

YSL Data Import Specifications

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Table of Contents

1. Introduction
2. Headers/Columns
3. Games/Byes
4. Divisions
5. Teams
6. Users
7. Coaches
8. Players
9. Game Officials

1. Introduction

YSL supports the importation of data, including schedules, teams, officials and other data, using either tab-delimited text files or Excel files. Tab-delimited files, of course, will consist of a sequence of lines, each of which has a sequence of columns separated by tabs. Excel files will contain a sequence of rows. Going forward, the term “line” refers to either a line in a tab-delimited file, or a row in an Excel file.

When you upload a file for importing, the system will first parse the file to see if the data is formatted correctly and if references to existing data are recognized. If errors are found, you get a message to that effect, and you will be able to view a report of everything we did not understand. You will not be able to commit the data to our system.

If no errors are found, you will be asked if you want to commit the data to our system. You may also get a message with warnings. These would include items like the failure to identify the specified venue a game was on, or one of the teams. If you choose to commit the data, the items in question will be marked as to be determined or "TBD". Examples of things that trigger warning messages will be detailed below.

Any line in the file that starts with the character '#' or is blank will be ignored. Otherwise each line in the file should contain data to be imported and should contain one of the following terms in the first column to indicate what type of data the line contains: *(note: ALL text comparisons are case-insensitive, including these line types. Also, in the sample lines shown below, we use ">" to indicate the tab character in a text file, or movement to the next cell in an Excel row)*

- bye-header
- coach-header
- division-header
- game-header
- official-header
- player-header
- team-header
- user-header
- bye

- coach
- division
- game
- official
- player
- team
- user

What follows are detailed descriptions of the format of lines for each of these types. One common characteristic for many items is that you may specify the proper item either with a name or an ID. When we process lines containing such items (e.g., a team in a game line) we look FIRST to see if the data you supply matches an ID in our system. If it doesn't match an ID, THEN we look to see if it matches a suitable name. See the specific data types below for more details.

2. Headers/Columns

Each line consists of a sequence of columns, each containing an item of data. For each line type, the data appearing in each column is defined below. By default, the columns are expected in the order specified below. However, we do allow you to specify a different order - you do that by including the appropriate **header** line describing the order you are using. The column order you specify in a header line for a particular data type will remain in effect until either the end of the file or until there is another header line for the same data type.

The remaining columns in a header line should each contain a word specifying a column type for the line type in question. If the word is one specified in the appropriate section below, this column will be expected to have content that is valid for that column type in every line of that type. Any unrecognized word as column type will generate a warning. If you choose to import the file with that warning, all data in that column will be ignored in every line of that type. Of course, regardless of the order you specify in a header, the **first** column in each line **must** specify the line type, so the header file is assumed to define the order of columns starting with the second one.

Sample Header Lines:

```
game-header>comment>home>dummy>away>date>time>duration>division>venue
division-header>gender>age>name
```

3. Games or Byes

For games or byes, after the first column containing the word "game" or "bye", the expected columns are:

- division
- date
- home

For games, the following additional columns are also expected:

- away

- time
- duration
- venue
- comment

A fuller description of each of these column types follows.

- **division:** This can either be a division ID or a division name, but is only required if NOT importing from a View Division page. If importing from View Division, the division is assumed to be the one you were viewing, and this data is not required. In this case, and if the data is present, it will be ignored.

Otherwise we attempt to match in the following order:

1. on YSL ID - that is, the ID for a division already in our system for the competition you selected before uploading your data
2. on a league-specified ID - that is an ID you supplied for a division imported earlier in the file or in an earlier import
3. on the first instance of this division name belonging to the selected competition
4. on the first instance of this as a league-specified division name you supplied for a division imported earlier in the file

Failure to match triggers an error.

- **date:** Dates should be formatted like "3/1/2013" - this item, with valid date, is required, if missing if it cannot be parsed, it will trigger an error.
- **home:** Again, this can be either a YSL team ID, a league-specified ID, OR a name. We match as we do with the division, but the team name has to be a team already in the competition's season, or already defined in the file. For either a game or a bye, a missing item or failure to match will trigger an error. ***WARNING: if you use a team name to match, the name must be unique in the season or you may match to the wrong team.*** To be sure of a correct match, use the YSL id of the team or a unique id you provided when importing the team earlier.
- **away:** For a game, handle like home, except "TBD" is allowed and a failure to match sets the team to "TBD" and triggers a warning instead of an error.
- **time:** For a game, formatted like "9:15 AM" OR empty OR "TBD". Time data here for a game that cannot be parsed will trigger a warning and the time will be set to "TBD".
- **duration:** Required for a game, in minutes. Invalid data triggers an error.
- **venue:** For a game - this can be either a YSL ID OR a venue abbreviation OR empty OR "TBD". Again, we match as we did for a division, against fields belonging to the parent league. If no match we make venue TBD and, if the supplied venue was not empty or "TBD", a warning is triggered.
- **comment:** Optional. Game comments are visible when viewing a game in most places in YSL.

