



RAMP Electronic GameSheets App

Quick Guide

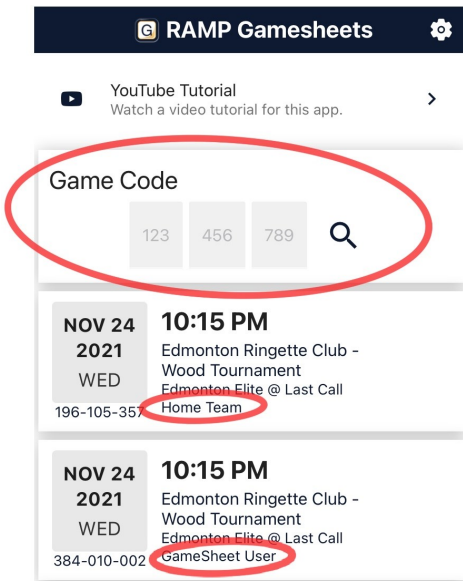
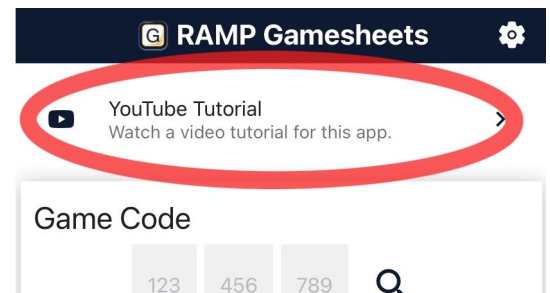


1. INSTALL RAMP ELECTRONIC GAME SHEET APP

The Head Coach (or designated Team Staff member), Scorekeeper(s), and Officials will need to download the RAMP GameSheets App onto their phone.

Each person who will be using the app will need to create an account on the App. This is the same account login/password as the RAMP TeamApp, if you have used this previously. This account must be your own unique account; you cannot share with someone else.

At the top of the home page of the App there is a link to a YouTube Tutorial (approx. 14 minutes).



2. ADD THE GAME CODES TO YOUR PHONE

The Games Codes for your round robin games can be found on the RAMP Game Portal (the login you entered your team roster). On the left-hand side menu of the Dashboard, under "League Gamesheet App Codes". Officials, game codes will be available at the tournament & in the ref room.

All codes are nine digits (###-###-###) and are unique for each game **AND ROLE (HOME/VISITOR/GAMESHEET/OFFICIAL)**.

Team Staff: add the Home Code or Visitor Code.

Scorekeepers: Add the Gamesheet Code.

TEAM STAFF

Ensure your designated Team Staff and Scorekeeper have access to data to access the GameSheet App. The arena will have public WiFi Access.

Enter the applicable Home or Visitor Game Code to access the Gamesheet. This will download the game to your phone and can be done ahead of time. Home team, remind your scorekeeper to do the same using the GameSheet Code.

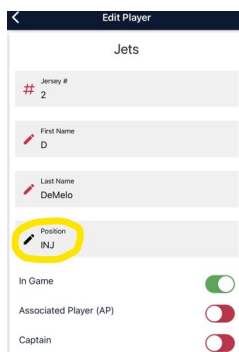
Under Roster Tab  : Click *Players*

Check off which players are present, the players are defaulted to red, so you will need to activate all players in attendance.

Designate up to three total Captains and/or Assistant Captains by clicking the players name on the roster, "Set as Captain (C)" or "Set as Assistant Captain (A)".

Indicate Goalies, by clicking Edit <player name> and adding "Goalie" as the position, if not already marked on your roster.

If a player is INJURED and will be on your bench for the game, not dressed, write INJ in the position field.

