

# RAMP – User Guide – Game Sheet App

## General Info

Highland Soccer League RAMP Website: <https://www.highlandsoccer.ca>

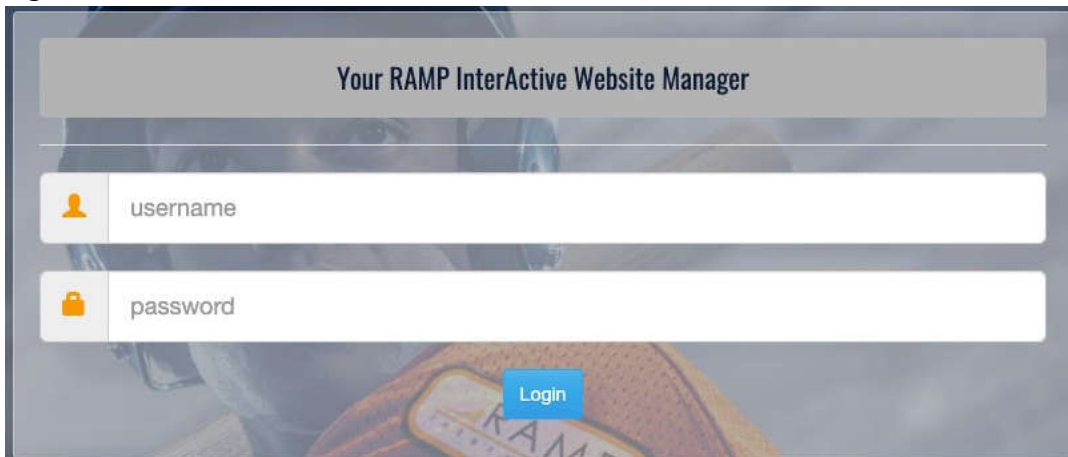
Team Login URL: <https://admin.rampcms.com/login>

The Highland Soccer League has adopted using the RAMP “Game Sheet App” for managing game reporting. This will replace the traditional paper game sheets. Included below is a step by step set of instructions for teams to go through to use the App and complete a game sheet.

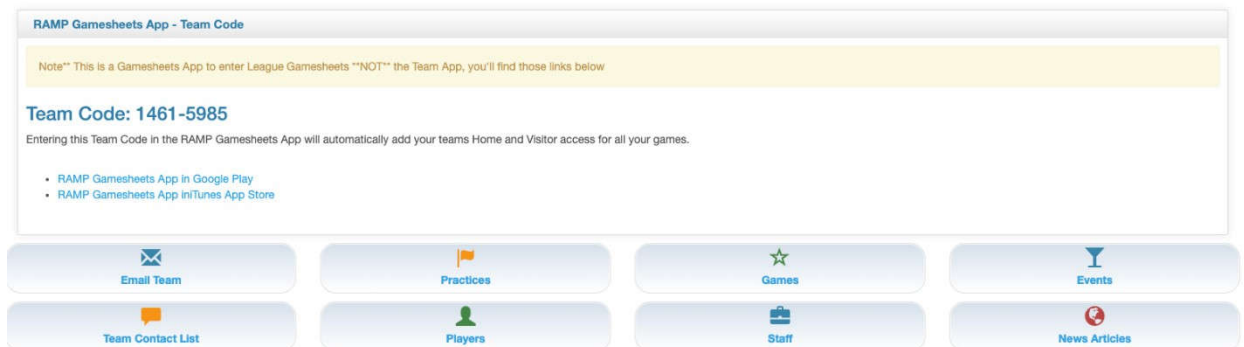
## Team Login

All team head coaches and managers have been e-mailed username and passwords to be able to login to the team page on the RAMP website. Teams who do not have a coach or manager listed will not have received this information.

