

This guide will help you set up your DakStats® software to report scores and statistics using the Web-Sync® service. If you have any questions about registering or setting up the Web-Sync service, please email dakstats@daktronics.com.

DakStats Setup

Please read the following hints to ensure that data is being entered properly. Refer to the quick guide/manual for the specific sport for more information about setting up seasons and games, as well as entering scores and stats.

Helpful Hints

Opponent Stats

When recording stats for a game, you should enter team totals for your opponent if you want your defensive stats to be correct. It is not necessary to input individual stats for your opponents. Only your opponent's team totals will be synced. When your opponent syncs, the individual stats are posted.

Entering Text

The data you enter in DakStats will be visible online. Your stats will look better with proper capitalization and spelling. Avoid using ALL CAPS.

Player Rosters

Select the player position from the drop-down list rather than typing your own description.

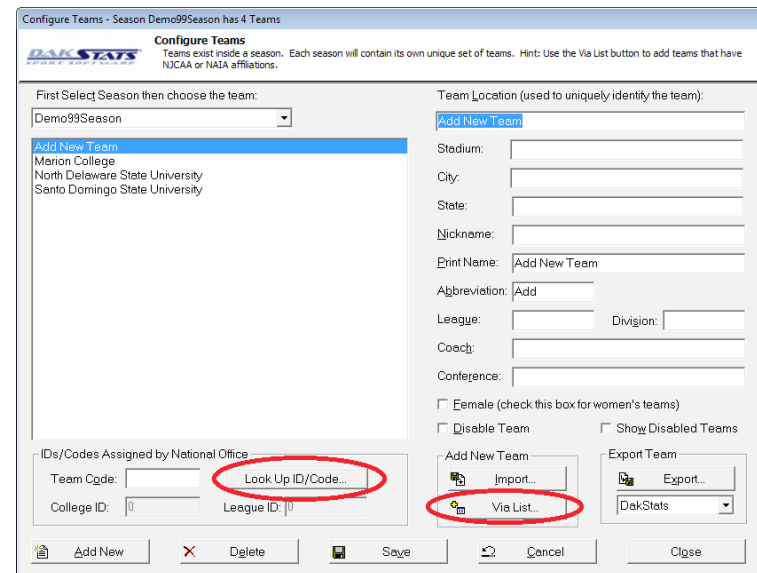
Season Schedule

It is a good idea to check your schedule after Web-Syncing to ensure that your records are correct.

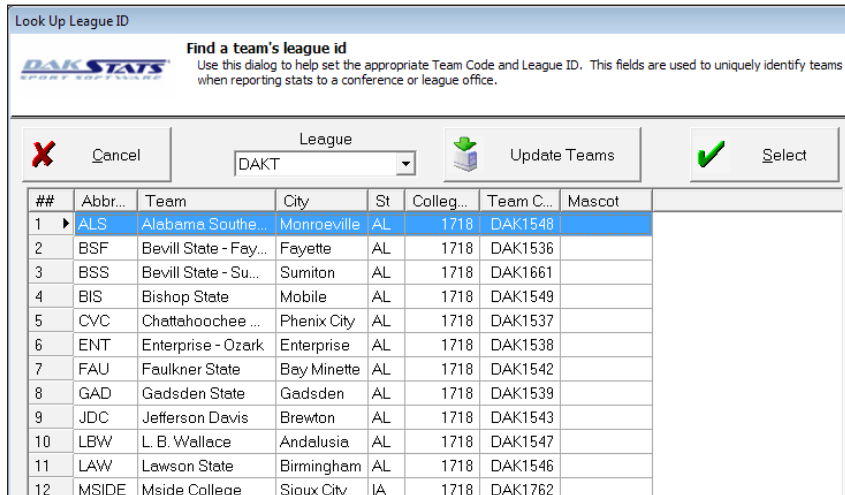
Assign Team Codes

Team codes are necessary to correctly identify the teams when synchronizing. All teams using the Web-Sync are already entered in DakStats and have team codes assigned to them.

