SoccerPlanner Manual and Software Description

SoccerPlanner helps the amateur coach plan a weekly position plan for a soccer team with up to 13 players on the field. With its ability to customize substitution periods, it makes tracking which players are on the field easy with a visible list of available substitute players. Players can be added, removed, or edited on the roster at any time. Use the Auto feature to have the software assign positions and substitutes automatically. Although it is possible to use the software during an active game with a tablet, for example, SoccerPlanner has the ability to print your detailed plan either with text only or graphically, duplicating the field format seen on the screen. Plans can be sent to a printer or printed to a PDF file.

SoccerPlanner features:

- Detailed print-outs of each week's plan
- Roster Manager with individual player preference and contact details
- Substitution Period Manager

Getting Started

SoccerPlanner creates and reads all data from a folder in C:\Users\Public\Public Documents\ called "SoccerPlanner". When running the program for the first time after installation, you will need to accept the license agreement once.

Begin all sessions by clicking on the 'Load Team' button at center screen:
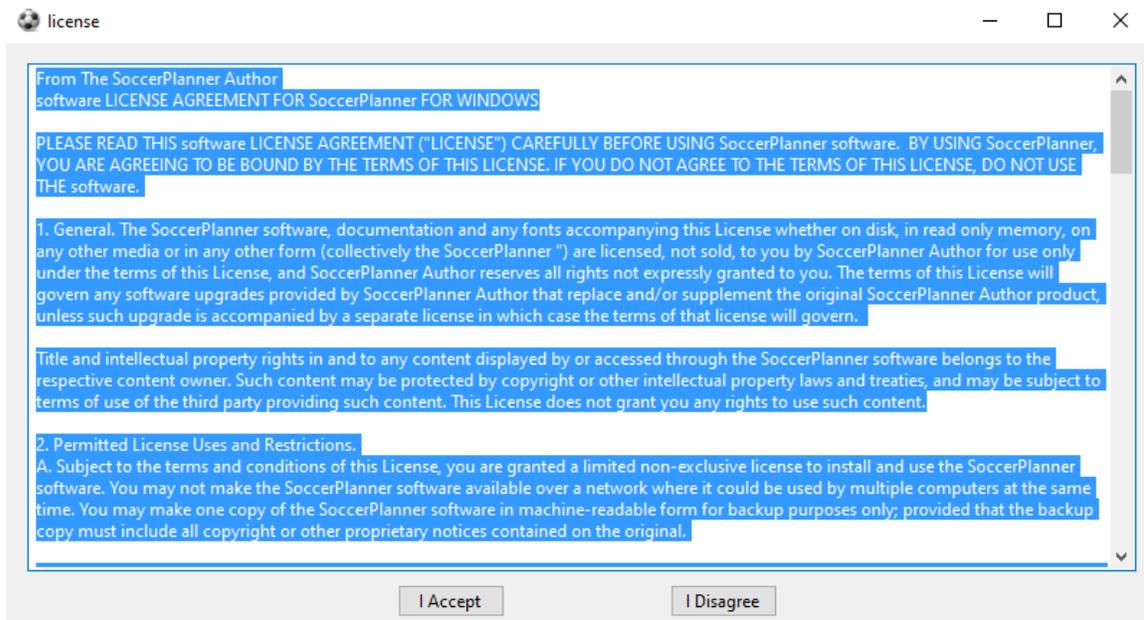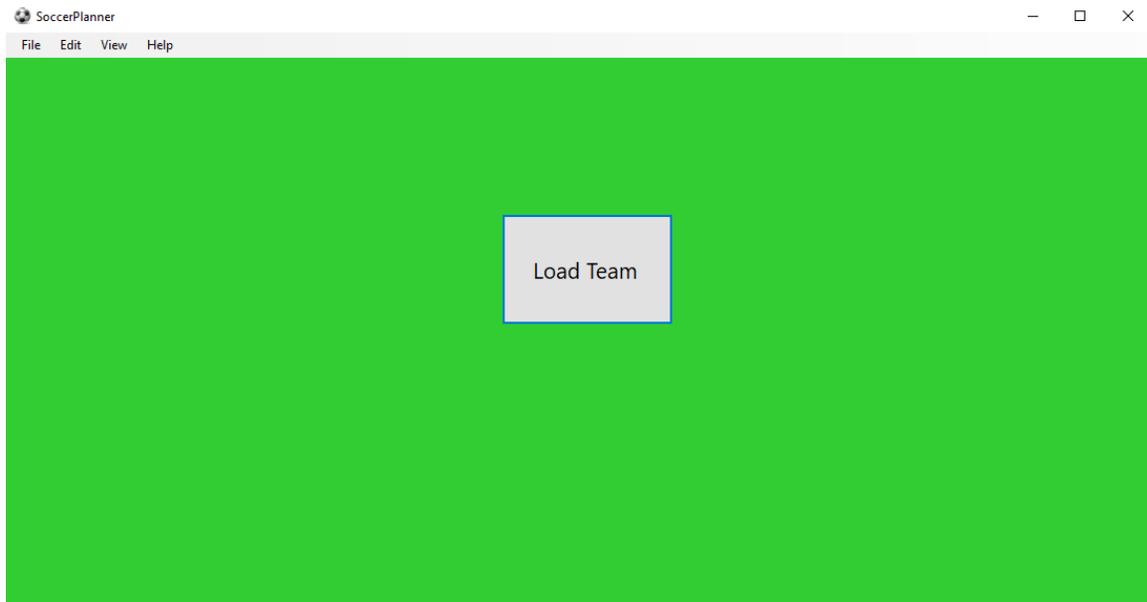
If you agree to the terms and conditions of using the SoccerPlanner software, please select the 'I Accept' button to the lower mid-left of the window. You can return to read

the license agreement at any time while using the software by selecting the License Agreement option under the Help menu.