1. Use the team login link (above) along with the username and password sent via e-mail to login



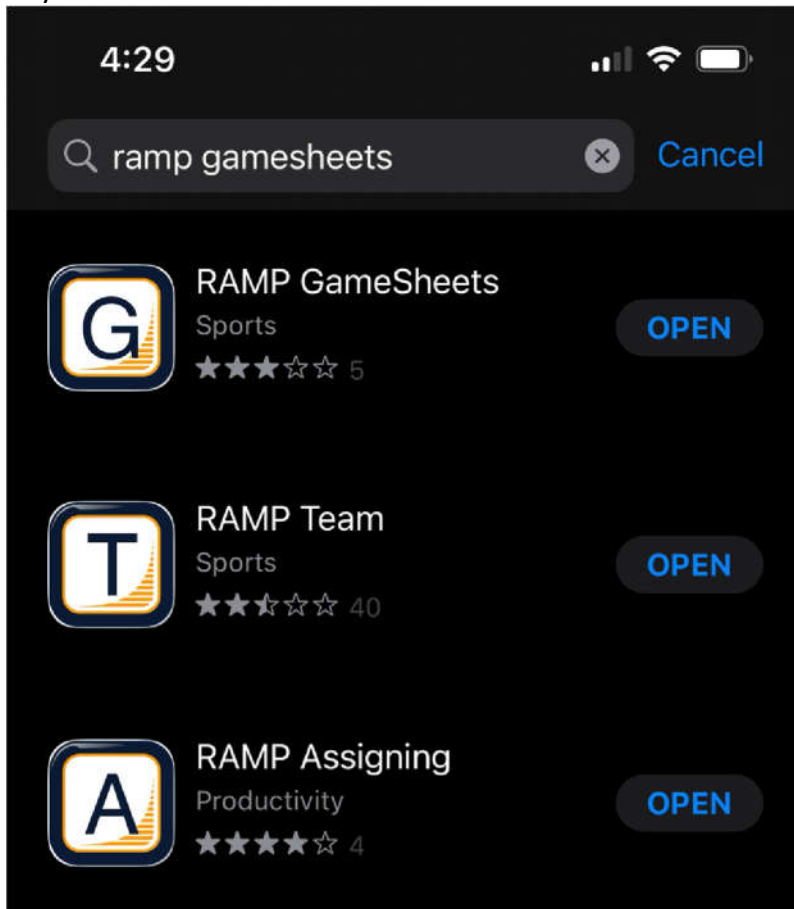
2. Once logged in, this will bring you to your team page, from here you will be able to access all specific game codes and specific team codes.



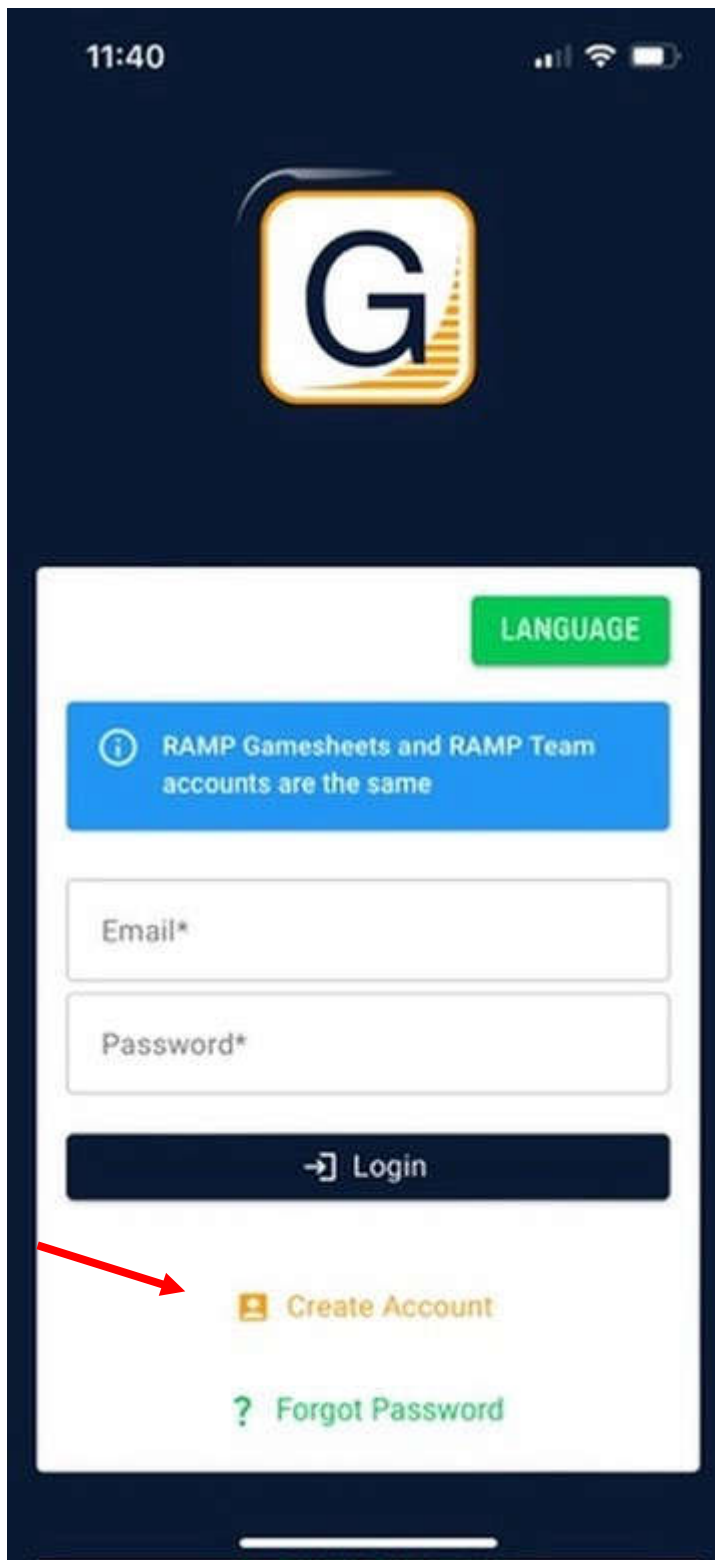
The team code listed on this page is unique to your team page.

