

## FIELD USE INSTRUCTIONS: Cabot Upper

### Field Prep

1. Remove tarps from pitcher mound and home plate area and drag them next to fencing by first/third base bullpen. Push them into a narrow pile instead of leaving them spread wide where they become easy to interfere with play



2. Drag all dirt using metal drag mats (home plate area, first and third base paths, dirt between infield and outfield). Please avoid dragging mats over top of the 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> base mounts as it can tear the mount pegs off the mounts and wear them out prematurely



3. Rake and repair the field where needed. This is primarily around each of the base mounts, down 1<sup>st</sup> and 3<sup>rd</sup> base paths, and around home plate. Pull excess dirt away from the base mounts as needed to expose base mounts and level the dirt around base mounts and along base paths, runner lanes, and batter boxes so the ground is even and safe



4. Rake and repair pitcher mound anywhere dirt is not level due to prior use and possible water drainage. Pitcher mound clay should be level with all edges of pitcher mound for a little more than about the width of a player's shoe. Then an even and gradual slope toward home plate to the grass and steeper slopes toward 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> bases until the grass. Add mound clay to any holes around pitching rubber or on slopes toward grass as needed and tamp down using tamper covered with towel

5. Use batter box guide to draw a batter box as follows: Find 'shorter' section of guide relative to 'handle' on guide and place shorter section of guide toward pitcher mound with "handle" resting against the straight edge of home plate and longer section of guide relative to the 'handle' toward the backstop. Check the 'handle' guide is straight to the edge of home plate **and** the pitcher mound **and** 2<sup>nd</sup> base. Then use finger or stick or end of a tool to draw a rectangle depression in the dirt on the **inside** of the guide. This depression is the outer edge of the chalk line you will lay down using the chalk cart in the next steps. Repeat for other batter box



6. Use chalk cart and lay down **a single pass of chalk** for each batter box remembering the depression you drew in the dirt in step 5 is the outside edge of the batter box. Please remember: "Less chalk is more .... more chalk IS NOT more here!!" If you need to carefully add chalk to fill in voids, do so carefully by hand or use chalk cart but seriously, **LESS IS MORE!!!** If it can be seen by the players and umpires at the start of the game, that is all that matters as we expect it to get used/messed up/washed out during the game, and this is just fine 😊



7. Run a string straight from the back corner of home plate to the foul pole outside edge. Place 1<sup>st</sup>/3<sup>rd</sup> base on the base mount and align the string with the foul edge of the base and the foul pole and back corner of home plate. **This string is the foul edge of the foul line.**
8. Use chalk cart and lay down **a single pass of chalk** from batter box edge to front edge of the base and the back edge of the base to the grass (or remove the base and run continuous line from batter box to grass). **REMEMBER...**the string is the foul edge of the chalk so all the chalk should be "inside" or toward the pitcher mound with the foul edge of the chalk aligning with the string. Please remember: "Less chalk is more .... more chalk IS NOT more here!!" If you need to carefully add chalk to fill in voids, do so carefully by hand or use chalk cart but seriously, **LESS IS MORE!!!** If it can be seen by the players and umpires at the start of the game, that is all that matters as we expect it to get used/messed up/washed out during the game, and this is just fine 😊



9. Use spray paint cart and can of white marking spray to apply foul line marking on the grass between the foul pole and the end of the chalk.  
REMEMBER...the string is the foul edge of the paint so all the paint should be “inside” or toward center field with the foul edge of the paint aligning with the string

10. Repeat steps 7, 8, and 9 for the other foul chalk and paint



11. Broom dirt off base mounts and edges of base mounts and press bases onto base mounts so each base is secure; you may need to use handle of a tool to scrape/break-up hardened dirt between pegs and around the tapered edges to remove all dirt from base mount and base mount edges. Gently rake any uneven dirt around base edges to smooth out any dirt if needed and level dirt so players have a flat and safe ground. Be careful not to mess up the nice chalk you have already worked so hard to put in place

12. If necessary, attach hose to water spigot and lightly water all dirt and the pitcher mound. Less is typically more here. Water should have 15-30 min to sit and start drying before players run onto field so if this watering step needs to be done earlier, feel free to adjust the order of these steps to help facilitate watering the mound and field appropriately. The pitcher mound is composed of “mound clay” and needs just enough moisture to effectively soften up the clay and be playable. Too little water and the clay remains very hard and can be slippery. Too much water and you will have mud that sticks to players’ cleats easily. It is a balance, but some raking and light watering should help the moisture absorb into the mound and then dry off before each game.

13. Put tools away and enjoy the game

## Field Take-Down

1. Remove bases from the base mounts and put them away

2. Drag all dirt using metal drag mats (home plate area, first and third base paths, dirt between infield and outfield). Please avoid dragging mats over top of the 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> base mounts as it can tear the mount pegs off the mounts and wear them out prematurely



3. Rake and repair the field where needed. This is primarily around each of the base mounts, down 1<sup>st</sup> and 3<sup>rd</sup> base paths, and around home plate. Pull excess dirt away from the base mounts as needed to expose base mounts and level the dirt around base mounts and along base paths, runner lanes, and batter boxes so the ground is even and safe



4. Rake and repair pitcher mound anywhere dirt is not level due to prior use and possible water drainage. Pitcher mound clay should be level with all edges of pitcher mound for a little more than about the width of a player's shoe. Then an even and gradual slope toward home plate to the grass and steeper gradual slopes toward 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> bases until the grass. Add mound clay to any holes around pitching rubber or on slopes toward grass as needed and tamp down using tamper covered with towel
5. Cover pitcher mound and home plate areas with appropriately sized tarps. Try and not cover any sprinklers
6. Take your kid home or out for a treat and tell them how much you enjoyed watching them play ball!

