

**DAKSTATS FOOTBALL
SOFTWARE**

**INSTALLATION &
OPERATION MANUAL**

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DAKTRONICS

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1 Introduction

The purpose of this manual is to assist with the installation and operation of the DakStats® Football application. The manual includes the following main sections:

- **Introduction** covers the basic information about the program and this manual. Take time to read the introduction as it defines terms and explains concepts used throughout the manual.
- **Installation** describes the software installation procedures.
- **Initial Setup, Pregame Setup, In Game Operations, Creating Reports, Importing & Exporting, Additional Features & Settings, and Using the Keyboard & Hotkeys** explain how to control and configure the application.

Software Requirements

- Microsoft Windows® 10 or higher Operating System
- CPU and RAM must at least be equal to minimum requirements of operating system
- 1024 x 768 resolution
- Some features require Internet access

Software Conventions

This manual contains the following software conventions and terminology:

Bold	Indicates an item that requires direct action, such as clicking, pressing, selecting, or formatting. Also used for reference items within the manual, such as figures or sections, as well as other documents and notes.
<i>Italics</i>	Indicates onscreen text or labels that are not clickable.
[Brackets]	Represents a keyboard key that needs to be pressed.
"Quotes"	Text or commands that may be typed. Quotes also indicate folder names.
Click	Press and release the left mouse button.
Double-click	Press and release the left mouse button twice.
Right-click	Press and release the right mouse button.
Select	Highlight or mark, such as by placing a check mark in a nearby box; clicking will not necessarily perform an action.
>	Followed by (example: File > Open).

Levels of Play

The DakStats Football application can be used at any level of competition including games, tournaments, and season statistics for club, high school, college, or professional teams. The software is available with two main entry modes:

- **Box** supports the box statistics entry mode (post game stats entry).
- **Play-by-Play** has all the features of the previous two entry modes, plus the ability to enter stats live during competitions.

2 Installation

The DakStats Football application can be downloaded from the Internet or installed from an installation CD.

Downloading from the Internet

1. Download the DakStats Football program.
 - a. Open an Internet browser and go to <http://dakstats.daktronics.com/Pages/Download.aspx>
 - b. Find the *Football* row on the web page.
 - c. Click on **Click Here** under the *Download* column.
 - d. In the window that appears, click **Run**. If an additional window opens, click **Run** once more.
2. Follow the on-screen instructions.
3. Click **Finish** when done.
4. Double-click the desktop icon (**Figure 1**) to open the program.



Figure 1: Icon

Installing from the Installation CD

1. Insert the installation CD.
2. Choose the **DakStats Football** program to install.
3. Follow the on-screen instructions.
4. Click **Finish** when done.
5. Double-click the desktop icon (**Figure 1**) to open the program.

Season Update

If previous seasons are saved to the computer, go to **Configure > Season & System Preferences**. Select each existing season, and then click **Update**. This ensures older season databases are compatible with the latest software version. Refer to **System Preferences (p.37)**.

3 Initial Setup

The season, teams, rosters, and other game information must first be set up before the DakStats Football application can be used for scores and statistics. Entire seasons and all of the teams may be set up before the first game of the season even begins. It is recommended that games are set up at least one hour before the game start time.

Splash Screen

The splash screen appears when the DakStats Football program is first opened (**Figure 2**). The splash screen provides a quick way select seasons, games, and rosters to configure as well as open/import/export games, and print detailed reports.

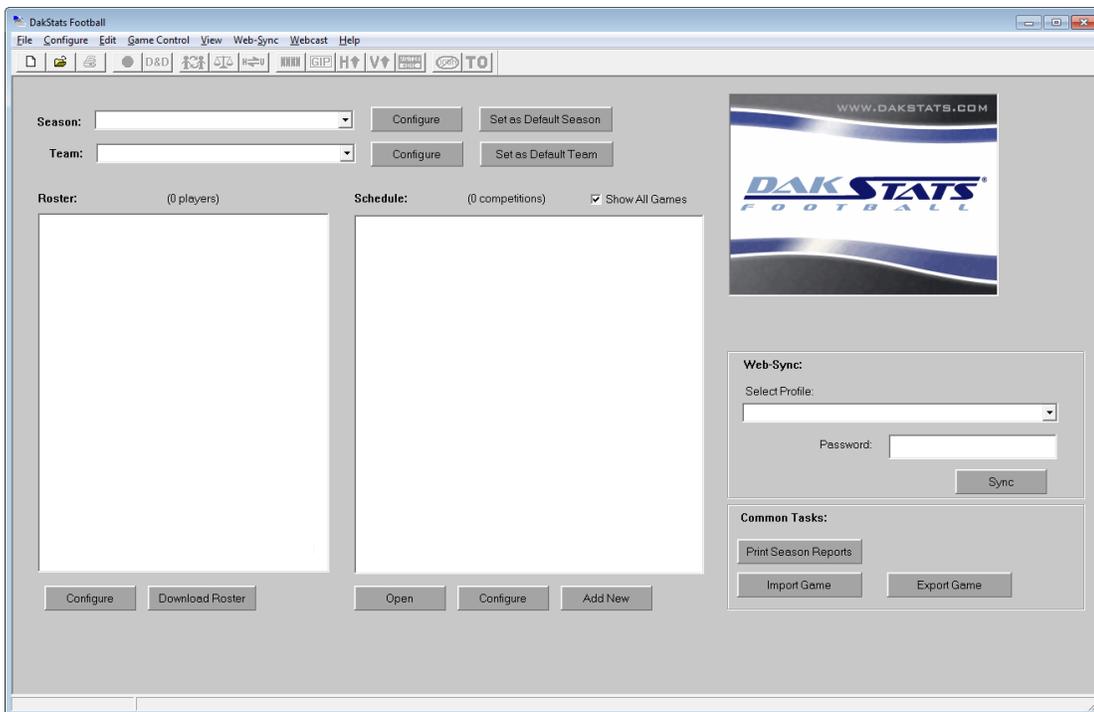


Figure 2: Splash Screen

Note: This section gives only a brief explanation of the buttons on this screen. Each function is also available in the **File** and/or **Configure** menus at the top of the screen, and they are described in the sections or documents in parentheses.

Season

Use the drop-down list to select a previously created season. Refer to **Creating a Season (p.5)**. Click **Configure** to edit the season settings. Refer to **System Preferences (p.37)**. Click **Set as Default Season** to keep the same season selected each time the program is opened.

Team

After selecting a season, choose a previously created team. Click **Configure** to edit the team settings. Refer to **Configure Teams (p.6)**. Click **Set as Default Team** to keep the same team selected each time the program is opened.

Note: The default team may also be assigned in the season configuration. Refer to **System Preferences (p.37)**.

Roster

After selecting the appropriate season and team, the roster will appear in this area if one has already been created. Refer to **Adding or Editing Rosters (p.9)**.

- Double-click a player in the roster, or click **Configure** to edit the roster settings.
- **Download Roster** was used with the Web-Sync service, which was discontinued in January 2025.

Schedule

This area lists all scheduled games for a selected season.

- Select a game on the list and click **Open**, or double-click the game to begin entering scores and stats for that game.
- Select a game and click **Configure** to edit the game settings. Refer to **Modifying Games (p.40)**.
- Click **Add New** to create a new game for the season. Refer to **Creating New Games (p.10)**.

Web-Sync (Discontinued)

The Web-Sync service was discontinued in January 2025.

Common Tasks

This area includes additional frequently used commands.

- **Print Season Reports:** Click to generate a wide variety of printouts. Refer to **Season Reports (p.28)**.
- **Import Game:** Click to import a game file. Refer to **Importing Games (p.33)**.
- **Export Game:** Click to export a game file. Refer to **Exporting Games (p.34)**.

Creating a Season

The first step to set up the DakStats Football program is creating the season in which the games will be played. A default “Demo” season exists in the “Seasons” file, but new seasons should be created for all future games.

To create a season:

1. Go to **Configure > Season and System Preferences (Figure 3)**.

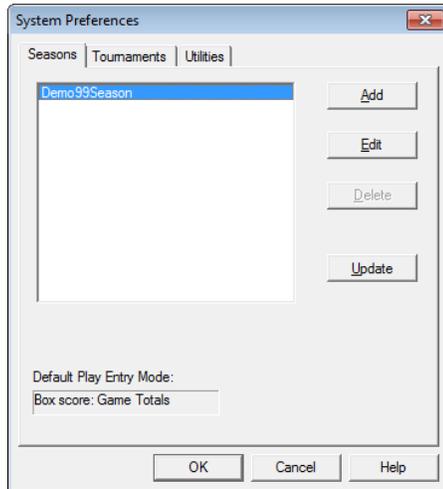


Figure 3: System Preferences

2. In the *System Preferences* window, click **Add**.
3. In the *New Season* window (**Figure 4**), type in the *Season Title*.

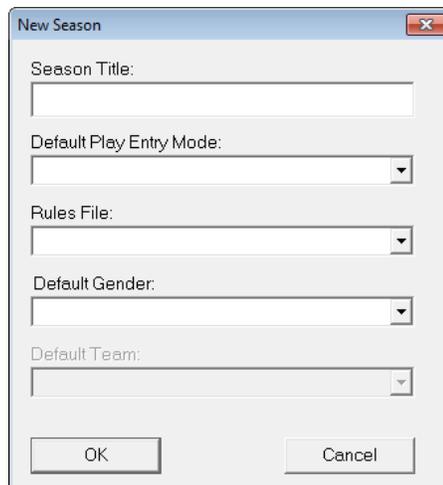


Figure 4: Create New Season

4. Select the *Default Play Entry Mode*:
 - **Box score: Game Totals:** All game total statistics are entered after the game is completed.
 - **Box score: Period by Period:** Game statistics are entered for each quarter after the game is completed.
 - **Play-by-play: Simple mode:** Statistics are entered as the game is played, down to each individual play.

5. Select the *Rules File*:
 - **RulesArena.ini**: rules set for AFL
 - **RulesHS.ini**: rules set for high schools
 - **RulesIndoor.ini**: rules set for IFL
 - **RulesNCAA.ini**: rules set for NCAA
 - **RulesNFL.ini**: rules set for NFL

Note: Refer to **Rules (p.39)** for more information about rules configuration.

6. Select the *Default Gender*, either **Male** or **Female**.

Note: *Default Team* is only selectable when editing the season. Refer to **System Preferences (p.37)**.

7. Click **OK**.

Configure Teams

The next step to set up the DakStats Football program is to configure the teams. For the program to work correctly, both home and guest teams must be configured.

Adding a Team

Choose one of the following ways to add a team:

To Manually Add a New Team

Enter the team location, nickname, print name, and abbreviation for teams to be added correctly. All other information is optional.

Figure 5: Configure Teams

1. Go to **Configure > Teams** to open the *Configure Teams* window (**Figure 5**).
2. Select the Season.
3. Click **Add New**.
4. Type in the *Team Location*, for example, a high school's or university's name.
5. Type in the *Stadium*, *City*, and *State*, if desired. When a new game is created, these fields will populate based on the home team. Refer to **Creating New Games (p.10)**.
6. Type in the team's *Nickname*. The team's mascot may also be entered here.
7. Type in the team's official name in the *Print Name* text box. This name appears on most reports and printouts.
8. Enter the team's *Abbreviation*. The abbreviation is used to identify games.
9. Enter the following optional information as desired:
 - *League*
 - *Division*
 - *Coach*
 - *Conference*
10. Click **Save** to keep the changes, or click **Cancel** to discard the changes.
11. Click **Close** when finished.

Note: Check **Female** as needed. Only check the **Disable Team** checkbox when the selected team is not to show up in the teams list. Checking **Show Disabled Teams** will show all teams, whether they were disabled or not.

To Add a New Team Via List (Discontinued January 2025)

Teams that use the Web-Sync service are able to add other teams and information using the **Via List** option rather than having to manually enter other teams' information.

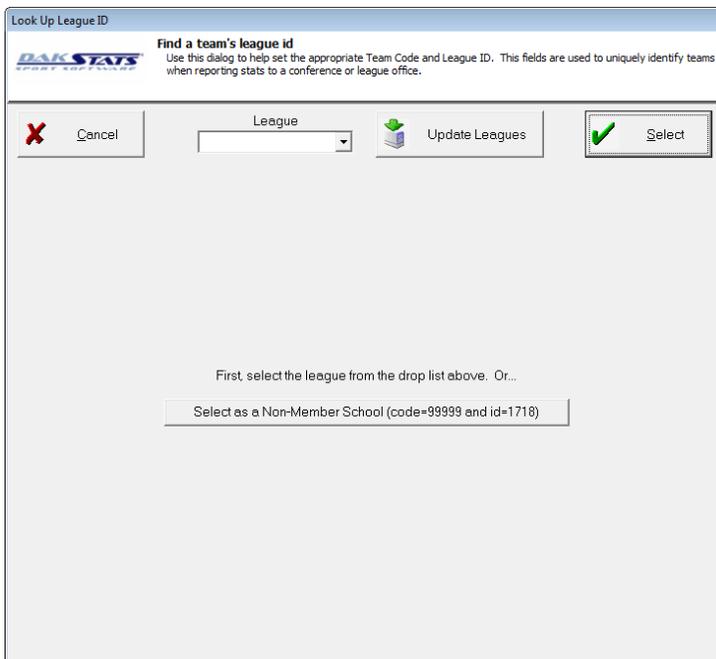


Figure 6: Look Up League ID

1. Click **Via List** to open the *Look Up League ID* window (**Figure 6**).
2. Select the team's *League*.
3. Highlight a team, and then click **Select**.

