

To: Athletic Directors/Coaches

Re: Instructions for Coaches – Online Voting Information

Please pass these instructions along to your Softball and Baseball Coaches. All schools participating in tournaments are required to participate.

**Records and Comments** – **Softball - Sunday, April 27th through Wed, April 30th at midnight**  
**Baseball - Sunday, May 4th through Wed, May at 7th midnight**

Coaches can begin **Voting** **Softball - Thursday, May 1st through Saturday, May 3rd at noon**  
**Baseball - Thursday, May 8th through Saturday, May 10th at noon**

**Coaches CANNOT vote for their own team. The other teams will be listed in random order. Rank all teams at your site.** Questions should be directed to me at [genne.renee@gmail.com](mailto:genne.renee@gmail.com)

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**Coaches are required to participate in Online Voting to establish all team seeds.**

**Placement of schools:** NEDAB will then have a draw meeting to allow coaches to place themselves on the bracket of their choosing based on their seed and how many brackets are in their region. Bracket preview available at these links on [nedab.org](http://nedab.org): [Softball](#) [Baseball](#)

**Sectional/District Tournaments:** The highest seed will be awarded **home site** for Sectional, neutral site for District Finals this year in softball/baseball. Coaches will NOT be able to vote for their team. To stay consistent with regional play and also with the many Covid protocols this was the decision that was made by the NEDAB.

**OHSAA HAS INSTITUTED FINANCIAL FINES FOR ALL SCHOOLS THAT DO NOT PARTICIPATE IN ALL VOTING REQUIREMENTS.**

**Creating your account in Baum's Page:**

**Login Procedures:**

DO NOW: Coaches that have accounts may login to [www.baumspage.com](http://www.baumspage.com) anytime during the season.

- 1. If you do not have a baumspage account, you will need to create one. Past users see "Returning Users" notes. All information at <http://www.baumspage.com/entries/index.php>**
- 2. New accounts, click on **Apply here** and create an account. Make sure you check the "I'm not a robot" box and click **Submit Application**.**
- 3. After you login, use **Coaches | Select Teams | {select your school} | click **Click here to Get Available School Teams / Sports | click **Select Sport | select **SOFTBALL or BASEBALL | click **Make me the Coach************

BEGINNING NOW

4. Under **Coaches** on the left sidebar, click on **SOFTBALL or BASEBALL| Event Seeding** | {select your team} click **Get Available Events** | click **Get Event Details** | click **Submit Seed Bio and Vote**

**Enter Team Seed Bio:** **Softball - Sunday, April 27th through Wed, April 30th at midnight**  
**Baseball - Sunday, May 4th through Wed, May 7th at midnight**

Use the **Submit Seeds and Vote** link to access the event voting screens.

Login to your account on [www.baumspage.com](http://www.baumspage.com) and use **Coaches** | select {**SOFTBALL or BASEBALL**} | **Event Seeding** | **Submit Seed Bio and Vote** | **+ Submit Team Bio Seed information will include:**

- i. Current Overall Record: Won-Lost
- ii. Record vs. Division I Teams: Won-Lost
- iii. Record vs. Division II Teams: Won-Lost
- iv. Record vs. Division III Teams: Won-Lost
- v. Record vs. Division IV Teams: Won-Lost
- vi. Record vs. Division V Teams: Won-Lost
- vii. Record vs. Division VI Teams: Won-Lost
- viii. Record vs. Division VII Teams: Won-Lost
- ix. Season Highlights - Quality Wins
- x. Additional Seed Information - Comments

After the **+ Submit Team Bio** window closes, click **+ View Bios** to view data from all teams that submitted.

After the bios are loaded on the screen, click **Download All Bios** to generate a text file that can be viewed or printed using Notepad.

**Cast Your Vote:** **Softball - Thursday, May 1st through Saturday, May 3rd at noon**  
**Baseball - Thursday, May 8th through Saturday, May 10th at noon**

If a school does not participate in the voting, their high score will be deducted from the total calculated rank and they will be fined by OHSAA.

When the Voting window opens, select **+ Cast Ballot** to access the voting form.

Login to your account on [www.baumspage.com](http://www.baumspage.com) and use **Coaches** | select Softball or Baseball| **Event Seeding** | **Submit Seed Bio and Vote** | **+ Cast Ballot**

- i. The teams will be listed in random order. Rank all of the teams at your site.
- ii. **Drag-and -Drop each team** until all teams are listed in order from **First Place** to **Last Place**. When finished click **Save Vote** to save your Vote.

iii. Use **Review Your Voting Choices** to review your vote and **Download Your Ballot** in a "text based" format.

iv. If you make an error, select + **Cast Ballot**, correct the order, and **Save / Vote** again.

**The window will close at 12:00 Noon on Saturday.** The final tally and voting results will be posted on the NEDAB web site on Sunday afternoon.

#### **VOTE TABULATION:**

Before the tabulation of the votes, a team's highest score and lowest score will be deducted and one point will be added to each first place score.

#### **TIES:**

If a tie exists after the online seeding procedure is complete the following procedure will be used to break the tie. These procedures must be followed in the order listed below:

#### **TIE BREAKER PROCEDURES**

**Tie-breaker #1:** Looking only at the schools who are tied, the team that received the most individual votes at the tied position or above gets the seed.

**Tie-breaker #2:** If a tie still exists, a computerized dice roll will determine the better seed.

#### **BRACKET PLACEMENT:**

Once the seeds have been determined for each team in the tournament, teams will select their bracket based on the order of seed. Coaches from top two seeds will have the option to select a bracket, or pass, with subsequent placed team coaches choosing their bracket. The coach of the next ranked team will then be given their choice. After a team is placed in a bracket, the coach that passed will again be given the opportunity to select a line on a bracket. This will continue until each bracket is full.

Any team arriving after their seed has been called will be considered a "pass" (seed 1 or 2). Any team that is a "no show" at the draw meeting will be assigned last. If more than one team is a "no show" teams will be assigned in seeded order. Teams that have missed either of the two voting deadlines but attend the draw meeting will be seeded accordingly. Teams will have 3 minutes to make a selection.

#### **Technical Support:**

1. If you have problems accessing or submitting the forms, use the **Contact Us** link on Baumspage to submit a **Help Request**.

2. If the deadline is pending, call **Gary Baumgartner** at **513-594-6154** or **Terry Young** at **740-517-0195**.

**Seed Policy and Procedure:**

Per the direction of the Northeast District Athletic Board, all teams in a bracketed tournament will be seeded based on the online voting results.

**Any school that does not submit their vote before noon on Saturday of their voting week will not be permitted to vote at a later time and the team's highest vote will be dropped prior to final tabulation.**