After accepting, you will be taken back to the original start-up screen where you can begin by selecting Load Team again. Once you accept the License Agreement, you will not need to do so again unless you remove the aforementioned folder and re-install the software.
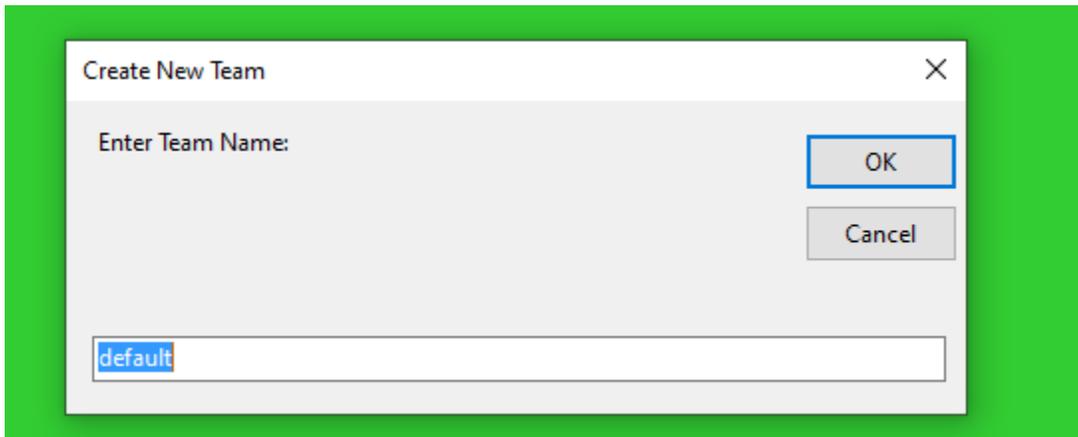
If there are no teams established in the SoccerPlanner folder, you will be prompted to create a new team and enter its name. You are given the option of using 'default' as the team's name. Otherwise, please type in the appropriate team's name in the field that is highlighting the word 'default' as shown above, and then select the OK button.
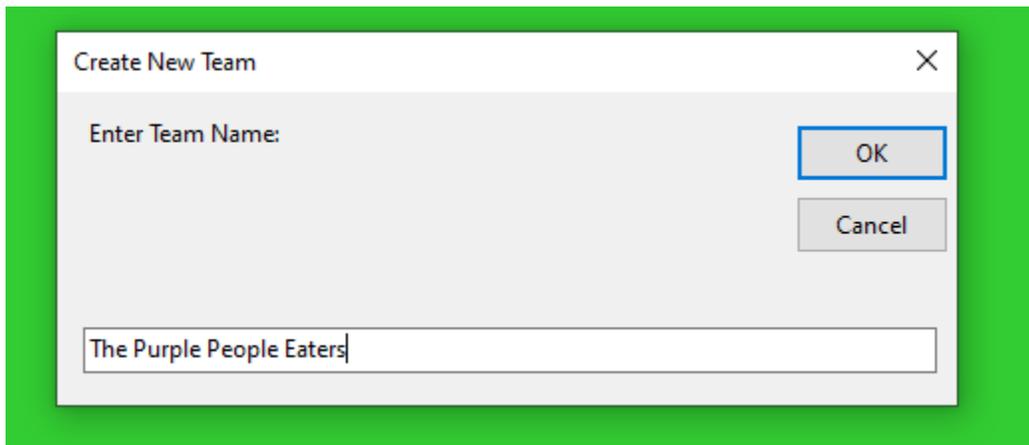
Next, you will be shown an initialized, blank field for making position assignments.

1. The field shows the maximum 13 player positions recognized by SoccerPlanner. After your roster of players is established (described later in this manual), a list of those names will appear in the Substitution list (#6). Those names can be dragged to the blank lines at each position.
2. The Save button is used to save your changes as you build and modify your plan. The Copy button is a shortcut to use which allows you to automatically fill the period positions shown with either next or previous period's assignments.
3. The Period selector is used to move forward and backward through your period assignments. A 'Period' is the interval of time for each set of position assignments during a single game. As you move through the periods, you will make different position assignments and rotate substitutions on and off the field as you would during a real game. The Game selector moves through each individual game's assignments.
4. Start Time shows when a Period begins and how long it lasts in minutes. Total Games shows how many games have been created and saved to the planning database.
5. The progress bar shows graphically the amount of time during a single game that has elapsed given the period number you are currently viewing. Each tick mark is the end of a period.
6. The Substitution list shows the players who are on the roster but do not have a field assignment during the particular period are you currently viewing.
7. The + / - buttons located under each column of common field positions toggles the number of players in that column. The – button under the 'Mid' positions, for example, reduces the number of Mid positions available. Instead of having two center mid positions, you can reduce it to just one or none at all with the – button. The + button adds those positions back. If you are playing 11X11 soccer, you would consider reducing the Defense and Mid positions to 3 each, for example.

8. The Play Time Grid will show a table of each player and how much time they play either by period or by position.
9. Auto will allow position assignments to be made automatically. This function overwrites any assignments made manually prior to its use. However, changes can be made manually after its use.

The logical order for creating your game's assignments is as follows:

1) Create or edit your roster
2) Create or edit your substitution periods
3) Drag and drop player names from the substitute list onto the field positions
4) Cycle through all of your periods for a game and repeat step 3
5) Print your game plan or use the software actively during a game

If beginning from scratch with a new team, your first task is to populate your roster. You can do this by selecting 'Roster Manager' under the View menu tab at the top.
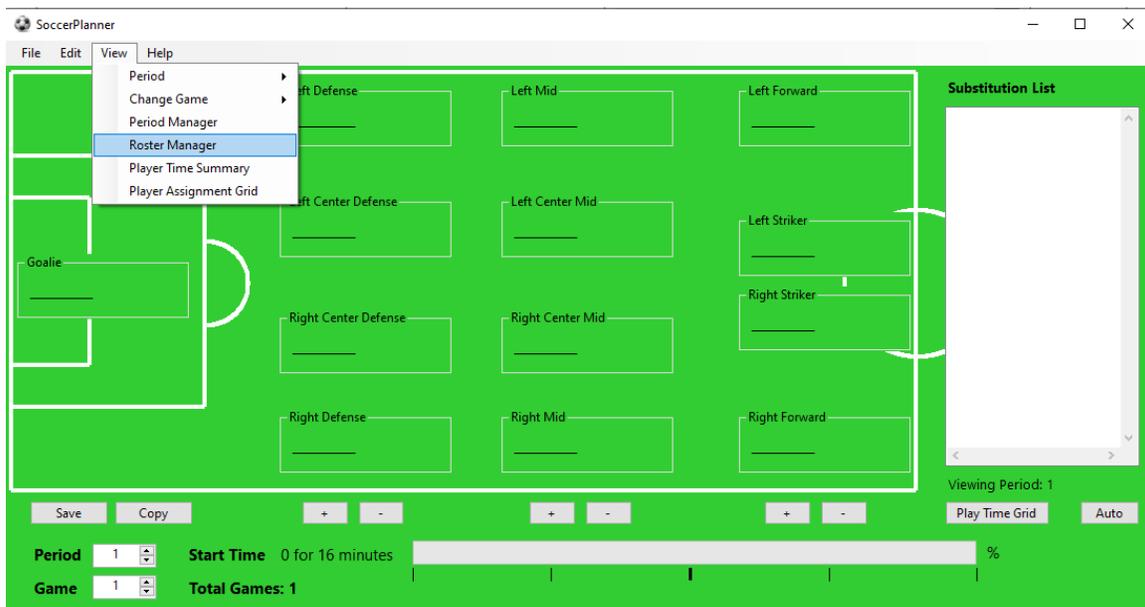
This brings up a new window to show you the roster.