## Install the RAMP GameSheets App

1. Use the link on this page (image above) to download the RAMP Game Sheets app on your phone. Alternatively search RAMP Game Sheets from the Apple app store or Google Play store.

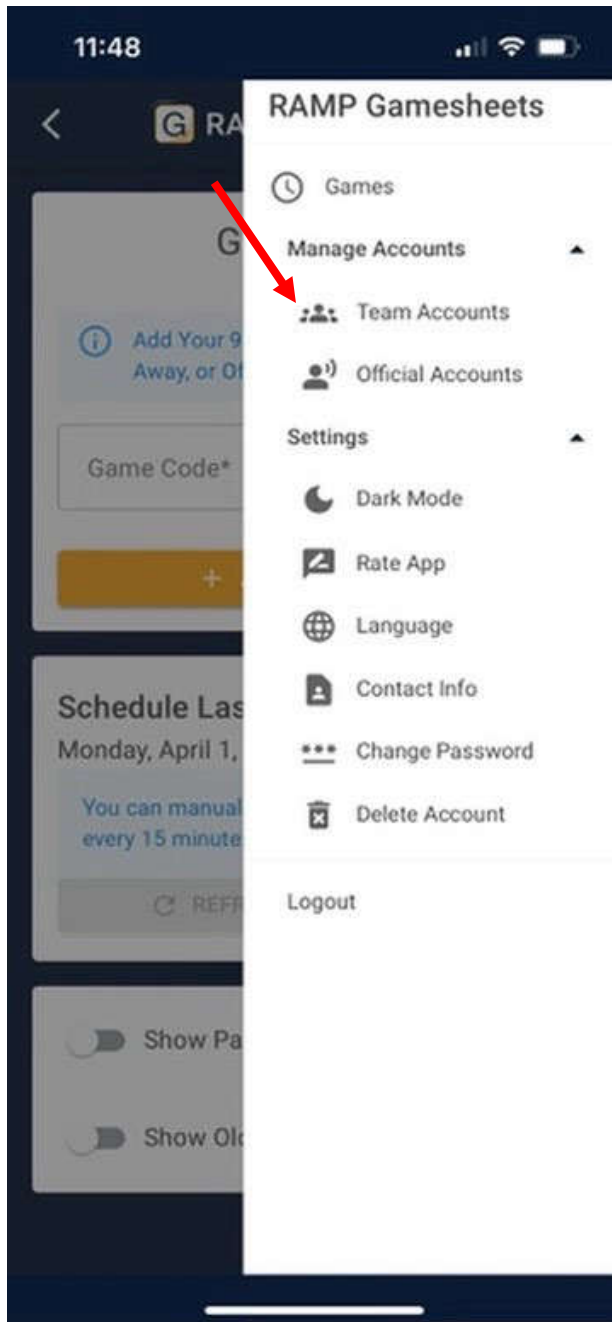


2. Login to your RAMP account, this is different than your registration account but is the same as your RAMP Team App (if you have one). If you do not already have an account, click the create account button.

