INSTALLING PREMIER MANAGER 98 FROM WINDOWS® 95 VERSION ONLY

1. Insert the CD-ROM into the CD-ROM drive, picture side facing upwards.
2. The installation program will automatically load. If the installation program does not load straight away, double click on the My Computer icon, locate the CD-ROM and double click on the CD icon, the installation program will now start.
3. Follow all the on screen instructions, click on the NEXT button at the bottom of the window, to proceed onto the next stage of the installation.
4. When instructed you will need to select a drive to install the program onto. If you wish to change the destination drive and directory for your installation, firstly click on the BROWSE button, then locate the correct drive to install the game to, for example d:\Premier Manager 98. Click on NEXT, when you have located your preferred destination.
5. At this point you must select which type of Install you require. Click on the button next to either Typical, Compact or Custom. Click on NEXT to continue installation.
6. The game will now install onto the chosen destination drive. Follow the on-screen instructions until the installation has completed the operation.

RUNNING PROGRAMS FROM WINDOWS® 95 VERSION ONLY

1. To run the game concurrently with Windows® 95 you can either select the Premier Manager 98 program from the Start menu or click the icon called PM98.EXE which can be found in the directory that you specified when installing the game. As this runs the game with Windows® 95 running in the background it is a good idea to have as few applications running as possible.
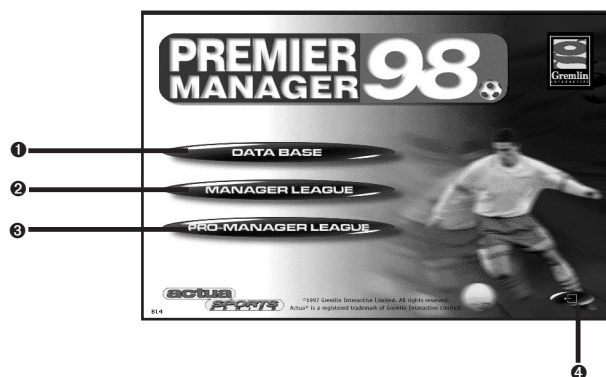
Windows is a registered trademark of Microsoft Corp.
Please see the READ ME file supplied on the CD for any changes not contained in this manual.

Main Menu

Once the game has been installed this menu screen will be the first screen you see when you run the game. From this menu you can select the following options:

1. Database 2. Manager League
3. Pro-Manager 4.Exit

❶ Database

Any manager worthy of managing even a third division club needs to know more than just how to pick a squad or how to balance the books. Experience, Knowledge and Information are essential (as well as large amounts of money!!!), this Database will provide you with the knowledge and information you'll need, you can even update this information yourself to keep it on the ball.

Select the Database by clicking on the Database menu bar on the Main Menu. You will then be presented with the Selection screen, from this screen you have a number of selectable options:

The Teams
Select the Division you require by clicking on the appropriate Text Tab and then highlight the kit of the club you want (if you're not that hot on identifying kits, the clubs name will be displayed in the bottom right of the Team window) and clicking once to select. This will take you to the selected clubs information screen, here you'll find all the clubs data.

To view the current squad click on the Squad button. This will display the Club's squad divided into goalkeepers, defenders, mid-fielders and forwards.

To view the clubs past honours click on the Honours button. This screen displays a summary of the statistics of the Club's league history and the titles gained in other national and European competitions. Below your Clubs strip is a Compare button, click on this and then highlight and select another Club to compare honour statistics against.

Click on the Prev. 10 Years button to view a graph mapping your Clubs position in the leagues over the last 10 years. You can also select up to another 3 clubs to compare your statistics against. Click on one of the three available Compare buttons and then highlight and select another club to compare against.
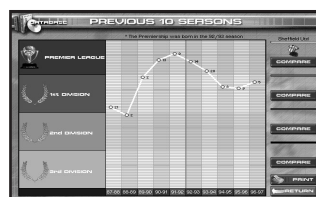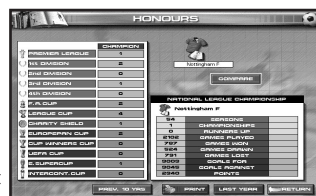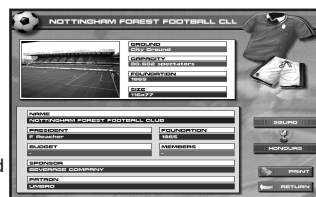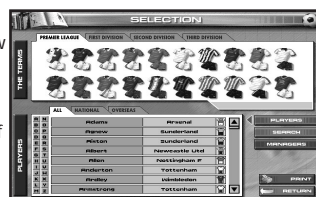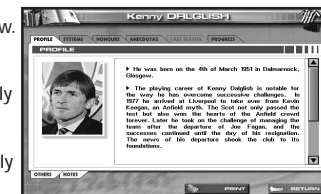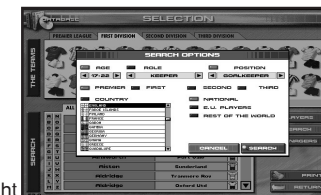
Players
All the players are listed in alphabetical order, you can select to display All, National or Overseas players by clicking on the appropriate Text Tab. To toggle to a certain letter, click on one of the letter buttons on the left of the players panel - or use the scrolling arrows or bar to find the player you want. Once you've found the player you want, highlight and select to go to the player profile. Here you will find Personal data on the player as well as a Profile, Technical Characteristics, Honours List, Career, Anecdotes and Last season. You can also make your own notes about the player by selecting Notes, select one of the available page numbers and then click on the page to start typing.

Search
The Search button allows you to search for players that match the criteria you set. Use the arrows to toggle forwards and backwards through the players Age, Role and Position. Click on the Field Selection buttons (red indicates selected) to select the areas you wish to search. If you wish to narrow down the search to a player of a specific nationality, firstly highlight the Country button, then select a country from the list provided. The players that match your search criteria will displayed in the Search window.

Managers
Click on the Manager button to display the Manager list, this works exactly the same as selecting a Player. Current displays all currently employed managers, whilst All lists both employed and unemployed (currently available - the team name will be faded to indicate that they have recently left) managers. The information available on managers is as follows: Profile, Systems, Honours, Anecdotes, Last Season and Progress.