Note: If no leagues appear in the *League* drop-down menu, click **Update Leagues**.
If no teams appear after selecting a league, click **Update Teams**.

To Import a Team

1. Click **Import**.
2. Select a team to import.

Note: The importing option is typically used to quickly get information from another team that also uses DakStats Football, rather than manually typing in all of the information and risking errors. Refer to **Section 7: Importing & Exporting (p.33)** for more information about importing and exporting teams.

Editing a Team

1. Go to **Configure > Teams** to open the *Configure Teams* window (**Figure 5**).
2. Select the *Season*.
3. Select the team to edit.
4. Enter changes to the team's information using the text and check boxes.
5. Click **Save** to keep the changes, or click **Cancel** to discard the changes.
6. Click **Close** when finished.

Adding or Editing Rosters

Use the *Configure Rosters* window to add, retrieve, or edit rosters. A roster must be entered for the home team. If using Play-by-Play mode, opponent rosters are also required. When using Box Mode, opponent rosters are not necessary.

Adding Players to a Roster

If the team has no players or is missing a player, players may be added to the roster.

Configure Rosters - Season Demo99Season has 3 Teams

Configure Rosters
Select the team then add the players. At a minimum, be sure to enter jersey number, first and last name.

Select Player: 49 Players Listed

Season: Demo99Season

Team: North Delaware State University

Player Number: 7 Disable Player

Show Disabled Players

Player First Name: Carl

Player Last Name: Amundson

Position: C

Year: Seni

Height:

Weight:

Hometown:

Player Code:

Team Code:

League ID: 0

Jersey Order Name Order Print Roster

Misc. Line 1:

Misc. Line 2:

Misc. Line 3:

Misc. Line 4:

Add New Delete Save Cancel Merge Close

Figure 7: Configure Rosters

1. Go to **Configure > Rosters** to open the *Configure Rosters* window (**Figure 7**).
2. Select the correct *Season* and *Team*.
3. Click **Add New**.
4. The new player will be displayed at the top of the roster as **Add New Player**.
5. Fill in the fields with the player's information. At a minimum, enter the *Player Number*, *Player First Name*, and *Player Last Name*.
6. Click **Save** to keep the changes, or click **Cancel** to discard the changes.
7. Click **Close** when finished.

Note: Only check the **Disable Player** checkbox if the selected player should not show up in the roster. Checking **Show Disabled Players** will show all players, whether they were disabled or not.

Editing and Deleting Players

To edit a player: Select the player, and change the player information fields.

To delete a player: Select the player, and then click **Delete**.

Note: Players with statistics associated with them cannot be deleted. To delete the player, statistics associated with the player need to be removed or set to zero.

Creating New Games

Use the *Game Information* window to fill in several fields of detailed game information. Complete the following steps to properly create a game.

Game Information

Create New Competitions
Select the season for the new competition. Then, select the appropriate home and visiting team. Make sure your competition date and start time are correct.

Game Information

Season: Demo99Season | Entry Mode: Play-by-play: Simple mode | Date: 10/24/2012

Visiting Team: | Record: | Home Team: | Record: | Game Type: Non-Conference | Start Time: 5:22 PM | End Time: 5:22 PM | Webcast: | # of Quarters: 0 | Forfeit: |

Location Information

Stadium: | Attendance: | Intermission Length: | Sell Out:
City: | Tickets Sold: | : | Night Game:
State: | Neutral Field:
Temp: | Weather: | Indoor Stadium:
Natural Surface:

Officials

Referee: | Back Judge: | Umpire: | Field Judge: | Linesman: | Side Judge: | Line Judge: | Update Game Notes...

Save Game | Cancel Game | New Season | New Team | Done

Figure 8: Game Information

1. Go to **File > New Game** to open the *Game Information* window (**Figure 8**).
2. Select the correct *Season*.
3. Select the *Visiting Team* and *Home Team*.
4. Select the *Game Type*.
5. Enter the correct *Start Time*.
6. Select the desired *Entry Mode*.
7. Enter the correct *Date*.
8. Click **Save Game** to keep the changes, or click **Cancel Game** to discard the changes.
9. Click **Done** when finished. If the game has not been saved, a prompt will appear to do so at this time.

Note: The remaining fields are optional and do not need to be filled in when creating a new game. Return to the *Game Information* window at any time to adjust this information. Refer to **Modifying Games (p.40)**. Remember that the *Stadium*, *City*, and *State* fields will populate if they were entered during creation of the selected home team. Refer to **Configure Teams (p.6)**.

4 Pregame Setup

Before the Game

Before using the DakStats Football software for the first time, read through the simple steps below to help make in-game use easy and efficient.

Be Familiar with the Program

It is highly recommended to take the time to read this manual and become comfortable with the program operation before game time. Some other helpful hints include:

- Practice taking stats and keeping score while watching game film or online videos.
- Identify the location of buttons associated with the most common plays.
- Print out a Play-by-Play report from a Demo game, and then re-enter it to learn what buttons/steps were used to follow the Play-by-play action.

Have a Good Spotter

The spotter watches the game and tells the software operator the plays as they happen. This allows the software operator to concentrate on entering stats rather than looking back and forth between the game and a computer screen. Having a spotter who has a good understanding of the game and pays close attention will help the software operator more quickly enter data into the DakStats program.

Note: It is also helpful to have pens and paper handy in case the software operator gets behind entering stats or there are any technical difficulties.

Beginning the Game

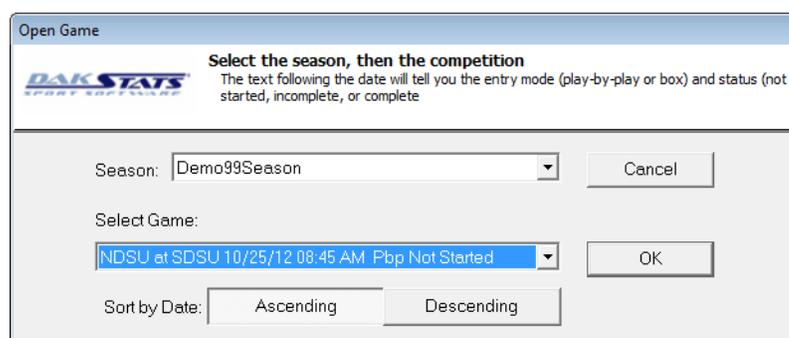


Figure 9: Open Game

1. Go to **File > Open Game** to open the *Open Game* window (**Figure 9**).
2. Select the correct *Season* and *Game*. Use *Sort by Date* to list the games from oldest (**Ascending**) to newest first (**Descending**).
3. Click **OK**.

Note: If a certain game does not appear in the list, return to the *Game Information* window (**Figure 8**) to make sure the game was created in the correct season. Create a new game in the proper season if necessary.

5 In Game Operations

Once a game is opened, statistics may be entered into the program. Depending on the Default Play Entry Mode as described in **Creating a Season (p.5)**, the screen will appear with a different layout and certain buttons available on the main toolbar.

Main Toolbar



Figure 10: Main Toolbar

Click the buttons on the main toolbar (**Figure 10**) to quickly execute common tasks during games instead of going through the menus. Use the toolbar buttons to:

1. Create a new game
2. Open a game
3. Print the current game
4. Set the kickoff team (Play-by-play Mode only)
5. Edit a current down, how many yards are left to go, where the ball is at, or who has possession (Play-by-play Mode only)
6. Add starters and record participation
7. Balance statistics to check for inconsistencies
8. Switch team sides on the field (Play-by-play Mode only)
9. Toggle the play field on or off (Play-by-play Mode only)
10. Toggle game in progress toolbar on or off (Play-by-play Mode only)
11. Maximize the HOME team's stats list so only that list is shown
12. Maximize the VISITING team's stats list so only that list is shown
13. Show both the HOME and VISITING teams' statistic lists
14. Delete the last down (Play-by-play Mode only)
15. Enter time outs (Play-by-play Mode only)

Note: It is possible to click and drag the toolbar anywhere else on the screen, dock it to the bottom or either side, or remove it completely. Go to **View > Toolbar** to turn it off and on.

Play-by-Play Mode

Enter plays as they happen. Operators input stats by selecting game commands and then entering specific information when prompted; prompts will default to the most common choice. The Play-by-play screen is available throughout the game and remains accessible when the game is finished.

Figure 11 shows the main application screen in Play-by-play mode, with each section of the screen labeled by function:

- **Game In Progress:** Shows the current game time, down, to go, ball on, quarter, total yards, number of plays, and T.O.P. This also shows if the Webcast is currently running.
- **Line Score:** Tracks the score for both teams in every quarter.
- **Data Entry:** This is where the action of a play is recorded.
- **Rosters & Statistics:** Shows each player of both teams and their statistics for the game. Note that it is not possible to edit the stats in this area.
- **Play-by-play & Editing:** As stats are entered, a detailed commentary of each play will appear here. It is possible to modify any previous play as needed, and the rest of the game data will update accordingly.
- **Drives Summary/Team Stats:** Shows a detailed drive summary for each time in each quarter and/or detailed team stat comparisons for the game.
- Above the Data Entry and Play-by-play Script sections is an illustration of a football field. This is where the position of the ball is entered for each play.

The screenshot shows the DakStats Football - In Progress application window. The interface is divided into several functional sections:

- Game in Progress:** Located at the top, it displays game time (15:00), down (1), to go (10), ball on (SDSU 47), quarter (5), yards (30), plays (7), T.O.P. (02:34), and Webcast status.
- Line Score:** Shows the current score for NDSU (0) and SDSU (14) across quarters 1, 2, 3, 4, OT1, OT2, and F.
- Data Entry:** Contains fields for play type (Kick off by?, Kickoff, Onside, Returned, Downed, Faircatch, Touchback, OutOfBounds), player information (Returned by?, From Where?, Kick to?), and Time of snap (15:00).
- Rosters & Statistics:** Displays player statistics for both teams, including Rush, Receive, Pass, Defense, and Roster.
- Play-by-Play & Editing:** Shows a list of plays, such as "2-6 NDSU 27 Pass" and "3-6 NDSU 27 Rush FDR".
- Drives Summary:** Provides a detailed summary of drives, including Team, Qtr, Start, End, Pl/Yds, and TOP.

Figure 11: Play-by-play Screen

Coin Toss

1. Go to **Game Control** > **Coin Toss** or click the  button.
2. In the *Coin Toss* window (**Figure 12**), select which team won the coin toss, followed by whether they chose to **Kick**, **Receive**, or **Defer**.
3. Click **OK**.

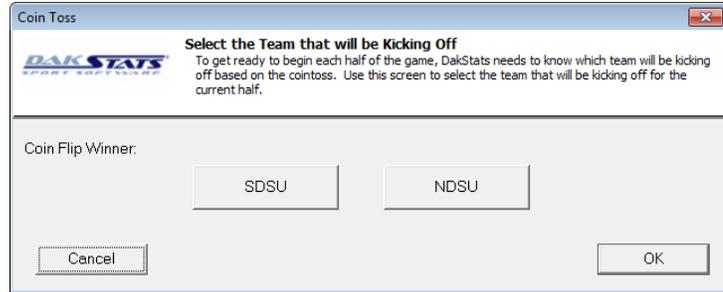


Figure 12: Coin Toss

Note: To quickly change possession without a coin toss, go to **Game Control**, and click **Possession Home** or **Possession Visitor**. Verify that the proper team has the ball by looking for the icon next to the abbreviation of the team in possession (**Figure 13**).

Team	1	2	3	4	F
SDSU	0	0	0	0	0
MC	3	0	0	0	3

Figure 13: Checking Possession

Kickoff

1. Enter the number of the player who kicked off (**Figure 14**).
2. Select which kind of a kick it was, either **Kickoff** or **Onside kick**.
3. Select how the ball was received:
 - **Returned**
 - **Faircatch**
 - **Touchback**
 - **OutOfBounds**

Figure 14: Kick Off

4. Enter the number of the player who received/returned/recovered the ball.
5. *From Where* will be set by the chosen Rules file. Refer to **Rules (p.39)**.
6. Enter what yard on ball was kicked to, either by typing in a value or clicking the location on the football field illustration.
7. Click or press **Enter**.

Note: Pay close attention to yardage. Fields that yardage should be entered into are accompanied by a button labeled with a team abbreviation. Clicking these buttons switches the side of the field the yardage corresponds to. For example, in **Figure 14**, the ball was kicked from the 35 yard line of SDSU's side. Clicking the button would change it to the NDSU's side.

8. Select the result of the Kick-off return (**Figure 15**):

- **Tackle**
- **No Tackle**
- **Out of Bounds**
- **Fumble**
- **Lateral**
- **Safety**
- **Touchdown**
- **Rouge (indoor rules)**

Figure 15: Kick Off Return

9. Record the additional information as needed.

10. Click or press **Enter** after the necessary information has been entered.

Entering Rush Plays

1. Select the **Rush** tab (**Figure 16**).

2. Enter the rushing player's number.

3. Select what type of rush the play was:

- **Handoff**
- **Reverse**
- **Pitch**
- **Keeper**
- **Option**
- **Scramble**
- **Sweep**
- **Kneeldown(Z)**
- **Draw**
- **Sack**

Figure 16: Rush

4. Select how the rush ended.

- **Tackle**
- **Lateral**
- **No tackle**
- **Safety**
- **Out of Bounds**
- **Touchdown**
- **Fumble**

5. Record the additional information as needed.

6. Click or press **Enter** after the necessary information has been entered.

Note: With **Fumble** selected, an additional rushing play must be entered for the player who recovered the ball.

