



Submission of Captains' Reports - Championship & below (Updated November 2021)

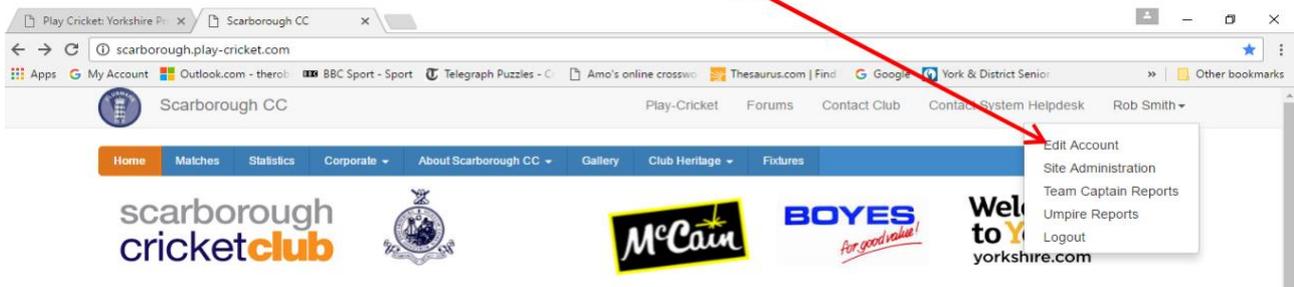
Team Captains (or their representative) are required to submit reports at the end of each match in the Championship and below where play has been possible.

In matches covered by the Neutral Umpires' Panel, both captains need to submit a report on both umpires and the away captain has to submit a Ground Report.

In the Second Divisions and below, the home captain does not have to submit a report and the away captain only needs to submit a Ground Report.

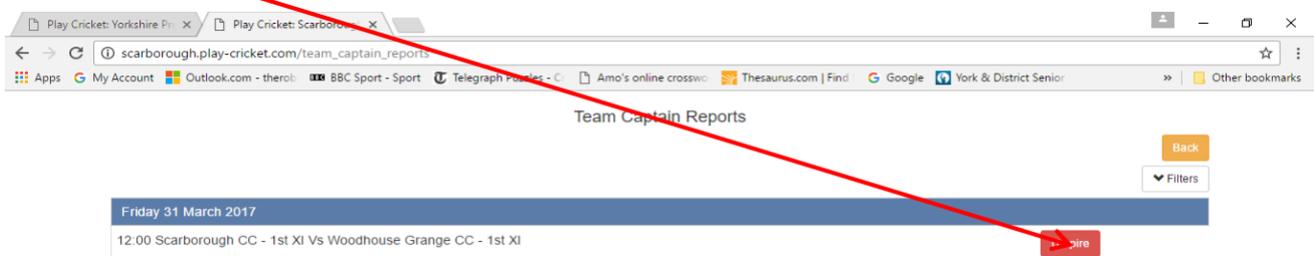
Captains need to be registered on Play Cricket to be able to find the reports that they need to complete.

When you log in to your club's website your name should appear at the top right, and clicking on the arrow next to your name will give you a drop down box as shown

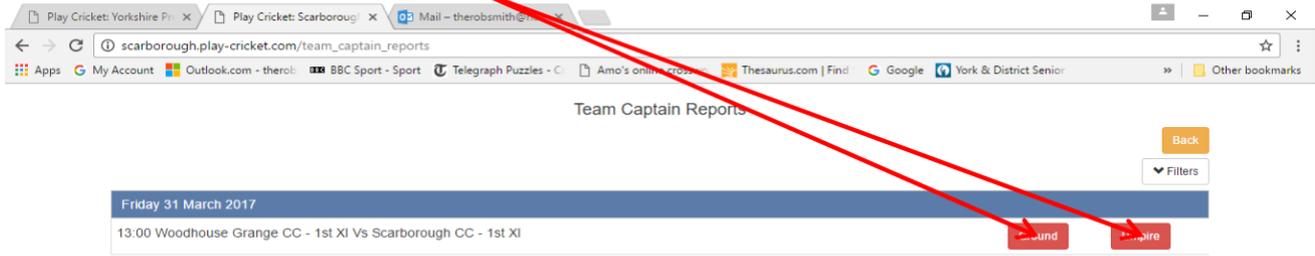


If you click on **Team Captains Reports** it will take you to a page which looks like one of the following, depending whether you are a Home captain or an Away captain and which Division you are in:

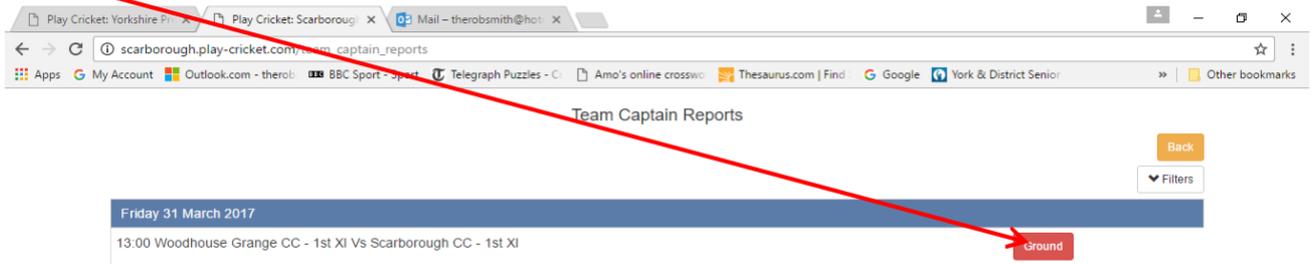
If you are a Home captain in the Premier or a First Division, you need to submit a report on the umpires by clicking on this icon