1. Go to **Configure > Teams**.
2. Select the current Season.
3. There are 3 options when adding teams or codes:
 - a. If you need to add a new team that is a member of your league, click the **Via List** button.
 - b. If you need to assign a code to a team you already created, select that team from the list on the left and click **Look Up ID/Code**.
 - c. If you need to add a team that is not a member of your league, click **Add New**. Enter the appropriate team information and then click **Look Up ID/Code**. Click **Select as a Non-Member School**. Skip to **Step 7**.



- In the *Look Up League ID* window, select your *League*. If the team you are trying to select is not a member of your league see **Step 3c** to set the team code as a non-member team.



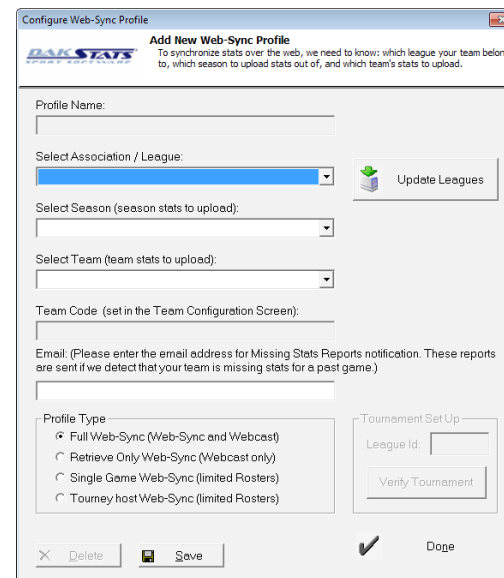
- Teams are in alphabetical order. Highlight the team you would like to add from the list and click **Select**. If you are still unable to locate the team, see **Step 3c** to set the team code as a non-member team.
- Click **OK** on the "Team successfully added" message. This message won't appear if you clicked **Look Up ID/Code**.
- The team you selected is now in the team list. Make sure all team information is correct. You may change any of this information except the *Team Code*.
- Close the *Configure Teams* window or repeat **Steps 1-7** to add additional teams as needed.

Add a Profile

- To create a new Web-Sync profile, go to **Web-Sync > Setup**.
- On the *DakStats Web Synchronization* window, click **Add Profile**.



- On the *Configure Web-Sync Profile* window, select your league. If your league is not in the list, click **Update League**.



4. Select the *Season* and a *Team*. Both of these must be setup beforehand through the appropriate **Configure** menus.
5. Enter your *Email* address.
6. Select **Full Web-Sync**.

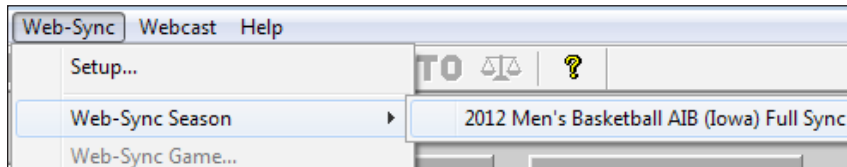
Note: Retrieve Only Web-Sync is for teams that Webcast to the Web-Sync site.

7. Click **Save** followed by **Done**. This will be your profile for the entire season.
8. Repeat **Steps 1–7** for any other teams that will be using the Web-Sync. Example: Men's and Women's teams are Web-Synced separately.