Note: If the play was a **Sack** and there was a **Fumble**, the *Forced/Tackle?* player must be selected in order to record the sack.

Entering Pass Plays

1. Select the **Pass** tab (**Figure 17**).
2. Enter the receiving player's number.
3. Enter the number of the player who passed the ball.
4. Select what type of pass play occurred:

- **Complete** – Enter the details of what happened after the completed pass: **Tackle**, **No Tackle**, **Out of Bounds**, **Fumble**, **Lateral**, **Safety**, **Touchdown**
- **Intercepted** – Enter who *Intercepted* the pass, and who it was *Broken up* by if necessary. After entering the interception, a rushing play for the interceptor must then be entered.
- **Broken Up** – Enter up to two players who the pass was *Broken up* by.
- **Incomplete**
- **Thrown Away** – If a **Safety** occurred, enter the tackler information.
- **Uncatchable**
- **Dropped**
- **Spiked**

5. Record the additional information as needed.
6. Click or press **Enter** after the necessary information has been entered.

Note: With **Fumble** or **Intercepted** selected, a rushing play for the receiver/interceptor must be entered.

Figure 17: Pass

Entering Punt Plays

1. Select the **Punt** tab (**Figure 18**).
2. Enter the punter's number.
3. If the punt was good, select **Punt good** and the outcome:
 - **Returned** – Select who *Returned* the punt.
 - **Downed** – Select who *Downed* the punt.
 - **Faircatch** – Select who made a *Faircatch*.
 - **Touchback** – Select who Received the punt.
 - **OutOfBounds**
 - Enter the *Punt to* location if applicable.

Figure 18: Punt

4. If the punt was blocked, select **Blocked** and the outcome:
 - **Returned** – Select who *Blocked* and who *Recovered* the punt.
 - **Downed** – Select who *Blocked* and who *Recovered* the punt.
 - **Faircatch** – Select who *Blocked* and who *Recovered* the punt.
 - **Touchback** – Select who *Blocked* and who *Recovered* the punt.
 - **OutOfBounds** – Select who *Blocked* the punt.
 - Enter the *Recovered Where* location if applicable.
5. Click or press **Enter** after the necessary information has been entered.

Note: With **Returned** selected, an additional rushing play for the player who recovered the ball must be entered.

Entering Field Goal Plays

1. Select the **Field Goal** tab (**Figure 19**).

2. Enter the number of the field goal kicker.

3. Select the field goal type:

- **Good** – Enter the *Kick from* location.
- **Wide Left** – Enter the *Kick from* location.
- **Wide Right** – Enter the *Kick from* location.
- **Short** – Select if the kick was **Returned** or **Downed** and who *Returned/Downed* the ball. Enter the *Kick from* and *Returned From/Downed Where* locations.
- **Blocked** – Select **Returned**, **Downed**, **Faircatch**, **Touchback**, or **OutOfBounds**, and then enter who *Blocked* and who *Recovered* the ball and the *From where* and *Recovered where* locations as needed.

Figure 19: Field Goal

4. Click or press **Enter**.

Note 1: With **Short > Returned** or **Blocked > Returned** selected, an additional rushing play must be entered for the player who recovered the ball.

Note 2: With indoor rules, there is an option to select whether the kick was **Normal** or a **Drop Kick**.

Note 3: If a blocked FG attempt was recovered by the offensive team, click the team abbreviation button next to the *Recovered by* field. At this point, select whether it was **Advanced** or **Not Advanced**.

- If it was **Not Advanced**, enter the details of the rushing play that followed.
- If it was **Advanced**, enter the details of the rushing, passing, or punting play that followed (indoor rules).

Entering Penalties

On the **Penalty** tab (Figure 20), select one of the following:

- **Nullify Play** – Statistics from the previous play will be removed.

- Select a penalty action: **Repeat Down**, **First Down**, or **Offsetting**
- Under *Penalty On*, enter a player or leave as “TM” for the entire team.
- Enter the *Penalty Type* if known, or press the [**>>**] button to select a penalty from the list (Figure 21).

Figure 20: Penalty

- Enter the *From Where* and *Ball On* locations as needed.
- **Penalty** – This is the most common penalty selected. It does not affect the play, but does include penalty yards.

- Choose a penalty action: **Change Down**, **Repeat Down**, **First Down**, **Offsetting**, **RptDwn+Iogo (Repeat Down)**
- Under *Penalty On*, enter a player or leave as “TM” for the entire team.
- Enter the *Penalty Type* if known, or press the [**>>**] button to select a penalty from the list (Figure 21).
- Enter the *Enforced from* and *Ball On* locations as needed.

- **Downfield:** Previous play stands, but the down repeats. Normally occurs on an offensive hold beyond the line of scrimmage.

- Select a penalty action: **Repeat Down** or **First Down**
- Under *Penalty On*, enter a player or leave as “TM” for the entire team.
- Enter the *Penalty Type* if known, or press the [**>>**] button to select a penalty from the list (Figure 21).
- Enter the *Enforced from* and *Ball On* locations.

- **Decline:** Penalty was declined and it does not affect the previous play.

- Under *Penalty On*, enter a player or leave as “TM” for the entire team.
- Enter the *Penalty Type* if known, or press the [**>>**] button to select a penalty from the list (Figure 21).
- Enter the *Ball On* location.

Penalties:	
CB	Chop Block
CL	Clipping
DH	Defensive Holding
DG	Delay of Game
EN	Encroachment
FM	Face Mask
FS	False Start
HR	Helping Runner
HO	Holding
IBA	Illegal Batting
IBB	Illegal Block in Back
ICE	Illegal Celebration
ICO	Illegal Contact
IFC	Illegal Fair Catch
IFO	Illegal Formation
IFP	Illegal Forward Pass
IMO	Illegal Motion
IPR	Illegal Procedure
ISH	Illegal Shift
ISU	Illegal Substitution
IT	Illegal Twist
ID	Ineligible Downfield on Pass
IG	Intentional Grounding
KCI	Kick Catch Interference
LB	Line Backer out of the Box
OF	Offside
PI	Pass Interference
PF	Personal Foul
RTK	Roughing the Kicker
RIK	Running Into Kicker
SP	Sparring
TMM	Too Many Men on Field
TR	Tripping
UF	Unintentional Facemask
UR	Unnecessary Roughness
UC	Unsportsmanlike Conduct

Figure 21: Penalty List (Default)

Click or press **Enter** after the necessary information has been entered.

Refer to **Appendix C** for detailed descriptions of penalties and results, along with example penalty entries.

Configuring Penalties

To edit the penalties for the current season, go to **Configure > Penalties**.

- In the *Configure Penalties* window (**Figure 22**), the text in the *Code* and *Penalty* fields may be modified for any existing penalty by clicking and typing in the cell.
- To show or hide a particular penalty from the penalties list (**Figure 21**), double click the status under the *Enabled* column to select from **Active** or **Inactive**.
- Click **Add New** to insert a custom penalty at the top of the list, and then fill in a unique *Code* and *Penalty* fields as needed.

Code	Penalty	Enabled
CB	Chop Block	Active
CL	Clipping	Active
DG	Delay of Game	Active
DH	Defensive Holding	Active
EN	Encroachment	Active
FM	Face Mask	Active
FS	False Start	Active
HO	Holding	Active
HR	Helping Runner	Active
IBA	Illegal Batting	Active
IBB	Illegal Block in Back	Active
ICE	Illegal Celebration	Active
ICO	Illegal Contact	Active
ID	Ineligible Downfield on Pass	Active
IFC	Illegal Fair Catch	Active
IFO	Illegal Formation	Active
IFF	Illegal Forward Pass	Active
IG	Intentional Grounding	Active
IMO	Illegal Motion	Active
IPR	Illegal Procedure	Active
ISH	Illegal Shift	Active
ISU	Illegal Substitution	Active

Figure 22: Configure Penalties

Entering PAT Plays

After a touchdown play occurs, the DakStats Football program automatically changes to the **PAT** tab (**Figure 23**).

Enter the player going for the *PAT*, and then select the type of extra point play that was executed:

- **Kick** – Select one of the following types of kick:
 - **Good** – Enter the *Ball On* location.
 - **No good** – Enter the *Ball On* location.
 - **Blocked** – Enter who *Blocked* and who *Recovered* the ball and the *Ball On* location.

Figure 23: Point After Touchdown (PAT)

Note: With indoor rules, there is an option to select whether the kick was **Normal** or a **Drop Kick**.

- **Rush** – Select one of the following types of rush:
 - **Good** – Enter the *Ball On* location.
 - **No good** – Enter the *Ball On* location.
 - **Fumble** – Enter who *Recovered* the ball, and the *Ball On* location.
- **Pass** –
 - **Good** – Enter the *Ball On* location.
 - **No good** – Enter the *Ball On* location.
 - **Intercepted** – Enter who *Intercepted* the ball and the *Ball On* location.
 - **Fumble** – Enter who *Recovered* the ball, as well as the *Ball On* location.

Click or press **Enter** after the necessary information has been entered.

Note: With **Kick > Blocked**, **Rush > Fumble**, or **Pass > Fumble/Intercepted** selected, an additional rushing play must be entered for the player who recovered the ball.

Bad Snap (Aborted Play)

1. Select the **Bad Snap** tab (**Figure 24**).
2. Enter the player who *Fumbled* the ball.
3. Enter the player that *Recovered* the ball.
4. Select one of the following:

Figure 24: Bad Snap

- **Advanced** – Enter the *Recovered Where* location.
- **Not Advanced** – Enter the *Recovered Where* location. Select what happened next from **Tackle**, **No Tackle**, **Out of Bounds**, **Fumble**, **Lateral**, **Safety**, or **Touchdown** and fill in the appropriate information for each choice.

5. Click or press **Enter** after the necessary information has been entered.

Note: With **Advanced** selected, an additional play must be entered for the player who recovered the ball.

Participation

Note: If a player already has statistics entered in the current game, participation will automatically be entered.

1. Click the **Starters and Participants** button .
2. In the *Participation* window (**Figure 25**), select the tab for the appropriate team.
3. In the sections marked *Offensive Starters*, *Defensive Starters*, and *Specialists*, enter players by either typing in the # or selecting the *Player* from the dropdown menu.

Figure 25: Participation

4. The *Pos* (Position) may be changed as well by either typing in a position abbreviation or selecting one from the dropdown menu.
5. In the *Roster* section, set the *Played* column to **Yes** for any players who have participated in the game.

Note: If a player already has statistics for the game, it is not possible to change a player's participation to **No**.

6. Click **OK** to record the player participation.

Timeouts

1. Click the **TO** button to add a timeout.
2. In the *Timeout* window (**Figure 26**), select which team is taking the timeout, or press **Cancel** to exit.

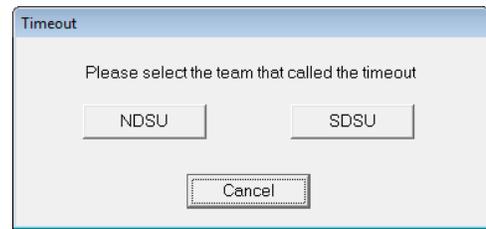


Figure 26: Timeout

Edit Menu

Use the **Edit** menu to manually edit stats or the play commentary, rebuild stats, and check for errors. Play by play can be edited simply by clicking on a previous play and making the appropriate changes.

Note: None of the **Edit** menu commands are available for Box scoring modes.

Manually Adding and Inserting Downs

If a down was not recorded in the correct place:

1. Locate where the down should have taken place in the Play-by-play Script.
2. Go to **Edit > Insert Down** to put a new dummy down *before* the selected down, or click **Add Down** to put a dummy down *after* the selected down.
3. Select the added/inserted down and enter in the down as it should have happened.

Deleting Downs

If a down needs to be deleted from the play commentary or statistics:

1. Locate the down to be deleted in the Play-by-play script.
2. Go to **Edit > Delete Down**.

Note: To simply delete the last completed down, go to **Edit > Delete Last Down** or click the **Delete Last Down** button .

Manually Adding and Inserting Drives

1. Locate the place where the drive should have taken place in the Play-by-play Script.
2. Go to **Edit > Insert Drive** to copy the selected drive with a new dummy down *before* the selected drive or click **Add Drive** to put a dummy down *after* the selected drive.
3. Select the dummy down and enter in the drive as it should have happened.

Deleting Drives

1. Locate the drive to be deleted in the Play by play Script.
2. Go to **Edit > Delete Drive**.
3. In the *Delete Drive* window (**Figure 27**), select whether to **Delete Plays**, **Move to previous**, or **Move to next**.
4. Click **Yes** to confirm the deletion.

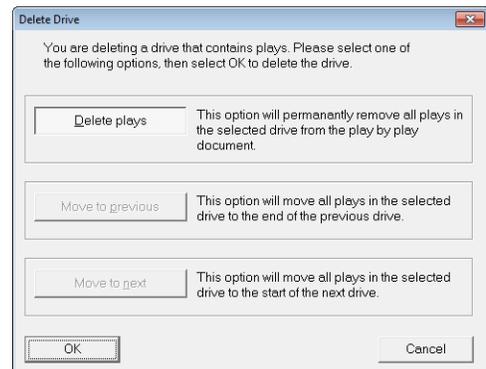


Figure 27: Delete Drive

Add or Edit Play Commentary

1. Select the play to add to or edit.
2. Go to **Edit > Add/Edit Play Commentary**.
3. In the *Add Commentary to Play* window (**Figure 28**), type in the text desired to be used in the play-by-play report.



