letter' enter all or part of your clubs name and then search for your site. From the list returned below 'pick' your club from the list (if your site is not returned try searching with counties showing 'all' or contact the information desk via email at playcricket@ecb.co.uk)

5. Enter your club details, including both addresses requested, and submit
 6. Set up your teams (every team at your club as they will probably have games entered on the Play-Cricket system) and affiliations (your county board)
- You will then receive an email confirming that your site has been activated with a link to your home page
 - Once on your site log on using your username and password and an 'admin' button will appear in the top right corner under your name
 - Click on the 'admin' button and this will take you to the administration area of your web site where you can control all the information that is published
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Question 3

How can I become an online member of my club's Play-Cricket website?

Answer 3

To become an online member of your club please take the following steps (if you activated the club site you will already be a member):

1. Register with Play-Cricket by either clicking on the 'register' button on the Play-Cricket home page or on your club home page. This will create your Play-Cricket username and password
 2. Either following your registration or after you have logged on using your Play-Cricket username and password click on the 'your details' link in the top right hand side of the page. Once you are in your profile click on the 'Memberships and roles' option
 3. In 'Memberships and roles' click on 'apply for new membership' and search for your club
 4. In the list returned click on 'apply for membership' next to your club name
 5. Complete the necessary details in the form, agree to the terms and conditions and click 'apply for membership'
- Your application will be reviewed by your club web site administrator and once accepted you will be notified by email
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Question 4

I want to play cricket for a club in the United Kingdom. How can I find a particular club, or let people know that I am looking for a club?

Answer 4

To find a particular club, in the Directory Search section on the left-hand side, select a category of Clubs, the county in the County field, type the first few letters of the club name in the Keywords field, and click the Search button. This should produce a list of possible matches, and you can then click on the link to their contacts page to get in touch with someone from the club, in the Club Officials section.

If their entry is not in the list, or is shown as 'unclaimed' or 'inactive', then they do not have an active play-cricket site.

To look in a general area for a club, the best place to start would be the local County Board, who should have

details of the clubs in that area. Their details can be found through the Directory Search section of the play-cricket website, under 'County Boards' in the directory type. Alternatively, search the directory for 'Clubs', and perhaps narrow the search down by using the local town name as a keyword.

To let people know that you are looking for a club to play for, then in order to make the cricket community aware of your request, you need to register as a play-cricket user. You can then post your request via the play-cricket site under Community>Cricket Exchange, in the category 'Players looking for Clubs'; this will give you the greatest chance of success.

Question 5

What basic information do I need to complete on my Play-Cricket website and how can I do it?

Answer 5

Once your club site has been activated on Play-Cricket it is important that it carries the most basic level of information about your club so that it is useful for people who access it. The two most important areas to complete are the 'about us' section and a link to an existing web site if you have one. To complete the 'about us' section take the following steps:

1. Log on and go to the administration area of your web site
2. Next go to the 'about us' area and 'club details'
3. Under 'office' complete the address of your ground, club contact number and email address and click 'save'. The most important part of this information is the post code as it drives a map link that allows users to see where your ground is located. If your ground does not have a post code it is often useful to find the closest post code and use that instead

To complete a link to an existing web site take the following steps:

1. Log on and go to the administration area of your web site
2. Next go to the 'site settings' area and 'site set up'
3. Half way down the page enter the URL of your existing web site next to where it says 'existing web site' and then click 'save settings' at the bottom of the page

This will create a link to your existing web site from the centre of your club's home page on the Play-Cricket network. You will need to set up a 'Welcome' message in the Home Page Settings area, however, for this to be displayed

Question 6

How can I set up another administrator for my site and how many administrators can a Play-Cricket website have?

Answer 6

To set up a new online administrator for your club they will need to become an online member of your club first (as described above). Your site can have as many administrators as required. Once they are a member there are actions for both of you to carry out:

1. You need to log on and go to the administration area of your web site

2. Next go to the 'members' area and then 'member database'. Change the status from active to pending and click search then accept or reject any requests for membership (note you should only accept online members who are actual members of your club). When there are members pending a short cut will also appear on the admin home page
3. If you accept a member they will be compared to existing names in your database. If there is an existing name that is exactly the same person click on 'match' and you will avoid duplication in your member database. If the person does not already exist in your database click on 'Continue'
4. Once a person is an online member of your club you can make them an administrator of your club web site. Next to the name of the new administrator click on 'roles icon' (teacher's hat) and under 'web roles' apply for them to have the type of administration roles you would like them to have. This will cause an email to be sent to the new administrator and make their administrative role(s) pending.
5. The new administrator on receiving the email needs to go to your club's home page and log on. Once logged on an 'Admin' button will appear below the user's name. They need to click on this and accept the terms and conditions
6. Once accepted they will also be an administrator of your club's website and be able to update areas of the site for which they have administration rights+

+ Please note that if you grant administration rights to a member of your club's website, that person will have full access to change all the information on your Play-Cricket system so he/she must be a responsible member of your club.