Roster Manager
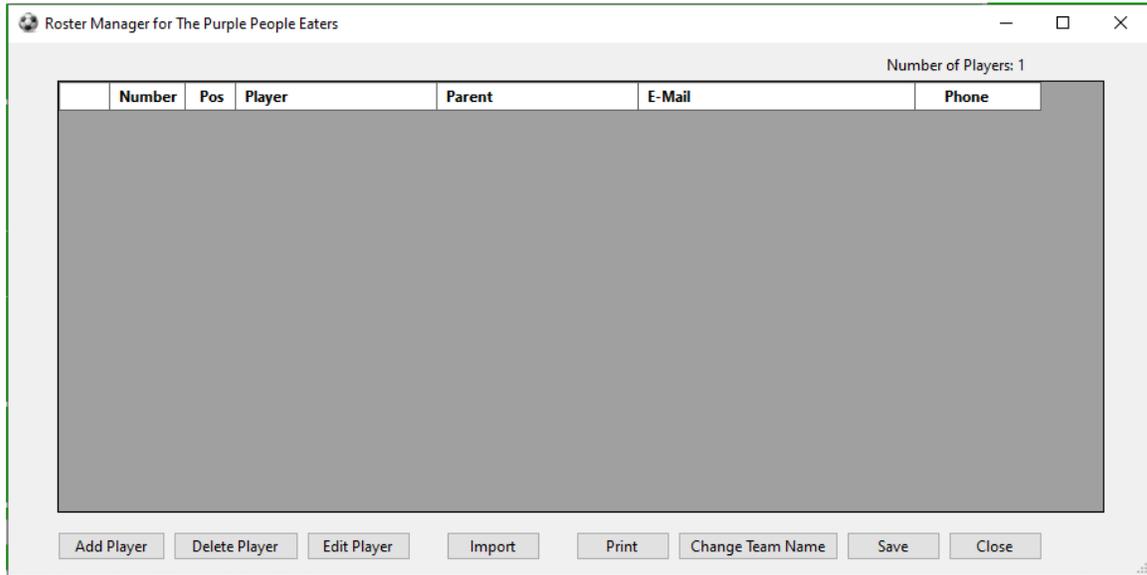
If you have used this software in the past and have an established roster to draw from, then you have the option to use the Import feature. If not, then you must add players one at a time using the Add Player button at the lower left. Be cautious when using the Import feature because it wipes away any existing players that you may have already entered. This is to help prevent adding duplicate players. Therefore, it is best to import first, then add and delete as needed.
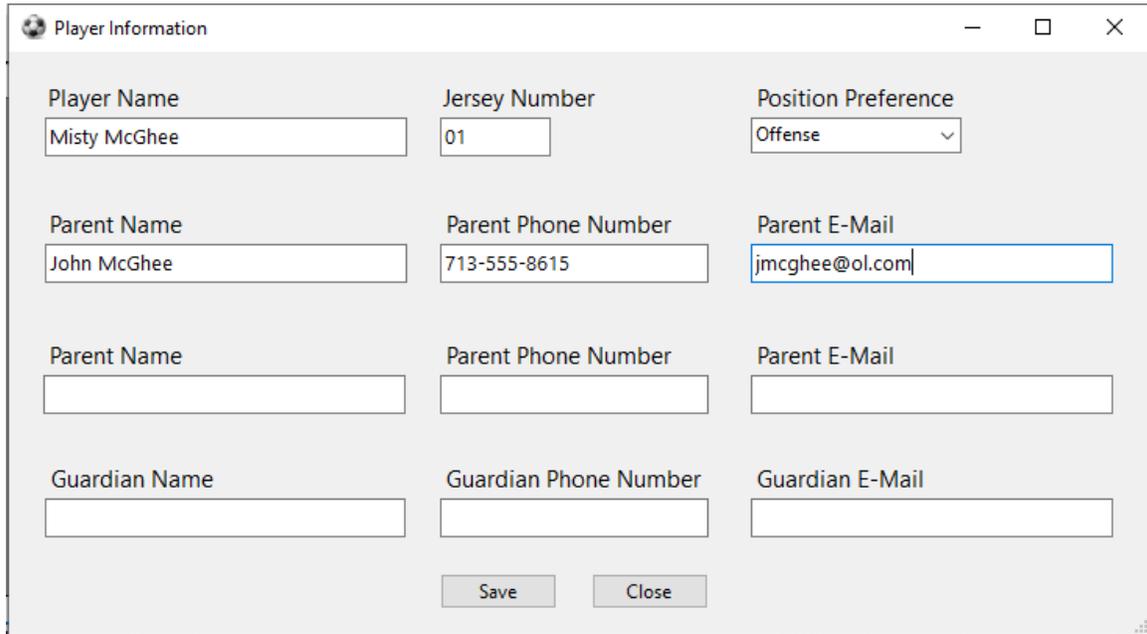
Populate the fields as desired and then select the Save button. Note that the Position Preference will be important if you use the Auto-assign function described later in this manual.
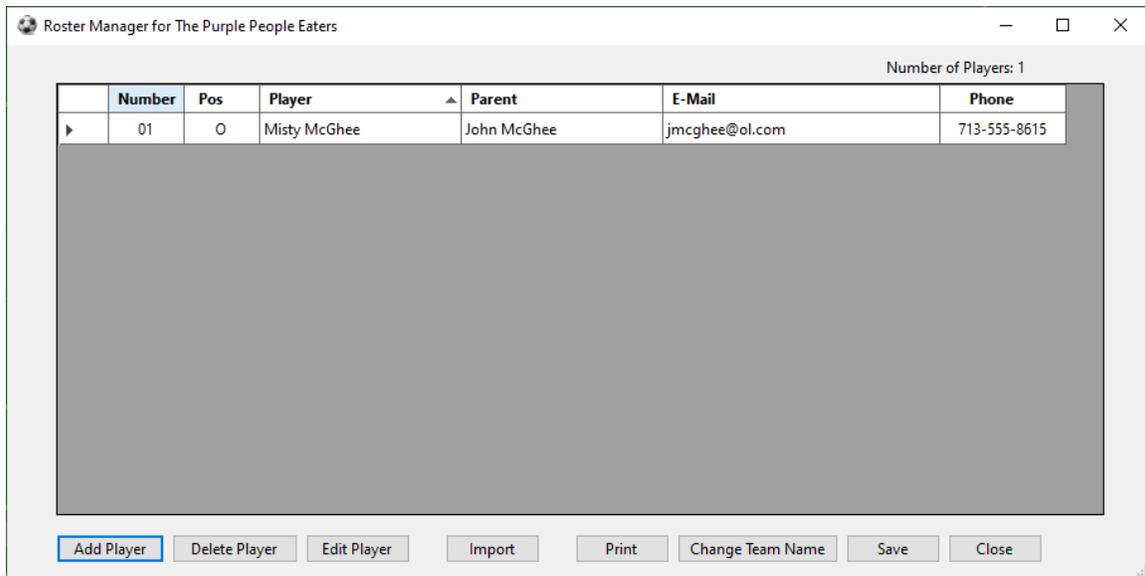
Note that the Roster Manager maintains a count of your players as shown in the upper right of the window. Continue to add your players until your team is complete.
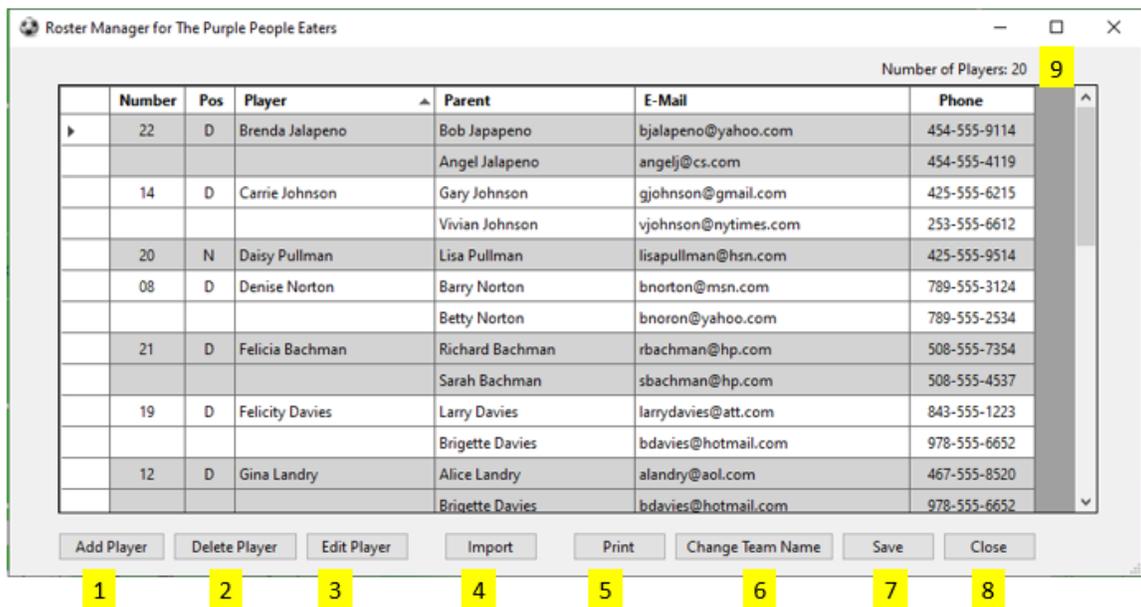
1. Add a new player
2. Delete an existing player in the list by clicking on their name in the roster list and then selecting the Delete Player button.
3. Edit and existing player in the list by clicking on their name in the roster list and then selecting the Edit Player button.