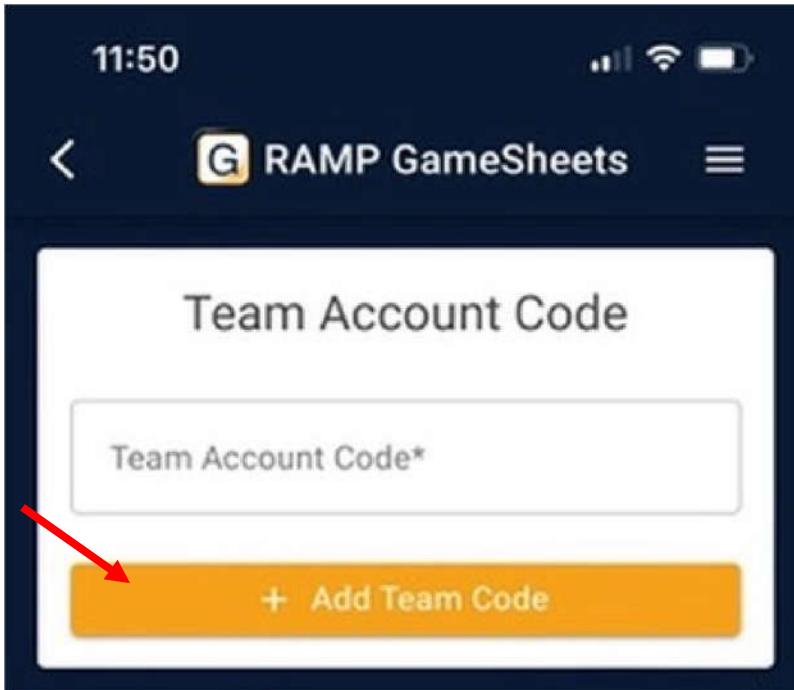


## Using the RAMP GameSheet App

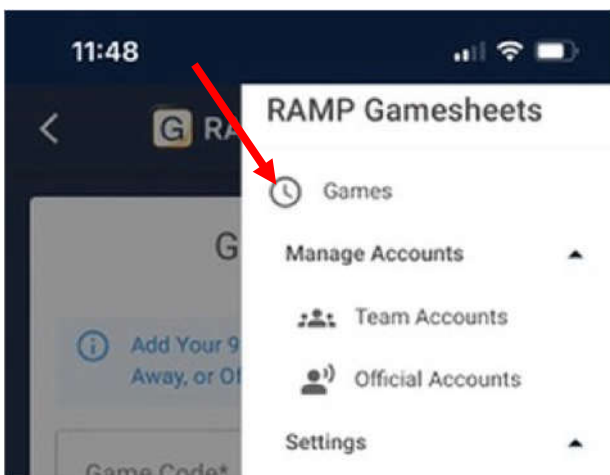
1. Once logged in click on the three lines in the top right corner and select team accounts.



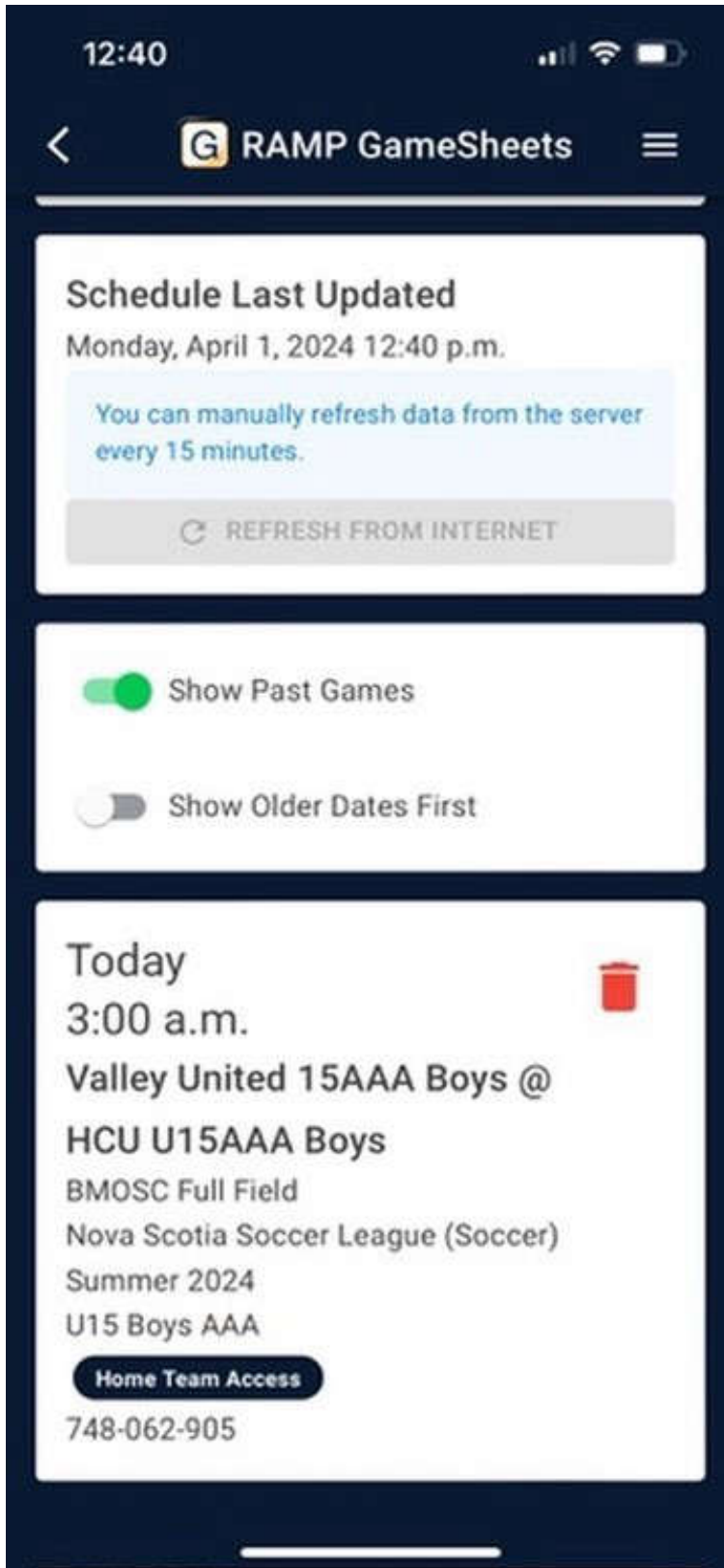
2. On the Teams page enter your team code from the initial team page login (website, not the app). Then click “add team code.”



