



PLL COACH HANDBOOK

Dear PLL Managers and Coaches:

PLL very much appreciates you volunteering to coach. Coaches make the league go and have a big impact on kids. You are making a contribution to our community by volunteering to coach. PLL has put this handbook together to provide basic information about the league and the upcoming season. Bear in mind that being a great little league coach does not require being an expert in the technical aspects of baseball. The best coaches are positive, help the players build confidence in themselves, and make the game fun. Those are the key ingredients to being a good coach and the technical aspects of baseball take a backseat.

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I. Miscellaneous

A. Equipment Sheds

1. Grover – sheds open via a key located in a lockbox on the left-hand shed. Combo is 0034
 - a. Left Shed
 - Contains team gear / game equipment
 - b. Right Shed
 - Contains pitching machines and field maintenance equipment
2. Farmview
 - The equipment shed is located behind the batting cages
 - Combination: 4321 (releases key, which is then used to open the door lock)

B. Operation of the Pitching Machines

The machines are easy to set up, operate, and dismantle. However coaches must receive training in the proper care and operations of the units prior to using.

Unlike a real pitcher, the pitching machine has no windup, and gives no warning to batters before firing off a ball. Therefore, when using the machine to deliver a pitch to a batter, 1) **always** look to make sure the batter is ready for the pitch. And 2) **always** hold the ball up high before placing it into the machine as a signal to the batter that it is on its way.

If the pitching machine throws more than a few unhittable pitches in a row, it should be adjusted. Minor tweaks to the legs or screws to modify the angle of delivery, and/or to the speed dial are usually all that's needed.

Important: after adjusting the pitching machine, always have the batter step out of the box and use the pitching machine to deliver a “practice pitch” in order to make sure the ball is headed over the plate and not in the direction of the batter!

Make sure there is enough gas in the generator tank before starting a practice. Make sure the power switch is off on the pitching machine itself before attempting to start the generator. Always engage the choke before attempting to start the generator. Once the generator starts, disengage the choke before turning on the pitching machine.

Don't forget to set the pitching machine up on its three leg extensions before using. And return the leg extensions to their vertical holding slots on the machine after each use.

League-Wide Pitching Machine Guidelines

Princeton Little League maintains four pitching machines and generators for league use. The machines are chiefly intended for use during Rookie Divisions games. In addition, all divisions can use the machines for practices. The order of priority is: 1) Rookie Division games, 2) Rookie Division practices, 3) Minor and Intermediate Division practices.

Important: please use only special pitching machine balls in the machines. These balls are model number AD Starr PM-3 as marked on the ball. They can be found in a mesh

expensive, so please make sure to gather them all up after each game or practice and return them to the mesh bag. Please don't mix in other balls that are not PM-3 baseballs. And please don't put non-PM3 balls through the machine; it will tear them up.

The pitching machines and generators will be kept inside one of the Grover Park equipment sheds and a shed at Farmview. The sheds are secured with a combination lock and the pitching machines and generators must be returned to the shed, and the shed locked, immediately after use. If a shed is to remain open for whatever reason during practice, always make sure the shed is locked up tight before leaving the fields. Please don't just click the lock back on the shed clasp and leave it at that. Also twist the tumblers a few times to hide the combination from curious eyes. The machines are **not** to be transported away from the sheds at Grover and Farmview.

C. Baseballs

Each Manager will be given an allotment of new baseballs at the beginning of the season. The home team should provide two new balls to the umpire prior to the game. It is important to use new, league-issued balls for each game. **If you need additional baseballs, please contact the equipment manager, Jeff Davidson, at jeff@princetonwmg.com**

II. Reporting Scores and Game Statistics

For Rookies, Minors and Intermediate coaches only: **score and pitch count reporting is done on the PLL website and must be done immediately after the game.** In order to post pitch counts and scores, you will be given "Scores Admin" authorization.

Tee Ball and Instructional Division – No reporting.

Rookies, Minors and Intermediate – Pitch counts must be reported by each Manager. The score should be reported by the winning manager although no standings are kept:

- 1) Log in to the PLL website
- 2) You will notice a new menu at the top. Choose Schedules>>Scores
- 3) You're now on the Update & Post Scores page. From the dropdown menus choose "Spring 2018 - Princeton Little League", and then your division. Make sure you choose the right division! The teams have similar names in each division.
- 4) You will see all of the games with unposted scores. Find your game.
- 5) Fill in the score. Then click the "Players" button.
- 6) Scroll around and fill in pitch counts (you can ignore RBIs and other default stats).
- 7) "Save and Post Scores", and you're done. A dropdown menu under the avatar in the upper right will take you back to your account or the PLL webpage.