4. Import an existing roster list. Note that selecting this option overwrites any players you may currently have added. Import first, then add, delete, and edit.
5. Send your roster list to a printer or to a PDF file.
6. Use the Change Team Name button to edit the name of the existing Team you are working on.
7. Save your changes to the roster.
8. Close out of the Roster Manager. If you have made changes, you will be asked if you want to save those changes. By selecting no to this prompt, all of your changes will be lost and you will return to the main window.
9. The Roster Manager keeps a count of players on your team.

Period Manager
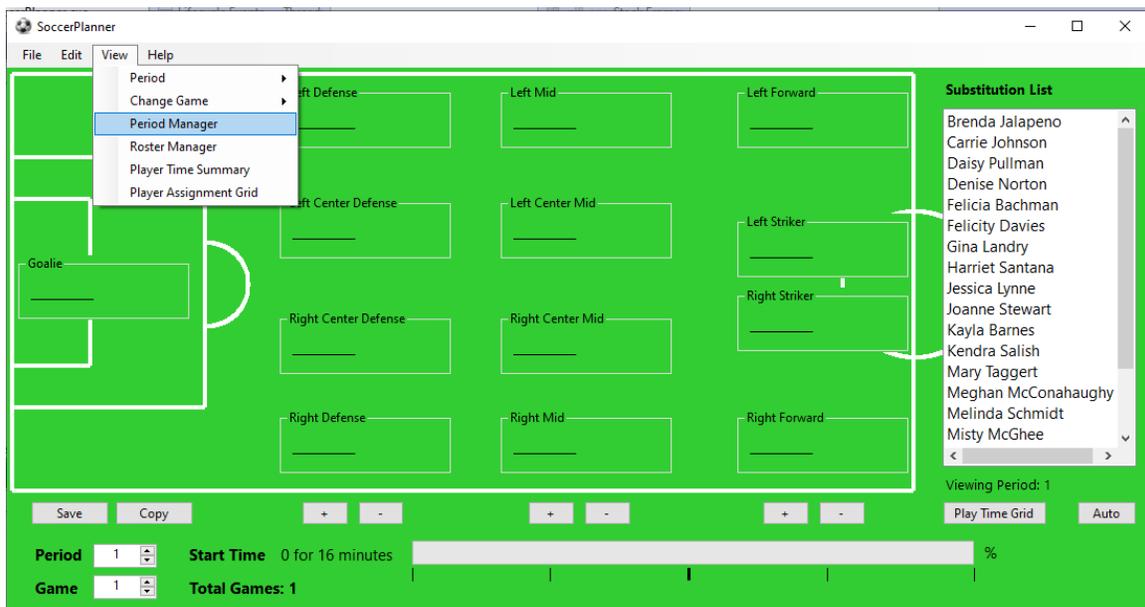
The default substitute periods are set every quarter or 16 minutes for a 65-minute game. 65 minutes is the default game length. You can change this with the Period Manager, also.
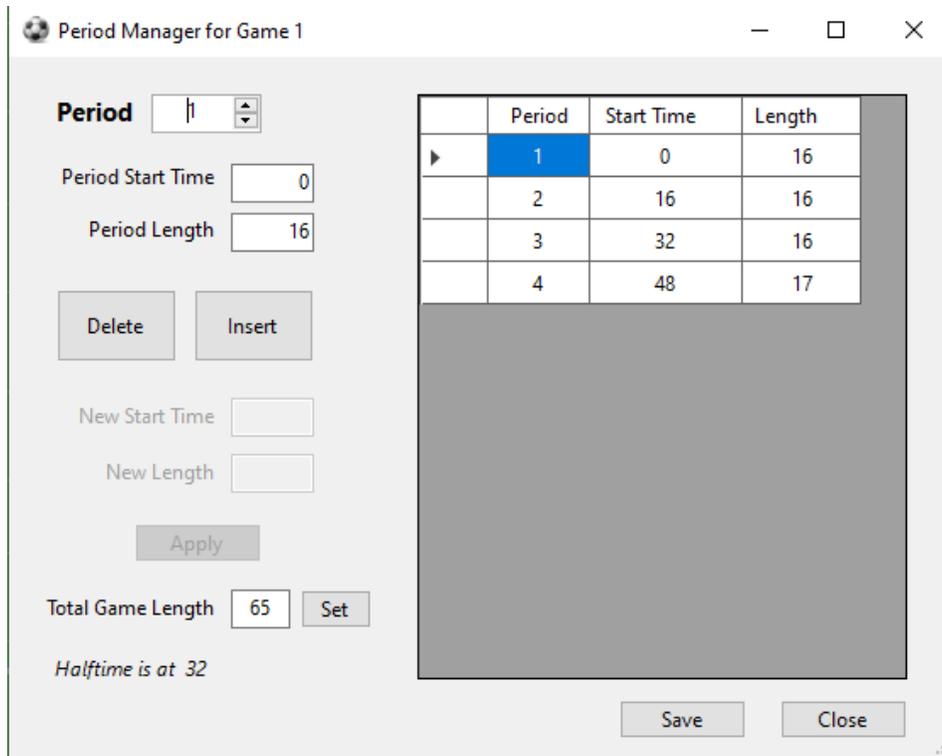
Note the 65 minute setting next to 'Total Game Length'. You can change this to anything over 5 minutes and then select the Set button. Halftime is automatically calculated at one-half the total game length rounded down to the nearest integer. This is important because one of your periods will have a length based on the last period of the first half, and the last period end time will be based on the total game length.

