



VIA ELECTRONIC MAIL

MEMORANDUM

October 1, 2013

P.O. Box 6222

Indianapolis, Indiana 46206

Telephone: 317/917-6222

Shipping/Overnight Address:

1802 Alonzo Watford Sr. Drive

Indianapolis, Indiana 46202

[www.ncaa.org](http://www.ncaa.org)

TO: NCAA Divisions I, II and III Sports Information Directors.

FROM: NCAA Statistics Staff.

SUBJECT: 2013 Schedule and Roster Collection for Men's and Women's Basketball.

The NCAA statistics staff is preparing for the 2013-14 winter season and needs your help completing the essential information for your teams.

The first step is to collect schedules for the sports listed in the subject line above. Using the attached instructions, please log into the statistics webpage at <http://web1.ncaa.org/stats/StatsSrv/login> and provide the complete 2013-14 schedule for men's and/or women's basketball.

Please submit your completed schedules no later than **5 p.m. Eastern time on Friday, October 18**. This will allow sufficient time for editing schedules so they are ready for the first contests.

Included in this communication are instructions for uploading your schedules through both Presto Sports and Sidearm. Once the upload process is complete, please visit your team's page (which is the same page that is used to upload XML files) and confirm that the schedule was uploaded correctly. Note: The sports contact information is **NOT** automatically uploaded in the Presto or Sidearm system, so in order for the stats department to communicate with the proper person during the season with any questions regarding the national statistics or score reporting, please make sure to update the schedule portion of the statistics website with the name, email address and phone number with the proper contact.

Finally, please remember to update the rosters for the listed sports your institution sponsors. Detailed instructions are attached. The roster should be completed before your team's first contest is played for that sport. If needed, you can make additions, uniform number adjustments, and more as the season progresses. **Please note: Only your schedules are due on October 18.** Later this season, institutions and conference offices will receive details about reporting statistics and viewing results during the season.

National Collegiate Athletic Association

*An association of over 1,200 members serving the student-athlete*

Equal Opportunity/Affirmative Action Employer

Below is the contact information for the statistics staff assigned to men's and women's basketball. Please contact any of us with questions, comments or concerns.

**STATISTICS LIAISONS FOR MEN'S AND WOMEN'S BASKETBALL**

<b>Division I Men's</b>	Gary Johnson	317/917-6139	<a href="mailto:gjohnson@ncaa.org">gjohnson@ncaa.org</a>
<b>Division I Women's</b>	Phil Pierce	317/917-6976	<a href="mailto:ppierce@ncaa.org">ppierce@ncaa.org</a>
<b>Division II Men's</b>	Jeff Williams	317/917-6138	<a href="mailto:jswilliams@ncaa.org">jswilliams@ncaa.org</a>
<b>Division II Women's</b>	Jenn Rodgers	317/917-6109	<a href="mailto:jrogers@ncaa.org">jrogers@ncaa.org</a>
<b>Division III Men's</b>	Sean Straziscar	317/917-6122	<a href="mailto:sstraziscar@ncaa.org">sstraziscar@ncaa.org</a>
<b>Division III Women's</b>	Matt Holmes	317/917-6385	<a href="mailto:mholmes@ncaa.org">mholmes@ncaa.org</a>

Please share this information with others on your staff as necessary.

MEF

Attachments

cc: NCAA Divisions I, II and III Conference Sports Information Directors  
Selected NCAA Staff Members