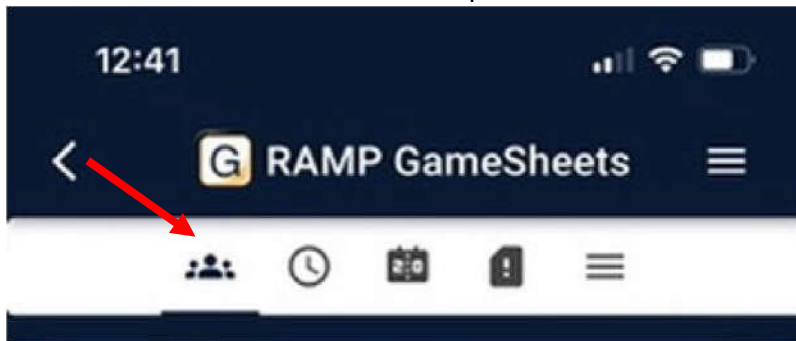
3. It will take up to 30 minutes to load the teams' games, once it does populate your team's games. To view games, click the three lines in the top right corner followed by “Games.”



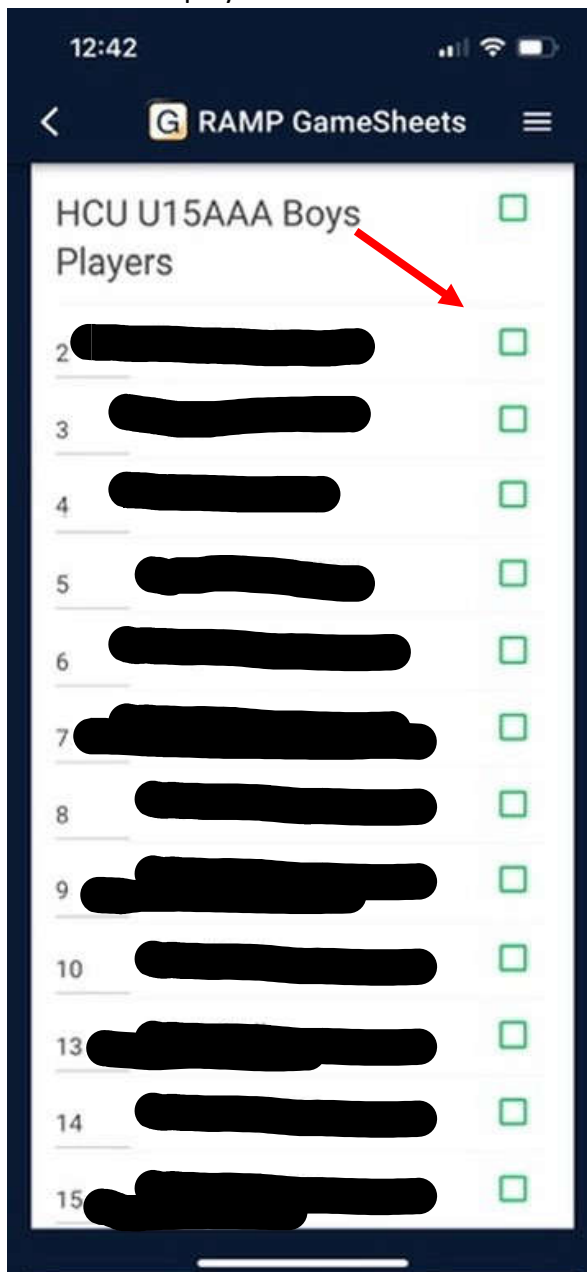
4. This will pull up a list of your teams' games, click on the game you wish to submit a roster for.



5. Select the roster button from the top menu.



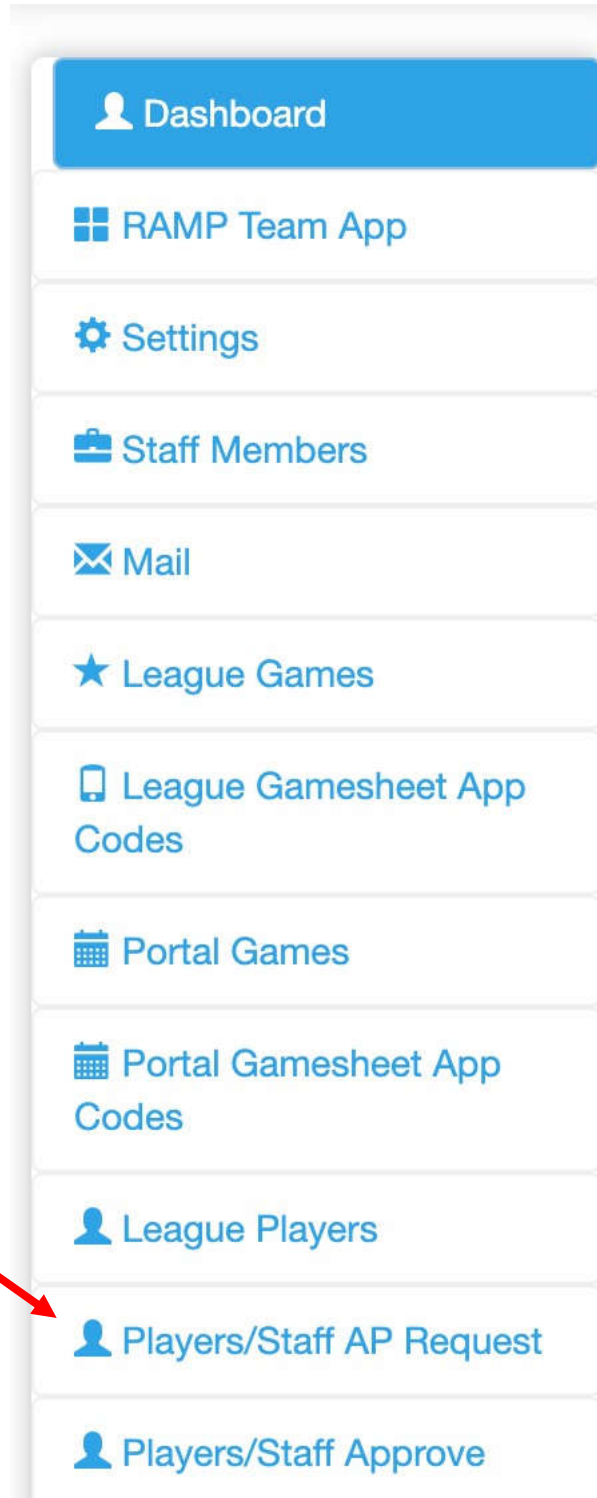
6. Check off the players and team staff who are in attendance on the bench.



