

# CHIPPENHAM & DISTRICT TENNIS LEAGUE



## League & Over 50's Cup Score Card

Fixture Date 18 April 2011

Home Team Civil Service B  
Mens/Ladies/Mixed Mixed

Away Team Bradford B  
Division 1

Home Team Names	Away Team Names				Games		Sets	
	Pete Smith		Paul Davies		Home	Away	Home	Away
	Pat Jones		Pam Williams					
Joe Brown	6	2	6	2	20	10	3	1
Jan Green	2	6	6	0				
Jim Black	3	6	7	6	23	24	2	2
Jean Gray	7	5	6	7				
<b>Points :</b>	<b>Home Team</b>	5	<b>Away Team</b>	3	43	34	5	3

Home Captain Joe Brown

Away Captain Pam Williams

**Submit**

Do not forget to **CHECK** and e-mail within 24-hours

Begin by placing the cursor to the right of Fixture Date and then enter the date the fixture was played. Then use the tab button on your keyboard to move from cell to cell - the order is set to Home Team, Away Team, Mens/Ladies/Mixed, Division, Home Team Names, Away Team Names. From there you will tab into the scores beginning with the Home first pair versus the Away first pair. **In these cells just enter one number and no hyphens.** The games scores will automatically add up as you type but after entering the last score you will tab to the sets won cells and will need to fill these in. The totals will be calculated for you. The next cell is an information box (empty in the example) for you to add such information as 'Away team provided only one pair' or 'two sets halved due to rain', etc. Finally, enter the Home and Away Captains. You can return to any cell by just clicking on it.

There are two ways to send the form. If you use **Microsoft Outlook** or **Outlook Express** click on the **Submit** button on the card and an e-mail page will open with the Score Card attached and the address set. Just add the subject (in the above example Civil Service B v Bradford B) and send. If you use **other e-mail software**, save the form on your PC, open a new e-mail, attach the form, add the address ([chdtl@talktalk.net](mailto:chdtl@talktalk.net)) add the subject and then send.