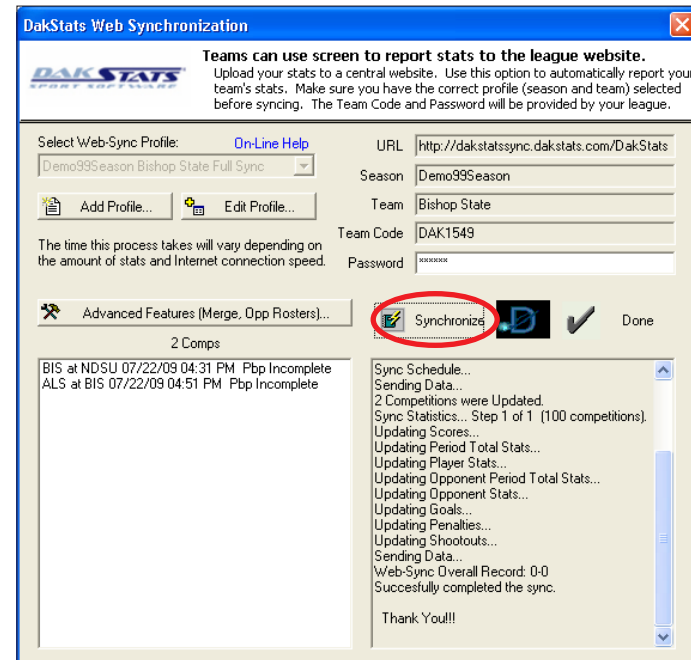
Web-Sync Season

With the Web-Sync profile set up, follow the steps below. Web-Syncs should be performed as soon as possible after every game.

1. To start the Web-Sync, go to **Web-Sync > Web-Sync Season**, and then select the appropriate profile from the list.



2. Enter your *Password* provided by DakStats. If you do not have your password, e-mail dakstats@daktronics.com with your league and school name.
3. Click **Synchronize**. The gray box will display the status of the Web-Sync.
4. Click **Done** when the sync is finished.



Note: The steps below do not occur each time a team Web-Syncs.

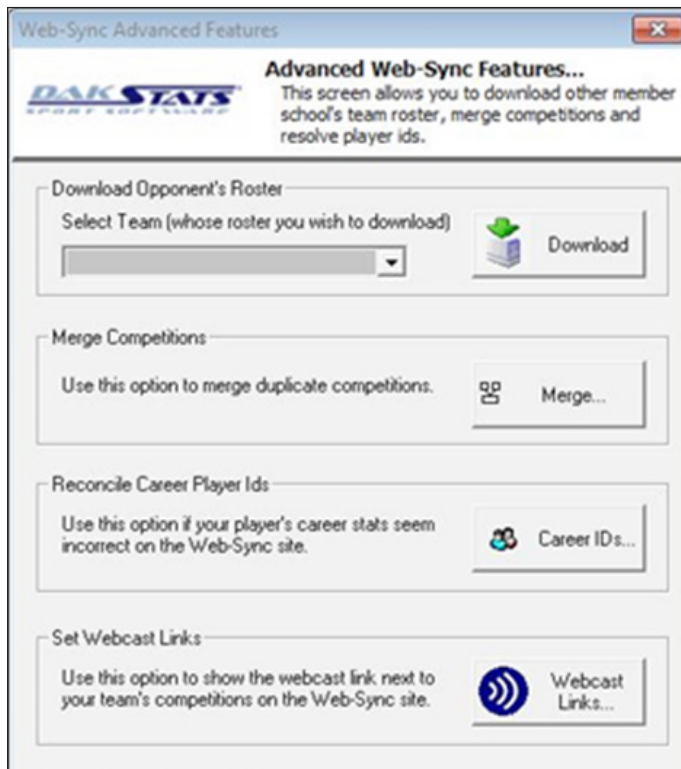
1. When Web-Syncing for the first time, a window will appear asking to verify the team and gender. Click **Yes** if it is correct.
2. DakStats will download previous year's roster to compile career reports. You will then see the *Problem Resolving Player* window.
3. There will be a name in the gray box at the top of the window. Select the same player from the roster in white and click **Select**. If the player in gray is no longer with the team, select **Add New**.
4. After the roster has been resolved, the *Configure Rosters* screen will appear. Highlight any player that is no longer on the team (added from **Step 3**) and click **Delete**.
5. Click **Close** when finished.

Web-Sync Game

1. After the game is finished, go to **Web-Sync > Web-Sync Game**.
2. Enter the *Password*.
3. Click **Sync Single**.
4. Click **Done** when finished syncing the competition.