❷ MANAGER LEAGUE

Highlight and select this option to Manage any club in any of the available leagues.

❸ PRO-MANAGER

If you select to play as a Pro-manager you will have the chance to take on one of the offered lower division teams with a set objective for you to achieve as a manager.

❹ EXIT

Click on this button to quit the game.

Throughout many of the screens available in Premier Manager 98 you will find available a Print Button (Pro-Manager and Database only) and/or a Return button. Clicking on Print button will (if you have a printer connected!) print out all the information shown on the screen. Clicking on the Return button will always return you to the previous screen.

Select Level Menu

This menu allows you select the level of managerial involvement you have over your selected team:

Trainer

If you sign on as a Trainer you control only the team, this means you only have control over the Line-Up and Tactics. Transfers, Players Contracts, Staff, Finance, Board Room and Ground are all looked after by the computer. Leaving you free to concentrate on the Squad and the Tactics - ideal for beginners.

Accountant

If you're not too hot on the tactics, select Accountant for automatic tactics and squad selection. You can still make the changes you want to the team but injured or banned players will be automatically replaced.

Manager

Select this option for the benefit of automatic contract renewal, everything else is down to you.

Total

Means total!! You control everything.

To select an option, highlight the one you require and press the left mouse button.

Players age

Clicking (visible tick mark means selected) on the Players Age box will make the players age in real time, meaning that as you play through the seasons your players will age and eventually retire. Leaving this box unselected means the players will all remain at their current age regardless of how many seasons you play.

Clicking on the Load Game button will enable you to load previously saved games, see Saving and Loading for more information.

Enter Your Name And Select A Team

Once you've selected the type and level of the game you require you'll be presented with the following screen:

Before you can select a Club each manager must enter their name, up to 20 (8 in Pro-Manager) players can play at any one time. Once you've entered your name select which division you want by clicking on one of the four Division buttons and then highlight and select the kit of the Club you want to play. Once selected, other players can enter their names and select the Club they wish to manage, however, only one player can manage a single club at any given time. Now click on the Continue button to start the game.

Clicking on the Delete button will delete the previously entered manager.

Clicking on the Load League button will enable you to load previously saved games, see Saving and Loading for more information.

Pro-Manager Offer Selection

If you selected to play as a Pro-Manager then you're in for a tougher time. Under Team you'll notice the Managers Bar, click on this and you'll see a list of previously entered manager names (if you haven't played any games you won't be able to select this option), you can then select a name from the list instead of typing one in every time you play. Once you've entered your name the Managers Bar will change to Offers. Click on this to reveal all the clubs willing to offer you a job. To reveal more information on the club click on the Arrow next to the clubs name. You'll also see listed on the far right the Objective set for you by each club. Select a Club by highlighting it and clicking on their name.
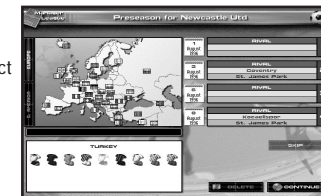
Select the Delete button to delete the last team selection. Once all the selections have been made click on Continue to start to play.

Clicking on the Load League button will enable you to load previously saved games, see Saving and loading for more information.

Once all the selections have been made click on Continue.

Preseason

Before you start a season you have the option of playing up to four 'friendly matches' against any club in Europe and South America. To select a club from the four leagues click on the England flag, four buttons will then appear, as with selecting a team, click on the league you want and then on the club's kit. To select any other country and club in Europe simply click on the desired flag and then select the kit of the club you want. To play South American teams click on the South America button and select a flag and then a kit.

You don't have to play any Preseason matches if you don't wish, click on the Skip button to skip through the four Rival slots. To delete the last selection click on the Delete button.

Once you've made your selection, the Continue button will become selectable, click on it to start the season.

Cup Draws

Chances are that at some point in the game you may qualify for one of the cup matches, when you do the following screen will be displayed. The draw will be done as all the traditional draws are done, each team will have a numbered ball to be drawn. If you can't stand the tension, click on the Finish button to display the results of the draw. If you place the mouse pointer over a clubs name (once the draw has been made), the details of the match will be displayed in the bottom left of the screen.

Click on Continue to go to the Manager Menu Screen.

Manager Menu

Ok you've selected your options and are ready to start a new season. From the Manager Menu screen you can access all areas you need to manage the club successfully. To choose an option highlight it and click on the left mouse button.
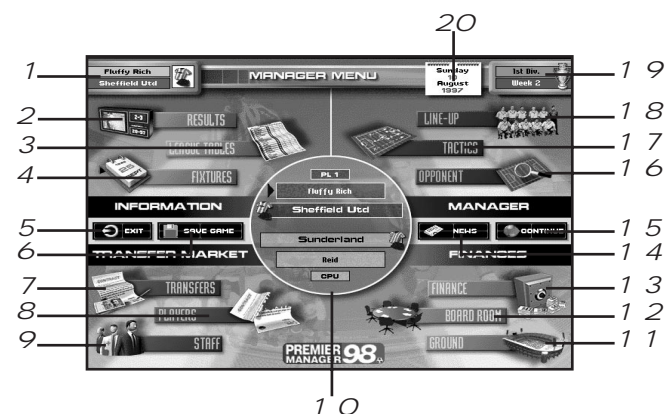
1. Displays managers name and club. 2. Results screen. 3. League Tables screen. 4. Fixtures screen. 5. Exit. 6. Save Game screen. 7. Transfer screen. 8. Players screen. 9. Staff screen 10. Next match display. 11. Ground screen. 12. Board Room screen. 13. Finance Screen. 14. Newspaper screen. 15. Continue. 16. Opponent screen. 17. Tactics screen. 18.Line-Up screen. 19. Division/Cup display. 20. Current Date display.