## Adding Call-Up Players

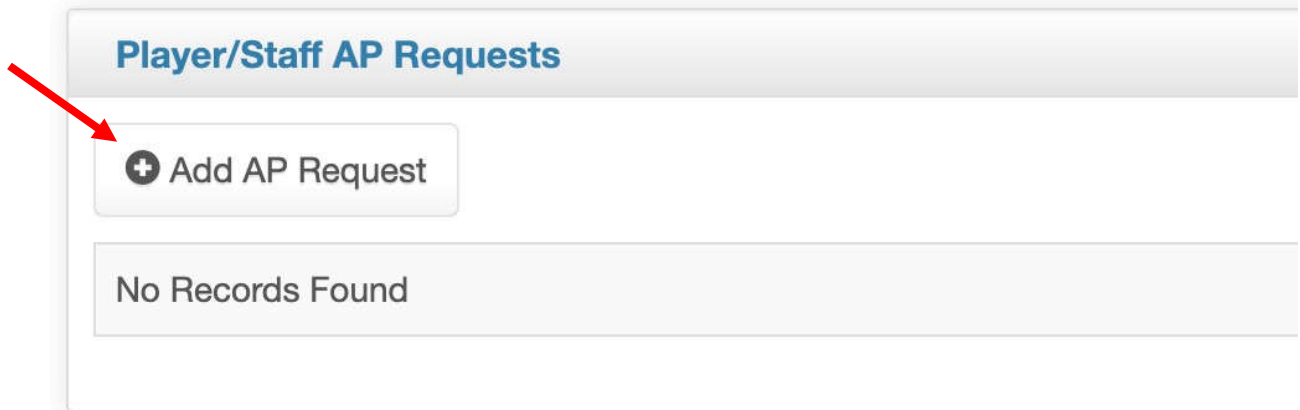
**THESE NEED TO BE ADDED BEFORE THE TEAM ROSTERS ARE SELECTED IN THE APP OF THE CALL-UP PLAYER WILL NOT SHOW IN THE APP.**

11. Call-up players are added through the team login on the website, same team login from step 1 above. Once logged in go to Players/Staff AP Request from the left menu.