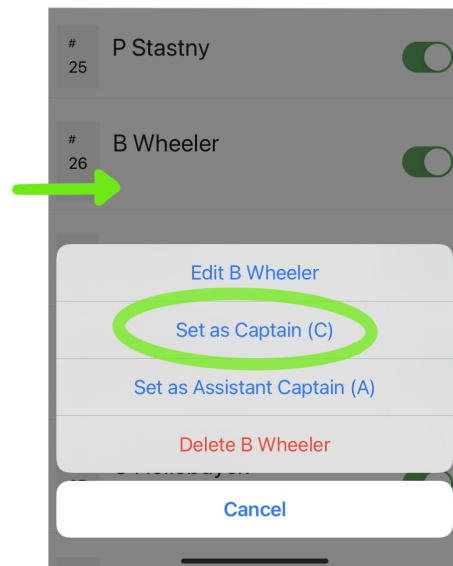
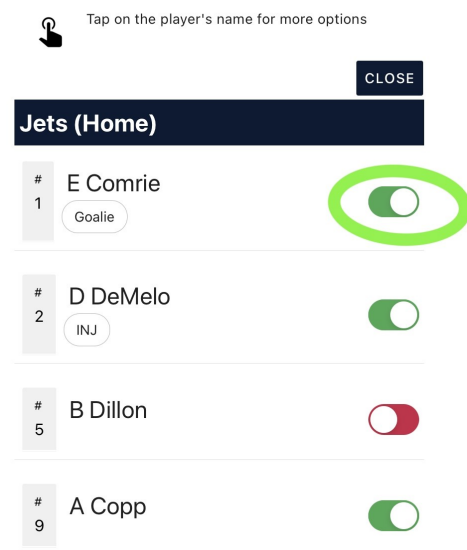
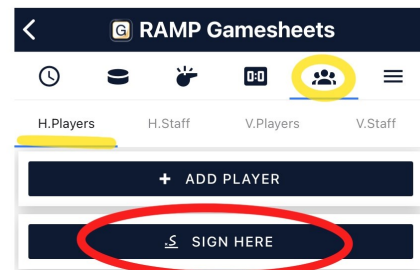
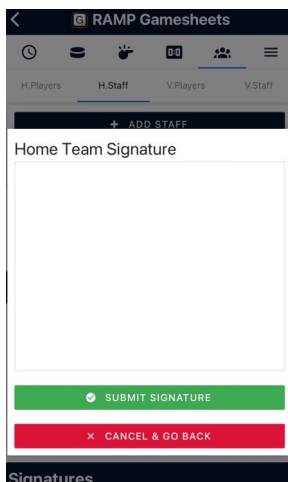


The rosters are linked directly to the name and numbers entered on the RAMP website, but if you need to make changes you can Edit the player name or jersey number.

If you are adding an Affiliate, add player and indicate as an AP. Please ensure you are following the Affiliation Policy.

Staff - Activate the Team Staff that will be on the bench during games.

When roster is accurate, click "SIGN HERE" and add signature.



SCOREKEEPER

BEFORE THE GAME

Ensure you have access to data to access the GameSheet App. The arena will have public WiFi, or if you are experiencing connection issues, the control table will have a designated WiFi network for the gamesheets.

Add the GameSheet Code, it will appear as *GameSheet User* under the game.

In the event your phone is not working, the tournament will have designated iPads available for the games, see the Control Table.

DURING THE GAME

There will be pen & paper in the box to record information as the game progresses. There may not always be time to enter all the information in the app when it occurs. There will also be blank paper game sheets as backup in case anything goes wrong. If your phone cannot maintain data or Wi-Fi connection, it may be necessary to change your phone to “Airplane” mode for the duration of the game.

On the game details page 🕒: turn on Live Scores

Officials will either check your device or the tournament tablet in the box to check the rosters.

To add a goal, click the 🏒 icon.

+ NEW GOAL

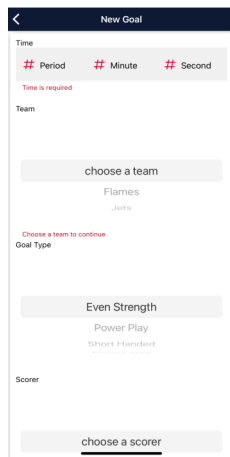
Enter Period & Time
(U16/U19—P 1,2,3 & 4)

Select Team

Goal type (optional)

Scorer & Assists (if awarded)

TIP: Click between the lists to scroll down the page.



To add a penalty. Click on the 🧤 icon.

+ NEW PENALTY

Enter Period & Time

Optional Time On—if goal is scored or for 3rd penalty

Select the offence, listed alphabetically

Select Team

Select player, coaches will show up first, then players by #

Fill in if different player is serving, in the event of a goalie penalty or injury.

*Do not worry about goaltender times/stats or shots on goal or designating Game Winning Goal.

NOTE: Teams are permitted one time out per game, and one additional time out for overtime (cross-over & placement games). Currently the app does not have this feature, so please mark on the notepad to ensure team does not exceed.

AFTER THE GAME

Ensure all of the information is inputted.


Game data will upload next time the device has access to a Wi-Fi or internet connection if connection was lost.

Therefore, at the end of the game, establish a connection and click “SYNC ALL” on the phone or device. This allows the referees to access the game information. You are now **finished**.

OFFICIALS

Please ensure you have the RAMP GameSheet app on your phone.


The Official Game Codes will be available in the Referee Rooms at the Arena. The control table and supervising official will also have a copy of the codes.

At the start of the game, you can access the roster with the timekeepers phone or the Tournament Tablet inside the box. On the Roster tab , you will be able to review the players and team staff for each team. Being logged into the GameSheet User account in the box allows you to make changes if necessary. (Rosters cannot be altered from Officials Login).

Report Goals and Penalties to the box as usual.

*Note: Timeouts are not recorded in the app, the scorekeeper will have a pen & paper to mark which team called a timeout and when.

Following the game, the officials will review the gamesheet and sign, you will also be able to add any notes/writeups directly in the app. This can be done from your personal device in the dressing room, immediately after the game.

Return to front page  and **Mark Game as Completed.**