LINE UP

All the players who form your squad are displayed here. You should choose the starting eleven and five more players (you can only have three if you're not managing a Premier club) to occupy the substitutes' bench. By default you will find a 'current' line-up for each team, although it is very easy to make changes to it, highlight the player you want by clicking on him once with the left mouse button and then click on the player to be substituted, both players will then change positions.
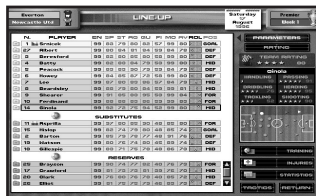
The players data can be displayed in two different ways:

Parameters
You can see each players stats (click on the Parameters button), N (players number), FLAG (if the player is not from the European Community), PLAYER (players name), EN (energy), SP (speed), ST (strength), AG (aggression), QU (quality), FI (fitness), MO (morale), AV (all of his parameters combined), ROL (diagram with his normal position on the field) and POS (position played, when a player is highlighted, this may change to a number, this is the number of disciplinary points the player has). This method of display is very comprehensive and allows you to study each player more closely.

Rating
You will see his file displayed as N (players number), FLAG (if the player is not from the European Community), STARS (players average displayed using stars), his playing role displayed as text, AV (all of his parameters combined), ROL (diagram with his normal position on the field) and POS (position played). This method provides an at a glance review of the players stats.

On the right of the screen will you see the Pitch Display showing the tactical distribution of the players (which can only be modified from within the Tactics screen) and, above this field, a space for the technical description denoted with stars of the player that you are pointing to with the mouse cursor. If you highlight a player and then move the mouse pointer over another player you will be able to compare the highlighted players data with the player under the point, which will be displayed on the right hand side in light blue.

Player File
By clicking on one of the small Folder icons at the left of your players names, you can obtain access to their personal data file. Here you will find all the data about a player which will be of interest to you as a manager: personal data, the team he belongs to or if he is on loan, technical characteristics summed up in his parameters and all the details of his contract with the club and the clauses included. This information is very important for the smooth running of your squad. A Players file is available for every player in the game and should be used to review your players status, for example there is no use in signing or renewing a contract on a 45 year old player..is there Chesterfield!!!!!
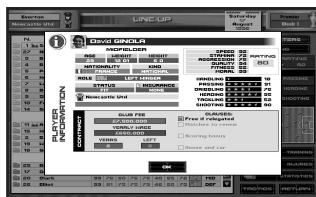
From the Line-Up screen you have access to TRAINING (to oversee the training of your players), INJURIES (to see what type of injuries, the treatment and to take out an insurance policy) and STATISTICS (to see all the figures for the season).

TRAINING

By means of specific training carried out by specialist trainers you can increase the fitness, handling, passing, dribbling, heading, tackling and shooting abilities of any one of your players, as well as improving their form or their general attributes such as speed, stamina, aggression and quality abilities.

To do this it is essential to hire specific Trainers for each area beforehand (see Staff). Once on the books, and depending on their rating, they can train more or less players at the same time but only in their speciality, although the general training sessions can be taken by any one of them.

To establish a specific training session, click on the name of the player to be trained. In the upper right part of the screen his parameters will appear lined up. Select the attribute that you want to improve from the available list on the right. If some of the buttons are not selectable, this is because you don't have a trainer in that field or because your trainer is already training the maximum amount of players allowed. Once a training method has been selected for a player a small icon will appear on the far right hand side of the players name indicating that the player is being trained.

To cancel a players training, highlight the players name and click on the training type button being used. As the weeks pass, you will see the player improve until he reaches his upper limit. The players previous rating will be listed under 'last' and his improved ability will be listed under 'AV'. If you don't withdraw him from the sessions the player will continue to maintain his improvement. If you do withdraw the sessions, his performance will fall back gradually to its original state. Training sessions should be checked throughout the season and started again at the beginning of a new season.

In the lower right part of the screen you will see a list of the Trainers you have on your books and the number of players that they can coach individually and as a total.

If you are a total slacker you can click on the Auto button and the computer will select most of the training sessions for the players.

The Tactics button will take you to the Tactics screen. Click on Return to go back to the Line-Up screen.

INJURIES

Highlight and select the Injuries button from the Line-Up screen for the treatment of injured players. When a player suffers an injury it is displayed on this screen, in the line corresponding to his position (goalie, defender, midfielder, or forward).

To be able to treat the players it is necessary to have a physiotherapist on your books, if you haven't got one - hire one now! The rating of the physio (denoted with stars) will determine how many players he can treat at the same time and the recuperation time needed for injured players to return to full fitness.

If you already have a physio, you only need to click on the treatment button (red cross) for him to start treating the player, which will noticeably reduce the number of week's convalescence than if the player hadn't been treated by the physio.

The list of injured player(s) offers us in the first instance the type of injury that the player has incurred. Then we can see the number of weeks until full recovery, if the injury needs hospital treatment or not, the total price of the treatment, the type of insurance that this player has and the final cost, a figure obtained by subtracting the compensations paid out by the insurance policy from the total cost of the treatment, if the player has insurance.
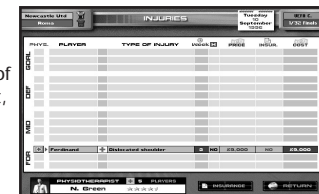
From this screen you can access the INSURANCE screen, where you can take out the insurance policies for your players (you can't take out a policy on a currently injured player until his convalescence period is over).

INSURANCE

This screen shows the Insurance Policies that you have taken out for your players and allows you to take out new policies, cancel policies or change existing policies.

For each player you have the data concerning the type of insurance policy (if you have a policy at all) and the monthly cost for the club.

To take out an insurance policy for a player, click on the corresponding button and an information window will appear with the three possible types of insurance:

Group 1
Costs 3% of the monthly salary of the player (or a minimum of £200 per month) and compensates the club in the case of an injury to the player with the payment of the player's salary.

Group 2
Costs 5% of the player's salary (or a minimum of £500 per month) and, as well as covering the player's salary it also covers the costs of any treatment.

Group 3
Costs 8% of the player's salary (or a minimum of £1000 per month) and, as well as covering the player's salary and his treatment, it compensates the club with a quantity of money in the case of injury to the footballer.