Sample Game/Bye Lines:

```
game>Boys U-12>4/20/2013>Tom's Raiders>132837>11:30 AM>75>Kennedy School>This
game was moved from 4/13
bye>Boys U-12>4/20/2013>Sharks
game-header>comment>home>dummy>away>date>time>duration>division>venue
game>Mary may not be available>Mary's Rambler's>This Ignored>TBD>4/27/2013>9:00
AM>60>2654>9456
```

4. Divisions

For divisions, after the first column containing the word "division", the expected columns are:

- division-id
- name
- gender
- age
- class

These column type are handled as follows:

- **division-id:** Optional. This must be an ID. If provided, we match first on YSL ID, then on an ID supplied by the league, either earlier in the file or on an earlier importation. If a match is found, the existing data for the matching division will be over written with the supplied data. If no match is found, a new division will be created in the specified competition and the ID will be stored as a league-specified ID for future comparisons. No warning is issued.
- **name:** This is required if the division id does not match an existing division. A missing name for a new division triggers an error.
- **gender:** Optional. If present, it must be one of "boys", "girls", "men", "women" "co-ed", "none" or "unknown". If missing, "unknown" is assumed. "None" is a special case used by YSL for divisions that are not intended for matching play characteristics, such as collections of practice or traveling games.
- **age:** Optional. If present, it must be one of the large number of possibilities supported by YSL, currently including "U-4", "U-5", "U-6", "U-7", "U-8", "U-9", "U-10", "U-11", "U-12", "U-13", "U-14", "U-15", "U-16", "U-17", "U-18", "U-19", "U-23", "Open", "O-30", "O-35", "O-40", "O-45", "O-50", "O-55", "O-60", "OTHER", "Junior High", "High School", "College", "Unknown", "Grade 1", "Grade 2", "Grade 3", "Grade 4", "Grade 5", "Grade 6", "Grade 7", "Grade 8", "Western", "National", "American", "American-9", "Pioneer", "Instructional", "Instructional-6", "Senior", "Junior", "Lightning", "Bantam", "none" or "unknown". If missing, "unknown" is assumed. "None" is again a special case used as with genders above.
- **class:** Optional. If present, it must be one of the large number of possibilities supported by YSL, currently including "Class IV", "Class III", "Class I", "Varsity", "Jr. Varsity", "Freshmen", "Premier", "Major", "1st Division", "2nd Division", "3rd Division", "4th Division", "5th Division", "Rec", "Challenge", "Classic", "Comp", "OTHER", "Unknown", "Academy", "Athena", "Division 1", "Division 2", "Division 3", "Division 4", "none" or "unknown". If missing, "unknown" is assumed. "None" is again a special case used as with genders above.

Sample Division Line:

```
division>BU12-2013-7>Boys U-12>Boys>U-12>Rec
```

5. Teams

For teams, after the first column containing the word "team", the expected columns are:

- team-id
- name
- gender
- age
- class
- type
- colors
- division
- parent-type
- parent

The team id is handled like the similar column in the division data above. The play characteristics, if present, must have values as described in the division data as well. However, if the team ID is missing or fails to match, a match will be attempted based on the name and play characteristics - this combination will be assumed to be unique.

If there is no match based on team id, we will try to match the supplied name against the names of existing teams. Be careful to supply a unique name/gender/age/play class combination within the season if you are importing a new team.

If a match is found, either by id or name and play characteristics, no new team will be created, and the existing team properties like type, colors, division and parentage will be over written with the supplied data.

The supplied division is handled in the same way as it is with games. Either new or existing teams will be attached to the selected season, if not already attached. If the division is provided and matches, the team will also be placed in the division in question. If the division is provided and does not match, a warning will be issued. Committing the data with that warning will cause the team to be attached to the importing league.

The new column type are handled as follows:

- **type:** Optional. If present, it must be one of "recreational", "traveling" or "visiting". If missing, "recreational" is assumed. The abbreviations "rec.", "trav." and "vis." are also acceptable, with or without trailing periods. Note that a team with a parent that is a league other than the importing league will be forced to type "traveling" – this column will be ignored.
- **colors:** Optional. Jersey/Uniform colors - a free form text field.
- **parent-type, parent:** Optional. If missing, the team is assumed to belong to the importing league. However, if one is present, both are required. These specify that the team belongs to an affiliate of your league. Parent type is one of "club" or "league" - the parent itself can be either a YSL ID or a name -- it is matched first as an ID, then as a name. Failure to match a provided parent triggers a warning - the team is then attached to your league.

Sample Team Lines:

```
team>BU12-t271>Tom's Raiders>Boys>U-12>None>Recreational
team-header>parent-type>parent>name>type>gender>class>age>colors>division
team>club>East Side Club>Mary's Rambler's>Trav.>Girls>Class III>U-12>Red on
Blue>2654
```

6. Users

(In our system, a user is a person that can log in and who can be assigned various roles. Any time a new user is created, if they have been given an email address, they will receive an email message with their log in credentials.)