As an example, you can set a substitute period time every 8 minutes rather than at every quarter. To begin, you can use the up/down arrows to change to Period 2 or by clicking on the appropriate row in the table. Next, select the Insert button. New Start Tiem and New Length will be turned on. Put an 8 at 'New Start Time' and set 'New Length' to 8. Then select the Apply button. A row will be added to the table showing a new substitute period starting at 8 minutes, lasting for 8 minutes.
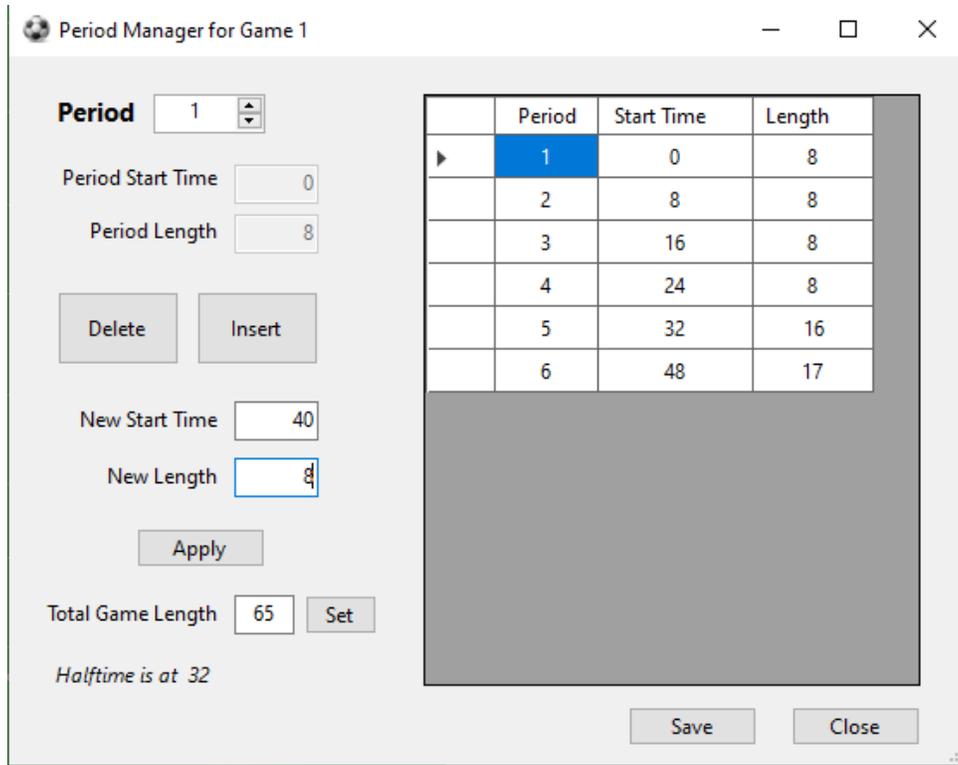
If you change your mind, click on the row you want to get rid of and then select the Delete button.
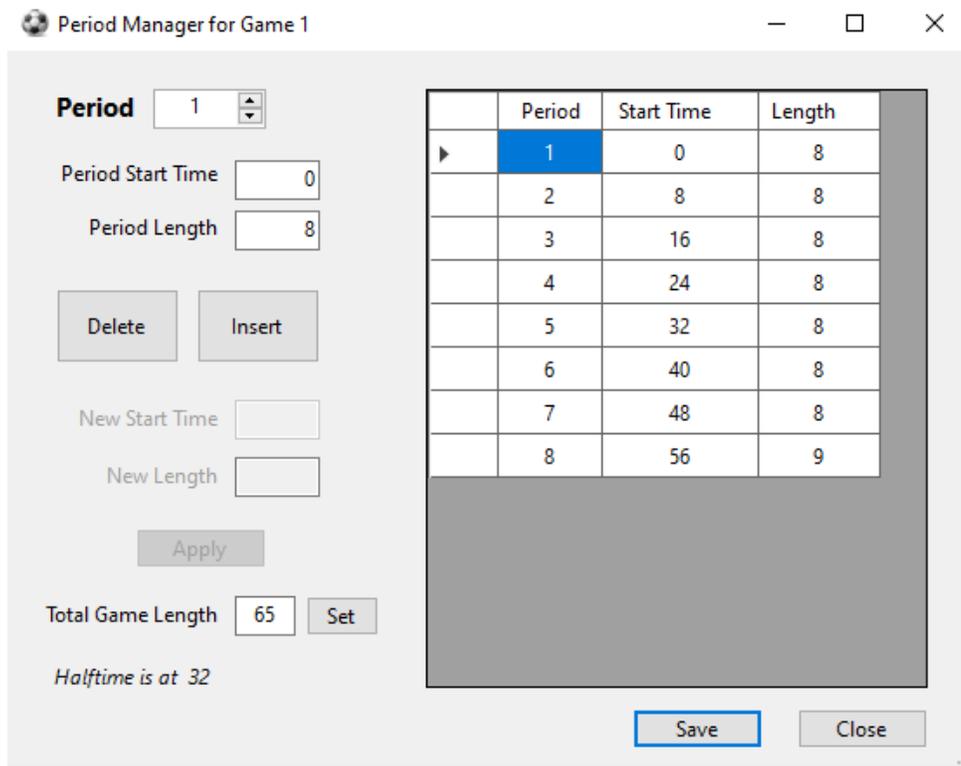
Above is an example of how you can create even 8-minute periods. Your periods do not have to be even. Any particular period can begin at any time and last for any length of time within the game half. Note that the last period #8 lasts for 9 minutes because the game length is 65 minutes instead of 64 minutes. If we change the game length to 60 minutes, for example, the last period and the half time, after Period #4, are adjusted accordingly as shown below.