Once you are familiar with the insurance policy terms you can select each policy manually by clicking on the Insurance Arrow with the left mouse button and selecting one of the four available options for each player and then selecting OK to confirm. Or you can click on the Arrow using the right mouse button to toggle (continue to click) through the four options for each player, this method is much faster but make sure you don't go over budget.

STATISTICS

All the statistics of your best and worst players can be analysed during the course of the season using this screen.

The abbreviations, from left to right, have the following meanings: MP (matches played), MIN (total minutes played), MoM (man of match awards), G (goals scored), SHOTS (shots at goal, achieved/attempted), PASSES (passes made, successful/attempted), TAC (tackles made winning possession/attempts), S (saves made by goalkeeper), YELLOW CARD (number of yellow cards), RED CARD (number of red cards), RED CROSS (total number of weeks the player has been out injured).

In the lower part of the screen the totals can be seen: the best indicator of the team's total performance.

The statistics are accumulated over all of the games played by the team (including all the competitions that the team plays in), and the figures are revised every new season. The last button on the Line-Up screen is the Tactics button this will take you directly to the Tactics screen.

TACTICS

From this Screen you set up the team's tactical distribution on the pitch.

Every player has three elements on the football pitch which can been seen on the Pitch Display

Defensive position, represented by a circle, Attacking position, represented by a dark green arrow, and Operation area, which is only visible when a player is selected in the line-up with the cursor or on clicking on his position in defence or attack. Changing the team's established default tactics is as easy as clicking on the different defensive and attacking positions of the players and moving them, dragging them with the mouse, until arriving at the desired point.

The operation areas are modified, once a player is activated, by dragging the arrows on the corner of the box. To see the whole pitch without any player activated, press the right-hand mouse button while pointing at any point outside the Pitch Display.

The Roles

Every player always has a role assigned to him on the pitch. Many players are multi-faceted and, therefore, able to carry out different roles at different times, but any given player can only be assigned one role at a given time.

In the upper right part of the screen you can see the role that every player has by default. To change, just click on the small arrow to the left hand side of the players POS . A window will now open displaying all the existing roles: select the one you want and it will automatically be assigned to the player.

The role in yellow that you can see is the one the player has by default. Those that always appear in white are the ones the player is able to develop to thanks to his multi-faceted nature. The rest do not correspond to the real qualities of the player and therefore, if you chose them, the footballer's morale will fall and he will not perform as well on the pitch.

You will also see that the players' morale drops even when you assign him a role corresponding to his qualities, but then force him to play in a position not suitable for this role. You can't ask a sweeper to carry out his role if his attacking and defensive positions are in rival territory, as in this position he is not actually playing as a sweeper.

Predefined tactics

On clicking on the Predefined Tactics button a window opens with the most popular footballing tactics. Choosing any one of them will organise the players on the pitch according to this distribution, making tactical changes for different opponents easier for people less experienced in the art of tactical football.

Load and save tactics

The option of saving and loading tactics allows storage and usage at any time of different tactics for every type of confrontation, without needing to redesign them. This is useful as the preparation of a new tactic can take a long time, above all, it should be done conscientiously, taking into account all the elements and placements of all the players.

When Saving, give it the name that you think most appropriate, click on one of the available Tactics slots, name the tactic and then click on Save. Your manager's name will also be saved with the new Tactic. To load a tactic, after selecting the Load button, choose the tactic that you want and then click on the Load button.

Team Tactics

This screen allows you to change the 'style' of game your team plays. To change the style of play click on the appropriate boxes or click on the Plus button to increase/decrease the percentages. This can be changed as often as you want and you may want to change this in conjunction with your formation depending on who you are playing and how well you are playing.

The Line-Up button takes you back to the Line-Up screen. The View Rival button to view your next opponent.

OPPONENT

Using this screen you can 'spy on' your next opponent. Line-up, tactical systems, defensive and attacking positions of the players, regions where they operate are all available. Everything about the team you will soon be playing against is displayed here. This information is in accordance with the report handed to you for every game by your Assistant Manager, the man responsible for travelling to watch and analyse your rivals. Therefore, to obtain this information you will have to hire an Assistant Manager.

The rating of the Assistant Manager (denoted by number of stars) is also very important. The completeness of the reports on your opponents will depend on his rating. The Assistant Manager is a financial outlay that is often necessary in order to win.

This screen also gives direct access to the rivals tactics enabling counter measures to be taken quickly and thus allowing you to counteract the tactics of your next opponent.

FINANCES

This is an essential screen if you don't want to lose financial control of the team for which you are responsible for.

On entering, by default, you will find the Incomes and Expenses combined (Inc+Exp) screen displayed, allowing you to view the balance of your accounts at a glance. To go into more detail you have the following options accessible by clicking on the appropriate buttons at the top of the screen:

Income

A full break-down, with all the possible sources: ticket sales, sponsor boards and shops, TV money for all the competitions in which you are playing, income from transfers or players on loan, possible compensations for group 3 insurance policies (which include indemnity) and the money raised from taking out a bank loan. The grand total is also displayed as well as the current and previous weeks Inc.+Exp.

Expenses

A complete break down: players' contracts, contract cancellation (which always has an indemnity clause), players' salaries, bonuses, incentives and players' insurance, hospital costs for certain injuries, staff salaries, work done on the ground, fines and credit repayments. You can always study all these incomes and costs on a week by week basis or as a total accumulated during the course of the season, according to which button you choose in the top right hand part of the screen. And in the weekly income, you use the arrows to go over any inflow or outflow of money from the treasury in the previous weeks from the start of the current season.

Per Week Or Per Season

Per Week
This allows you to view the evolution of your economic situation during the course of the season to be analysed week by week at a glance. The costs appear in the part with a yellow background and the income in the part with the blue background.

The lower part of the screen shows us the total balance income-costs for the current week and for the previous week.

Per Season
Use in conjunction with the Inc.+Exp, Income or Expense buttons to view at a glance the seasons financial details.

