

AVERAGE BOOK

The accepted program format is **Excel** or a format that can be easily imported into Excel. Below you will find an example of the proper format for submission to the Provincial Office. **Do not include any information other than items shown below as it will only be disregarded and can create translation errors.**

We ask that you use the following headings in the order shown.

EXAMPLE:

Association	C5 Reg#	Last Name	First Name	Category	Sex	League Code	Total Games Played	Rolling Average	Last Season	Top League Average from last season
Tri County	114831	ANDERSON	KAYLA	R	F	EC-01	270	243	2009-10	239
Tri County	115197	LAMPMAN	KRISTI	R	F	C-04 C-05 C-07 EC-01	782	261	2009-10	273
Tri County	115239	MAIR	CHRISTINE	R	F	DI-09 TR-01	115	257	2009-10	257
Tri County	115269	McDONNELL	KAROLE	R	F	DI-09	228	250	2009-10	255
Tri County	115381	RAMEY	CASEY	R	F	DI-09 TR-01	207	247	2009-10	249
Tri County	115457	SMITH	KYLA	R	F	EC-01 EC-03	275	219	2009-10	212

PLEASE REMEMBER:


Starting with the 2006/07 season the inclusion of approved delivery device (Bowling Extender) used to attain the average should be duly noted in the NOTES TO CHANGES column corresponding to the bowler's last name.

Zones were sent via email, the 2014-15 Membership Lists spreadsheets with all registered members, all that needs to be filled in are the last 3 columns (highlighted in yellow shading). If you did not receive this file in early May, please contact the office to have it sent out again.

Electronic Average Book Files - must follow these procedures:

1. The electronic file submitted by the deadline will be the file sent out to the zones with the 2 columns on the right filled in (Games and Pinfall).
2. Rolling Averages for all members in the last 3 years will be published on the website, clicking on a specific bowler's "Ontario Rank" will show all leagues scores used to calculate the rolling average.

Ontario Rank	Last Name	First Name	C5 Reg#	Last Season	Zones / Associations	Running Games	Rolling Average
172	ANDERSON	KAYLA	114831	2009-10	Tri County	270	243
1159	GERRY	GERRY	111991	2009-10	Grand River	417	215
1354	ALDON	DON	113575	2009-10	Ontario Durham	588	212



Average Book Files - must follow these procedures:

1. Rolling Averages, as supplied by the office to be used for printed Average Books.
2. To be listed in the book, bowlers must have been a member of the association, and bowled in a sanctioned league in at least one of the last 3 seasons.
3. The cover of the book should include the current year as well as the year in which the averages were established. Example: 2015-16 Average Book - For Averages established during the last 3 bowling season.
4. League secretaries should have access to a completed copy of the book.
5. **PLEASE NOTE: A PRINTED COPY OF THE AVERAGE BOOK IS NO LONGER REQUIRED TO BE SUBMITTED TO THE PROVINCIAL OFFICE.**

Suggestions for putting your book together:

- Collect the averages at the end of the bowling season.
- Have the Membership Chair in the DC associations collect their averages for inclusion in the Zone's book.
- Provide league secretaries with a print-out or revised copy of your Zone spreadsheet of their league detailing names and membership numbers. Have the secretary check each league member's information and fill in the pinfall and number of games bowled and note any changes needed to the bowler's information in the columns and cells provided.
- Don't delay the book if a league hasn't submitted their averages. List those leagues who haven't submitted averages at the front of your book.
- You may include additional information such as certified coaches, bowling centres addresses and phone numbers in the zone, tournament dates, etc.
- Sell advertising to help offset the cost of producing the book.

Reminders:

- Do not include page headers or footers on the electronic copy
- Do not include any information other than the eleven columns shown in the example in the electronic copy
- Do not include Averages, just total pinfall. The Average will be calculated from the pinfall and games information provided.
- Make sure the membership numbers are correct and beside the right name
- Please follow the format under: **EXAMPLE: – (As seen on previous page)**