12. Click Add AP Request



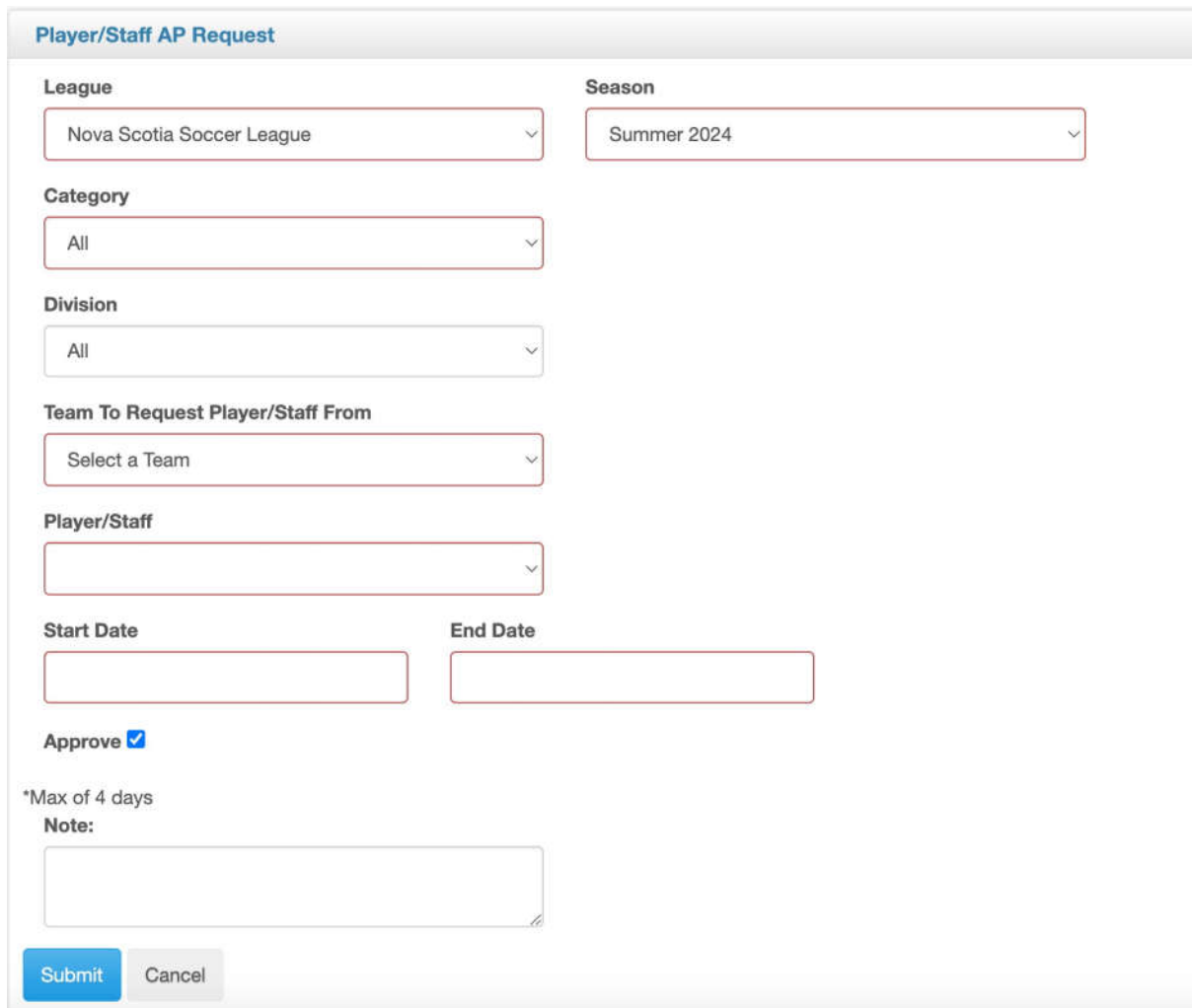
**Player/Staff AP Requests**

**+ Add AP Request**

No Records Found

13. Fill in the information for the player you are looking to call-up (their category, and team) not the team you are calling up to.

NOTE: fill in the start and end dates (can be the same date if only one day. And select submit.



