



RAMP ELECTRONIC GAMESHEET APP – WHO DOES WHAT!

Main Administrator of the Association assigns ONE team contact for each team (Coach/Manager who will be responsible for creating/scheduling the games).

Responsibilities of the HOME team:

- HOME team creates/schedules the games. All games are created under 'LEAGUE GAMES' and select 'LEAGUE' under Game Type for the remainder of the 20-21 season.
- **Team names for both HOME and VISITOR must be listed.**
- If this will be a split team game, the HOME team must be selected and under VISITOR, select TBA for the team name/association.
- Appropriate codes must be provided to the VISITORS and the Officials.
- Using the Home Code, a team representative must select the bench staff and players participating in the game and sign the gamesheet.

Responsibilities of the VISITOR team:

- Using the Visitor Code, a team representative must select the bench staff and players participating in the game and sign the gamesheet.
- Following the end of the game, the team representative must log into the OWHA gamesheet Portal to review the game details and VERIFY (choose one of the options) the completed game.

Responsibilities of the Timekeeper:

- Using the Gamesheet Code, launch the app where wi-fi is available before the start of the game.
- The names of the officials and their OWHA Ref number MUST be entered (ie: John Doe #11-111). If OWHA Ref number is not know, please only enter name.
- Enter scores, penalties, and any other details.
- Upon completion of the game, you MUST mark the game as being completed.
- Always have extra paper gamesheets, notepads and pens available in the event the game details must be enter into the app at a later time.

Responsibilities of the Officials:

- Using the Officials Code, launch the app where wi-fi is available before the start of the game.
- You must provide you full name and OWHA Ref number to the timekeeper prior to the start of the game.
- Game details will be entered by the timekeeper and MUST be checked by officials via the app to ensure accuracy.
- Officials MUST sign and provide any writeups that are required.
- Writeups will not be shared with the teams, they will be sent directly to the OWHA.
- You will have 24hours following the end of the game to ensure that your writeups are entered for that specific game.