THE BOARD ROOM

From this screen you receive an evaluation of your work as a manager, ask for bank loans and set the incentives for your team:

Loans
You can ask for up to 4 loans at the same time and there is an upper limit of about 2 years to repay them. To ask for them, click on one of the slots in the Apply for Loan area. A small window will open in which you can set the amount of money required and the number of years (only 1 or 2) in which you want to schedule the repayments. The amount of each loan asked for will always be limited by the real income of the team which you are managing.
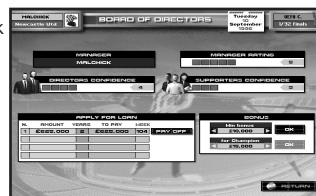
Once the loan is agreed, at the side appears a Pay Off button. If you click on this you will cancel the loan automatically although, of course, returning it all with a small interest payment on top of this.

Incentives
In the right hand part of this screen there is a space for setting the players' incentives. There are two possibilities: by game or by objective. The incentives for a game can provide motivation for your players for a particular game and you only pay them if your team wins the match.

The second incentive is for the objective the directors have set for you at the start of the season. This gives a special motivation to the players for the whole of the season, which is reflected in an increase in morale throughout the team. Once fixed it can not be withdrawn, although at certain times it can be reinforced with an incentive for a game mentioned earlier.

Note: The amounts fixed are always overall values applicable to the whole squad and are not for individual players.

Manager Evaluation
The top part of the Board Room screen is dedicated to an evaluation of your performance as a manager, which is always on a 0 to 10 scale. On the left-hand side you will see the evaluation of the directors, who take into account not only your sporting performance and the position of the team in the league table but also the economic running of the club, which if it is not good, will cost you your job.

Note: Relying heavily on loans also makes the directors evaluation of you drop.

On the right, the general evaluation and that of the supporters, also on a 0 to 10 scale. This, in contrast to that of the directors, will be more closely related to the position in the table and the players you have signed, and takes less account of a possible bad economic situation at the club.

TRANSFERS

As soon as you enter this screen you will have in front of you a list of players who have been declared transferable by their teams. All UK league players are included as well as players from all the European and South American leagues, so you have a wide choice.
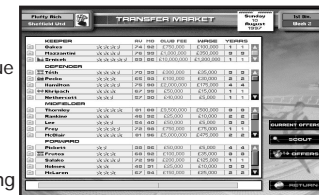
To the left of each players name you have a small Folder icon, which will give you access to personal data about the player by clicking on it. Clicking on his name will display an information window showing all his contract details (as they are transferable players their teams make things easier) and the following options:

To make an Offer
To put in an offer, you have to first set the amount of money you are going to offer the player's current team. Then the sum he will receive a year as salary and the number of years he wants to sign for. And lastly the clauses are as follows:

Free if relegated
With this clause the player is free to leave the team without any compensation if the team is relegated. It is risky, but this clause often attracts great footballers to sign for lesser teams.

Automatic Renewal
This clause is only active when the contract is for just one year, as it allows for the renewal for another year provided that the player plays in a certain number of matches. Therefore, offers of several years do not make much sense. And if the player reaches the number of games agreed upon, the contract is automatically renewed for a season with the same economic conditions.
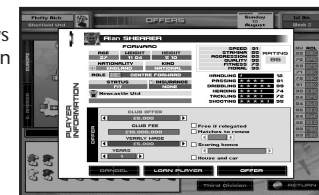
Goal bonus
A clause which is only valid for any player as well as the players whose mission it is to knock in goals. The bonus fixed in this box will be paid completely for every goal scored, although the forwards maximum motivation in every game is also assured.

House and Car
This supposes an extra cost, but may be decisive if a player is to choose your offer and refuse another of a similar economic value.

Once the club's offer to the player has been fixed, and the relevant clauses established, click on the Offer button. Both the footballer and his club will study the offer and give a reply in a short space of time, although for a transfer to take place it is necessary to have convinced both parties, the team with the money offered, and the player with the club offer, money earned, years of contract and the clauses included.

Ask for a player on loan
To ask for a player on loan it is not necessary to decide on amounts of money in any of the boxes. Just press the Loan Player button, a window will open asking you how many weeks you want to loan the player for, select the amount and click on OK.

All the player loans work in the same way and, on asking for one, the procedure is always the same: if the loan is decided upon, the player's new team will take care of his pay until the loan is up. In any case, to bring a player who regularly figures in his teams line-ups to your club is pretty difficult and if your team is a Premier team you cannot loan players from other Premier clubs.
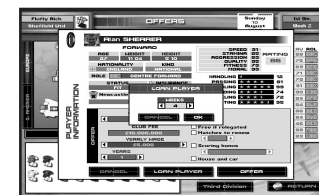
Current offers
Once an offer has been made for a player, the Current Offers option will become available from the Transfers menu. This screen will detail any offers for the current week, including details about the players and the offers made. Up to five offers can be placed at any one time.

SCOUT

The first step is to hire a Scout onto the clubs staff. Once on the clubs books, this screen will be active when you open it.

The procedure for looking for players is really easy. The areas of the search which interest you have to be activated (by clicking on them) and, once set, press the Search button The search areas are as follows:

Age: Age of the player required.

Quality: Refers to the overall average for the parameters of the player.

Position: Goalkeeper, defender, midfielder or forward.

Role: Goalkeeper, right wing back, playmaker, centre forward... A way of making truly specific searches to cover the needs of the team.

Price: To fit in with the economic possibilities of your bank balance.

Premier, 1st, 2nd and 3rd Division: The scout will only look in the categories activated.

EEC.: To look throughout the EEC for players.

Non EEC.: To search for players anywhere in the World.

Players without a team: Players currently without a team.
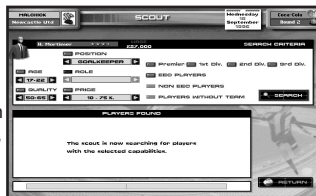
These are the search areas available, although not all scouts are capable of carrying them out. Depending on the scouts rating you can or cannot activate certain areas, although, of course, a good Scout will demand more money a year it is worth investing in one. Once the search has been put in order the Scout will begin his work, informing you via a message when he has a list of interesting players ready with the corresponding technical search data you set for him.

The players found by the scout will appear in the space reserved in the lower part of this screen.. The data that the scout offers you about every player is: AV the average of his technical parameters, MO the current morale of the player, the cost for the club fee, his annual salary, the number of years on his contract with his current club and the number left to run.

