



# **OOTP Fantasy Leagues**

## **Commissioners Guide**

**Version 1.0**

**Fall 2011**

## **Purpose**

This document is intended as a guide for commissioners of individual OOTP Fantasy Leagues. It is a guide to set up and manage leagues based on Out of the Park Baseball (OOTP) games. It is not intended as a guide for installing or managing an OOTP Fantasy web site. Please see the OOTP Fantasy Leagues Admin Guide for information concerning running an OOTP Fantasy web site.

## **Assumptions**

This guide assumes you are familiar with the general principles of fantasy sports and specifically, fantasy baseball. While prior participation is not necessary, an understanding of what a fantasy baseball league is and how it works is important.

## **Requirements**

1. Ownership of or membership in an active OOTP Fantasy League web site
2. Time to setup and manage a fantasy league
3. Enough owners to fill out your leagues roster

## **License**

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## Credits

**Jeff Fox** - Lead Developer  
OOTP Forums Handle: Desertfox07  
Email: jfox015 at gmail "dot" com

## Special Thanks

- **Frank Esselink** - (OOTP ID: fhombres) Author of StatsLab SQL Utilities for OOTP and concurrently Getch's Online Utilities which inspired him. My thanks to Frank for graciously allowing me to borrow from his work. Owner of the [Connecticut Nutmeggers](#) of the PEBA
- **The members of the [Planetary Extreme Baseball Alliance](#)** who helped test this utility. If you're looking for a top rate online league experience, you would be doing yourself a disservice to not consider this league. (OOTP forums ID in parens)
  - **John Rodriguez (Corsairs)** - Commissioner of the [PEBA](#)
  - Pete Grassi (peteg9699) Owner of the [London Underground](#) of the PEBA
  - Kevin Lewis - Owner of the [Florida Featherheads](#) of the PEBA
  - Michael Topham - Owner of the [Aurora Borealis](#) of the PEBA
  - Tyler Babcock - Owner of the [West Virginia Coal Sox](#) of the PEBA
  - Jim Lupin - Owner of the [Lupin Cliff Hangers](#) of the LRS
  - Bill McKenzie (tribefaninn) Owner of the [Duluth Warriors](#) of the PEBA
  - Paul Tanner - Owner of the [New Orleans Trendsetters](#) of the PEBA
  - Michael Czosnyka - Owner of the [New Jersey Hitmen](#) of the PEBA
  - Daniel DiVincenzo - Owner of the [Arlington Bureaucrats](#) of the PEBA
- OOTP Forum Members
  - Robbie Warburg (hobbitrjw)
  - William Thomas (kagnew) – RIP Bill
  - Dave Williams for the Fantasy Leagues logo
- Additional Beta testing
  - Jordan Wilson

## Support this mod

If you like this mod and would like to make a donation towards its continued development and offset the costs of development and hosting, you may do so using PayPal and my email address, jfox015 at gmail "dot" com. Any and all donations are completely voluntary and greatly appreciated.

# Creating a Fantasy League

If you are the owner of an OOTP Fantasy League site or a member of a league that allows its members to create new leagues, there are two options to create a new OOTP Fantasy League:

- Browse to **Leagues** -> **Search Leagues** and click *Create a new League*.
- Browse to **My Fantasy** -> **My Profile** (or just **My profile** if you do not own any teams) and click the *Create a new League* button.

This will launch the Create a League editor.

## LEAGUE CREATION OPTIONS

- **League Name** - The publicly displayed name of your league.
- **Description** - A brief overview of your league. If you plan to create any special provisions or maybe hand out awards/prizes at the end of your season, this is the place to advertise them.
- **Accept Public Team Requests** - Choose yes to have your league listed in the "Join a League" page available from the *Leagues* menu when your league has team/owner openings. Choose *No* to privately handle team invitations from the League Administrators dashboard.
- **Access Type** - Choose Public or Private. See [PUBLIC vs. PRIVATE LEAGUES](#) below for more details.
- **Scoring System** - Select the scoring method your league will use. See [Scoring Formats](#) below for a detailed explanation of the available scoring types.  
*NOTE:* This option is only available until the OOTP season begins after which this is a read only attribute.
- **No. of Teams** - Select the number of teams, between 8 and 12, that will make up your league.  
Be sure to pick a team count that you can feasibly fill with owners and that is a good size compared to the OOTP league you plan to play off of. A 12 team fantasy league which plays off of a 16 team OOTP league will mean less star players to go around and the likely hood of a lot of trading while an eight team fantasy league paired with a 32 team OOTP league will mean lots of good players will be available as free agents and less trading will occur.
- **Status** (Administrator Only) - Sets the league active status.

