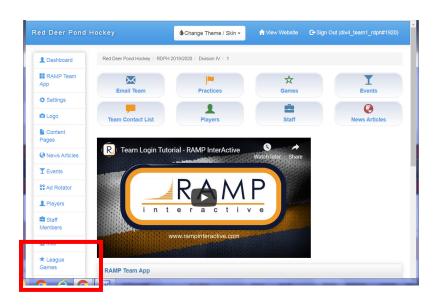
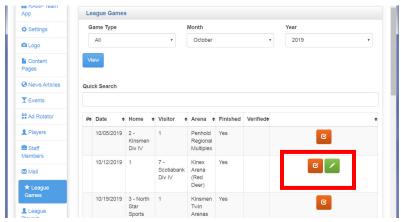
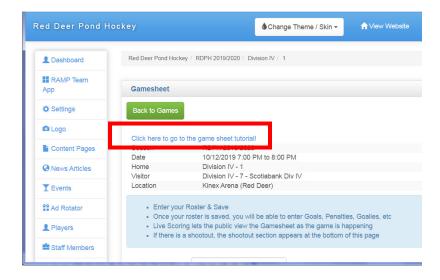
GAME SHEETS

How to Enter a Game Sheet into RAMP:

- 1. The **HOME team** is responsible for inputing the completed game info into the RAMP website.
- 2. Using the your TEAM login provided by Div coordinator, enter the following information:
 - Goals scored
 - Penalties
 - Officials Info (names from the game sheet)
 - Upload a copy of the actual game sheet (used to verify info)
- 3. For information on how to enter Game Sheets, login to your TEAM webpg.
 - Click on *League Games on the side menu.
 - When the LIST of games to enter shows up, click on the GREEN PENCIL beside the game you
 want to enter.
 - Refer to the Video Tutorial for information on how to enter the Game Sheet info.





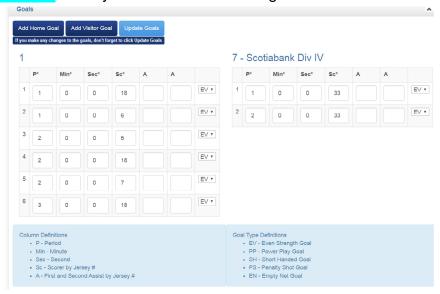


- One helpful tip for entering scores and or penalties on RAMP:
 - You have to have the check mark clicked, to the left of the jersey column on the roster, to enter any details (see below example).
 - Once the check mark is there, hit **Update Roster** button and the goals and penalties area will appear below your roster.

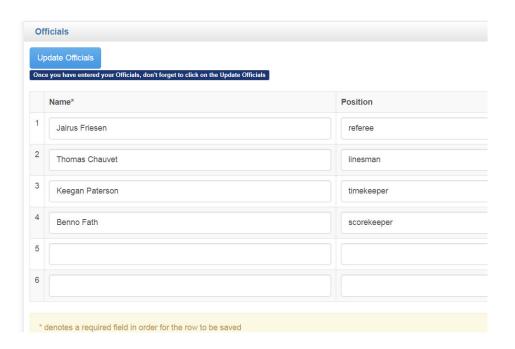




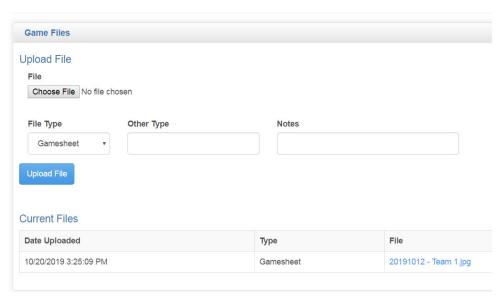
- RDPH tracks goals scored and penalties on RAMP. PLEASE ensure these 2 areas are filled in for EACH HOME game.
 - RAMP requires that you enter a "time" the goals were scored...Use ZEROs for these #s as RDPH does not track the time of goals.
 - Refer to the Blue area at the bottom of this screen for info on what each column is for.
 - Click Update Goals when you are finished entering.



- 4. Farther down in the screen, enter the OFFICIALS info.
 - Enter the Referee names;
 - the linesman names:
 - the timekeeper;
 - and scorekeeper info.
 - click the Update Officials button to save the info.



- 5. At the bottom of the screens, you will need to upload a photo of the Game Sheet.
 - Choose the file to be uploaded (your photo or scan)
 - Check that "Gamesheet" is listed in the file Type box.
 - Click the Upload File button to save your info.



- 6. If the HOME team cannot enter the Game Sheet info into RAMP, they are asked to send a photo or scan of the score sheet to info@reddeerpondhockey.com.
 - PLEASE also indicate in the email that the GAMESHEET info was NOT uploaded onto the
 website. This will trigger info that someone needs to enter the info for your team. Entry by your
 team is MUCH appreciated tho!
 - PLEASE put the Division and Team Names in the Subject line of the e-mail. Example: Div 4 -Allterra vs BO's Sunday, Oct 21, 2019 - NOT Entered into RAMP
- 7. The "visitor" team should verify game sheets that have been uploaded.
 - Visitor teams can't upload game sheet info, but it can be verified.
 - Each game, whether or not you are uploading the info, please get in the habit of confirming the games info.

If there are any discrepancies, contact info@reddeerpondhockey.com.