Question 7

How can I update my club's member database?

Answer 7

On your member database there are two types of member. There are temporary members (who have a asterisk next to their name) and actual members. A temporary member is a member of your club who has been entered onto the database by an administrator. An actual member is a member of your club who has completed the online membership process (see above). To ensure the data held on your members is valuable to your club it is crucial that you do not have multiple instances of an individual member. To prevent this we have introduced a 'matching' process (described below) so that members should only be deleted when they actually leave the club. You will also be able to add multiple roles to your members and add them to playing squads and email lists. To enter new members of your site (without them applying) take the following steps:

1. Log on and go to the administration area of your web site
2. Next go to the 'club members' area and 'member database'
3. Click on 'create new user with this role'
4. Enter the individual's details and click 'add user'

If you have two or more instances of a club member on your database you need to match them together. If they are all temporary members you can match either one to the other. If you have an actual member and a temporary member then you need to match from the actual member. To match individuals take the following steps:

1. Log on and go to the administration area of your web site
2. Next go to the 'club members' area and 'member database'

3. Search for the individual who has multiple entries
 4. Next to the entry you wish to keep (the actual member or either of the temporary ones if they are both temporary) click on the match icon
 5. From the list of possible matches click 'match' next to the name that is the same
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Question 8

How do I enter a summary level result?

Answer 8

At 12.00pm all the fixtures that have been entered for that day will move automatically from the fixtures area of your web site to the results area, allowing you to enter the scores. It is this information that calculates any league tables that are associated with the result or works out who progresses to the next round of a cup competition. To enter a summary level results take the following steps:

1. Log on and go to the administration area of your web site
 2. Next go to the 'results' area
 3. Search for the result that you wish to enter (it defaults to the latest) and click the 'edit' icon
 4. Complete all the compulsory information (this includes the result of the game and each team's runs and wickets)
 5. Take the option to complete further information (the rest of the information in the form)
 6. Click 'save' and all the information will be updated in the relevant areas (club site, league site or cup site)
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Question 9

How do I complete a full scorecard on my Play-Cricket website?

Answer 9

Once the summary level result has been entered it can be 'locked' by a cup or league administrator to prevent clubs from changing the information. However clubs can still enter a full scorecard which can be published on the site and will also generate comprehensive statistics on each team and player. To enter scorecards take the following steps:

1. Log on and go to the administration area of your web site
2. Next go to the 'results' area
3. Search for result that you wish to enter (it defaults to the latest) and click the 'edit' icon
4. Complete the summary result
5. Confirm the players that played for each team (teams can be selected in the same way from the fixtures area before a game is played and this allows you to email those selected informing them of the game's details)
6. Complete the scorecard for each innings. This is done by amending the relevant dropdowns to select method of the dismissals and the players involved (fielders and bowlers) and then enter the numbers using your keypad

Question 10

How do I change the main administrator of the site when the existing one is no longer with the club?

Answer 10

In order to change the main administrator of a site if the existing one is no longer with the club, your club secretary or chairman must send a letter to the address below, on club headed notepaper, requesting the change and nominating the replacement, who must be a registered play-cricket user and a member of the club site (either active or pending). We can then make the necessary changes.

Play-cricket Helpdesk
England and Wales Cricket Board
Lord's Cricket Ground
London
NW8 8QZ

Question 11

I am trying to register, or update my email address in my profile, but the system says it already exists on the system. What do I do?

Answer 11

The play-cricket system allows only one login per email address. If you are trying to register and you are told that the email address that you have given already exists, then you have registered previously with that email address. There is no need to register separately to become a member of a different site. You can apply for membership of the new site by logging in with your existing username, going to the site you want to join, and using the 'your details' link under your name. You should then click on 'memberships and roles' on the left hand side, click on the 'Apply to become a member of this site' button, and follow the instructions. An administrator of that site will then review your application, and either accept or reject it. If you have forgotten what the username and password are for that login, then click on the 'forgotten your details' link in the top right corner, and give the email address that you are trying to register with, and an email will be sent to that address with the details. If you are trying to change the email address in your profile and are told it already exists, then once again, you have another login that uses this. You should login using the details that belong to that email address (if you have forgotten them, see above), and then apply to join the site that your other login is a member of (again, see above for how to do this). A site administrator will then review your application and match it to your existing login, so that you have a single login with all your roles, statistics and relevant details attached to it. If you are trying to register or change your email address and someone else in your family is already using that email address, then you will need to either use a different one, for example a work email address, or to create a sub-account to that existing email address. Most Internet Service Providers (ISPs) allow 5 or even 10 such sub-accounts to be created within a main account; the emails to such a sub-account still go to the main inbox, but as the address is different, you can then create a separate play-cricket login using it.