## HEAD TO HEAD ONLY OPTIONS

The following options are available only for head to head fantasy format leagues.

- **Games per team** - The number of games to be scheduled per team per scoring period. Choices are between 1 (the default) and 3
- **Playoffs begin in week** - This designates what week (scoring period) the head to head playoffs begin. The week the playoffs begin should be the scoring period that is equal to the last scoring period minus the number of playoff rounds. So if there are 26 scoring periods and your playoff will be three rounds, the playoffs should begin in week 24.
- **Playoff Rounds** - The number of round of playoffs in your league.

Fill in the available fields and click **Submit** to complete league setup. Once completed, your league, public or private, will appear in the "Search Leagues" listing. Only public league are clickable from this list and browsable by league and non-league members. Links to private leagues can be found only in the "My Fantasy" drop down or the "My profile" page of the commissioner or league members.

## **PUBLIC vs. PRIVATE LEAGUES**

There are two distinct access types for Fantasy leagues.

- **Public** - This option allows all outside visitors to view the League homepage, and browse most pages of the league site. Commissioners and owners can share links to league pages and new articles and utilize social media sharing options. The exceptions to this are:
  - All draft pages
  - Owners personal contact information such as Real Name, Email, social media links and instant messenger IDs
- **Private** - This option allows you to keep the details of your league (outside of its name, number of teams and scoring type) private. Only league members are allowed access to view any of the leagues pages and tools. News articles for private leagues do not appear in the global news lists and are not accessible via outside links or social media web sites.

## **SCORING FORMATS**

OOTP Fantasy Leagues can be created using one of four types of scoring formats.

- **Standard Rotisserie:** The most common way to play fantasy baseball. Teams are ranked from first to last in four offensive and four pitching statistical categories. Points are awarded according to teams rankings in each category. The sum of all totals determines the teams overall score and league rank.
- **5x5 Rotisserie:** The same basic premise as Standard Roto, but teams are ranked across five batting and five pitching categories.
- **Super Roto:** The same basic premise as Standard Roto, but teams are ranked across six batting and six pitching categories. Not for the faint of heart.
- **Head-to-Head: Points:** H2H Points allows you to assign point values to individual statistic categories (ex. HR=4, RBI=1, etc.) and each scoring period's winner is determined solely by which team accumulates the most fantasy points versus a single or multiple opponents. The end result is a win (1-0) or loss (0-1). This league features team schedules, league playoffs and the option to divide teams into divisions.

# Administration Overview

## Commissioner's Powers

League Commissioner's have the power to rule on all aspects of their OOTP Fantasy leagues. This includes, but is not limited to:

- League setup
- Team ownership and league membership
- Setup and Administration of the draft
- Transactions such as player add/drop, waiver claims and trades
- League infractions of the rules
- Responsibility for handling disputes that arise among team owners.

The creation of awards and prizes is encouraged to promote competition and participation amongst team owners. The Commissioner should investigate any instances of collusion before awarding prizes and it has the right to disqualify owners or remove them from the league if they so deem it necessary. The decisions of the Commissioner shall be final and irreversible.

The OOTP Fantasy Site Administrator has the ultimate right to make any necessary changes to the fantasy game and rules before the season begins.

## League Admin Dashboard

The Admin Dashboard is the central administration hub for managing the fantasy league. Here you can:

- Configure your league settings
- Manage teams and owners
- Invite and approve/reject ownership requests
- Setup and manage your league fantasy draft

Here's a look at the tools available:

### League Settings

This section lets you administrate the settings for your league.

- **Edit League Details** - Change the name and details of the Fantasy league and choose whether or not to accept public owner requests
- **Review League Settings** - Review a list of changeable and read only settings
- **League Avatar** - Change the league avatar
- **Edit Divisions** (Head to Head Leagues Only) - Edit the number and names of divisions in head to head leagues
- **Edit Teams/Owners** - Edit team names, invite and remove owners and change the

league commissioner

## General Functions

This section covers different type of league transactions that the league commissioner must monitor.