For users, after the first column containing the word "user", the expected columns are:

- user-id
- first-name
- middle-name
- last-name
- email
- phones
- address
- city
- state
- postal
- country
- role

Coaches, Players and Officials are all users, but with added data provided. In the case of lines for these specific users, the role column, if provided, will be ignored, since the data type implies a specific role. Coaches and Players MUST be imported on lines designated for the role, they cannot be imported by just specifying the role on a generic user line, since they have to be attached to a team.

- **user-id:** Optional, but **strongly** recommended. This is treated as with divisions and teams to identify a line modifying an existing user by id. If unable to match by id, we will attempt to match this field against the YSL log in user names, which are also unique in our system. If you have a unique identifier for your league users, such as game officials, coaches, league officers, etc., we strongly advise you to provide it. This will prevent our system from creating duplicate users when future imports refer to the same person.
- **first-name, last-name:** At least one of these fields must be supplied for a **new** user or an error is triggered. We do NOT try to match on supplied names.
- **email:** If this field is missing for a new user, a warning is triggered. If at all possible a valid email address should be supplied so that new users can receive their log in credentials.
- **phones, address, city, state, postal, country:** Optional.
- **role:** Optional. If no role is provided for a new user, the user will be added and attached to your league so they are visible to you. They will be able to log in, but will have no specific role assigned to them.
If supplied, the only recognized values are "president", "treasurer", "official", "official coordinator", "venue coordinator" or "other officer". If this is either an existing user or a new user, the role will be assigned to them if they don't already have it. An unmatched role for a user (but not for a coach, player, or official) will trigger a warning.

Sample User Lines:

```
user>19734>Juan>Gonzalez>juan@gonzalez.org>(555) 123-4567(h), (555) 345-6789(c)
>123 Main St.>MyTown>CA>98765>>Treasurer>
user>>>Mr. X>mister@x.com
```

7. Coaches

For coaches, after the first column containing the word "coach", the expected columns are the same as for users, with the "role" column removed and with the addition of:

- team
- title

These additional coach column types are handled like this:

- **team:** This is handled the way the home team is for a game or bye - failure to match triggers an error.
- **title:** Optional. This is a free form text field and could contain things like "Team Manager" or "Assistant Coach". If it is missing, the effective title will be "Coach". Note: the role of coach in our system has significance in that we detect "coach conflicts" - games that overlap and have teams with the same coach. If no title is supplied, or if the title contains the word "coach", the user is presumed to be a coach for purposes of conflict testing. If there is a supplied title that does NOT contain the work "coach", the user will be considered a team officer, but not a coach.

In our system, one coach or official on a team is designated the team contact. This person is shown when a user is viewing a list of teams and, if not suppressed by the league, their contact information (phones and email) is displayed. In an import, the first team official that is deemed to be a coach will be assigned that role, unless the team already exists and has a coach (not an 'other team official') that is the designated contact. If there is a team official in the import that is not a coach and there is no coach for the team, the official will be assigned that role.

All team officials imported will be configured to receive email directed at the team.

Sample Coach Lines:

```
coach>34834>Tom>Thompson>tom@raiders.org>332 Side St.>YourTown>CA>90087
coach-header>last>email>team>title
coach>Mr. X>mister@x.com>839438>Team Manager>Mr. X is not tested for coach
conflicts
```

8. Players

For players, after the first column containing the word "player", the expected columns are the same as for users, with the "role" column removed and with the addition of:

- team
- position
- dob

- reg-number
- jersey-number

These additional player column types are handled like this:

- **team:** This is handled the way the home team is for a game or bye - failure to match triggers an error.
- **position:** Optional. This is a free form text field and might contain things like "Goalie" or "Pitcher". It will appear in the team roster.
- **dob:** Optional. This is the date of birth of the player. It will appear in the team roster. The data should be in a month-day-year date format, like "10/22/2010" or "2-3-04". Dates prior to 2000 must use a four digit year.
- **reg-number:** Optional. This is also a free form text field to contain the player's registration "number". It is limited to a maximum of 45 characters. It will appear in the team roster.
- **jersey-number:** Optional. This is also a free form text field to contain the player's primary jersey "number". It is limited to a maximum of 25 characters. It will appear in the team roster.

Sample Player Line:

```
player>>Hilda>>Ruiz>hilda.ruiz29384@gmail.com>>>>>>>Mary's Ramblers>Right
Field>1/2/2009>AYSO6687698>22A
```

9. Officials

For officials, after the first column containing the word "official", the expected columns are the same as for users, with the "role" column removed and with the addition of:

- payment-username
- payment-id

These additional official column types are both provided to support external official payment systems and are optional. YSL provides reports for such systems that include these items, if present.

If not already in the system, a user will be created. In either case, the user will be given a role as official for your league.

Sample Official Lines:

```
official>200912>Flora>Gold>flora@goldfamily.org>no phone>no address
official-header>last>first>email
official>Morrison>Marvin>mmmorison3994.yahoo.com
```