To view pitch counts for past games, you can go to the "view scores" option under Team Central on the PLL webpage.

If you've read this far, you probably figure that pitch counts are important. Please record and post them. Take them into account when making your line-ups. Max pitch counts and rest days are in the PLL President's Rules for each division.

A help article on reporting scores and stats can be found in the **Coaches' Corner** section of the PLL website.

PITCH COUNTS

Below is a summary of the Little League pitch count regulations. **Detailed pitch count regulations and other rules for pitchers are found in the President's Rules for each division.** These are designed to protect our children's arm and must be adhered to strictly with no exceptions. **Please also bear in mind that these are maximums, and in many cases it may be more prudent for the players to throw fewer pitches. Please also keep in mind that some players will be playing on other teams outside of PLL and it is critical to take into consideration all pitches the player is throwing.** Last, although not subject to the pitch count regulations, it is clear that players can tax their arms by warming up too much or through a combination of pitching and making throws from other positions.

Pitch Count Regulations from Little League Headquarters:

- (a) Any player on a regular season team may pitch. **Exception:** Any player, who has played the position of catcher in four (4) or more innings in a game is not eligible to pitch on that calendar day.
- (b) A pitcher once removed from the mound cannot return as a pitcher.
- (c) The manager must remove the pitcher when said pitcher reaches the limit for his/her age group as noted below, but the pitcher may remain in the game at another position:

-	League Ages 11 -13:	50 pitches per day
-	League Ages 9-10:	50 pitches per day
-	League Ages 7-8:	50 pitches per day

III. Scheduling a Practice/Reserving a Field

Practices are scheduled by the team manager or coaches. The PLL website is now used to reserve a field and schedule a practice. To create a practice, navigate to your team page and click **Calendar**. Once there, you will click **Create Event**. Click on **Practice** and then **Continue**. You will be able to choose the **Location** of the practice as well as the **Date** and **Time**.

The locations are based on what has already been added in the system by an admin. This allows for the system to search for conflicts on a certain field and let you know if there is already an event taking place. You can select the **Field Availability** link to see what fields are available.

Once your practice is created, the field will be reserved for you automatically. The practice will also be added to your team's calendar, and notifications can be sent to your team if you select that option.

Note: there is an option to create a repeating event. **DON'T DO IT!** It makes it very difficult for your system admin (that's me) to reschedule games if you have booked a field through the whole season. It is also inconsiderate of your fellow coaches who need to use the fields as well. We have limited practice space... don't hog it. Create your practices a week or two in advance.

IV. Communicating With Your Team

EMAILING FROM COMPUTER

This is like many email interfaces or account dashboards you may have used in the past. When you're logged into your PLL account on the webpage, there will be a "messages" tab in the menu on the right side of the screen (this is the gray accounts page where you registered, not your team's page). Clicking on the messages tab will bring up a new page for your communications. Select "compose new message" by clicking the green bubble at the upper left. From the "To:" drop-down, you can send a message to your whole team, or choose individual members. Emailing the team this way will reach both primary and secondary accounts for your players.

THE TSHQ APP

You can also use the TSHQ app. It's a lot like Team Snap or other league communication apps you may have used in elsewhere. It will make your coaching life tons easier. I suggest you get it, and encourage your team to do so as well. <available for apple or google> The app is an all-in-one schedule and communication tool. You can email and text your team** from your phone. Coaches and players can RSVP to games so you'll have a head-count before making your lineup - more on this awesomeness when the schedules are released. A reference guide for the app can be found in the Helpful Links section of the PLL homepage.

**At the moment, emails and texts sent from the app will only reach the primary contact for each player. Try to make parents aware of this so they can share info with their family members. Expect secondary contacts to be added in a future update.

If you find yourself stuck, the green Support bubble on the lower left corner PLL page is a great resource.

V. THANK YOU

Thank you for coaching for PLL this season. As an all-volunteer organization, we honestly couldn't do it without you.