Figure 28: Add Commentary to Play

Rebuild Stats

Rebuild stats by one play at a time or the entire game at once. Be sure to rebuild the stats after editing previous plays. Ensure no plays are selected, and then go to **Edit > Rebuild Stats** (**Figure 29**).

- Click **Step** to rebuild one play at a time. The **Step** button will have to be clicked every time to move on to the next play.
- Click the **Go** button to begin rebuilding the entire game.

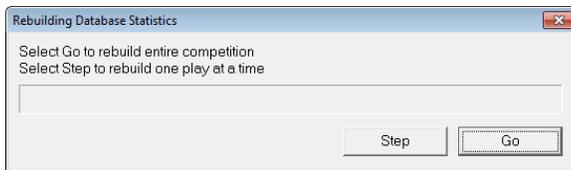


Figure 29: Rebuilding Database Statistics

Check for Errors

Check a game for statistical errors by going to **Edit > Check for Errors**. Any errors found will be bolded in the play-by-play commentary and the total number of issues will appear in the lower-left corner of the window. Hovering the mouse over a bolded play will also display the suspected issue (**Figure 30**).

Click the play to edit as needed, and then go to **Edit > Check for Errors** again; fixing one issue may trigger changes that resolve several other issues down the line.



Figure 30: Error Check Status Bar

Game Control Menu

Use the **Game Control** menu to start the next quarter, end a game, adjust the down and distance, balance the stats, swap team sides, enter participation, enter a coin toss, team possession, and export XML files.

Note: Only the **Game Finished**, **Balance**, **Participation**, and **Export as XML file** menu choices are available in box scoring modes.

Finishing the Quarter

At the end of a quarter, go to **Game Control > Quarter Finished** to begin a new quarter.

Game Finished

At the end of a game, go to **Game Control > Game Finished**.

Game Finished cannot be unchecked once it has been checked. However, the *Game Finished* status can be removed by deleting the last drive.

Update Team Win/Loss Records and Duration

After ending the game, the program will ask to update the Team Win/Loss Records or Game Duration. Click **No** to skip the screen, or click **Yes** to update the information. If **Yes** is clicked, the *Game Information* window (**Figure 8**) will appear to update any game information shown.

Down and Distance

Go to **Game Control > Down and Distance** to modify the downs of the current drive (**Figure 31**).

1. Select the **First Down**, **Second Down**, **Third Down**, or **Fourth Down**.
2. Select the *Possession*, and enter the *First Down YL*, and *Line Of Scrimmage*.

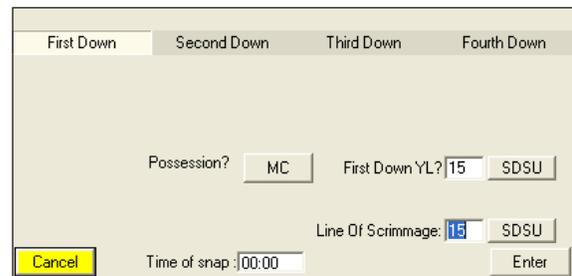


Figure 31: Down and Distance

Balance Stats

Go to **Game Control > Balance** or click the balance button  to have DakStats Football check to ensure all statistics are properly balanced. A green check mark means stats are correctly balanced, while a red X indicates an issue to be resolved (**Figure 32**).

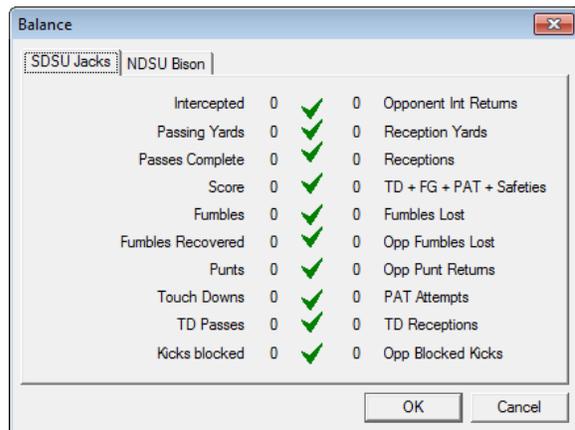


Figure 32: Balance

Swap Teams

To change the teams' sides of the field, go to **Game Control > Swap Teams**.

Participation

Refer to **Participation (p.21)** for more information about assigning participants.

Coin Toss

Refer to **Coin Toss (p.15)** for more information about the coin toss.

Possession

Select either **Possession Home** or **Possession Visitor** to set the current team possession.

Export Game as XML File

In some instances, teams may need to export games as XML files to send to various media outlets. Refer to **Exporting Games as XML Files (p.36)** for more information.

View Menu

Use the **View** menu to configure the in-game layout of the application screen.

Toolbars

- Go to **View > Toolbar** to enable/disable the main toolbar. Refer to **Main Toolbar (p.13)**.
- Go to **View > Quick Display Toolbar** to enable/disable the Quick Display buttons. Refer to **Quick Display (p.44)**.

Entry Modes

Click **View** and then select which mode to switch to: **Box Score by Quarter**, **Box Score by Game**, or **Play by Play**.

Note: Once a game is switched to a Box mode, any changes made to statistics will cause the game to remain in Box mode. Games in Box mode cannot be changed back to Play by Play. A warning message will appear to confirm the permanent change in scoring mode.

GIP Data & Football Field

- Go to **View > Field** (or press **[F6]**) to enable/disable the football field at the top of the screen.
- Go to **View > Game In Progress** (or press **[F7]**) to enable/disable the game in progress (GIP) information at the top of the screen.

Rosters & Statistics

Click **View** and select which rosters and statistics to view on the screen: **Home Team Only ([F10])**, **Visiting Team Only ([F11])**, or **Both Teams ([F12])**.

Drive Chart/Team Stats

- Go to **View > Team Stats** to enable/disable the stats on the far right side of the application screen.
- Go to **View > Drive Chart** to enable/disable the drive chart on the far right side of the application screen.

Box Mode

There are two options for entering statistics in box mode: enter stats in **Box Score by Quarter (Figure 33)**, or **Box Score by Game**. The difference between the two is that box mode score by quarter separates game statistical totals into quarters (34 rushing yards in third quarter) whereas in box mode score by game, the statistical totals are one lump sum (200 rushing yards during the whole game).

Note: Most of the column headings in Box Mode contain abbreviations. To see what these abbreviations stand for, place the cursor over each heading for a moment.

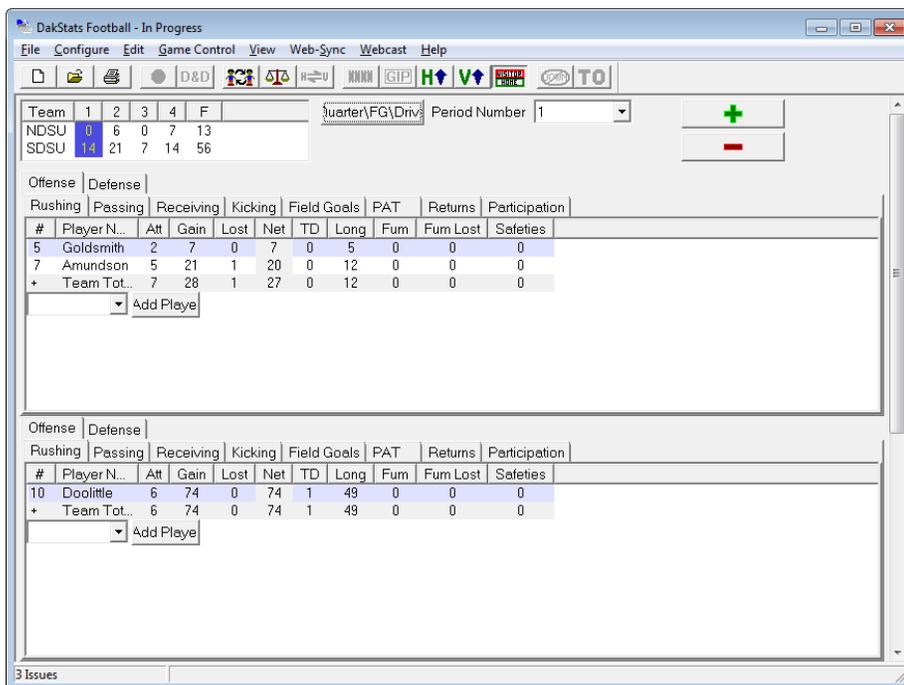


Figure 33: Box Mode Score by Quarter

Entering Scores & Statistics

Note: If working in Box Score by Quarter, select the *Period* at the top of the screen.

1. Select either the **Offense** tab or the **Defense** tab for the appropriate team. The default view shows the visiting team above the home team.
2. Select a sub-tab for the type of stat to record for **Offense (Rushing, Passing, Receiving, Kicking, PAT, Returns, or Participation)** or **Defense (Tackles, Turnovers, PAT, or Misc)**.
3. Select a player from the drop-down box and click **Add Player**.
 - To increase the score or a statistic by one, double-click it. Alternately, select the value and then click the green plus button .
 - To decrease the score or a statistic by one, double-right-click it. Alternately, select the value and then click the red minus button .
 - To modify the score or a statistic by more than one, select the value, type in the new value, and press **[Enter]**.

Note: Adding points to player statistics does not increase the game/quarter score and must be entered separately.

Adding Field Goals

1. Click the **Quarter\FG\Drive** button next to the line score.
2. In the *Quarter\FG\Drive* window (**Figure 34**), select the tab for the appropriate team, and then click the **Field Goals** sub-tab.

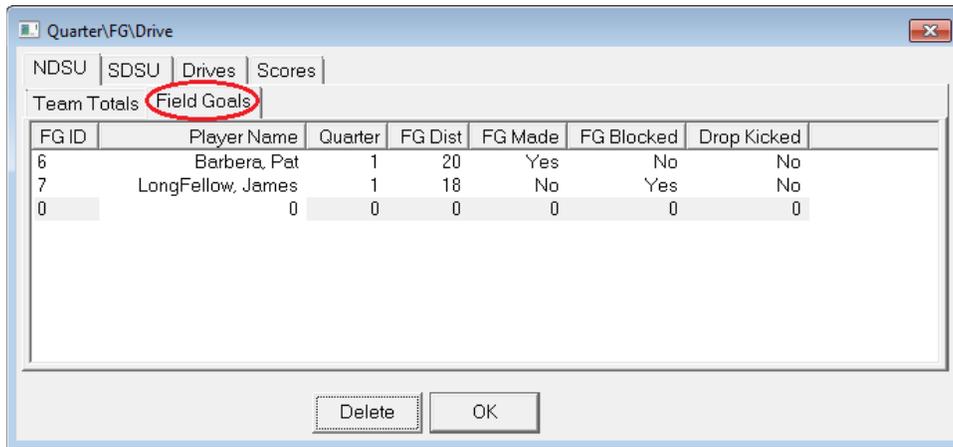


Figure 34: *Quarter/FG/Drive*

3. Select the *Player Name* of the kicker.
4. Select the *Quarter* that the field goal was kicked.
5. Enter the field goal distance.
6. Select if the field goal was *Made*, *Blocked*, or *Drop Kicked*.
7. Click **OK**, and the field goal will appear on the **Field Goals** tab (**Figure 35**).

Offense		Defense									
Rushing		Passing		Receiving		Kicking		Field Goals	PAT	Returns	Participation
#	Player N...	FG Made	FG Made Long	FG Atts	FG Att Long	FG Blocked	10-				
1	LongFell...	0	0	1	18	1					
9	Barbera	1	20	1	20	0					
+	Team Tot...	1	20	2	20	1					

Figure 35: *Field Goals*

Note: The **Field Goals** tab only allows viewing of field goal statistics, not modification of them. To edit or delete field goals, return to the *Quarter\FG\Drive* window.

Participation

The **Participation** tab (**Figure 36**) displays and keeps track of the number of games players have played in and started, and if the player is currently in the game.

1. Select a player from the list.
2. Enter the correct data under the appropriate heading.

Figure 36: *Participation Tab*

Example: Amundson played three games, started two, and is currently in the game. Enter "3" under *Played*, "2" under *Started*, and "1" under *In Game*.

6 Creating Reports

DakStats Football allows viewing and printing a variety of reports to help assess player and team statistics. The reports are produced as HTML files for easy transfer and email.

In-Game Reports

Game reports may be printed when a game is finished or while it is still open.

Note: By “print” it is meant that the reports are generated as HTML files that can be opened in an Internet browser and then sent to a printer.

To print in-game reports:

1. Go to **File > Print In Game**.
2. In the *Select Report* window (**Figure 37**), check one or more of the report types.
3. Under *Include Quarters*, select each quarter to include in the report(s).
 - Check **Output as combined file** to show all reports on a single page. Combined reports will also have links back to the top of the page under each section.
 - Check **Force Page Breaks** to ensure each report appears on its own sheet of paper when printed out.
4. Click **View** to open the report(s) in the default Internet browser, or click **Cancel** to avoid creating the report(s).
5. Typically, going to **File > Print** within the Internet browser will create a hardcopy printout of the report.

