

End of innings/match scoring checklist

It is useful to have this checklist at each game with you to ensure the accuracy/completeness of your cards

Prior to match

- Ensure that all match details are completed on all cards including match, venue, date of match, competition, date of innings, umpires, captains, wicket keepers, 12th player, toss, team batting first and scorers
- Note that, if the competition allows 12 players to play and 11 to bat, there is no 12th player, and the named 12th should be listed on the batting order in the number 12 position (they may well take part in the bowling innings). This should be confirmed with umpires before the commencement of the match

Batting card

- Note end of innings time and write in RED for the not out batters in their time out box
- Complete in RED not out batter scoring details including balls faced, 4's and 6's and minutes
- Total the sundries and confirm with online scorer
- Complete in RED the unbroken partnership details including final score, partnership runs, minutes and balls (you may also include the not out batter details and final over details)
- Total the runs column and fill in the wickets and total runs
- Total the balls faced column and ensure that it matches total innings balls bowled. Fill in relevant box. Use run sheets to locate errors and correct
- Total 4's and 6's column. Fill in relevant box
- Total the minutes column (remember to add the number of wickets minutes, divide by 2 and ensure that it matches the recorded innings time. Fill in Innings time box. Use run sheets to locate errors and correct
- Total the fall of wickets partnership minutes (remember to add the wicket number) and confirm it agrees with innings time. Use run sheets to locate errors and correct
- Total fall of wicket partnership balls and confirm it agrees with total balls bowled. Use run sheets to locate errors and correct
- Check that progressive runs scored for each batter agrees with total scored. Use run sheets to locate errors and correct
- Check that all batter milestones are completed (50's 100's etc). Use run sheets to complete if absent
- Check that partnership milestones are completed and written in the box under the Hours section. Uses run sheets to complete if absent
- Check that all team 50, 100 etc total details (time, minutes and over) are completed. Use run sheets to complete if absent

- Check that Hours with overs bowled and runs scored in the hour are completed. Use run sheets to complete if absent
- Add any penalty runs given and finish the total for the innings (If there are no penalty runs you need not complete this section)
- Fill in the names on all batters not used (do not put DNB) just leave their details empty

You are now finished with the batting card

Bowling card

- Ensure that all on/off details for each bowler are completed. Use run sheet to complete if absent
- Complete all bowling details, including wides and no balls bowled
- List Byes and Leg Byes in the relevant box (at the bottom)
- List number of non-bowler dismissals in the relevant box at the bottom
- Total all columns and ensure that they match the innings totals

You are now finished with the Bowling card

- Run through all details including batter dismissals, runs, 4's, 6's and minutes with the online scorer. Ensure that the online scorer adjusts batting minutes where appropriate
- Reconfirm sundries with the online scorer
- Run through all bowling details with the scorer including wides and no balls
- Only after all checks have been made with the online scorer should the online innings be closed

End of match

- Only after both cards have been checked with the online scorer and corrections made (batting minutes in particular) should the match be finalised. Ensure that the correct result is selected and finalise the match
- On the Team batting first's card only, complete the match result
- Complete the player award section if awarded. Ensure you get this from the umpires as they come over to confirm scoring details
- Complete the points section if appropriate