Advanced Features

1. To access the advanced features, go to **Web-Sync > Setup**.
2. Select a profile, and enter your *Password*.
3. Click the **Advanced Features** button.

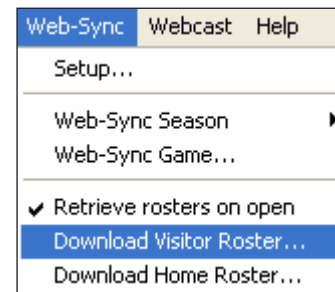


Downloading Rosters

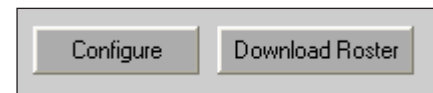
Select your opponent from the drop-down list and click **Download**. DakStats will download the most recent roster that was Web-Synced by the opponent. If the opponent has not Web-Synced during the current season, the previous year's roster will be downloaded instead.

Alternate methods to download rosters:

- With a competition open, click on the **Web-Sync** menu and select either **Download Visitor Roster** or **Download Home Roster**.



- From the main DakStats screen, select a *Season* and a *Team*, and then click **Download Roster**.

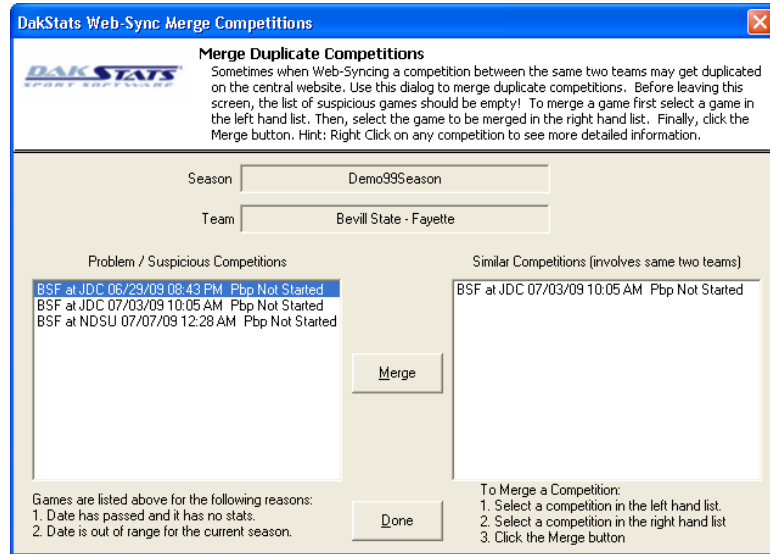


Note: Downloading an opponent's roster only works for other teams who use the Web-Sync service. Teams must first be added to the current season by going to **Configure > Teams**.

Merging Competitions

Games will occasionally be duplicated if not created properly. DakStats will ask to merge these games during the sync.

Note: The merging process may be avoided by creating each game with the correct date, home and visiting team, and start time. When both teams will be syncing, be sure that each team has matching information.



1. Click **Merge** on the *Web-Sync Advanced Features* window. In the *DakStats Web-Sync Merge Competitions* window, the list on the left shows possible duplicate games. After highlighting a game on the left, similar competitions will appear on the right.

Note: Double headers may appear as possible duplicates because of the same date.

2. If the game on the left is the same as on the right, highlight the game on the right and click **Merge**. Once all duplicated games have been merged, click **Done**.

