

Section 6

Lineup Card Management

When we think of umpiring, we think of fastballs popping the mitt, overhand outs, and circling a play to find the ball. But there is a more mundane, less exciting side of umpiring that is that is equally important. A lively, thrilling, close game can grind to a sluggish, chaotic, and possibly embarrassing drudgery if we do not tend to the administrative side of umpiring.

Good lineup management, beginning at the pregame and continued through every substitution of the game, will ensure that an umpire rarely has to deal with those obscure, troublesome rules associated with the lineup card.

Aside from the boost of self-assurance you get from knowing you are on top of the paperwork, there are things you can do while tending to the paperwork that can make you look poised and instill confidence in others.

- Know where the scorekeeper is and the procedure for reporting changes.
- Carry an extra pencil or pen. Having to ask for a pencil because the lead in yours broke or your pen went dry makes you appear unprepared.
- Step away from the plate to record all changes. Do not step back in behind the catcher until your lineup cards and pencil are put away and your mask is on your face.
- Do not put your pencil in your mouth. This does not look professional.
- Take your mask off. A coach reporting a change deserves this common courtesy.
- Do not put your mask between your legs. Put it under your arm.
- Do not bend over and write changes on your leg. If necessary, carry the lineup cards in a lineup holder and use the holder as a mini clipboard. A coach standing above a bent-over umpire conveys a subtle but undesired message.
- Record what is necessary when it happens even though this may slow the momentum of

the game. Do not burden yourself with having to remember to do something at the next break.

You must record and/or report all:

- All defensive conferences
- All offensive conferences
- All defensive changes
- All substitutions
- All reentries
- All changes concerning the DP or FLEX

Do not accept or allow changes that you know are illegal. You would not allow illegal things to happen between the lines, so do not allow it in the paperwork either. If a coach requests a change that you are not sure is legal, consult with your partners before allowing it. If a coach requests a change that you know is not legal, do not allow it to happen. If, after being told, he/she cannot make a certain change, the coach asks you what he/she can do; tell him/her if you understand what he/she is trying to accomplish.

At the pregame, take the time to make sure each lineup has first and last names of the players, numbers for all players and that no numbers are duplicated, and that all nine defensive positions are listed. Make certain that there are at least nine or ten players listed in the starting positions. If a DP/FLEX is used, verify with the coach that the player listed as the DP is the one who is going to hit and that the player listed as the FLEX is the defensive player.

When accepting changes during the game, take your lineup card out while the coach is still near you. Confirm the name and number of the player(s) who is entering and/or leaving the game. Do this by repeating the names and numbers back to the coach. If possible have the coach point to them on your lineup card. Take one change at a time and follow this procedure with each one. Finally, check that the player(s) who entered the game is wearing the same number as the one you recorded.

Following the above outlined procedure will assure that, short of a coach not reporting a change, you will have no problems with the mundane, but so very important, side of umpiring.

In order to successfully track the many changes that could occur during a game and to be able to explain and understand what has happened, an umpire needs a system. Listed below is a suggested lineup management system. It has been used effectively by umpires across the country since 1994. It is a great system. If it is unfamiliar to you, you will have study it, practice it, and commit to using it if you want it to work for you. Read through the entire presentation first to get an general feel for the parameters of the system. Then work through the changes on your own lineup card (Appendix E - make extra copies first) until you are comfortable using the system and have a grasp on its concepts.

This system has two Absolute Givens:

- A CIRCLE around a number (#) means the player is History - not eligible to participate in the game again.
- An "X" refers to either of the "Twins" - either the DP (designated player) or the FLEX.

Givens for Starters - The Real World

	Pos	Name	#	Changes
1	1	The Real World ↓ Starters Live Here	4	The Here & Now
2	5		7	
3	2		18	
4	DP		10	
5	4		6	
6	8		15	
7	3		14	
8	9		21	
9	6		3	
10	7		17	
Substitutes				
		The Underworld	→	Subs Live Here

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- Starters "live" in the Real World - the first 9 or 10 on the lineup card.
- Starters are tracked in the Real World.
- Starters cannot change positions in the Real World.
- Starters have been in the game once already when the game begins.
- Starters who are circled are History - cannot come in the game again.