On clicking on the players name a window will open allowing you to make an offer to try and sign the player.

OFFERS

This button allows you to make an offer for any footballer in Europe and South America without them needing to appear on the transfer list.

As soon as you enter into the screen you will find the shirts of the 20 teams of the Premier League, although by just clicking on the corresponding buttons you can access the First, Second and Third Divisions. The map of flags gives you access to the European teams and, if you click on the Button for South America, there will appear a map with the various Latin American countries which also have teams in Columbia, Chile, Brazil, Paraguay, Uruguay, and Argentina.

Once you have chosen the country, in the lower part of the screen you will see the shirts of the teams. To find out which team a given shirt corresponds you only have to place the cursor over the shirt using the mouse pointer.

If you click on a shirt, the teams player data will appear in the top right of the screen. Select the player that interests you and, on the contract window, make an offer both to the club and to the player, or ask for the player to be sent on loan if this is what interests you at this point in time.

Both his team and the player will study the offer and either one can refuse it if they are not convinced by it. It is necessary to take into account that it is a lot harder to get the club to accept an offer when you are trying to 'steal' a player than when you are signing someone who is on the transfer list.

PLAYERS

From this screen you control all the Contracts, Transfers and Sackings.

On this screen you will see a full squad listing, complete with the following data: AV average of parameters, MO morale, LOAN if he is loaned to another team or not, SAL salary which he receives annually, Years for which he signed the contract and then the Years remaining until the contract runs out.
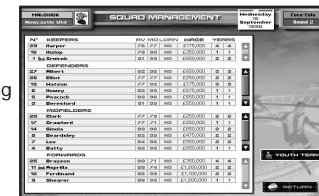
When you highlight and select the player, a window opens with all his personal and technical data in the upper part, and all the details of his contract in the lower part. You now have the following options:

Renew

Clicking on the renew option, the upper part of the screen becomes a box where the data for the new contract you want the player to sign can be introduced. Make the money offer, and the years of contract that you consider correct, fix the clauses that you think will make him want to accept the offer and click on the Offer button. While you are awaiting a reply from the player, the Squad Management screen will indicate that the offer has been made. To quit without making an offer select Cancel. Shortly after making the offer the player will tell you whether he has accepted the offer or not.
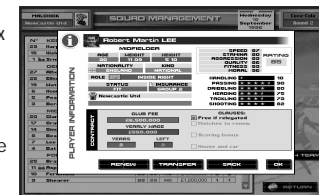
Transfer

If you select the Transfer option you will put the player on the transfer list and the player will be considered transferable. While the player is on the transfer market, the Squad Management menu will indicate his current status with the word "Market. If there is a team interested in signing him you will quickly receive news of this. To take him off the transfer list you just have to click again on the Transfer button.

Sack

Selecting this option means you automatically sack the player, which, of course, brings with it a compensation cost, which will always be a percentage of the annual salary multiplied by the number of years of contract remaining. You will be asked if you are sure you want to go through with it, select either Yes or No.

Youth Team

Also on the Squad Management screen is the Youth Team button, click on this to go to the Youth Team screen, by default, the youth squad of the club does not have any players although there is a simple procedure to acquire them.

The Youth Scout

The required condition for having a Youth Team is that you have to sign a Youth Scout. The youth scouts are experts in footballing basics who travel throughout the UK and even throughout Europe looking for promising young players for a possible future in your first squad. After hiring a youth scout onto your staff, the youth squad starts to operate. The scout needs to be given areas to search. The possible options are: handling, dribbling, tackling, passing, heading and shooting. Click on the areas you want him to search and then click on the Search button, his ability to search all the areas is down to his rating.

The areas you mark will guide the scout in his search amongst the dozens of schools and youth teams, which he will 'spy on' in his quest to find you the best young players. If you choose Passing, he will look for a good passer. If you select shooting, he will look for a good shooter, etc. You can if you wish combine the search parameters looking for a wider range of multi-talented players.

When the Youth Scout has found a Player, you will be notified by an appropriate message. When you go back to the Youth Team screen, you will see a player(s) listed in the Players Found box. Clicking on the players name will open a window which will allow you to make an offer of a contract for the trainee footballer. If the player accepts he will be added to the Youth Team and be placed under the care of the Youth Team Manager.

Youth Team Manager

The task of the youth team manager is the development of the young promising players that have been found by the youth scout. Once the player has joined the team you can click on his name to view his personal data. If you have a coach on your books, you will be able to choose to train him, and the player's parameters will start to increase until reaching their maximum.

When a player is being trained he is shown with a different background (yellow). The youth coach will tell you when the footballer is ready to make the jump into the first squad. When this happens, click again on his name and then by pressing the Promote button, you will place the player in the first squad. When the Player is ready you have two options you can continue to train the player in the hope that he may improve his rating or to promote him to the first team. The rating of the youth coach is also important. The higher his rating, the more players he can train at the same time and the less time he will need to bring them to their maximum level.

GROUND

From this screen you will have to take the numerous decisions relating to the football ground, from any renovation work to setting the turnstile price. In the top right you will always see a picture of your ground and the current data on the capacity, parking places and state of the pitch.

Match day

Provided that your next game is at home this option will be active. It is used to set the entry price and the Sponsor boards that surround the pitch, something which is hard to get right, as each opponent and their position in the table will make the games more or less attractive for the public. So, setting the maximum entry price can often be detrimental, although setting the price too low can mean you lose money if the game is interesting. The decision is yours.

Another option with Match Day is to accept an overall offer for the Sponsor boards in your ground for a whole season. This option assures you of a guaranteed income there and then, which is an advantage, although it also represents less money than you would earn doing it on a weekly basis if the team is well-placed in the table. Once again, the decision is yours.

Improve

Clicking on this icon brings us to the ground renovation box, which has the following variations:

Seats

Increase the grounds capacity, three options. 4,000, 8,000 or 12,000 seats, only one of these can be chosen at a time. The price and the number of weeks the work will last are shown. To start, put a cross in the box of the desired option.