Question 12

What actions do ALL Cornwall Cricket League Clubs need to take before the start of the season?

Answer 12

ALL CLUBS are required to take the following actions for all Categories of Player. Category 1 is all players not in Category 2 or 3A,
Category 2 is Professionals,
Category 3A is Overseas players.

1. Review your Club's registrations list online at your Club's Playcricket website.
2. Complete the Annual review form which is available at the Cornwall Cricket League website and send this to the Cornwall Cricket League Registrations Secretary (CCLRS) before the 1st League match of the season. (rule 15.1.6)

NEW REGISTRATIONS

There are no Registrations by Post or Email or Telephone for any category player.

Category 1

A club should request a new registration online through their Club's Play Cricket website, this request will be processed by the CCLRS online and when the player is authorised by the CCLRS they will become available to play for the club and show as a CCL registered player on the Club's Playcricket website.

If the player who is to be registered is not already a member of the Club's Playcricket website, please add them in and apply for their registration to the CCLRS. The player's name will appear with a * next to it until they actually apply for membership of the Playcricket website. If that CCL registered player then later applies to join the Club's Playcricket website, once they have been approved by the Club's Playcricket website administrator, the administrator will be able to identify the duplication of details and then merge the two records into one record and the * will disappear.

Overseas (Category 3a) and Professional (Category 2) player registrations are unchanged and therefore please follow the procedures within the rules as shown in the CCL handbook.

The CCL assistant secretary will then pass details to CCLRS to ensure these are reflected on the play cricket site.

Clubs should enter the details online at their own Playcricket website and also request CCL registration in the appropriate category via the online system.

Registration as either a category 2 – professional or category 3a – overseas,

to allow the individual to be authorised online by the CCLRS after formal paper confirmation has been made. This will then make the player available online to be selected within a match scorecard and within teams.

All previous seasons Overseas and Professional player registrations are subject to re-registration annually as they are only valid for the season of registration. The previous years registrations will be removed from the CCL list at the end of the calendar year.

Player transfers between Clubs are not included in this procedure and **MUST** be completed in the manner shown in the Cornwall Cricket Leagues rules.

The CCLRS would then approve the transfer and confirm to the receiving Club.
The CCLRS will also remove the player from the previous club's site and add them to the new club's site.

Question 13

What are the current rules with regard to CCL registrations as approved at the CCL AGM in January 2009?

Answer 13

15. REGISTRATION

15.1 Registration

15.1.1 All CCL Registrations (from 1st February 2009 onwards) will be made through the Clubs play cricket site'.

15.1.1.1 No player shall be registered concurrently with more than one club in the League.

15.1.1.2 Once a player has been registered he remains registered with that club until either transferred (in accordance with 15.2) or until the CCL Registration Secretary is informed by the Club Secretary that he is no longer a playing member of that Club.

15.1.1.3 Clubs MUST use the online registration system on their Club Play Cricket site to register players throughout the year.

15.1.2 The information shall contain name, address, Country of Birth (if outside UK – the date of most recent entry into the UK), and date of birth of all players.

15.1.3 Exceptionally a player may be registered after 31st July at the discretion of the LMC upon application to the LMC and entering the details online at their Club's Play cricket website.

15.1.4 See Section F – Appendix: 32, for 'ECB regulations governing qualification and registration of cricketers and their qualification to play for England'.

15.1.5 **(Intermediate & Standard Tiers only)** Where club has two or more teams, players not registered with an affiliated club may be registered on the day by the team captain of their lowest team and enclosed with the result form. Players so registered must remain with that club for the rest of the season. Where on the day registrations are made, the Club must also register those players at their Club's Play cricket website in order to formalize the arrangement within 48 hours of the match at which the player first played for their Club.

15.1.6 All clubs are to review their existing league registrations annually and confirm to the league registrations secretary the accuracy of their registrations list. Any deletions, amendments to players addresses or other details should be made at their Club's Play cricket website. The annual notification should be received by the league registrations secretary before the commencement of the season's fixtures. Any Club failing to make this annual confirmation return will be fined by the League. The annual confirmation return form may be found on the Cornwall Cricket League website.