Givens for Substitutes - The Underworld

- Substitutes "live" in the Underworld.
- Substitutes are tracked in the Underworld.
- Substitutes who are circled in the Underworld are History in the Underworld - they have entered the game and they cannot substitute again.

Givens for the Here & Now

- Uncircled numbers in the Here & Now are in the game.
- Circled numbers in the Here & Now are History - no longer in the game and not eligible to come back.
- An uncircled "X" means the "Twins are active," - there are only nine (9) playing in the game.
- A circled "X" means the "Twins are not active," - there are ten (10) playing in the game.

	Pos	Name	#	Changes
1	1		4	
2	5		7	
3	2		18	
4	DP	Twin - DP	10	
5	4		6	
6	8		15	
7	3		14	
8	9		21	
9	6		3	
10	7	Twin - FLEX	17	
Substitutes				
		11		20
		16		2
		9		5

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Givens for the "Twins" - the DP and the FLEX

- An "X" represents a Twin.
- An "X" can only be in the DP slot or the FLEX slot.
- An "X" in the DP slot means the FLEX is playing offense for the DP (and the DP has left the game).
- An "X" in the FLEX slot means the DP is playing defense for the FLEX (and the FLEX has left the game).
- An uncircled "X" (active X) in the Here & Now means the "Twins are active," and we are playing with nine (9).
 - If the uncircled "X" is in the DP slot, it means the FLEX is playing offense for the DP.
 - If the uncircled "X" is in the FLEX slot, it means the DP is playing defense for the FLEX.
- A circled "X" (twins are not active) in the Here & Now means the "Twins are not active," (they were active but are not any longer), and we are playing with ten (10).
 - If the circled "X" is in the DP slot, it means the FLEX had been playing offense for the DP but she is not any more and has gone back to playing defense only.
 - If the circled "X" is in the FLEX slot, it means the DP had been playing defense for the FLEX but she is not any more and has gone back to hitting only (or she could play defense for someone else).

About the Twins

- You can't have one without the other. If you have a DP, you must have a FLEX.
- They are like Twins and they are special. They have very special privileges but not without restrictions.
- If the Twins are in the game they must be in the starting lineup.
- If the Twins are not in the starting lineup, you can never have Twins in the game.
- Each Twin has her own position in the lineup. The DP can be anywhere. The FLEX is always tenth (10th).
- The DP must play offense to be considered in the game. The DP has not left the game until she leaves her offensive position.
- The DP can never play just defense.
- The FLEX must play defense to be considered in the game. The FLEX has not left the game until she leaves her defensive position.
- The FLEX can never play just offense.
- Each Twin can leave her position in the lineup and return to that same position one time during the game (re-entry).
- Each Twin may use the other Twin's spot in the lineup but not at the same time.
- Each Twin may play both offense and defense but they both cannot play both at the same time.
- The DP is the dominant Twin...she was born first. She has more privileges than the FLEX.
- The DP can play defense for any of the other nine (9) players in the lineup. Hence, the Twins could be on defense at the same time.
- The FLEX can play offense only for the DP. Hence, the Twins cannot be on offense at the same time.

Here is a series of changes. Go through them first without marking a card. Get an understanding and feel for how the system works. Notice the crisp, clean, concise card you are left with at the end. Nothing is scratched out and you can closely reconstruct all that occurred during the game.

The changes:

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	3	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	
5	4	Ila Perez	6	
6	8	Pat Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nick Carter	17	
Substitutes				
	Crystal Morgan	11	Amanda Lopez	20
	Kristen Lewis	16	Donna Miller	2
	Susan Brown	9	Betty Stein	5

Change No. 1: — Betty Stein, No. 5, in for May Vu, No. 21

- This is a straight substitution.
- Go to the Underworld where the subs live and locate the substitute.
- Circle the sub in the Underworld so you know she has been used.
- Put the sub in the Here & Now for the player she is going in for.
- Vu has left the game - having an uncircled number in Vu's slot in the Here & Now lets you know Stein is in the game, not Vu.

