

#### **Chilliwack Minor Hockey Association**

5725 Tyson Road, Chilliwack, BC V2R 2L1

Mailing Address

P.O. Box 2416 Station Sardis Main, Chilliwack, BC V2R 1A7

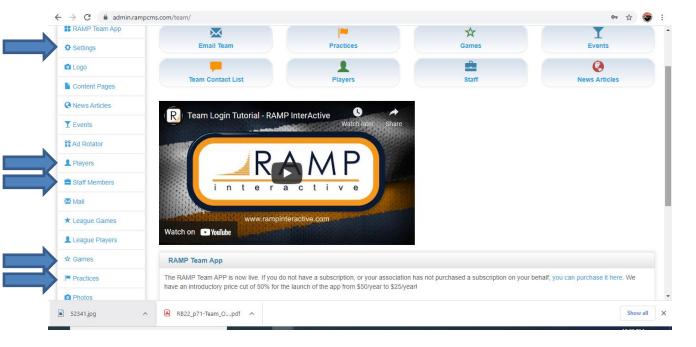
**Tel**: 604-858-6031

 $\textbf{E-Mail:} \ \underline{info@chilliwackminorhockey.com} \ / \ \textbf{Web Site:} \ \underline{www.chilliwackminorhockey.com}$ 

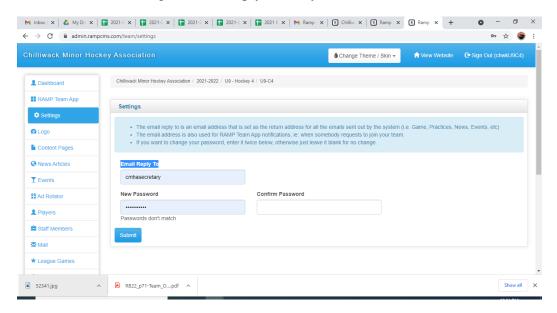
## **RAMP TEAM APP HOW TO GUIDE**

## Team Dashboard – Home page when you log in

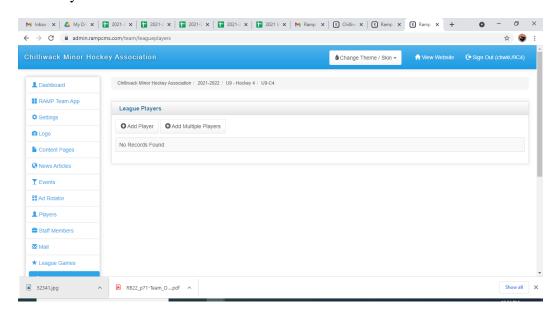
- Go to settings to change email to your own (Manager)
  - o All requests for the app or communication comes to this email
- Change password as well if you would like
- Use side menu or dashboard menu to navigate
  - Add Players roster can add multiple parent email here so they get ramp notification to join team
  - O Add staff such as coaches and managers separate from players
    - Allow attendance tracking to show whether staff is attending not just their player
  - Add practices and games
  - O You can also email, create new articles and content pages feel free to play around you can always delete what you do



# Please be sure to change 'Email Reply To' to you email

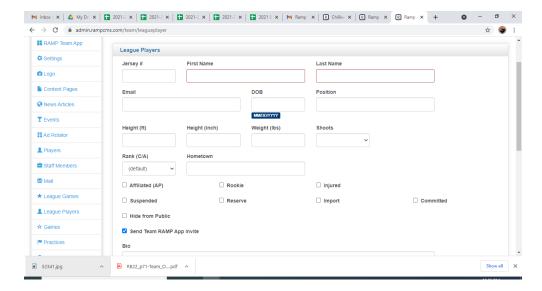


# Add Players - Roster



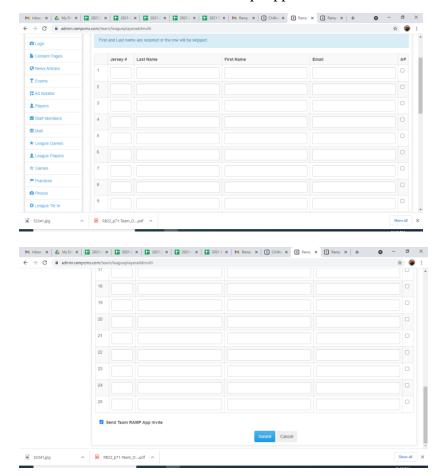
# Single player entry

- This allows multiple emails per player
- Make sure 'Send Team Ramp App Invite is selected so each email gets an invite to join App

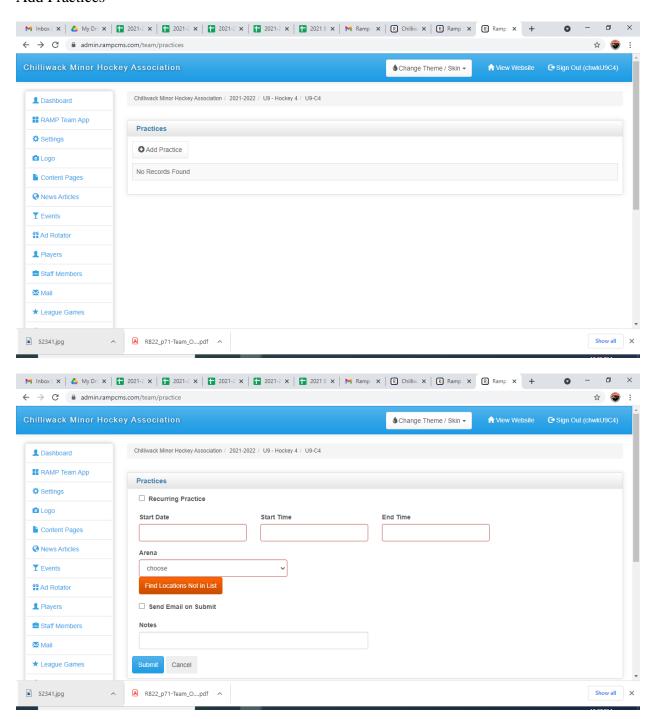


## Multiple player entry

- This allows you to enter multiple players, but you can only add one email per player.
  - O You can go back in to each player and add additional emails
- Make sure 'Send Team Ramp App Invite is selected so each email gets an invite to join App



## **Add Practices**



#### Add Games