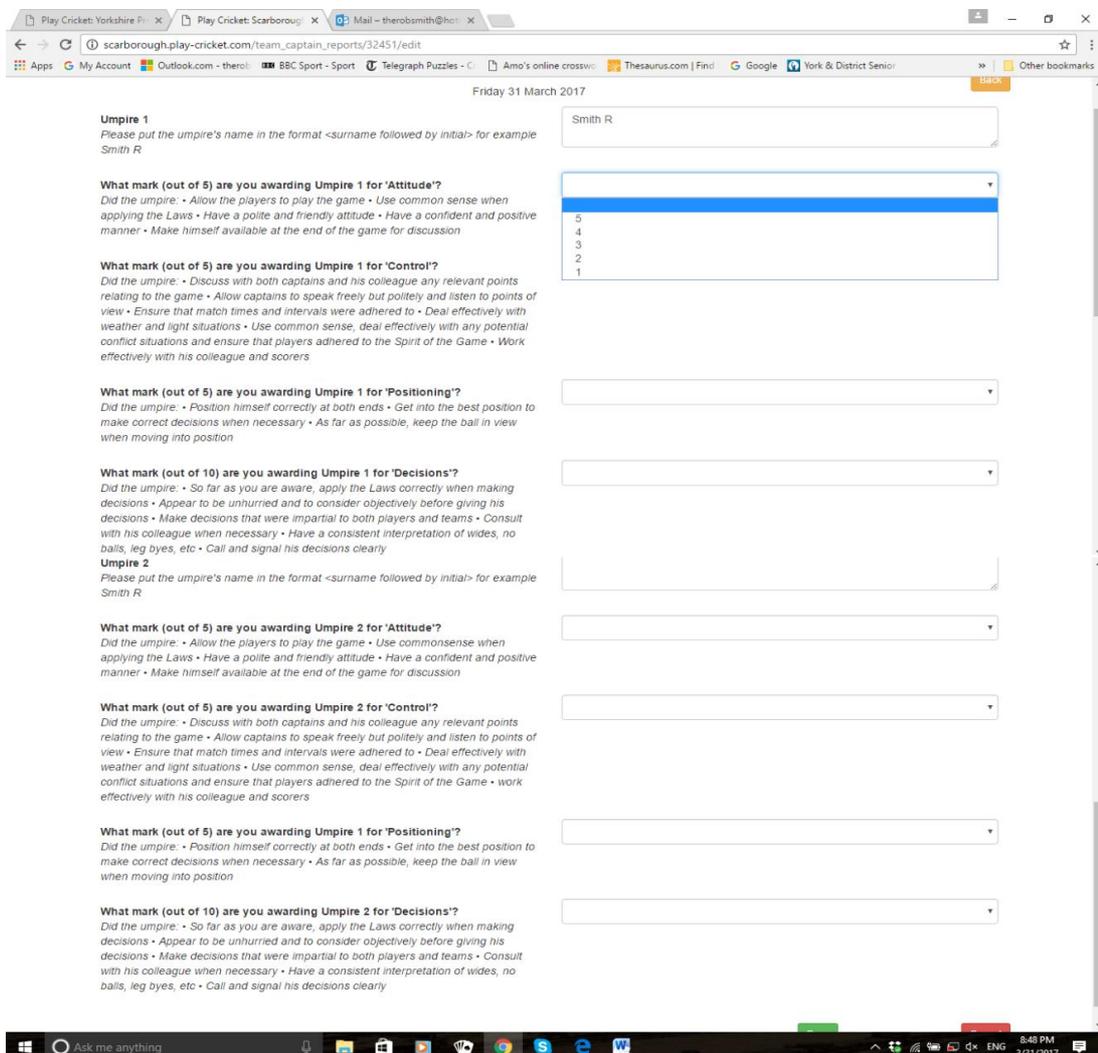
If you are an Away captain in the Premier or First Divisions, you need to submit a report on the umpires and the ground by clicking on these icons (you will need to do the separately)



If you are an Away captain in any other Division you need to submit a report on the ground by clicking on this icon



The report on the umpires will look like the screen shot below and is fairly self-explanatory. You will need to write the umpires names in the appropriate boxes and then choose a mark from each drop down box using the guidance given. Remember to press **Save** when you have finished.



The report on the ground will look like the screen shot below and is, again, fairly self-explanatory You will need to write the name of the Club in the appropriate box and then choose a mark from each drop down box using the guidance given. Again, remember to press **Save** when you have finished.