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	11
5	4	Ila Perez	6	
6	8	Pat Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nick Carter	17	
Substitutes				
	Crystal Morgan	11	Amanda Lopez	20
	Kristen Lewis	16	Donna Miller	2
	Susan Brown	9	Betty Stein	5

Change No. 2: — Crystal Morgan, No. 11, in as the DP for Lupe Garcia, No. 10

- This is a straight substitution.
- Go to the Underworld and locate the substitute.
- Circle the sub in the Underworld so you know she has been used.
- Put the sub in the Here & Now for the player she is going in for.
- Garcia has left the game - having an uncircled number in Garcia's slot in the Here & Now lets you know Morgan is in the game, not Garcia.

	Pos	Name	#	Changes
1	5	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devines	18	
4	DP	Lupe Garcia	10	⑪ X
5	4	Ida Perez	6	
6	8	Paul Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nicki Carter	17	
Substitutes				
Crystal Morgan	⑪	Amanda Lopez	20	
Kristen Tewu	10	Donna Miller	2	
Susan Brown	9	Betty Stein	⑤	

Change No. 3: — Nicki Carter, No. 17, the FLEX, will run for Crystal Morgan, No. 11 (who is now the DP).

- The Twins are Active.
- Put an "X" in the DP slot in the Here & Now.
- The TP is in on offense for the DP.
- The "X" tells you the FLEX is using the DP's slot.
- Circle the DP, No. 11 - she has left the game since you cannot have two players in the same slot.
- You are playing with nine (9) - an Active "X".

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devines	18	
4	DP	Lupe Garcia	10	⑪ X
5	4	Ida Perez	6	
6	8	Paul Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nicki Carter	17	
Substitutes				
Crystal Morgan	⑪	Amanda Lopez	20	
Kristen Tewu	10	Donna Miller	2	
Susan Brown	9	Betty Stein	⑤	

Change No. 4: — Reenter Lupe Garcia, No. 10, to hit

- Reenter means you are dealing with a starter.
- Go to the Real World to find the starter.
- If she is not circled, she can go back in.
- Since Garcia is coming back into the game, there can be no other players in her slot.
- Circle the "X" - this sends the FLEX back to defense only.
- You are playing with ten (10) - no Active "X".
- Because there are players, but no uncircled players in the #4 slot in the Here & Now, you know the starter has reentered.
- You are playing with ten (10) - no Active "X".

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	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	11 (X) X
5	4	Ida Perez	6	
6	8	Patii Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nicki Carter	17	
Substitutes				
Crystal Morgan	11	Amanda Lopez	20	
Kristen Tewa	16	Donna Miller	2	
Susan Brown	9	Betty Stein	5	

Change No. 5: — Nicki Carter, No. 17, will run for Lupe Garcia, No. 10

- The Twins are going Active again.
- Put an "X" in the DP slot. Carter is the FLEX, and she can legally play offense for the DP.
- You cannot have two players in the same slot so when Carter goes up to run, Garcia must leave the game.
- You know Garcia had left the game once already & reentered because there are circled players in her slot in the Here & Now.
- Circle Garcia, No. 10, - you know this is Garcia's second time to leave the game so she becomes History.
- You are playing with nine (9) - an Active "X".

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	11 (X) X
5	4	Ida Perez	6	
6	8	Patii Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	5
9	6	Ann Begay	3	
10	7	Nicki Carter	17	
Substitutes				
Crystal Morgan	11	Amanda Lopez	20	
Kristen Tewa	16	Donna Miller	2	
Susan Brown	9	Betty Stein	5	

Change No. 6: — Reenter May Vu, No. 21

- Reenter means you are dealing with a starter.
- Go to the Real World and find the starter.
- If she is not circled she can go back in.
- Since Vu is coming back into the game, there can be no other players in her slot in the Here & Now.
- Circle No. 5 in the Here & Now - she becomes History.
- Because there are players, but no uncircled players in the No. 8 slot in the Here & Now, you know the starter has reentered.