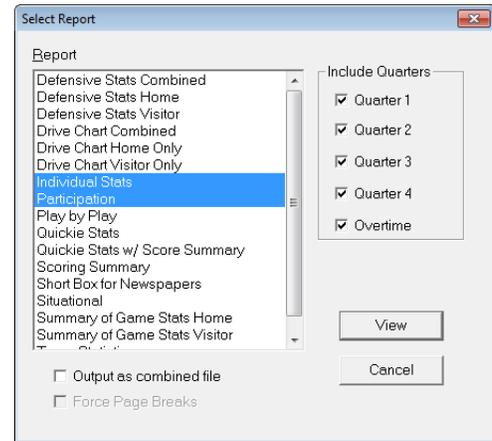


Figure 37: Select Report

Season Reports

To print reports containing statistics from entire seasons:

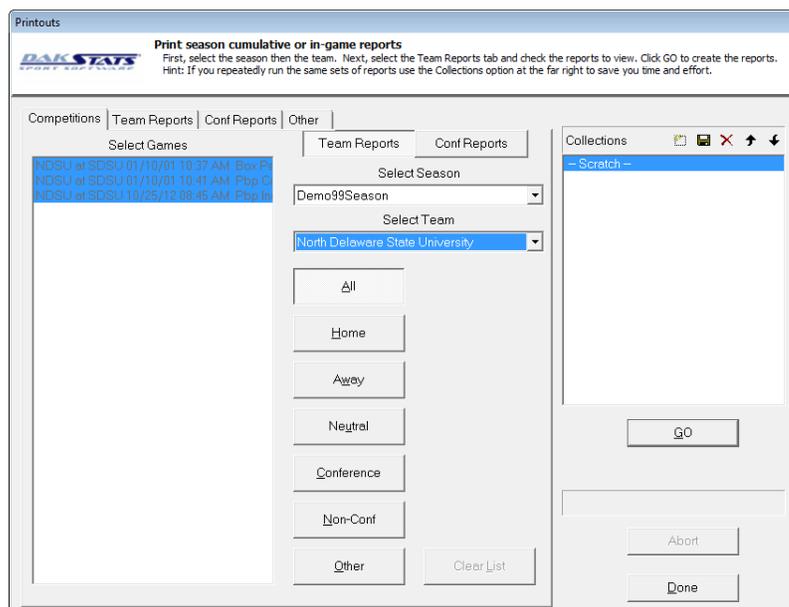


Figure 38: Printouts - Competitions

1. Go to **File > Print Season** to open the *Printouts* window (**Figure 38**).
2. On the **Competitions** tab, select the **Team Reports** sub-tab.
3. Select the Season.
4. Select the *Team*.
5. Select the *Games*:
 - **All**
 - **Home**
 - **Away**
 - **Neutral**
 - **Conference**
 - **Non-Conference**
 - **Other** – use to select specific games; click **Clear List** to deselect all games
6. Click the **Team Reports** tab (**Figure 39**), and then select the desired reports to print.

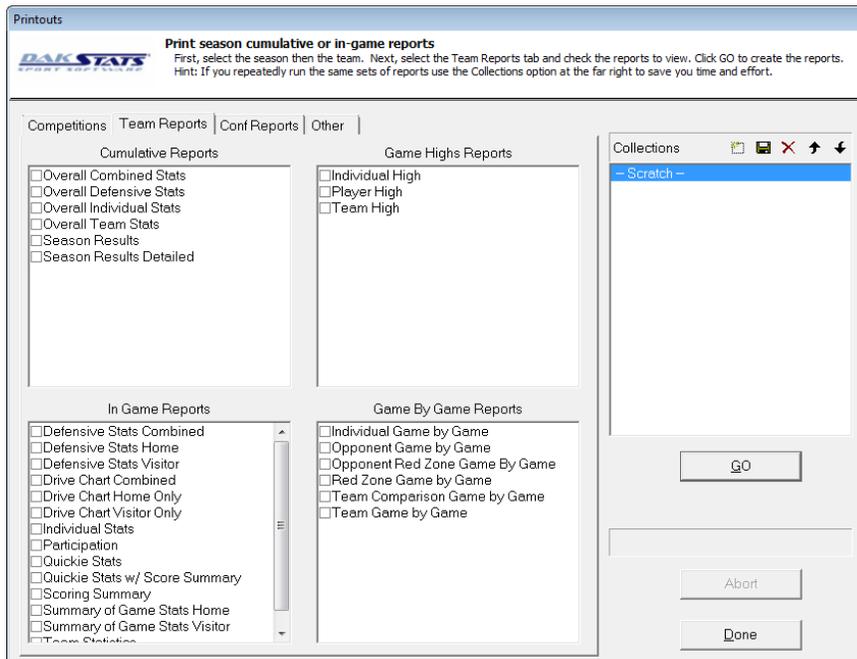


Figure 39: *Printouts - Team Reports*

7. Click the **Other** tab to view additional report options, such as the directory where they are saved and their titles.
8. Click **GO**, and a list of reports will appear in the default Internet browser (**Figure 40**).

Season						
Stats		Combined Team				
Game Results						
Date	Time	Opponent	Score	Stats		
				SC	Opponent	Stats
08/10/05	9:45 AM	h Brookville Lions	W 21-13	Sum		Quick
09/03/05	7:00 PM	a Emery Tigers	W 14-7	Sum	Sum	Quick
09/10/05	1:00 PM	h Roseville Huskies	W 42-21	Sum		Quick
09/24/05	1:00 PM	h Ocean Seahorses	W 53-22	Sum		Quick
10/01/05	1:00 PM	a Southeastern Crusaders	W 27-17	Sum	Sum	Quick
10/08/05	12:00 AM	h Armstrong Barracudas	W 19-14	Sum		Quick
10/15/05	1:00 PM	a Taylor Arrows	26-27 L	Sum	Sum	Quick
10/22/05	7:00 PM	h RV Cardinals	W 39-0	Sum		Quick
10/29/05	1:00 PM	a Troy Mustangs	W 41-7	Sum	Sum	Quick
11/05/05	12:00 AM	h Naranja Oranges	W 60-9	Sum		Quick
11/19/05	12:00 AM	a Metropole Patriots	W 31-28	Sum	Sum	Quick

Figure 40: *List of Reports*

Note: If any report is selected that asks for individual results (i.e. **Individual Game by Game**) a screen with the team roster will appear, asking for an individual player to be selected. Select a player and click **Select** to continue generating the report(s).

- Click a link, and a stat printout will appear (**Figure 41**).

TEAM STATISTICS	NDSU	OPP
SCORING	32	119
--Points Per Game	6.4	23.8
FIRST DOWNS	35	52
--Rushing	16	21
--Passing	13	23
--Penalty	6	8
RUSHING YARDAGE	265	575
--Yards Gained Rushing	281	589
--Yards Lost Rushing	16	14
--Rushing Attempts	60	85

Figure 41: Statistic Printout

- Typically, going to **File > Print** within the Internet browser will create a hardcopy printout of the report.
- Click the browser's **Back** button to return to other report links, if necessary.

Printing Conference Season Reports

- Go to **File > Print Season** to open the *Printouts* window (**Figure 38**).
- On the *Competitions* tab, select the **Conf Reports** sub-tab.
- Select the Season.
- Select the Conference.
- Select the Games:
 - All**
 - Home**
 - Away**
 - Neutral**
 - Conference**
 - Non-Conference**
 - Other** – use to select specific games; click **Clear List** to deselect all games

Figure 42: Printouts - Conference Reports

- Click the **Conf Reports** tab (**Figure 42**).
- Select the *Conference Reports*.
- Click the **Other** tab to view additional report options, such as the directory where they are saved and their titles.
- Click **GO**, and a list of reports will appear in the default Internet browser.
- Click a link, and a stat printout will appear.

- Typically, going to **File > Print** within the Internet browser will create a hardcopy printout of the report.
- Click the browser's **Back** button to return to other report links, if necessary.

Creating Collections

Collections are used to save lists of the most commonly used reports.

- Click the button next to the word **Collections** on the right side of the screen (**Figure 43**).

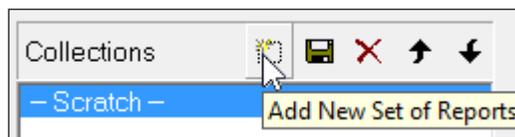


Figure 43: Collections

- In the window that appears, type in a descriptive name for the collection of reports.
- Select the desired reports as described above.
- Click the **Save** button  to assign the reports to the collection. The types of reports within a collection can be changed at any time; just be sure to save the changes.
- Click the red **X** to completely delete the collection. A confirmation message will appear asking to verify the deletion. **This action cannot be undone!**
- Right-click a collection to **Rename**, **Save**, **Save As**, **Delete**, or **Add New**.

Print Career Reports

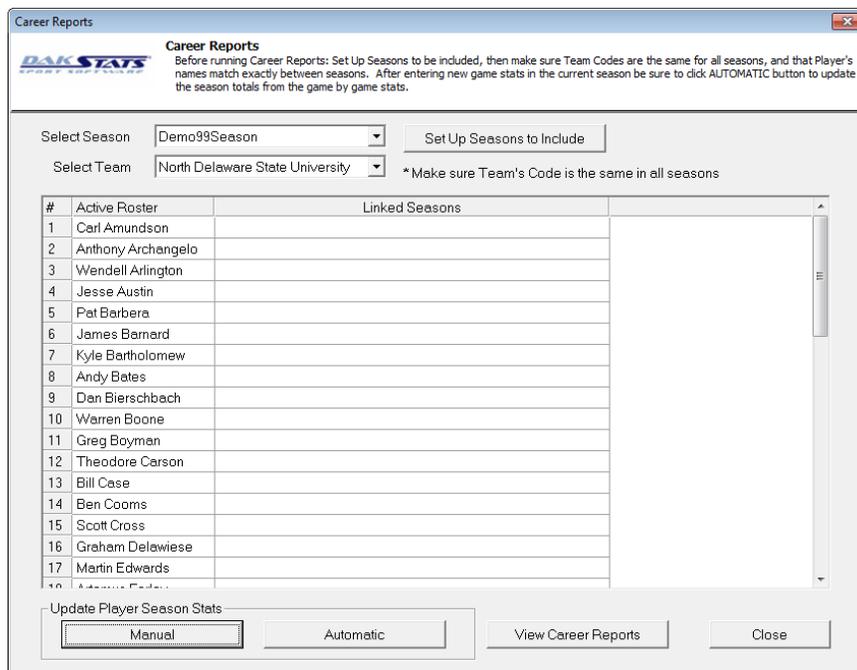


Figure 44: Career Reports

1. Go to **File > Print Career Reports** to open the *Career Reports* window (Figure 44).

2. Click **Set Up Seasons to Include**.

- Assign each season a short *Print Name*.
- Number the seasons in the order they should be displayed, using "0" for any season to omit from the report.
- Click **Close**.

RUSHING							
	G	Att	Yds	TD	Lg	Avg/C	Avg/G
Amundson, Carl	4	24	92	0	12	3.8	23.0
Barbera, Pat	4	0	3	0	0	0.0	0.8
Casse, Bill	2	6	44	0	12	7.3	22.0
Goldsmith, Rick	4	12	58	0	13	4.8	14.5
Goldstein, Richard	5	4	0	0	3	0.0	0.0
Gonzalez, Freddy	2	4	8	0	4	2.0	4.0
Gravenhoff, Blake	2	2	16	0	8	8.0	8.0
Katz, Mark	2	8	30	0	7	3.8	15.0
Shonbread, Herman	3	0	14	0	0	0.0	4.7
TOTALS	4	60	265	0	13	4.4	66.3

PASSING											
	G	Att	Cmp	Int	Yds	TD	Lg	Pct	Avg/P	Avg/G	Effic
Amundson, Carl	4	0	8	0	200	4	0	0.000	0.0	50.0	0.0
Goldsmith, Rick	4	1	1	0	85	1	85	1.000	85.0	21.3	1144.0
Goldstein, Richard	5	68	36	2	346	4	57	0.529	5.1	69.2	109.1
TOTALS	4	69	45	2	631	9	85	0.652	9.1	157.8	179.2

RECEIVING							
	G	Rec	Yds	TD	Lg	Rec/G	Avg/C
Amundson, Carl	4	10	56	2	7	2.5	5.6
Barbera, Pat	4	2	12	0	6	0.5	6.0
Bartholomew, Kyle	2	2	18	0	9	1.0	9.0
Bierschbach, Dan	3	2	6	0	3	0.7	3.0
Delawiese, Graham	2	2	8	0	4	1.0	4.0
Goldsmith, Rick	4	10	48	0	10	2.5	4.8
Goldstein, Richard	5	1	85	1	85	0.2	85.0
LongFellow, James	2	8	198	2	57	4.0	24.8
Shonbread, Herman	3	0	200	4	3	0.0	66.7
TOTALS	4	37	631	9	85	9.3	17.1

Figure 45: Example Player Career Totals Report

3. Select a *Season* and a *Team*.

4. Click **Automatic** to automatically update the season totals, or click **Manual** to update each statistic using a stat chart.

5. Click **View Career Reports**.

6. The *DakStats Career Reports* will appear in the default Internet browser.

- To view a specific player's career reports, select the player from the list and click **View Single Player by Season**.
- Select either **Player Career by Season**, **Player Career Totals** (Figure 45), or **Team Career by Season** to view each report.

Roster Printouts

1. Go to **Configure > Rosters** to open the *Configure Rosters* window (Figure 46).

2. Select the *Season* and *Team*.

3. Click **Print Roster** and the roster will appear in the default Internet browser.

4. Typically, going to **File > Print** within the Internet browser will create a hardcopy printout of the roster.

Figure 46: Printing Rosters

7 Importing & Exporting

Information can be exchanged electronically from any team or conference that uses DakStats Football by importing and exporting game files. This will eliminate the need to reenter rosters or statistics that have already been entered. It is also possible to import information to and from other third-party software applications.