**Player/Staff AP Request**

**League**  
Nova Scotia Soccer League

**Season**  
Summer 2024

**Category**  
All

**Division**  
All

**Team To Request Player/Staff From**  
Select a Team

**Player/Staff**

**Start Date** **End Date**

**Approve**

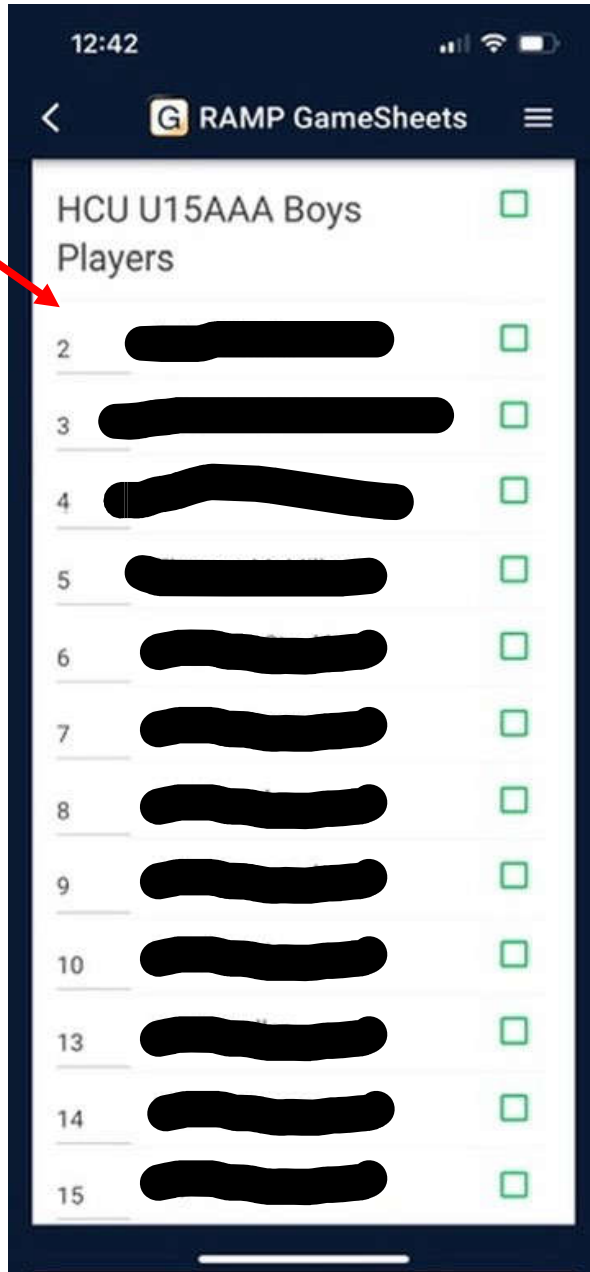
\*Max of 4 days  
**Note:**

**Submit** **Cancel**

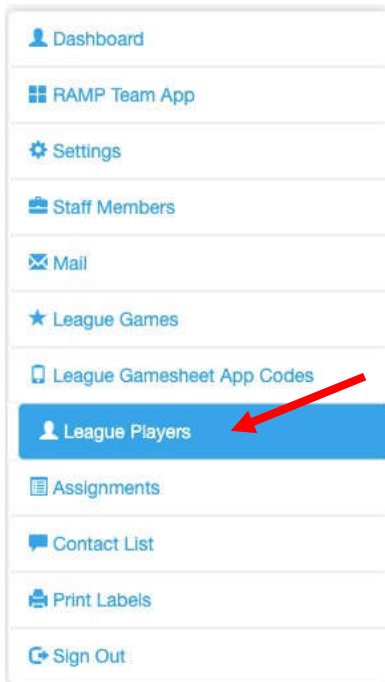
## Other Team Page Functions - Update Jersey Numbers

*This can be done from the team login page on the website or the RAMP Gamesheets App.*

From the app, edit the player number to the left of each player.



2. From the team login dashboard, click League Players from the left menu:



3. Click the blue edit button next to each player on the team.



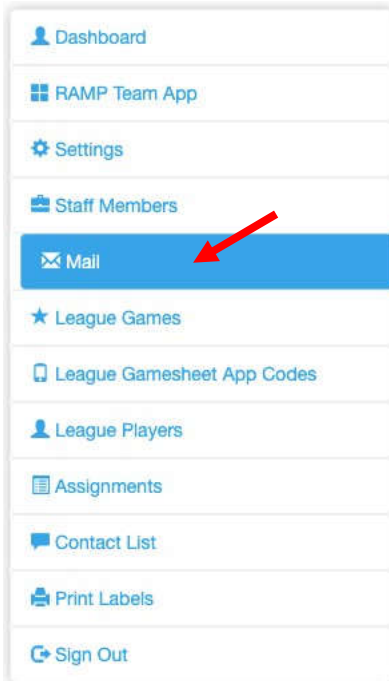
4. Enter the players Jersey Number in the space provided and click submit. All other fields can be left blank.

The 'League Players' edit form contains the following fields and options:  
Jersey # (text input, highlighted with a red arrow)  
First Name (text input)  
Last Name (text input)  
Email (text input: netmanb2k@gmail.com)  
DOB (text input: MM/DD/YYYY)  
Position (text input)  
Height (ft) (text input)  
Height (inch) (text input)  
Weight (lbs) (text input)  
Shoots (dropdown menu)  
Rank (C/A) (dropdown menu: default)  
Hometown (text input)  
Status checkboxes: Affiliated (AP), Suspended, Hide from Public, Trialist, Reserve, Rookie, Import, Injured, Committed.  
Bio (text area)  
Submit (blue button, highlighted with a red arrow) and Cancel (grey button) buttons.

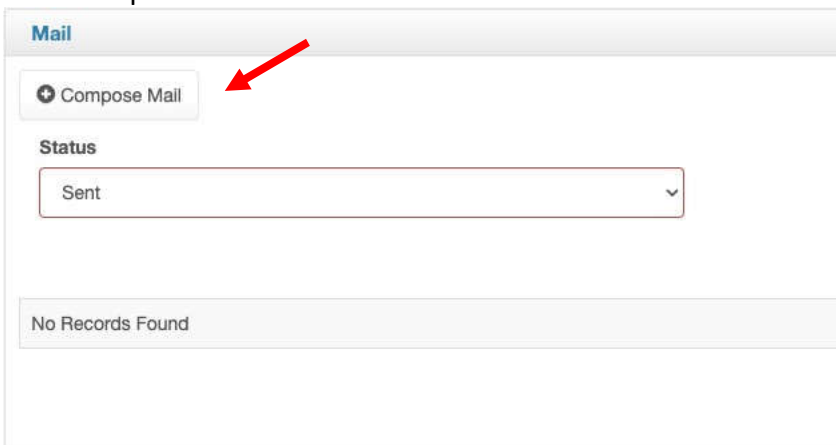
5. Repeat for each player on the team.

## Communicate with your Team

1. Click the Mail button from the left menu.



2. Click Compose Mail



3. Generate message and click sent. This will send message to players on the team.