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	20	(11) (X) X
5	4	Isla Perez	6	
6	8	Patti Baker	15	NOT!
7	3	Leticia Jones	14	
8	9	May Vu	21	(5)
9	6	Ann Begay	3	
10	7	Nicki Carter	17	
Substitutes				
Crystal Morgan	(11)	Amanda Lopez	20	
Kristen Tewa	16	Donna Miller	2	
Susan Brown	9	Betty Stein	(5)	

Change No. 7: — Betty Stein, No. 5, in for Rose Devinci, No. 18.

- This is a straight substitution.
- Go to the Underworld where the subs live and locate the substitute.
- Notice that Stein, No. 5, is circled - that means she is History - she has been used as a sub before and cannot be used again.
- Tell the coach he/she cannot make that substitution.
- If the coach cannot remember using No. 5 then you can go to the Here & Now and clearly see that No. 5 had gone in for No. 21.

← College Only

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	(20)	(11) (X) X
5	4	Isla Perez	6	
6	8	Patti Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	(5)
9	6	Ann Begay	3	
10	7	Nicki Carter	17	9
Substitutes				
Crystal Morgan	(11)	Amanda Lopez	20	
Kristen Tewa	16	Donna Miller	2	
Susan Brown	(9)	Betty Stein	(5)	

Change No. 8: — Susan Brown, No. 9, in for Nicki Carter, No. 17

- This is a straight substitution.
- Go to the Underworld where the subs live and locate the substitute.
- Circle the sub to show she has been used.
- Put the sub in the Here & Now for the player she is going in for.
- Carter has left the game - having an uncircled number in Carter's slot in the Here & Now lets you know Brown is in the game, not Carter.
- Since Carter is the FLEX, Brown now becomes the FLEX.
- Since the Twins are Active, Brown is now playing offense for the DP.
- You are still playing with nine (9) - an Active "X".

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	Pos	Name	#	Changes
1	1	Ava Schmitt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	11 X X 2
5	4	Ida Perez	6	
6	8	Patli Baker	15	
7	3	Leticia Jones	14	
8	9	Mai Vu	21	5
9	6	Ann Begay	3	
10	7	Nicky Carter	17	9
Substitutes				
Crystal Morgan		11	Amanda Lopez	20
Kristen Tewa		16	Donna Miller	2
Susan Brown		9	Betty Stein	5

Change No. 9: — Donna Miller, No. 2, will enter to hit in the No. 4 slot as the DP

- You do not have enough information to make this substitution.
- The Twins are Active - No. 9, the FLEX, is currently hitting in the No. 4 slot.
- Does the coach want to bring No. 2 in for No. 9 or does he/she want to bring No. 2 in as the DP.
- This makes a difference. If No. 2 comes in for No. 9 as the FLEX, No. 9 becomes History. If No. 2 comes as the DP, No. 9 reverts back to defense only and is not History.
- The coach says No. 2 will be the DP.
- Go to the underworld and get the sub No. 2.
- Circle No. 2 in the underworld so you know she has been used.
- Put No. 2 in the No. 4 slot in the Here & Now as the DP.
- Circle the "X" - there cannot be two uncircled players in the same slot in the Here & Now.
- This sends the FLEX back to defense only.
- You are playing with ten (10) - no active "X".

	Pos	Name	#	Changes
1	1	Ava Schmitt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	11 X X 2
5	4	Ida Perez	6	
6	8	Patli Baker	15	
7	3	Leticia Jones	14	
8	9	Mai Vu	21	
9	6	Ann Begay	3	5
10	7	Nicky Carter	17	9 X
Substitutes				
Crystal Morgan		11	Amanda Lopez	20
Kristen Tewa		16	Donna Miller	2
Susan Brown		9	Betty Stein	5

Change No. 10: — The DP, Miller No. 2, will play defense for the FLEX, Brown No. 9.