Note: When importing or exporting, right-click a game to see the score and start time for that game (**Figure 47**). This makes games easier to identify when importing and for conference offices.

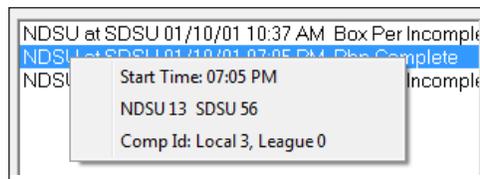


Figure 47: Start Time & Score

Importing Games

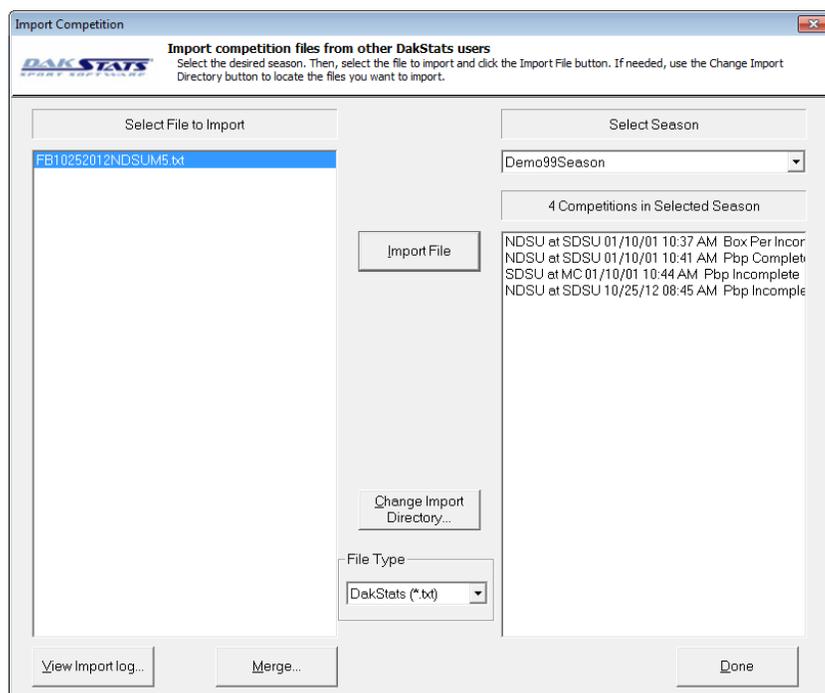


Figure 48: Import Competition

1. Go to **File > Import Game** to open the *Import Competition* window (**Figure 48**).
2. Select the *Season* in which to save the game file.
3. Click **Change Import Directory** to select the folder from which to import the file.
4. Select the *File Type* to look for in the selected folder:
 - **DakStats (*.txt)** – Text files generated from the DakStats program
 - **SC XML (*.xml)** – XML files generated from Stat Crew® programs
 - **DakStats Pbp (*.pbx)** – Files generated from the DakStats program that include the entire play-by-play commentary

Note: After importing a PBX file, open the imported game and go to **Edit > Rebuild Stats**.

5. Select the game to be imported from the *Select File to Import* column, and then click **Import File**.
6. If a possible duplicate game is detected, the *Import Into* window will appear (Figure 49) with two choices:

- Click **Import New Competition** to import the game as is.
- Select the existing game from the list, and then click **Import Into Existing** to replace the game with the imported game.

Note: Import Into Existing commands cannot be undone!

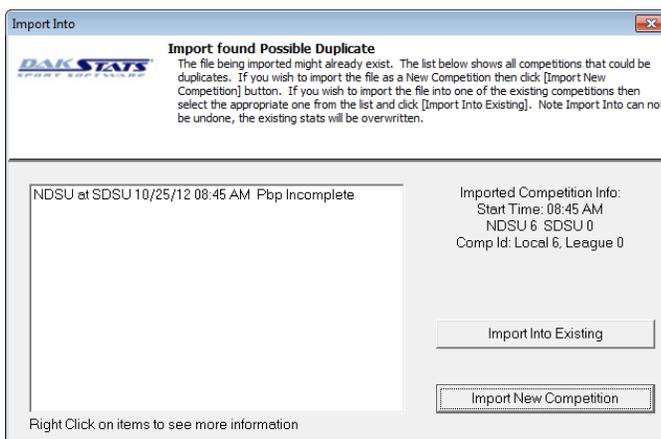


Figure 49: *Import Into*

Exporting Games

1. Go to **File > Export Game** to open the *Export Competition* window (Figure 50).
2. Select the *Season, Team,* and *Competition* to be exported.

Note: The current save directory is shown at the bottom of the window. To change this location, click **Directory** and select the desired destination for the exported file.

3. Click the drop-down arrow to select the type of file to export:

- **DakStats (*.txt)** – Text files for use with DakStats programs
- **SC XML (*.xml)** – XML files for use with Stat Crew® programs
- **DakStats Pbp (*.pbx)** – Files for use with DakStats programs that include the entire play-by-play commentary
- **MaxPreps (*.txt)** – Text files for users of MaxPreps.com

4. Click **Export**.

5. With the game exported, it can now be emailed or burned to a disk for users of DakStats Football and other programs to import into their season.

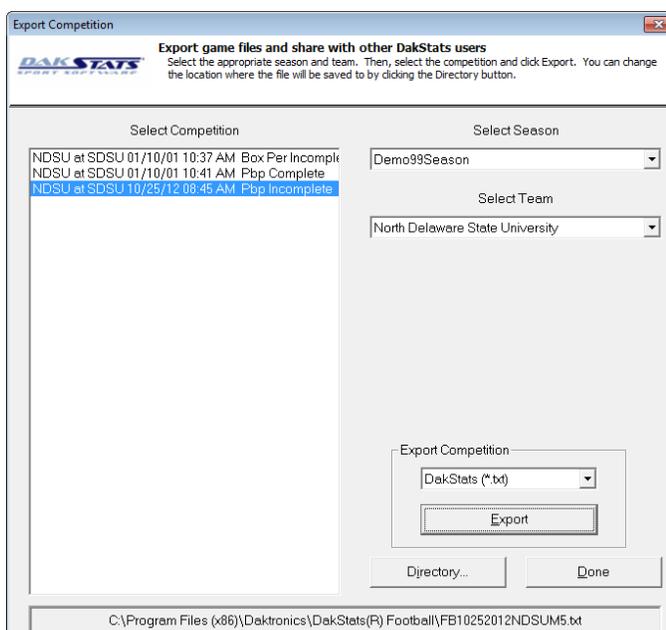


Figure 50: *Export Competition*

Exporting Season Statistics

DakStats Football can export files containing season-to-date statistics to send to conference or league headquarters.

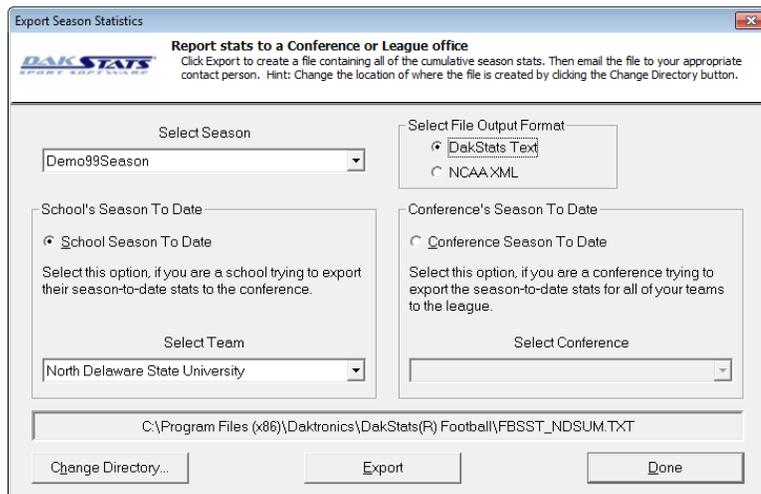


Figure 51: Export Season Statistics

1. Go to **File > Export Season to Date** to open the *Export Season Statistics* window (**Figure 51**).
2. Select the *Season* statistics to export.
3. Select the *File Output Format*.
 - **DakStats Text:** Select this format if the file will be imported into DakStats.
 - **NCAA XML:** Only NCAA schools will select this statistics format.
4. Select the type of *Season To Date*:
 - Select **School Season to Date** if the school is exporting the season to the conference.
 - Select **Conference Season to Date** if the conference is exporting statistics for all teams in the conference.
5. Select the desired *Team* or *Conference*.
6. The current directory is shown at the bottom of the window. Click **Change Directory**, and then select the desired destination for the exported file.
7. Click **Export**.

Note: If the selected team does not have an assigned Team Code, it will not be possible to export the statistics. Refer to **Configure Teams (p.6)**.

8. With the season statistics exported, they can now be emailed or burned to a disk and given to the appropriate conferences.

Importing Teams

Importing a team is a simple way to get another team's roster and data rather than having to manually type in all the information.

1. Go to **Configure > Teams**.
2. Select the *Season*.
3. Click **Import** in the bottom-right corner of the *Configure Teams* window (**Figure 52**).
4. Browse to the location of the file.
5. Select the team's file, and click **OK**.

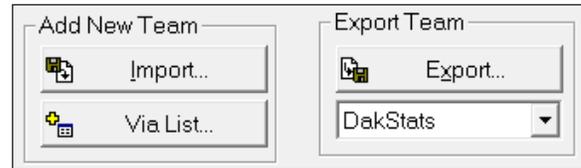


Figure 52: Import & Export Teams

Exporting Teams

1. Go to **Configure > Teams**.
2. Select the *Season*.
3. Select the team to be exported.
4. Click **Export** in the bottom-right corner of the *Configure Teams* window (**Figure 52**).
5. **Save** the file with the team information to an easily accessible location, such as "My Documents" or the "Desktop".
6. With the team exported, it can now be emailed or burned to a disk for other DakStats Football users to import into their season.

Exporting Games as XML Files

It is possible to export a game as an XML file so that the file can be sent to other users who require game data in XML format.

Note: There must be a game open to export a game as an XML file.

1. Go to **Game Control > Export Game as XML File**.
2. Navigate to an easily accessible location, such as "My Documents" or the "Desktop".
3. Enter a descriptive *File name*.
4. Click **Save**.
5. With the file exported, it can now be emailed or burned to a disk.

8 Additional Features & Settings

This section describes additional features and configuration settings within the DakStats Football application.

System Preferences

Use the *System Preferences* window to add, edit, delete, and update seasons, as well as repair, make and restore backups, and perform several other system management tasks. Go to **Configure > Seasons and System Preferences (Figure 53)**.

Seasons

Use the **Seasons** tab on the *System Preferences* window to add and edit seasons. The following actions are available:

- To add a season, refer to **Creating a Season (p.5)**.
- To edit a season, select a season, and then click **Edit**.
- To delete a season, select the season, and then click **Delete**.
- To make sure the season is up-to-date with the software version, select a season, and then click **Update**.

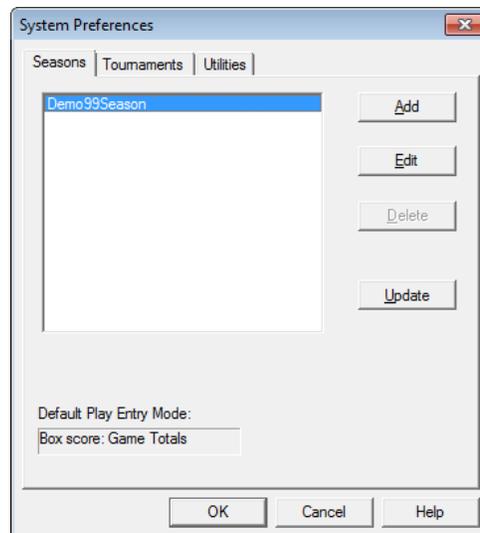


Figure 53: System Preferences - Seasons

Note: The **Update** option is used to update any changes made in DakStats Football such as database field updates and modifications. If the database is not working properly, use the **Repair/Compact** command. Refer to **Utilities (p.38)**.

Tournaments

Use the **Tournaments** tab on the *System Preferences* window (**Figure 54**) to add, delete, or edit tournaments.

To Add a Tournament

1. Select a Season.
2. Click **Add**.
3. Type in a descriptive *Tournament Name*.
4. Click **OK**.

Note: Click **Edit** to change the name of a selected tournament.

To Delete a Tournament

1. Select a Season.
2. Select a tournament to delete.
3. Click **Delete**.

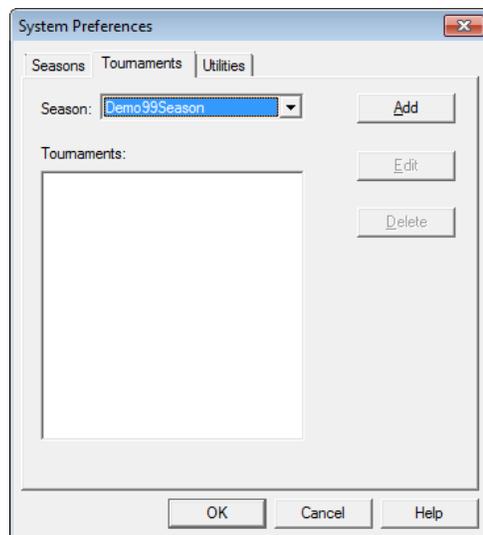


Figure 54: System Preferences - Tournaments

Utilities

Use the **Utilities** tab on the *System Preferences* window (**Figure 55**) to manage season copies, repairs, and backup files.