15.1.7 Any club that requires assistance with the registration of players online at their Club's Play Cricket site may request this at any time of the year from the League's Play Cricket Registrations Administrator.

15.1.8 All requests for information relating to inquiries and /or concerns regarding new and current registrations and rules thereof are to be made in writing to the CCL Registration Officer who will make a written reply within 7 days of receipt.

15.2 Transfers

15.2.1 A player may be transferred from one club to another at their request.

15.2.2 CCL Transfer Form must be completed for all-year transfer of players from one CCL club to another.

15.2.2.1 This form, must be signed by the secretary (or other club official) of both clubs and the player being transferred and submitted to the CCL Registration Secretary for approval. The CCL Registration Secretary will then move the players registration from one club to another online at Play Cricket.

15.2.2.2 The player must cease playing for his original club, and may not play for his new club for a period of seven days, with effect from first notification to the CCL Registration Secretary.

15.2.3 No transfer of CCL players to and from Premier and County One clubs shall be permitted during the season, except in exceptional circumstances with approval of LMC. (This shall only apply to those playing in Premier and County One League cricket).

15.3 Breach

15.3.1 Where the LMC is satisfied that there is a breach of the registration or transfer rules, the breach may be penalised by a fine on the club (maximum £500) and the deduction of points unfairly gained.

15.3.1.1 Points may also be awarded to the opposing team.

15.3.2 A club found to be contravening regulation rulings relating to payment of players shall be expelled from the League.

15.3.3 A player found to be accepting such payments shall be banned from playing in the League for minimum period of 3 years.

15.4 Loan Players

15.4.1 Under exceptional circumstances Clubs may apply to the LMC for approval to loan players for the development/survival of Clubs.

17.8 Reporting of Results

- 17.8.1 Result sheet to be completed and signed by representatives of both clubs at conclusion of match.
- 17.8.2 The Secretary (or other club official) of the home club is to notify the relevant Results Secretary of the result of the game by first post on Wednesdays, or first post on Thursdays for matches played on Sundays and Bank Holiday Mondays. Notification of matches cancelled by weather, to the appropriate Results Secretary, must be done by results sheet or by e-mail in the normal manner.
- 17.8.2.1 Clubs shall be fined £5.00 for each late received result form.
- 17.8.3 Home clubs shall telephone results to the person (s) appointed by the local press before 8.45pm, or by e-mail, no later than 9.30pm, on match day.
- 17.8.4 The home club is to enter the match result and bonus points online at their Club's play cricket website within 48 hours of the match being played. The away Club is then to confirm the result online at their Club's Play cricket website within 96 hours of the match being played in order to verify the result and points input relating to the match. Bonus batting and bowling points are input by Clubs whilst match result points are automatically calculated by the input of the result on the Play cricket website.
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Question 14

Can I link our Club's existing website to our Club's Play Cricket website?

Answer 14

See Question 5

Question 15

Why are the CCL adopting these procedures with regard to the Cornwall Cricket League's registrations?

Answer 15

The database which was held by the CCLRS has been transferred to the play cricket site and this makes it easier for all Clubs and the League to record, review and update registrations.

Question 16

Can Clubs obtain and print reports of players and their status at their Play Cricket website?

Answer 16

If you log in and have administrator rights to the site you may obtain reports which may be printed if required. These can be reports of for instance all site members, all registered players, all registered players by category etc. This is done by going to the members database section and then at the top you may alter the options and so filter the content shown in the report below.

The CCL have access to view and print these reports at their own site for each club and again by category etc. Within each players details under the black icon entitled roles, it shows the date that they became a registered player for that Club.

Question 17

How quickly will online registrations be actioned by the CCL?

Answer 17

When a Club registers a player online the CCLRS will normally approve it within 24 hours and they will become available as a registered player on the Club's own Playcricket website. No paper acknowledgement will be received. The date shows against each player on the play cricket site indicating when they became a CCL registered player for that Club.

Telephone registrations are not being accepted at the current time.

Question 18

How will player registrations on the day of the match be handled?

Answer 18

Clubs should still complete the procedure as shown in the CCL rules and then the Club should add the player to their Club's play cricket site so that they are showing as members. The Club should also apply to the CCLRS for CCL registration using the online system as described above. The CCLRS will approve them as above within 24 hours which will formalize the situation for on the day of the match registrations.

Question 19

Is there a summary of the Benefits of using Playcricket available?

Answer 19

Yes, please visit the Play Cricket website by using this link.

<https://www.ecb.co.uk/development/get-into-cricket/play-cricket/play-cricket-introduction,235,BP.html>