- The Twins are active.
- Put an "X" in the FLEX slot - Miller is the DP and she can legally play defense for the FLEX.
- Circle No. 9 since you cannot have two players in the same slot. No. 9 must leave the game. She is history.
- You are playing with nine (9) - an Active "X".

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	(10) (11) X (X) 2	
5	4	Ida Perez	6	
6	8	Patti Baker	15	
7	3	Leticia Jones	14	
8	9	May Vu	21	(5)
9	6	Ann Begay	3	
10	7	Nicki Carter	17	(9) X 16
Substitutes				
Crystal Morgan	(11)	Amanda Lopez	20	
Kristen Tewa	(16)	Donna Miller	(2)	
Susan Brown	(9)	Betty Stein	(5)	

Change No. 11: — Enter Kristen Tewa, No. 16 in as the FLEX.

- This is a straight substitution.
- Go to the underworld and get the sub.
- Circle the sub to show she has been used.
- Put the sub in the Here & Now for the position she is going in for.
- Circle the "X" - there cannot be two uncircled players in the same slot in the Here & Now.
- This sends the DP, No. 2, back to hitting only.
- You are playing with ten (10) - no Active "X".

	Pos	Name	#	Changes
1	1	Ava Schmidt	4	
2	5	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	(10) (11) X (X) 2	
5	4	Ida Perez	6	
6	8	Patti Baker	15	Just Report It
7	3	Leticia Jones	14	
8	9	May Vu	21	(5)
9	6	Ann Begay	3	
10	7	Nicki Carter	17	(9) X 16
Substitutes				
Crystal Morgan	(11)	Amanda Lopez	20	
Kristen Tewa	(16)	Donna Miller	(2)	
Susan Brown	(9)	Betty Stein	(5)	

Change No. 12: — Donna Miller, No. 2, (the DP) will play defense for Leticia Jones, No. 14.

- Miller, No. 2, is the DP.
- The DP can play defense for any player in the lineup.
- If the DP plays defense for any player other than the FLEX, that player becomes a 'position' player and has not left the game.
- Since no one has entered or left the lineup, you do not need to record it, but you do need to report it.

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	Pos	Name	#	Changes
1	1	Ava Schmitt	4	
2	4	Tina Butler	7	
3	2	Rose Devinci	18	
4	DP	Lupe Garcia	10	① X X ② X
5	4	Ili Perez	6	
6	8	Patti Baker	15	
7	3	Leticia James	14	
8	9	May Vu	21	⑤
9	6	Ann Regay	5	
10	7	Nicki Carter	17	⑨ X ⑬
Substitutes				
Crystal Morgan		⑪	Amanda Lopez	20
Kristen Tewat		⑬	Donna Miller	②
Susan Brown		⑨	Berry Stein	⑤

Change No. 13: — Reenter Nicki Carter, No. 17, the FLEX and she will also hit.

- Reenter means you are dealing with a starter.
- Go to the Real world and find the starter.
- If she is not circled she can go back in.
- Since Carter is coming back into the game, there can be no other players in her slot in the Here & Now.
- Circle No. 16 - she becomes History.
- The Twins are going Active again.
- Put an "X" in the DP slot. Carter is the FLEX, and she can legally play offense for the DP.
- Circle No. 2. You cannot have two players in the same slot in the Here & Now so when Carter goes up to hit, Miller, No. 2, must leave the game - she becomes History.
- You are playing with nine (9) - an Active "X".

That is it! The game is over. You have had thirteen changes. Many have involved the DP or the FLEX.

Look at your lineup card. It is clear, clean, and concise. No name or number is obliterated.

This system works. It has its own checks and balances incorporated into it. By using it meticulously, it will not allow you to permit an illegal change.

Work through these changes several times on your own (without looking at the answers) until you feel comfortable with the system. In Appendix E, there is another set of changes and a copy of the final lineup card for those changes. Test your proficiency with this quiz.