If you enter a Total Game Length that is less than the last Period's Start Time, 56 minutes in the scenario shown above, you will get an error message. When this happens, you would need to delete as many end periods as necessary in order to fit the new game length. For example, with the table shown above, if you enter a Total Game Length of 45 minutes, you would first need to delete periods 7 and 8 so that the last Start Time showing, 40 minutes, is less than the new Total Game Length.

Each time you save your changes in the Period Manager, the progress bar at the bottom of the main screen updates accordingly. Note the increased number of tick marks now, each representing a new Period start time.

Setting Position Assignments

To fill the positions from the substitution list into the field positions, click and drag on a name in the substitution list and drag it over to the desired position assignment. It is strongly suggested that you adjust the positions in the field to configure to the right number of players and the desired number of positions in defense, mid-field, and forwards before making the assignments. For example, for a 11X11 game, you may want to eliminate one defense and one mid-field position to go from the default 13 players to 11 players. There are many combinations to choose and they can be changed each period or each game. You can play 4-3-4 in the first half, for example, and then switch to 3-4-4 in the second half. Use the +/- buttons until you have the desired position configuration.

Note in the example above that all names appear in black text. This indicates that you have made position assignments that correlate to each player's position preference, if any. If a player who prefers offense is put in a defense position, the player's name will appear in red text.

Once your assignments are complete for any particular period, select the Save button in the lower left of the window to keep these changes. If you do not, and proceed to change the period or game, you will be prompted if you want to save.

In this example, press the Period up arrow or go to the View menu and select the next numerical period from the drop-down menu.
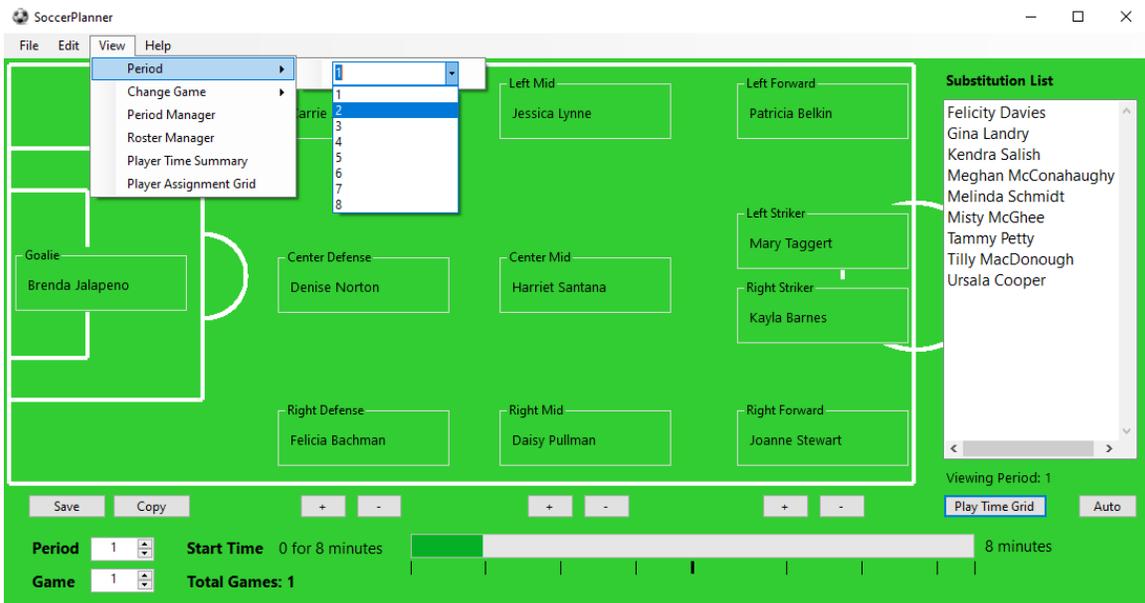
Note that all default field positions re-appear. You can either re-adjust the positions manually with the +/- buttons or select the Copy button. You will be asked if you want to copy the previous period or copy from the next period. In this case, you would want to copy from the previous period, Period #1.

Not only will the positions be copied from the previous period, but the same players will be copied to the new period's positions as well. To change an assignment, click and drag a player's name from the substitution list and drag to the position of choice. The player's name from the field position who was there, will be re-listed in the substitution list.

You can double-click on a name in the field to reset that position to blank.

You can click and drag on a player from one position to another position. The first selected position will be reset to blank.

Auto Player Assignments

The Auto function makes player position assignments based on player preferences as best it can. There may be exceptions based on how many of each preference is available per the position layout on the field. For example, if most players prefer offense, then some players will be assigned to defense regardless in order to fill all positions and to rotate players off and on the field.

This function is activated with the Auto button in the lower right portion of the main screen or under the Edit menu at the top. Note that the Period scheme is not altered. It is recommended to set the Period times with the Period Manager first before running the Auto feature.
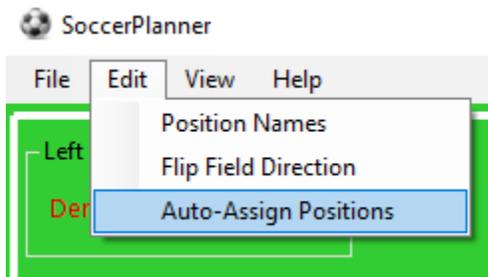
Player Time Summary