Car Parking

Making it easier for the supporters to arrive at the ground will mean that they come more often. You can see this for yourself by building car parks on adjoining land. You can place up to four underground levels at every corner of the ground. Each level has 500 spaces. You cannot start to build a new level until the old one has been finished.

Facilities

A whole host of options and all with a clear-cut use: avoiding fines from the Federation or UEFA when playing in certain competitions, as the ground must meet the minimum security requirements. You will be able to improve the ground's floodlights, the scoreboards, the access points to the ground and even install under-pitch heating. In all of these options the price for the job is always shown and the number of weeks it will take.

Note: You can only upgrade a facility when the work for the previous improvement has finished.

Services

Improve the players changing-rooms or the ground's first-aid station, build shops and cafes or make more washbasins available for the public!!! Some upgrades help you avoid fines and others allow you to make more money.

Note: You will only be able to upgrade a service when previous work has finished. Only one improvement can be made to each area, at a single time.

Works

This option shows you at a glance the work in progress being carried out at the moment: the money left to pay and the weeks left until the work is finished. Below this is the total quantity of money which the treasury will have paid out when the work has been completed.
Note: When any improvement has come to an end you will be informed.

STAFF

This is the Screen where you can hire and fire the club's staff. When you start a new game it's up to you to hire and fire all your staff.

To select the staff you want click on the Sign button.

A window will open in which you will be able to choose the person you consider right for the job. Here is a list of the staff positions and the advantages they bring to the club:

Assistant Coaches

There are six types, one to improve the variable parameters of the players: Handling, Passing, Dribbling, Heading, Tackling and Shooting. The specific training sessions for the players to improve these parameters can be set in the Line-Up screen. Depending on the quality of the second coach, the parameters will increase at a greater or lesser rate and he will be able to coach more or less players at the same time.

Physiotherapist

The person who helps the players to recover from their injuries. His work is set in motion from within the Line-Up screen. The number of players he can treat at once and the recovery times depend on the rating of the physio.

Psychologist

Is the member of staff responsible for helping the players regain their morale. There are many reasons why a player may suffer from low morale - for example: the teams poor position in the table, a defeat, an injury, not playing regularly or because a footballer of the same or similar characteristics has just been signed, a reason made worse if the recent arrival earns more money a year. Therefore, it is not surprising that some of your players may at some point suffer low morale.

The psychologist will soften the losses of morale, and be even more effective if he is good at his job. Keep in mind that a player whose morale is low suffers a slight drop in form on the pitch.

Assistant Manager

Has the job of spying on the opposing teams and to then give you a report on the team, allowing you to develop some effective counter tactics. With an Assistant on your books the Opponent option and View Rival button (on the Tactics Screen) can be used to see your rivals tactics. The better the assistant, the more data he can give you about the rival team, for example: line-up, defensive positions, attacking positions, operation areas, parameters etc.

Scout

Is an expert in looking for players. Obeying the search areas given to him, he looks throughout the footballing world for footballers who conform to your needs. See Scout earlier in this manual

Youth Scout

Is an expert in looking for younger players. He will search areas given to him. See The Youth Scout earlier in this manual

Youth Manager

Has the job of training the lads with a contract in the youth squad. His work is set in motion from the Squad Management screen (Players), via the button marked Youth Squad. His job as well as looking after the youth squad is also to inform you of any outstanding players in the youth squad you should know about.

Groundsman

Is in charge of looking after the turf at your ground. His presence helps a lot with the inevitable problems with your playing surface in certain months.

Clicking on Employee Button (i.e. Scout) will display a list of the employees available at the time, and beside his name his evaluation from one to five stars, the more stars he has the better he is.

Clicking on the Sign Button at the side of a prospective employees name immediately incorporates him onto your staff. You can also select to hire someone for a position that is already filled by a current member of staff, but this method may prove financially expensive because you will have to pay compensation for replacing them. Once you've signed all the employees you need click on OK to view the Club Personnel screen.

If you want to sack someone click on the Sack button and then click on the Sack button at the right-hand side of the employees name, this will remove them from the displayed list. Once you're sure about sacking them click on Yes, select No to deselect the person you've selected to sack and to return to the Club Personnel screen.

RESULTS

This screen shows the results of all matches and competitions. By default this screen will display the last week of the league/competition played, although by clicking on the arrow buttons you can go to any week already played or to be played.

Competition Buttons

Also on this screen you have access to the league results from the rest of the Divisions and groups, as well as the results of all the competitions
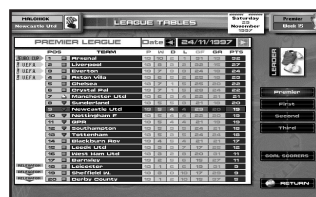
Play-offs

The final row of buttons corresponds to the results of the play-offs for promotion, which are played once the main season has finished.

LEAGUE TABLES

By default you will see the classification for the League/Division in which your team is in. This screen also allows access to the classifications in the remaining divisions by clicking on their buttons.

The League Tables offers you the following data from left to right:
Position in the table (POS).
Tendency: If the teams position is the same, has moved up, or dropped down, with respect to the previous week.
Team name.
Games played (P): All of the games played by the team.
Games won (W): Games which the team has won (3 points).
Games drawn (D): Games which have ended up as a draw (1 point).
Games lost (L): Games in which the team has been defeated (0 points).
Goals for (GF): Total number of goals scored.
Goals against (GA): Total number of goals against.
Points (PTS).

The last 6 points P, W, D, L, GF and GA can be clicked on giving a game by game breakdown.

What's more, you can see which teams are in a position to be able to play in the European and UEFA Cups. You have to take into account that if the team lifts the European Cup and also finds itself in a position to play in the UEFA competition, on being unable to play in two competitions, it will give up another place for the UEFA Cup.

You can also see which teams will be relegated as well as the teams which will be in the promotion play-offs and those that could obtain direct promotion are displayed.

GOALSCORERS

Clicking on the Goalscorers button shows the classification of the Leagues/Divisions top 14 scoring marksmen.

On the left of the screen there is a graph which displays comparisons of different selected players. To do this, click first on one of the Compare buttons, and then on the players name from the list. You can compare up to three different players.