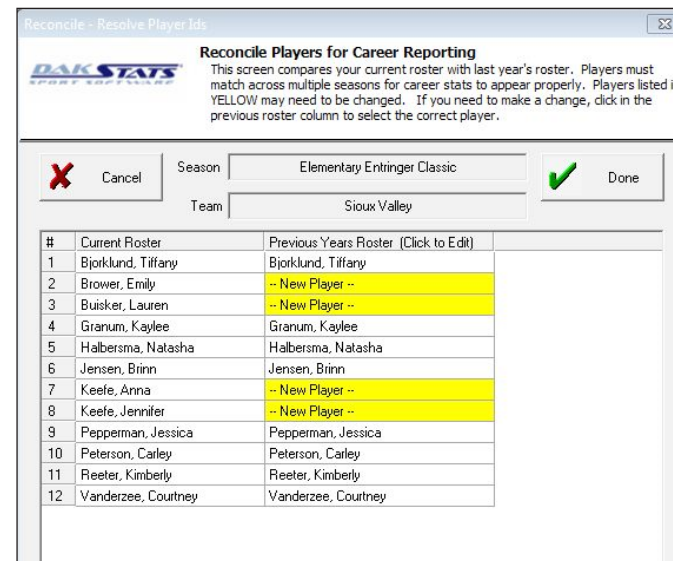
Reconcile Career Player IDs

Reconciling player IDs is vital for compiling career stats. The following steps will assist you in correcting errors and matching player IDs if an error was made during the Web-Sync process.

1. Click **Career IDs** on the *Web-Sync Advanced Features* window.
2. The current roster is on the left, and previous year's roster is on the right. Match up each player using the drop-down lists on the right. Select **New Player** for new players to the team.

Note: Players that are matched up correctly will appear in white. Mismatched players or new players will appear in yellow. Players may be mismatched because of misspellings on one of the rosters, or a last name changed.

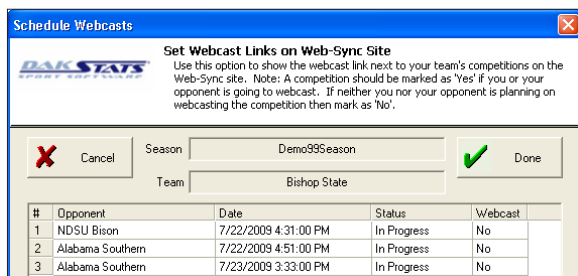
3. Once all players are reconciled, click **Done**.



Set Webcast Links

Use this window to select which competitions should include a link to a Webcast from the Web-Sync schedule page.

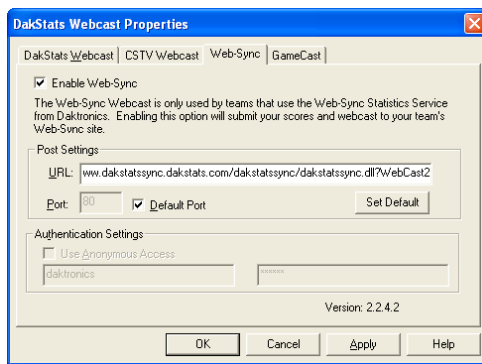
1. Click **Webcast Links** in the *Web-Sync Advanced Features* window.
2. For each competition that will feature a Webcast by you or your opponent, change the Webcast value to **Yes**.
3. Click **Done** when finished.



To Enable the Web-Sync Webcast:

1. Go to **Webcast > Configure**.
2. Click on the **Web-Sync** tab.
3. Click **Enable Web-Sync**, and then click **Apply** and **OK**.

Note: Do not change the default URL address.



Submitting & Retrieving Game Files

Web-Sync users can quickly share game files by submitting them to and retrieving them from the DakStats server. This eliminates the extra effort of exporting and emailing game files between teams. This can also be used as a way to backup games online in case of hard drive crashes or other data loss.