You can view a summary of player assignments two ways. One way is to use the Player Time Summary option under the View menu at the top.
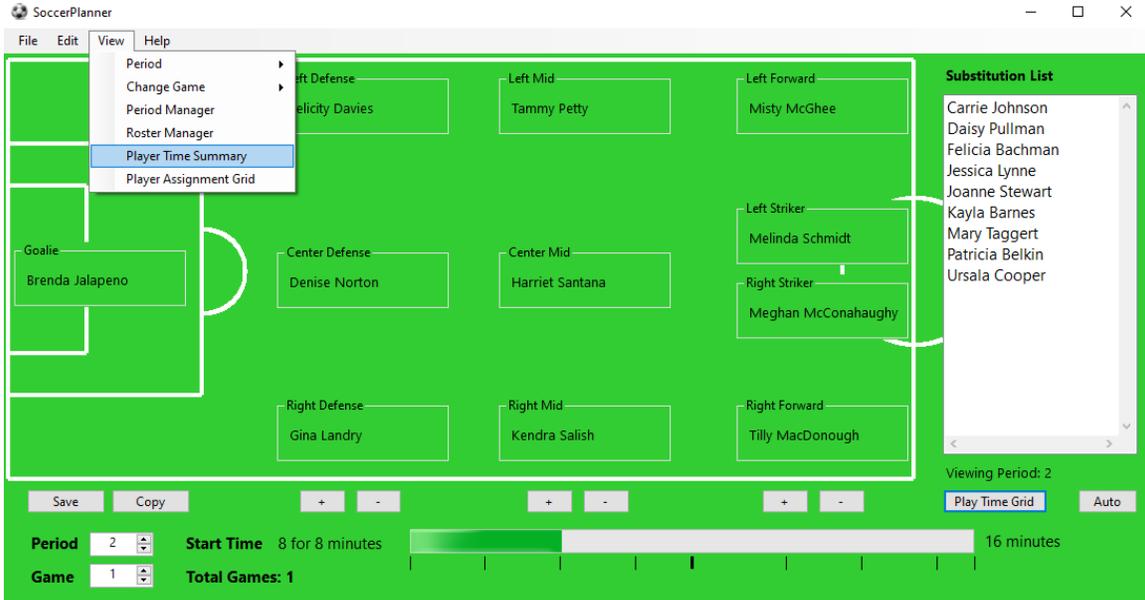
Click on name in the list to view a summary of that Player's assignments.
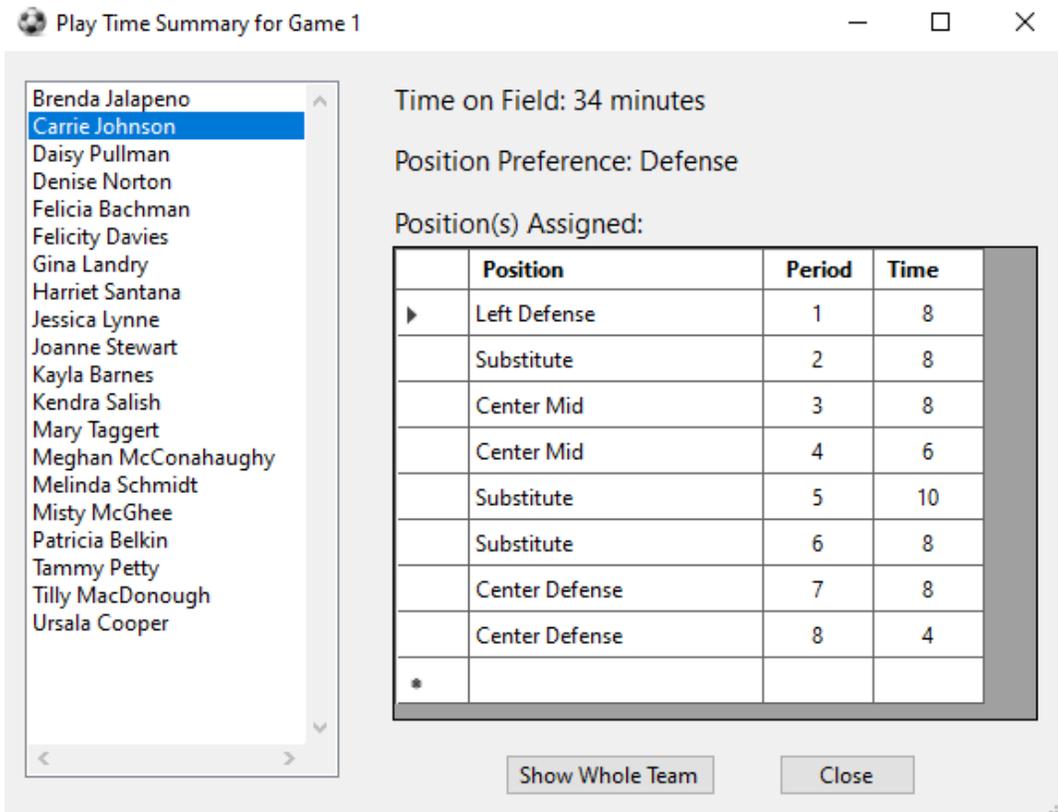
Note that in the example above, the player is set to play 34 minutes out of the 60 minute game and that all position assignments are displayed in black text which indicates that their position preference, Defense in this case, is being met.

You can select the Show Whole Team button to see a table of all players at once. This function matches the Play Time Grid in the main screen, located under the substitute list and next to the Auto button.

Whole Team Player Time in Field Summary

Whole Team Player Time in Field for Game 1

Player	Goalie	Left Defense	Center Defense	Right Defense	Right Mid	Center Mid	Left Mid	Right Forward	Right Striker	Left Striker	Left Forward	Total Time
Brenda Jalapeno	30									16		46
Carrie Johnson		8	12			14						34
Daisy Pullman		4		16	8							28
Denise Norton			16							4	16	36
Felicia Bachman		16		8		12						36
Felicity Davies		16	18								4	38
Gina Landry				16		18						34
Harriet Santana	30					16						46
Jessica Lynne				4	16		8					28
Joanne Stewart					4		16	8				28
Kayla Barnes							4	16	8			28
Kendra Salish		16		16								32
Mary Taggert								4	16	8		28
Meghan McConahaughy							16		16			32

View Periods View Position Time Sort by Name Sort by Play Time Refresh Close

In the example shown above, each player on the roster is listed in the table in the first column. The total times in minutes for each position is shown in the columns. The last column shows total time on the field for the player in that row. Note that some times are shown in red in this example, indicating that the player in that position had a different preference.

Each player shown in the table above plays approximately half of the game. The Auto function assumes that there would be one player assigned to the goalie position per half.

Clicking on View Periods shows the table with the Periods as column headers.

Whole Team Player Time in Field for Game 1

Player	1	2	3	4	5	6	7	8
Brenda Jalapeno	Goalie	Goalie	Goalie	Goalie		Left Striker	Left Striker	
Carrie Johnson	Left Defense		Center Mid	Center Mid			Center Defense	Center Defense
Daisy Pullman	Right Mid			Right Defense	Right Defense			Left Defense
Denise Norton	Center Defense	Center Defense		Left Forward	Left Forward			Left Striker
Felicia Bachman	Right Defense			Left Defense	Left Defense		Center Mid	Center Mid
Felicity Davies		Left Defense	Left Defense		Center Defense	Center Defense		Left Forward
Gina Landry		Right Defense	Right Defense		Center Mid	Center Mid		
Harriet Santana	Center Mid	Center Mid			Goalie	Goalie	Goalie	Goalie
Jessica Lynne	Left Mid			Right Mid	Right Mid			Right Defense
Joanne Stewart	Right Forward			Left Mid	Left Mid			Right Mid
Kayla Barnes	Right Striker			Right Forward	Right Forward			Left Mid
Kendra Salish		Right Mid	Right Mid			Left Defense	Left Defense	
Mary Taggert	Left Striker			Right Striker	Right Striker			Right Forward
Meghan McConahaughy		Right Striker	Right Striker			Left Mid	Left Mid	
Melinda Schmidt		Left Striker	Left Striker			Right Forward	Right Forward	

View Periods View Position Time Sort by Name Sort by Play Time Refresh Close

This window can be kept open while you return to the main window to make manual adjustments. When you return to this window after saving your changes, select the Refresh button to update the summary table.