- **Pending Owner Invites/Requests** - View pending owner invitations that have been sent and also view and approve/deny public team requests
- **Pending Waiver Claims** - View a list of waiver claims submitted by league owners. Commissioners can reject waiver claims.
- **Pending Trades** - View a list of trade offers submitted by league owners. If the game is setup to require commissioners to approve a trade, the trade must be reviewed and approved here. If not, commissioners can still review and reject trade offers via this list.

## Draft Settings and Functions

This section contains functions for managing your fantasy leagues draft. More information about managing your league draft can be found in the [Fantasy Draft](#) overview.

- **Draft Settings**- Allows you to pick your draft date, choose the number of rounds, set email communication options and manage auto pick and timer options.
- **Initialize Draft** (Pre-Initialized Draft Only) - This creates the draft order and is removed once the draft is initialized.
- **Update Draft Schedule** (Active Draft Only) - This function updates the schedule of when picks are required based on the draft start time (or current time if the draft is in progress) and the time allowed per pick.
- **Complete Draft** (Post Draft Only) - Assigns the drafted players to their appropriate teams.  
**NOTE:** Once this operation is run, the draft data becomes read-only and the entire draft settings area is removed from the League Admin area.
- **Edit Draft Order** (Pre- Draft Stage Only) - Allows the league commissioner to administrate the draft order. This is useful if you wish to change the order from standard to serpentine or if owners individual negotiate to trade the order of their picks.
- **Team Settings** (Pre-Draft Stage Only) - Allows the league commissioner to administrate individual team auto draft settings. Settings can be changed per team or en masse.
- **Manage Draft** (Pre and Active Draft Stages Only) - A shortcut to the League draft overview page.
- **Use Auto Draft Bypass** - Runs a complete auto draft without any league owner or user participation.
- **Reset Draft** - Resets the draft to its pre-initialization state. While this will wipe out the draft order and all picks, it does not affect the draft settings.

## Rules

League rules are currently set by the site administrator and are not currently customizable by individual league commissioners. All standard rules can be viewed on the each individual Leagues **Rules** page.

# Running your OOTP Fantasy League

## Inviting Team Owners

Once you have your league set up, you need to fill out the team roster by inviting other to participate as owners of the fantasy teams. Owners can customize their team names and avatars, are responsible for maintaining legal lineups according to the leagues roster rules, and managing their team transactions.

Owners can be added to league in two ways:

- **Commissioner Invitation** - You can extend invitations via email to prospective owners from the League Admin screen. Choose the **Edit Teams/Owners** button. On the team editor page, any team that does not have an owner assigned will feature an envelope icon and "Invite Owner" link in place of the owner's name. Clicking this icon brings up the *Invite New Owner* page.

On this page, you enter the email address of the owner you'd like to invite. The person you wish to invite does not have to be an existing member of the site, but will be required to sign up for membership if they have not already done so to complete their acceptance of the invitation.

You can customize the message that is sent to the owners in the *message* field. When you have finished your invitation, click **Send Invitation** to send your invite. The recipient will receive the email invitation with two links. Once to accept the request and join the league for the team specified and one to decline the invitation.

Once submitted, the status of the invitation can be checked from the *Pending Owner Invites/Requests* page in the League Admin Dashboard.

- **Public Team Request** - The second invitation method is by way of fantasy league owner requests. If you elect in your league settings to [allow site members to make public team](#) requests and you have team openings, your league will appear on the *Join a League* page available from the *Leagues* nav menu option. Site members can then select your league and submit a request for a particular team. Only people who are active members of the OOTP Fantasy web site can see this list and make public team requests.

Once a request is submitted, the commissioner receives an email alert that a site member has submitted a team request. The user will not be allowed to submit another team request until the commissioner makes a decision on the pending request.

The user's profiles can be reviewed and the commissioner can choose to accept the request and grant the user ownership of the requested team or reject the request. A dialog is available to send notes to the member when denying their request. Either way, the user receives an email confirmation of the commissioner's decision. The decision is final and cannot be changed by the commissioner or site administrator.



Once a user request has been accepted, they are the team owner and can begin managing their new team. To remove the owner, you use the **Edit Teams/Owners** page.

Once a team request has been rejected, the user cannot submit another request for the same team. To allow for a user to submit a new request, the commissioner can choose to purge all previous team requests via a link under the Team Requests table.

# The Fantasy Draft

The Fantasy Draft may be the single most important event of the entire fantasy season as it is sometimes where owners make or break player is chosen and added to a team.