FIXTURES

This screen informs the manager of future engagements. In the upper part of the screen, a calendar from August to June with a colour key coding to show the different competitions displayed.

The games which have already been played can be seen as a white number on a dark background and the games to be played as a black number on a light background. The actual day appears in red.

The current match is displayed in the Today box and in the lower part of the screen a list of the next four games are displayed.

From this screen you can also access the screens showing the results and league tables, by means of the corresponding buttons.

NEWS

The Premier Manager 98 news informs you of all the signings (Market), Injuries and Bookings which occur in the Divisions. To move between these categories click on the appropriate text tab.

As soon as you open the "newspaper" you will see the news referring to your Division, and news (if any) about your team will be the lead article. After the lead article, separated by a line, you will see a list of news about the other teams.

The news may stretch to several pages. If this happens a page number list will appear and you will be able to go from one to another by clicking on them.

The news is divided into sections of signings, injuries and suspensions, and you can change from one to the other just by clicking on the corresponding section.

The newspaper covers news from the three sections and the four Divisions which happen during the current week and saves the news from previous weeks. To change weeks just click on "Current" or "Previous".

At any time you can change to the news from other divisions by selecting the appropriate tab. To exit the 'newspaper' click on the X in the top right of the newspaper.

EXIT

Exit does exactly what it says on the button, this will quit the current game and take you back to the Main Menu. In a multi-player game each player must select to Exit, as Exit only quits the 'current' player.

SAVE AND LOADING

SAVE

You can save up to 10 games in the Manager option and another 10 in the Pro-Manager option. To do this click on the Save Game button on the Managers Menu screen. A window will open, you can then either click on the next free slot, or click on a slot that you wish to overwrite. A cursor will then appear, type in a name for the game and press the Save button. If there are two or more human players taking part in the game, only player one is required to save the game data. This will save the data for every player automatically. All of the players will then be able to exit out of the game.

When the mouse pointer is placed over one of the games already saved, in the lower part of screen the following information appears:

Name of the game.
Manager's name.
Playing level of the saved game.
Date and time that the game was saved.

This information will be useful to you when you need to identify your last save.

Loading
To load a game, click on Manager League or the Pro Manager League menu bars on the Main menu to access the Select Level menu screen. And then click on the Load Game button. Highlight the game you wish to load by clicking on it once and then click on the Load button to load the game. Please note that you cannot load Manager League saved games when playing Pro Manager and vice versa.

IN-GAME MENUS
To access the In-Game Menus move the mouse pointer to the top of the screen and a menu bar will drop down. You will see two icons displayed in the top right of the menu bar.

Match Options menu (Computer icon)
Match
This option will be selected by default (yellow highlight) when you enter this screen. In Match you have four options on how the pending match can be viewed:

Watch
This option lets you watch the match as it's being played (2mins per half). To make a substitution press F1, the letter S will be displayed in the top centre of the screen, when there is a 'dead ball' situation you will be allowed to make your substitution via the Line-Up screen.

Highlights
Displays a possession bar, highlights of the match 'replayed' for you and events shown as text comments, you have full access to the Line-Up, Tactics and the Man-To-Man buttons by pressing F1. After every 'main' event is displayed, you can replay the action by clicking on the Replay button, to continue with the match click on the Continue button. Press ESC to quit any of the highlights.

Brief
Just displays text of the events. To make a substitution press F1, when there is a 'dead ball' situation you will be allowed to make your substitution via the Line-Up screen.

Results
This option generates an immediate result and pauses only at Half-Time to allow you to make substitutions or change tactics.

Please Note: Premier Manager 98 has to do thousands of calculations per match to work out the most realistic result and accurate gameplay, this does take a little time but it gives the most accurate result at the end of each match. We understand that not everyone wants to spend this much time so we have incorporated the Results mode into the game to generate 'instant' results. This method works in a similar way but is far less complex in its calculation method. For more realistic gameplay we advise you play the game in Watch, Highlights or Brief mode.

If you are running Premier Manager 98 on a 486 we do not advise that you play the game in Watch or Highlights mode, use Brief or Results mode.

Note: The Match settings can only be adjusted when accessed through the Manager Menu.

Graphics
This option only affects the game if you have selected Watch or Highlights option as it affects how the actual match is displayed, to change any of the settings click on the buttons to turn the options On or Off or select between High, Med, Low, Min.

Cameras
This option allows you to select the camera view you 'watch' the match from. Select from Side 1, Side 2 or Free, you can also select each individual camera displayed on the diagram and decide whether it should be auto or free.

Sound
Select to turn the following On or Off: Fx (sound effects), Ambient (crowd and pitch noise), Comments (commentary).

Line-Ups
Select to either turn this option On or Off. If you select On, before each match a line-up of all the players will be displayed. Press ESC to complete the line rather than watching each player being placed. Click on the left mouse button once to start the match.

Options Menu (Headphones icon)
This screen allows you to change the volume level of the sound effects and music, move the slide right to increase or left to decrease. Click on the Off boxes to turn a sound option completely off. Music is not recommended for 486 computers.

Transitions allows you to turn off the 'wipe' effect of the menu screens, select On or Off.

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ANY PROBLEMS?

If you have any problems installing Premier Manager 98, try closing down other programs and applications within Windows95 (eg, office programs, virus checker, disk and display utilities). If the problem persists, return the game to your retailer, or to Gremlin Interactive Limited at the address on the packaging. Before you call Gremlin's Helpline you should have the following information available for our operators. Contact your supplier if you do not know this information. The specification and manufacturers of the various hardware installed in your machine, including: • Processor (eg, 486DX/66) • RAM capacity (eg, 16 Mb RAM) • Sound card (eg, Sound Blaster Awe64) • Video card (eg, VGA/SVGA) • CDROM (eg, 24xspeed CDROM). You can contact the Gremlin Interactive Limited Helpline between the hours of 10.00am and 5.00pm UK time Monday to Friday, on 0114 279 9020. You can E-mail us on help@gremlin.co.uk. Alternatively, you can check the Tech Help and Helping Hand sections of our website at www.gremlin.co.uk

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