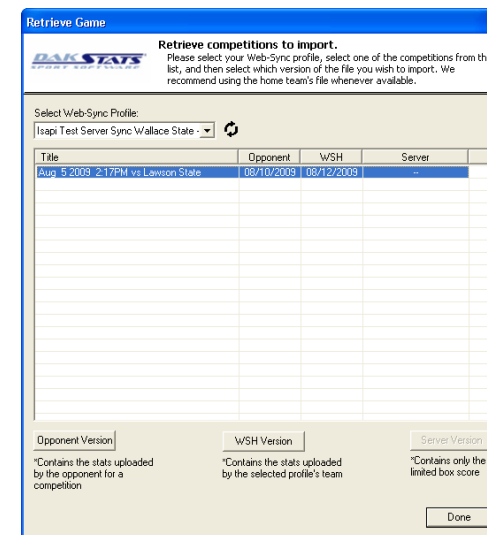
Submit Game File

1. With the game open, go to **Web-Sync > Submit game file**.
2. Click **OK** after the file is successfully uploaded.

Retrieve Game File

1. Go to **Web-Sync > Retrieve game file**.
2. In the *Retrieve Game* window, select a Web-Sync profile to view available games saved on the server.
3. Select a game from the list, and then click one of the following buttons:

- **Opponent Version:** Contains the stats uploaded by the opponent for a competition.
- **Home Version:** Contains the stats uploaded by the team in the selected Web-Sync profile.
- **Server Version:** Contains only the limited box score.



Note: Download the Home team's file when one is available.

4. Click **Done** when finished.

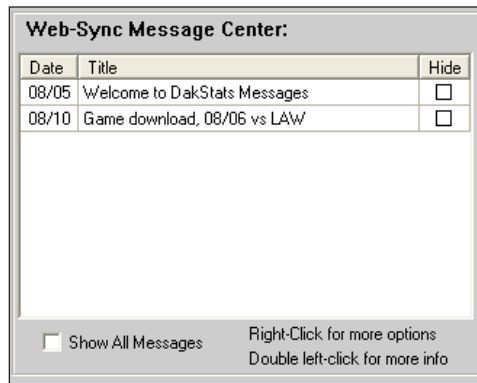
An alternate way to retrieve games involves the *Web-Sync Message Center* (see below).

Web-Sync Message Center

The *Web-Sync Message Center* is a central hub for viewing messages about software updates, new games to retrieve, and other important information from the DakStats team.

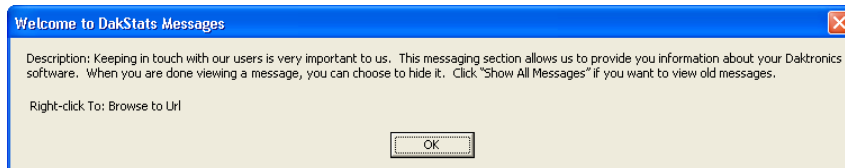
To activate the Web-Sync Message Center, close any open games and go to **Web-Sync > Show/Hide Message Center**. The DakStats animation on the splash screen is replaced with the message center.

To view new messages, first select a Web-Sync profile below the message center. Each message contains a *Date*, *Title*, and *Hide* column.



Viewing General Messages

1. Double-click a general message to view it in its own window.
2. Click **OK** to exit.

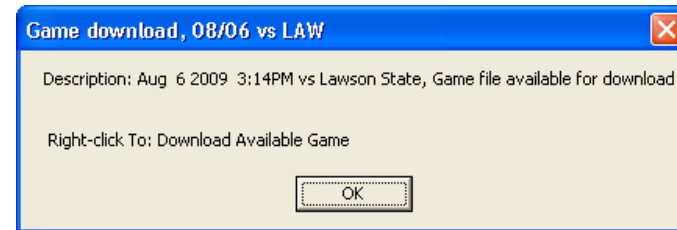


Right-clicking a general message presents the following options:

- **Browse to Url:** Click to open a related website in the default web browser.
- **Hide:** Click to hide the message.

Viewing Game Download Message

1. Double-click a game download message to view it in its own window.
2. Click **OK** to exit.



Right-clicking a general message presents the following options:

- **Download Available Game:** Click to open the *Retrieve Game* window.
- **Browse to Url:** Click to open the game's Web-Sync site in the default web browser.
- **Hide:** Click to hide the message.

Hiding Messages

Click the box in the *Hide* column to instantly hide a message. Alternately, right-click a message and select **Hide**. Click **Show All Messages** to make any hidden messages visible.