## Overview

The draft is broken down into three stages:

1. Pre-Draft – The time before the draft when owners can scout players, prepare draft lists and prepare any draft specific team settings. The draft date is arranged and all draft rules should be decided during this stage.
2. Active Draft – The period when owners make active draft picks.
3. Post Draft – The period once the draft completes and the admin applies picks to team owner's rosters.

## Preparing the Draft

The process of setting up an OOTP Fantasy Draft is fairly straightforward. Before the official Fantasy season begins, a set of draft specific options appear in the League Admin Dashboard. These options are explain in the [Draft Settings and Functions](#) section of this document.

To prepare a draft, you need to do several things:

- Decide on the date of your draft. This date should occur BEFORE the start of the Fantasy Season, a date which is available on the fantasy site's homepage
- Choose the number of rounds. The default is the number of active players as specified in the leagues **Rules** page. It is recommended not to draft fewer than the minimum number of active players required for a team's rosters to be considered legal and no more than the roster maximum (active + reserves).
- Configure auto drafting rules. Read each auto draft option carefully as some options could cause your entire draft to be run automatically if set incorrectly
- Configure league email settings
- Turn draft scheduling on or off and choose whether the draft processing engine should enforce the draft schedule (automatically make pick for teams that are overdue) or not

## Understanding Draft Lists

Team Owners can set up and manage pre-scouted lists of players to be drafted on draft day. These lists are guides for owners to choose which players they wish to draft and in which order. As players are picked by them (or other teams), they are removed globally from any teams draft list they appear on within that league.

**Important Note:** If for some reason the draft needs to be rolled back due to an error or mistake by an owner, draft picks that have already been used are considered used and CANNOT be restored. The drafts *rollback* feature DOES NOT restore draft lists as part of its processing of the draft, only the picks that have been made.

# Running the Draft

## Starting the draft

Once set up, the draft becomes active automatically once the start date and time have been reached.

## Acting as another team owner

League Commissioners have the ability to view the draft selection page from any owner's perspective. This includes both their draft and drafted player's lists. Before and during the draft. To do so, simply go to the Draft Selection page and in the **Act As:** drop down box, and choose an owner's name. The page will automatically refresh and a message will appear with the name and team of the owner whose information is currently loaded.

**IMPORTANT NOTE:** An action performed on the draft selection page while using the Act As feature commits that action for the user whose account is active at that time. Use caution when using this feature to edit draft list or making user draft picks.

## Managing picks via the Draft Results Page

The Draft Results page provides a number of tools for commissioners to manage the draft.

- **Skip** – (Upcoming Picks Only) Allows a commissioner to skip a chosen pick, essentially bypassing it in the draft order
- **Auto Pick** – (Active Pick only) Opens the Auto Pick Options dialog which contains several auto drafting options.  
**NOTE:** All but the *current* option below bypass and ignore all auto draft rules that are in place for both the draft and individual team owners.
  - Current Pick Only – Auto pick only the current item
  - X Number of Pick – User can enter 1 to the number of pick remaining)
  - Finish Round – Will draft until the first pick of the next round
  - Complete Draft – Will make all picks to the end of the draft
- **Manual Pick** – (Active Pick only) Opens a special player dialog that displays all draft eligible players. The commissioner can select any player and that pick is then assigned to that spot.  
**NOTE:** This function is meant the equivalent to the Auto Pick “Current Pick only” option, only allowing the commissioner to choose the player pick. It is exempt from auto pick rules and will NOT trigger auto pick or draft timer pick operations for any owners.
- **Clear** – (Completed Picks Only) Removes the pick for a slot, thus opening it up for drafting again. If this operation is performed and an auto or manual pick is not made by the commissioner, the draft will recognize this as the next spot to be drafted. Picks made by any other team until the spot is drafted again will result in an error.
- **Edit** – (Completed Picks Only) Opens the manual pick dialog allowing the commissioner to replace the player drafted with another draft eligible player. This options does not interrupt or reset any picking order, it merely updates the player chosen for that slot.
- **Rollback** – (Completed Picks Only) This action resets all picks after and including the

pick chosen to be rolled back to. If draft scheduling is enabled, the schedule will also restart with this pick.

**NOTE:** See [Understanding Draft Lists](#) for important notes regarding this function.

## Troubleshooting Draft Issues

### Completing the Draft

Once all picks in the draft have been made, a message will appear on the draft results page alerting the commissioner to the next steps required, finalization of the draft lists.