1. Click the **Utilities** tab.
2. Select a season.
3. The following actions are available:
 - To repair or compact the season database, click **Repair/Compact**.
 - To make a backup copy of an entire season, click **Backup**.
 - To overwrite the current database with a previously backed up database, click **Restore Backup**.

Note: Restore Backup commands cannot be undone!

- To delete the backup copy of the season, click **Delete Backup**.
- Check **Backup Externally** and select a different location to save the season backup. Use this feature in case of hard drive crashes or other unexpected computer problems. To change the external backup location later, click the [...] button.

If there are problems with a season, it is possible to submit the season to Daktronics so that a DakStats representative may examine the problem.

- Click **Submit Season** to upload a season to Daktronics.
- Be sure to write an email to Daktronics explaining the problem as clearly as possible.
- Click **Retrieve Season** to download a season that has been submitted to Daktronics.

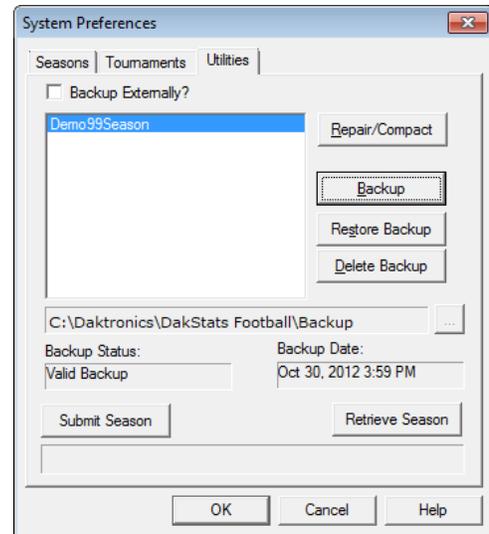


Figure 55: System Preferences - Utilities

Rules

1. Go to **Configure > Rules Configuration** to open the *Rules Configuration* window (**Figure 56**).
2. Select an available *Rules File* or season.
3. Type in the values for:
 - *Period Information*
 - *Scoring Information*
 - *Game Information*
 - *Default Yardlines*

Enable/disable the settings for:

- *Missed FG – Inside 20yl*
 - *Missed FG – Beyond 20yl*
 - *Overtime*
 - *General Settings*
 - *Safeties on a Thrown Away Pass*
4. Click **Save** to update the changes. If needed, click **Reset** to restore the default rules.
 5. Click **Close** when finished.

The screenshot shows the 'DSFB Rules Configuration' dialog box. It is organized into several sections:

- Select Rules File:** A dropdown menu currently set to 'RulesNCAA'.
- Period Information:** 'Number of Periods' is set to 4, and 'Period Length' is set to 15.
- Scoring Information:** A grid of input fields for various scores: Touchdown Score (6), Field Goal Score (3), FG Drop Kick Score (4), Safety Score (2), Single/Rouge Score (1), PAT Score (1), PAT Drop Kick Score (2), PAT Other Score (2), and PAT Defense Score (2).
- Game Information:** 'Downs' is set to 4, 'Field Length' is 100, 'First Down Length' is 10, and 'End Zone Length' is 10.
- Default Yardlines:** 'Kick Off Yardline' (35), 'Kick Off Yardline After Safety' (20), 'Inside Red Zone Yardline' (20), 'Touchback Yardline (Free Kick)' (25), 'Touchback Yardline (Punt, Fumble, INT)' (20), and 'PAT Yardline' (3).
- Missed FG - Inside 20yl:** Radio buttons for 'Line of Scrimmage', 'Spot of Kick', and 'Touchback Yard Line' (selected).
- Missed FG - Beyond 20yl:** Radio buttons for 'Line of Scrimmage' (selected), 'Spot of Kick', and 'Touchback Yard Line'.
- Overtime:** Radio buttons for 'Sudden Death' and 'Alternating Possession' (selected).
- General Settings:** A collection of checkboxes including 'Is Sack a Rush' (checked), 'Is TD a First Down', 'Enable Drop Kicks', 'Enable Rouge', 'Fair catch on Free Kick inside touchback yardline, places offense at touchback yardline' (checked), 'FG in Total Drive Plays' (checked), 'Punt in Total Drive Plays', 'Account for End Zone Yds', 'Offense Advance On Miss FG', 'Is Kneeldown a Team Rush' (checked), 'Is Spiked a Team Pass', and 'Add End Zone Length On FG' (checked).
- Safeties on a Thrown Away Pass:** 'Increment Team Penalties' (checked) and 'Account for Yards to End Zone' (unchecked).

Buttons for 'Save', 'Reset', and 'Close' are located at the bottom right of the window.

Figure 56: Rules Configuration

Configuring DakStats Football

Modify or update game and conference information at any time.

Modifying Games

Creating New Games (p.10) explains how to add a new game. To quickly modify an existing game:

1. Go to **Configure > Games**.
2. In the *Game Information* window (**Figure 57**), select the *Season* and *Game ID*, then add any information that was left blank when a game was first created, or update the rest of the information as needed.
3. Click **Save Game** to preserve the changes.

The screenshot shows the 'Game Information' window with the following fields and options:

- Update Existing Competitions**: Select the appropriate season. Then, select the desired competition. Finally, make your modifications as needed.
- Game Information**:
 - Season: Demo99Season
 - Game ID: SDSU at MC 01/10/01 10:44 AM Pbp Incomplete
 - Entry Mode: Play-by-play: Simple mode
 - Date: 1/10/2001
 - Visiting Team: Santo Domingo State University
 - Home Team: Marion College
 - Game Type: Non-Conference
 - Start Time: 10:44 AM
 - End Time: 10:44 PM
 - Webcast:
 - # of Quarters: 1
 - Forfeit: None
- Location Information**:
 - Stadium: []
 - City: []
 - State: []
 - Temp: 0
 - Weather: []
 - Attendance: 0
 - Tickets Sold: 0
 - Intermission Length: 00:00
 - Sell Out:
 - Night Game:
 - Neutral Field:
 - Indoor Stadium:
 - Natural Surface:
- Officials**:
 - Referee: []
 - Umpire: []
 - Linesman: []
 - Line Judge: []
 - Back Judge: []
 - Field Judge: []
 - Side Judge: []
- Buttons**: Save Game, Cancel Game, Delete Game, Delete ALL Games, Update Game Notes..., Done

Figure 57: Modifying or Updating a Game

Note: Use the **Update Game Notes** function to enter any additional game information not covered in the provided fields.

Configuring Conferences

Conferences allow teams to be grouped together for reporting purposes. Conferences are unique to each season, but one team can belong to multiple conferences. Go to **Configure > Conferences** to open the *Configure Conferences* window (**Figure 58**).

The screenshot shows the 'Configure Conferences' window. At the top, there is a header with the 'BAKSTATS' logo and the title 'Configure Conferences'. Below the header, a brief description states: 'Conferences allow you to group teams together for reporting purposes. Conferences are unique to each season. A team can belong to multiple conferences.' The main area is divided into several sections. On the left, under '1. Select Season', there is a dropdown menu currently set to 'Demo99Season'. Below that, under '2. Select Conference', there is a list with 'Add New Conference' selected. In the center, there are two text input fields: 'Conference Identifier' (containing 'Add New Conference') and 'Conference Print Name' (containing 'New Conf'). Below these is a 'Default Import Conference' field and a 'Set As Default Import Conf' button. On the right, under 'Conference Teams Selected 0', there is a list containing 'Marion College', 'North Delaware State University', and 'Santo Domingo State University'. At the bottom of the window, there are five buttons: 'Add New', 'Delete', 'Save', 'Cancel', and 'Close'.

Figure 58: *Configure Conferences*

To Create a New Conference

1. Select a *Season* for the conference.
2. Click **Add New**.
3. Type the conference name under *Conference Identifier*.
4. Type the conference short name under *Conference Print Name*. This name is for reports.
5. If desired, click **Set As Default Import Conf** for conference offices importing season-to-date files.
6. Click **Save**.

To Configure a Conference

1. Select the *Season* of the conference.
2. Select the *Conference*.
3. Select which teams to include in the conference in the *Conference Teams Selected* box.
4. Click **Save**.

To Delete a Conference

1. Select the *Season* of the conference.
2. Select a *Conference*.
3. Click **Delete**.

Play Entry Button Colors

Use the *Set Play Entry Button Colors* window (**Figure 59**) to change the text and background colors for buttons, as well as to choose between a normal or flat button appearance.

1. Go to **Configure > Play Entry Button Colors**.
2. Choose the color of the text or background for *Normal Play Entry Buttons* selected and not selected, or choose the color of the text or background for *Special Play Entry Buttons* selected and not selected.
3. Uncheck **Flat Button Style** to give the buttons a 3D appearance.
4. Click **Restore Defaults** to return the buttons to their original settings, or click **OK** to save the changes.

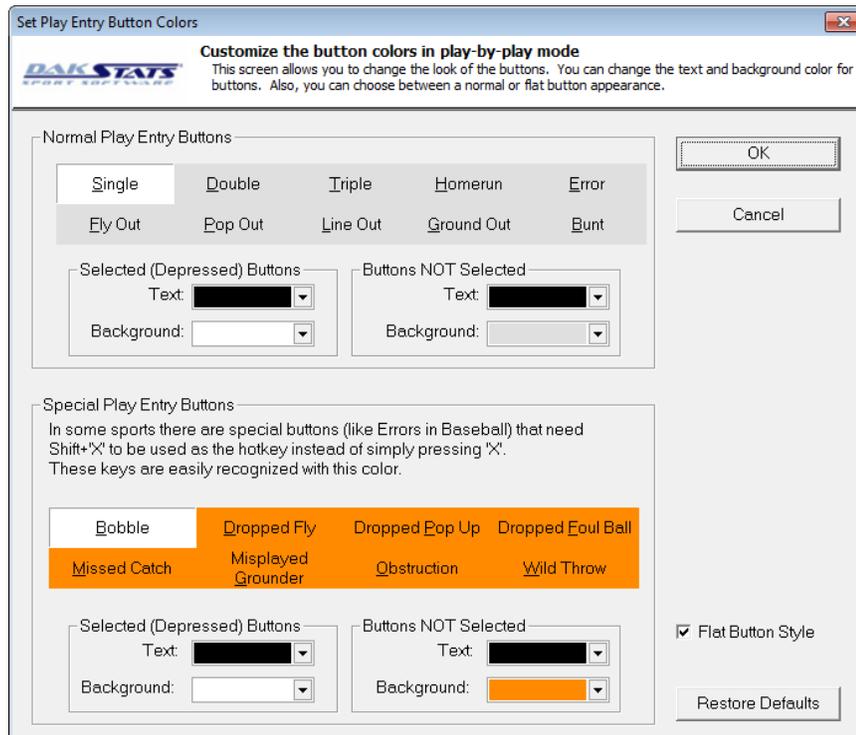


Figure 59: *Set Play Entry Button Colors*

Auto Start Options

The Auto Timing, Auto Start Interface, and Auto Start Chart RTD options are found on the **Configure** menu (Figure 60).

- **Auto Timing:** Should only be checked if the computer is connected to an All Sport® controller. DakStats Football will automatically start and stop time the game time in sync with the All Sport control console.
- **Auto Start Interface:** Should only be checked when using the Daktronics Scoring-Timing Interface (DSTI) to interface with a display.
- **Auto Start Chart RTD:** Should only be checked when using interfaces for generating drive charts.
- **Output Season Xml:** Check this option if instructed by a league office. This keeps an up-to-date XML file that certain leagues need to update their websites. Refer to **Appendix D**.

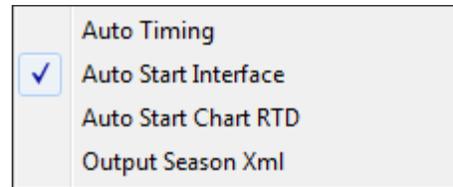


Figure 60: Auto Start Options

Messaging

The messaging settings help determine how DakStats Football communicates with other Daktronics software.

The default setting is that the DakStats Football program is on the same computer as the DSTI program. If these programs are on separate computers:

1. Go to **Configure > Messaging**.
2. In the DakStats/DSTI Messaging window (Figure 61), select **Different Machine**.
3. Click **OK**.

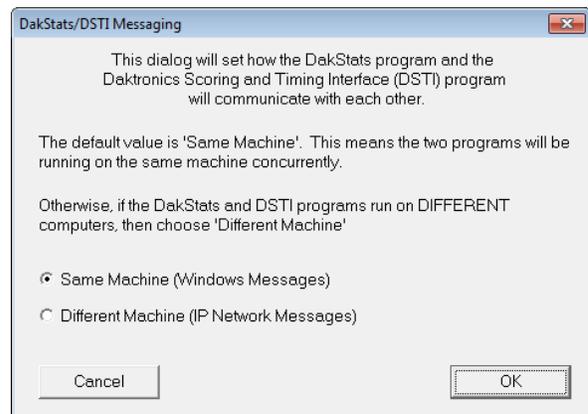


Figure 61: DakStats/DSTI Messaging

Webcast (Discontinued)

The Webcast feature was discontinued in January 2024.

Web-Sync (Discontinued)

The Web-Sync service was discontinued in January 2025.

Twitter (Discontinued)

Twitter integration with DakStats is no longer supported, and the buttons/configuration menus do not function.

Quick Display

The Quick Display option allows users who interface with Daktronics display controllers to run sequences from DakStats Football. These settings do not need to be modified if the DakStats Football program is not interfacing with a display controller. For more information about creating sequences, refer to the documentation provided with the display control software.