Edit Position Names

You can change the names of the position names shown in the box titles at each position on the field. Go to the Edit menu and select the Position Names option.
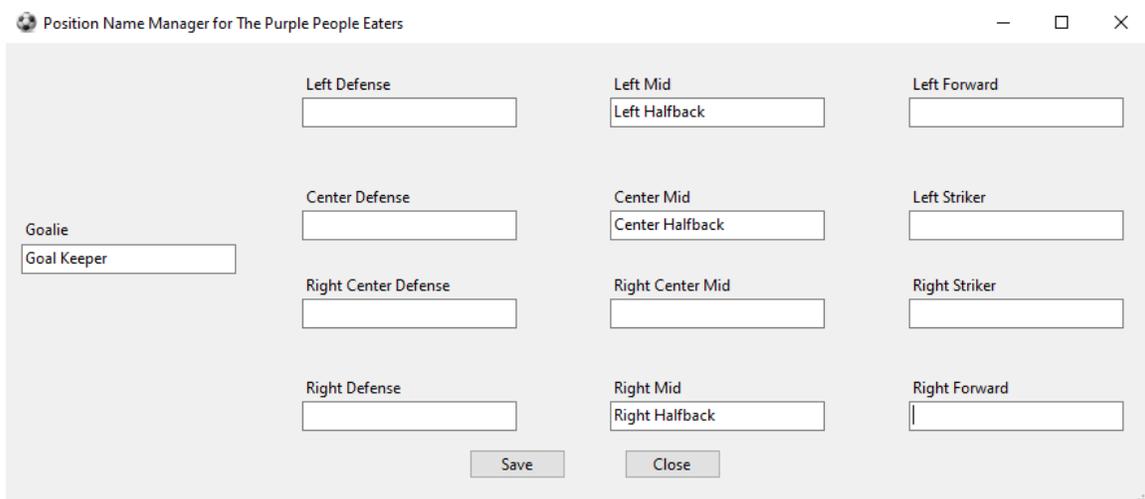
Type your name changes in the boxes below each position name. Note in the example above that Left Center Mid will become simply Middle Halfback. When the field positions were adjusted in this example, the number of Mid positions was reduced from four to three. When this happened, the Right Center Mid position was eliminated. It is

therefore unnecessary to rename that position in this case. The same would be true for any of the position groups. Right Center Defense, Right Center Mid, and Right Striker positions get eliminated first when the – button is used.

Select the Save button when you are finished. Select Close to return to the main screen.

Flip Field Direction

To help simulate a real game, it is possible to flip the field direction as it is graphically shown on the screen. This typically happens at half time.

You will need to do this for each period you desire to see the field flipped. Select the Flip Field Direction option from the Edit menu and then select the Save button to keep the change.

Printing A Game Plan

To print your game plan, select the Print Plan option under the File menu.
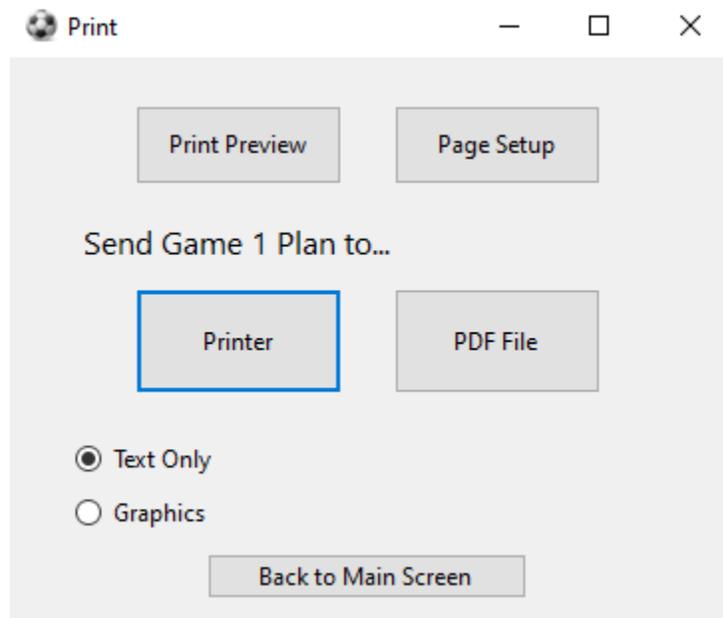
There are two formats to print, text only and Graphics. Text only does not show the field formation, rather it lists each period sequentially.

```
Week 1 Plan for The Purple People Eaters

Number of Periods: 8
1: 0 to 8
2: 8 to 16
3: 16 to 24
4: 24 to 30
5: 30 to 40
6: 40 to 48
7: 48 to 56
8: 56 to 60

Period 1: 0 to 8

         Goal Keeper: Brenda Jalapeno
        Left Defense: Carrie Johnson
      Center Defense: Denise Norton
       Right Defense: Felicia Bachman
      Right Halfback: Daisy Pullman
     Center Halfback: Harriet Santana
       Left Halfback: Jessica Lynne
       Right Forward: Joanne Stewart
        Right Striker: Kayla Barnes
         Left Striker: Mary Taggert
        Left Forward: Patricia Belkin

      Substitution List:
                        Felicity Davies
                        Gina Landry
                        Kendra Salish
                        Meghan McConahaughy
                        Melinda Schmidt
                        Misty McGhee
                        Tammy Petty
                        Tilly MacDonough
                        Ursala Cooper
```

Printing with Graphics duplicates what you see in the main screen for each period.

The Purple People Eaters Plan
Week: 1, Period 1 Length: 8 Minutes

If there are problems with printing to a file, try saving to the C:\Users\Public\Documents folder and make all other program windows are minimized in the background. The program makes screen shots and having other programs open while printing may interfere with this process.

Import Team Plan

The Import Team Plan option under the File menu allows you to select previously created plan file to use with your current team.

Plan files contain team member names, formations, and period structure. This option only checks to see if the team member names in the selected file match your current roster. If they do not, you will be asked permission to proceed with the import.

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