- Browse to the League Admin Screens and scroll to the **Draft Settings** section
- Click **Complete Draft** to finalize the draft and apply all draft picks to team rosters

At this point, the draft is considered completed and finalized. All draft settings will be removed, the draft results page becomes read only and all team transaction screen become active. If waivers are enabled, the initial team waiver order is generated.

# Managing Transactions

## Transactions on behalf of other owners

League Commissioners have the power to “Act As” any team owner by browsing to the team lineup page and then selecting either the Add/Drop or Trades links. Actions taken by the commissioner on these pages will be executed for the team in questions.

**NOTE:** Any transactions made on behalf of any other team by the commissioner are highlighted by a special row color in the league transactions log.

At present, there is no mechanism to remove transactions from the log.

## Waivers

Waivers are executed automatically each time a sim is processed and site administrators may choose to schedule at least one more manual waiver processing between sims if they so wish.

All waiver claims made by teams in a league can be reviewed in the League Admin page under “pending Waiver Claims”. Commissioners can choose to reject a team a particular waiver claim if they so choose from this page. If a claim is rejected, the team owner receives an email notice of the rejection and the claim is removed from the list of pending waiver claims.

## Trades

Team owners can trade players throughout the fantasy season.

### Trade Approvals

There are three approval methods for trades:

- **None** – No approval is required and trades are executed as soon as the receiving team accepts the offer.
- **Commissioner** – All trades require the Commissioners approval. A list of pending trades can be reviewed on the “Pending Trades” page. Commissioners can review, approve or reject trades.
- **League** – After a trade offer is accepted by the receiving team, it enters a “league review” period where other team owners can review the details. If they deem the trade unfair, they can log a protest. If the number of protests ever equals the minimum threshold for rejection, the trade is rejected and cancelled. League commissioners can similarly review and reject trades from the “Pending Trades” screen under this option as well.

## Creating News Articles

Articles can be created by either the league commissioner or members of the individual league. They appear on the League Home page and in the global search list. While any league

member can create news articles, only the league commissioner can edit them and only the site administrator can delete them.

You can choose from a number of options to allow users to share their stories via numerous social media site. Changing Social Media options is an option available only to the site administrator at this time...

## **Editing the League Schedule**

(Head to Head Scoring Only)

Head to Head League Commissioner's can edit their league matchup schedule from the League **Schedule** page. The entire regular season schedule can be edited up until the first sim is run. Simple click on the Edit link in the header of any scoring period to bring up the periods scoring editor screen. After the first sim is run, only games within upcoming scoring periods are available to be edited.

### **Playoffs**

Games for head to head playoff schedules are manually created by the League Commissioner. Once a league has completed it's regular season schedule, the next playoff scoring period becomes available to be edited.

*NOTE:* There are no rules that require that only the top teams in any league standings be allowed to be included in the playoffs. All matchups included in playoff schedules are at the complete discretion of the League Commissioner.

## **Season Wrap up and Rollover**

When the fantasy season ends, the site administrator will choose when to reset the fantasy site back to it's starting state. Currently, individual league records are not saved. When a new season is started, all previous fantasy data is wiped out and the database resets to the pre-season.

### **Keepers**

There is currently no automated system for keeps in the game. If leagues wish to support keepers, the league commissioner can manually assign players to team lineups before the draft to remove them from the league draft pool.

## **Closing or removing your league**

If you choose to close your league and no longer participate in the OOTP Fantasy site, you should:

- Set your league access type to *Private*
- Set *Accept Public Team Requests* to "No"
- Send a message to your Site Administrator to request your league status be changes to "inactive". This will remove it from all public league lists.
- It is the responsibility of the Site Administrator to then remove all information about your

league from the site.

## Suggest a Feature/Report a Bug

If you find a bug or wish to suggest a feature to make the Fantasy Leagues mod better, please visit either the official mod web site at

- [http://www.ootpfantasyleagues.com/fantasy/about/bug\\_report](http://www.ootpfantasyleagues.com/fantasy/about/bug_report)

## Appendix: FAQs

**Q: Do I have to own a copy of Out of the Park Baseball to be the commissioner of an OOTP Fantasy league?**

A: No. The site administrator is the only person who must own a copy of the game. Individual League Commissioners (if the site admin allows for members to create and own leagues) do not need a copy of the game to participate.

**Q: Do owners in my league have to own a copy of Out of the Park Baseball to play in my OOTP Fantasy league?**

A: No. The site administrator is the only person who must own a copy of the game.