SCORE SHEETS

Score sheets can be printed two ways.

Number 1 is more cost effective because only black ink is used.

1. Through local website at www.westcentralohio.apaleagues.com . (This choice will print on the provided blank score sheets and use only black ink).

    Click "Print weekly score sheets" in left hand column.
    Click on appropriate division.
    Locate the two consecutive page numbers needed for the match.
    Click on the print icon.
    Under "Pages", click on the circle beside the rectangle and type the correct page numbers in the box. (Example 7-8)
    Under "Options", <u>MAKE SURE</u> "Fit to page" IS NOT CHECKED.
    Make sure blank score sheets are loaded correctly in tray.
    Click **Print.**
    Take score sheets to match in a provided envelope.

2. Through a players online account at www.poolplayers.com . (**This choice will print on regular blank paper AND use color ink.**) Sign into account.
    Click on score sheets (Top row).
    In the team drop down box, click on appropriate team name.
    Click appropriate week.
    Under "Print Option", click both.
    Click "PREVIEW".
    Click print.
    Take score sheets to match in a provided envelope.