1. Make sure to have DakStats Football, DSTI, and the display controller running.
2. In DakStats Football, go to **Configure > Quick Display**, and the *Quick Display* window will appear (**Figure 62**).
3. If the *Empty Interface Configuration File!* message appears at the bottom of the window, click **Request Config**.
4. Right-click an empty cell, and then click **Add Item**; to modify an existing cell, right-click the cell, and click **Edit Item**:

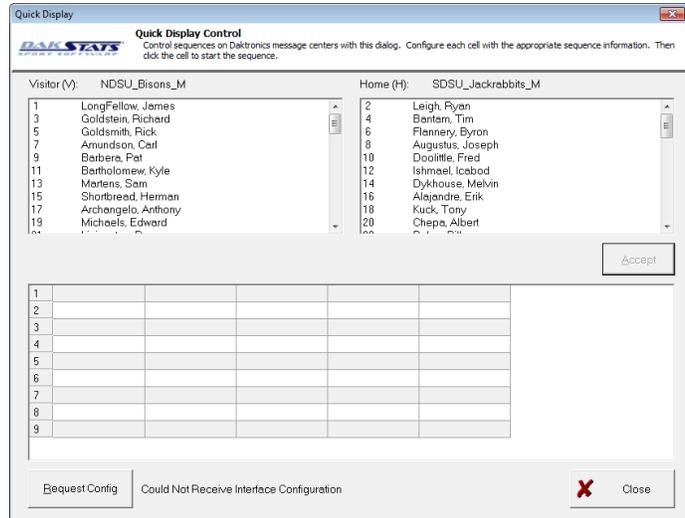


Figure 62: Quick Display

- a. In the *Configure Quick Display Item* window (**Figure 63**), check the box next to **Show on toolbar**.
- b. Type in a descriptive *Item Name*.
- c. Fill in the *Enhanced RTD Parameters* to specify the desired sequence to play.
- d. Fill in the *Request Parameters* to specify what type of data to output.

Note: Items with the **%Select Nickname** are not compatible with quick display buttons.

- e. Click **OK** to save the changes to the quick display button.

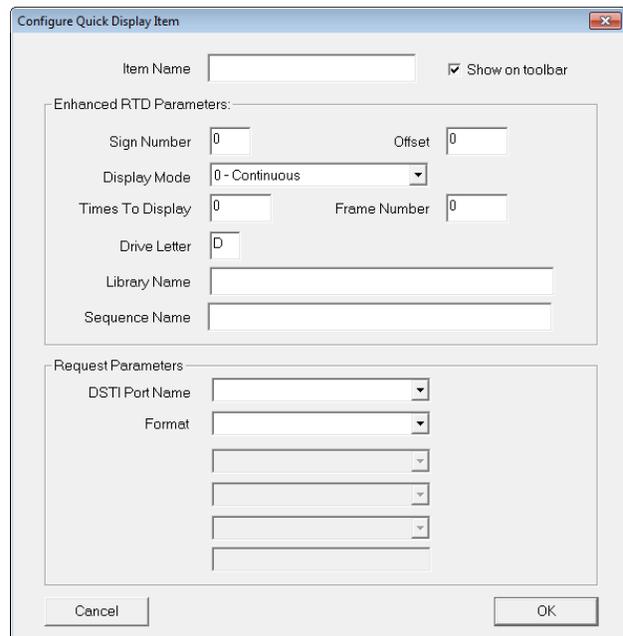


Figure 63: Configure Quick Display Item

5. Repeat **Step 4** to assign up to 20 other commands on the toolbar.
6. To delete an existing cell, right-click the cell, and click **Delete Item**.
7. Click **Close** when finished creating the quick display buttons.
8. Go to **View > Quick Display Toolbar** to make the Quick Display Toolbar appear above the standard toolbar.
9. The QD Toolbar can be undocked and moved, and it also will dock on either side or the bottom of the screen.

GameCast

The GameCast feature outputs game and season data for use with the DakStats GameCast Football program. This program is installed on a separate computer and is used by press personnel including newspaper reporters, radio announcers, and other on-air personalities to navigate through statistics and find exactly what is newsworthy. For more information, refer to the **DakStats Football GameCast Installation and Operation Manual** ([ED-15731](#)).

9 Using the Keyboard & Hotkeys

Many of the commands in DakStats Football can be accessed with the keyboard as well as the mouse. Most buttons in the main menu and Play-by-play entry mode have labels with an underlined letter. Pressing the key on the keyboard that correlates with the underlined letter will activate that particular button. To activate secondary buttons, which are usually colored differently, press the underlined key at the same time as **[Shift]**.

Hotkey	Command	Button
[F2]	opens <i>Participation</i> window	
[F3]	Edit Current Down, To Go, Ball On and Possession	
[F4]	opens <i>Balance</i> window	
[F5]	swap Teams to the other side of the field	
[F6]	toggle Field on/off	
[F7]	toggle Game in Progress on/off	
[F10]	view Home roster/stats	
[F11]	view Visitor roster/stats	
[F12]	view both Visitor and Home roster/stats	
[Ctrl] + [n]	opens <i>Game Information</i> window (new game)	
[Ctrl] + [o]	opens <i>Open Game</i> window	
[Ctrl] + [i]	opens <i>Select Report(s)</i> window (in-game)	
[Ctrl] + [p]	opens <i>Printouts</i> window (season)	
[Ctrl] + [q]	opens <i>Quick Display</i> window	
[Space Bar]	toggle Game Clock start/stop	
[r]	Rush tab (PbP Mode)	
[a]	Pass tab (PbP Mode)	
[u]	Punt tab (PbP Mode)	
[g]	Field Goal tab (PbP Mode)	
[e]	Penalty tab (PbP Mode)	

A DakStats Football Stat Sheet

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B DakStats Football Play-by-Play Worksheet

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C Penalty Guidelines

- Enter the initial play as it occurred, and then proceed to enter the penalty as a new play. Do not attempt to enter the penalty inside of the play that happened.
- Do not follow the Down and Distance in the Play-by-Play (PbP) script for the true yardage; instead, follow the D&D inside the Game In Progress (GIP) menu at the top of the screen. This gives the true possession, down, and distance after a penalty is submitted.
- A penalty's result will always provide an accurate result afterwards. For example, if there is a fourth down play in which the offense comes up short, the PbP script and the GIP will show possession has changed. However, once the penalty is submitted and a first down or nullified play is assigned, the GIP and D&D will correctly revert back to the proper team.
 - **Nullify Play** will always nullify the play that was previously entered and the statistics will not be counted.
 - **Penalty** signifies a penalty that did not affect the statistical data from the previous play. This is the most common entry. Use when a penalty is not declined, does not nullify the previous play, or is not a downfield penalty.
 - **Downfield** signifies that a penalty occurred downfield during the play and will be marked from the spot of the foul. The statistics from the play will count, but the down will remain unchanged unless the net of the play minus the penalty is great enough to gain a first down.
 - **Decline** merely acts as a way to better describe the historical PbP of the game. It does not hold any statistical value.
 - **Change Down** signifies a penalty that down not alter the D&D, the next down will appear. (intentional grounding)
 - **Repeat Down** signifies a repeating down where the Distance is affected.
 - **First Down** automatically rewards a first down to the current team with possession.
 - **Offsetting** signifies there were two penalties on the play. If there is one penalty that affects the yardage/D&D, enter that one first, and then enter the second offsetting penalty as the next play. If neither penalty has resulting effects, the order of entry does not matter.
 - **RptDwn+Togo** signifies a penalty that keeps the same D&D as the previously entered play. This is most often used for penalties on returns (Kick, Interception, Fumble) where the offense hasn't snapped the ball. For example, a hold during a return will still be 1st and 10 (not 1st and 20).
- *Enforced From?* is the yardline where the penalty will begin to be enforced from. Sometimes this is the line of scrimmage, sometimes this is where a Hold occurred on a kick return.
- *Ball On?* is the new line of scrimmage after the penalty.
- For any penalty, the penalized team can be changed by clicking once on the team abbreviation next to the *Penalty On* box.
- If the ball crosses midfield, click on the team abbreviation next to *Where?/Enforced From?* and *Ball On?*.
- The new location of the ball can either be typed in or the ball can be moved to the correct yard line on the field.

Penalty Entry Examples

Line of scrimmage is on the 30 yard line at 1st and 10. #22 carries the ball for 15 yards. Holding is called on #62. Enter the play and then enter the penalty as a new play.

- Click the **Penalty** tab, followed by **Nullify Play** (cancels previous play).
 - *Penalty On?*: Either leave as "TM" for Team or type in number of penalized player.
 - *Penalty Type*: Either type in "FS" or click the [**>>**] button and select **False Start**.
 - *From Where?*: "30"
 - *Ball On?*: "20"
 - Click **Enter** when finished.
- Alternately, do NOT enter the play itself, and then enter **Penalty > Repeat Down**.

Kickoff from the 30 yard line. #41 made an illegal block in the back at the 35 yardline.

- Click the **Penalty** tab, followed by **Downfield**.
 - *Penalty On?*: "41"
 - *Penalty Type?*: Either type in "IBB" or click the [**>>**] button and select **Illegal Block in Back**.
 - *Enforced from?*: "35"
 - *Ball On?*: "25" (depends on league rules)
 - Click **Enter** when finished.

A penalty gives 5 yards on 4th down, putting team on the 45 yard line. Completed play resulted in 20 yards and 1st down, putting team on the opposing 40 yard line. Penalty is declined. Declined penalties are optional to enter; they are mainly used for complete play by play narrative.

- Click the **Penalty** tab, followed by **Decline**.
 - *Penalty On?*: Either leave as "TM" for Team or type in number of penalized player.
 - *Penalty Type?*: Either type in the penalty's abbreviation or click the [**>>**] button and select it.
 - *Ball On?*: "40"
 - Click **Enter** when finished.

Defensive pass interference is called on the 32nd yard line. Enter the play as it happens (most likely incomplete pass).

- Click the **Penalty** tab, followed by **First Down**.
 - *Penalty On?*: Either leave as "TM" for Team or type in number of penalized player.
 - *Penalty Type?*: Either type in "PI" or click the [**>>**] button and select **Pass Interference**.
 - *Enforced From?*: "32" (line of scrimmage)
 - *Ball On?*: "32"
 - Click **Enter** when finished.
- If this penalty was declined (receiver caught the ball), enter **Penalty > Decline**.

Clipping is called on the kicking team from the 20 yard line. There is a 5 yard penalty but the D&D is 1st and 10 (or any general penalty on the kicking team during the return). Enter the play as it happens and then enter the penalty.

- Click the **Penalty** tab, followed by **RptDwn+Togo**.
 - *Penalty On?*: Either type in number of penalized player or select from the roster.
 - *Penalty Type?*: Either type in "CL" or click the **[>>]** button and select **Clipping**.
 - *Enforced from?*: "20"
 - *Ball On?*: "25"
 - Click **Enter** when finished.

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D Supplemental Guides & Manuals

- [DakStats Output Season XML Quick Start Guide \(DD2119764\)](#)

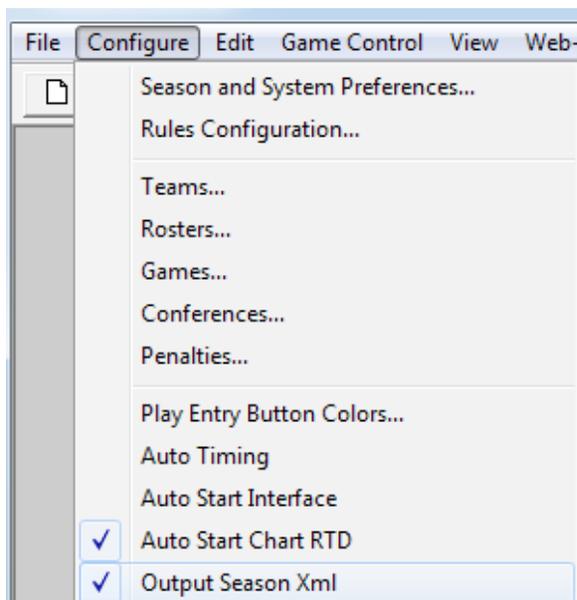
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This guide will assist you with a feature of the DakStats software that allows you to output an XML file of the current season. This is useful when posting up-to-date statistics to a website with your own style sheet applied.

This feature may be enabled or disabled in DakStats Baseball, Basketball, Football, Soccer, and Volleyball.

Enabling Season XML Output

1. Open the DakStats program.
2. Go to **Configure > Output Season Xml**. A checkmark appears next to the menu item to indicate it is enabled.



Setting the Default Team

In order to create the season XML file, there must be a default team for the current open season. The current season is shown on the top of the screen when the program is opened.



To set a default team, simply select the team from the drop-down list and click **Set as Default Team**. Alternately, a default team may be selected when creating a new season. To set a different default team, you must go to **Configure > System and Season Preferences**, select the season, and click **Edit**.

With Output Season XML enabled and a default team set, a Season XML file will be created in the following location:
"C:\Daktronics\DakStats [Sport]\season.xml"

Note: For Baseball and Basketball, a "gamebygame.xml" file is also created in the same folder.

The XML files are created and updated ONLY after performing one of the following actions:

- Closing a game (**File > Close**)
- Closing the *Configure Teams* window (**Configure > Teams**)
- Closing the *Configure Rosters* window (**Configure > Rosters**)

The "season" file is the NCAA/Stat Crew specification. The "gamebygame" file provides a record of each game of the season.

The names of the XML files are always the same. They can be parsed by a CSS or XLST file to display the stats on a website however you want, with your own style and branding.

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