## Upper Cabot scoreboard use instructions

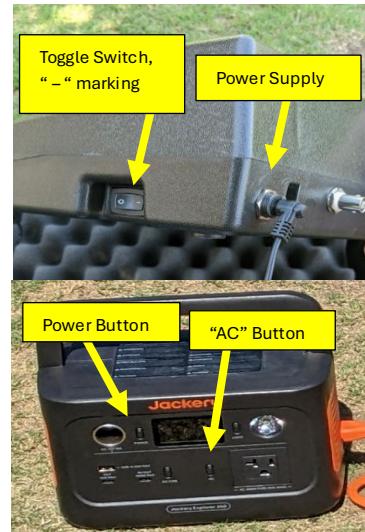
1. Turn power on for scoreboard. This is done by opening the grey box mounted behind the scoreboard and verifying/doing the following:
  - a. Verify there is a smiley face on the LCD screen (If there is a frowny face, scoreboard cannot be used; please contact league to get corrected)
  - b. Depress the “ – ” marking on the switch that the arrow is pointing to inside the box and then close and secure the grey box



2. Retrieve the scoring controller box and power supply box from the storage container by the batting cages. You need to use the controller labeled “UPPER” for the Cabot Upper field



3. Plug the controller power supply cord into the back of the controller and then into the power supply box. Make sure the power supply is powered on AND press the “AC” button, then depress the “ – ” marking on the power toggle switch on the side of the controller to turn the controller on. It typically takes up to 15 seconds for 1) the controller to turn on, 2) wireless communication between the controller and scoreboard to be established, and 3) illumination of the LED lighting on the scoreboard to activate.



If scoreboard LED lighting does not illuminate after about a minute, double check to make sure power is correctly verified and turned on for the scoreboard in step 1, you are using the correct “UPPER” controller in step 2, and the power supply and controller are connected and turned on in step 3. If scoreboard still isn’t turning on, please turn everything off and return all equipment to storage container and notify the league to get corrected

4. Use scoreboard controller to display game information on the scoreboard as it occurs.

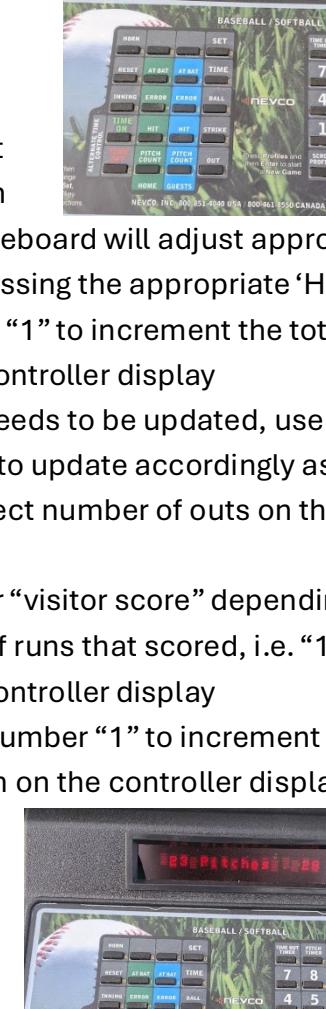
a. First: Based on the umpire call, increment “ball” or “strike” by pressing “ball” or “strike” button and verifying the correct count on the controller screen. If it is a third strike, press the “strike” button and the scoreboard will automatically increment the “out” on the controller and scoreboard display and reset the balls and strikes to “0”. Always focus on the controller display information...the scoreboard will adjust appropriately

b. Second: Increment the “pitch count” by pressing the appropriate ‘HOME’ or ‘GUEST’ “pitch count” and then the number “1” to increment the total by 1 pitch. Again, verify the information on the controller display

c. Third: If a play was made and information needs to be updated, use the controller button and the controller screen to update accordingly as follows:

- i. Outs: Press “out” and verify the correct number of outs on the controller display
- ii. Scoring a run: Press “home score” or “visitor score” depending on the team and then the correct number of runs that scored, i.e. “1” or “2” and verify the correct score on the controller display
- iii. Inning: Press “inning” and then the number “1” to increment to the next inning and verify the information on the controller display

d. If you ever need to correct any information, this can be done by pressing the “SET” button to help. Do the following: Press and release “SET” then press and release what you need corrected like “Inning” or “Pitch Count” or “Runs” and then press and release the number it should be. i.e. “SET” → “Pitch Count ‘Home’” → “23” and then verify on the controller display





5. After the game:

- a. Turn the controller off by depressing the “o” on the toggle switch on the side of the unit and unplug controller power cord from the power supply and from the controller and put the controller and power cord back into its case
- b. Check the power supply battery life on the power supplier LCD screen. If power supply is below 50%, please notify the league so it can be charged and ready for the next use. If the power supply battery life is greater than 50%, turn the power supply off by pressing and holding the power button until it turns off.
- c. Return power supply and controller box to storage container shelving
- d. **VERY IMPORTANT!!!!** Turn the scoreboard off by opening the grey box mounted under the scoreboard and depressing the “o” on the toggle switch (this is identified by the arrow pointing to the switch inside the box in step 1(b)).
- e. Close and securely latch the grey box.

Example of illuminated scoreboard with information:

