

Screen #1 -entering the app

- 1.Go to <https://hisports.app> or click the “HISports” app
- 2.Select SCOREKEEPER
- 3.Enter game number AD1037 (case sensitive)
- 4.Enter Home Team HCR ID 2303271

Screen #2 - Pregame checklist

- 1.Make sure that Home Team, Away Team and Officials have been completed (the circle will have a check mark). If any are incomplete, find the appropriate people.
- 2.To enter Game Officials, touch the “Game Officials - Assign the referees and linesmen for this game”.
Touch the blue “Add official” button at the top right. Enter their names. If Jarren Morris is an official, he is just “J Morris” in the system. When done, hit “done” in the top left hand corner to go back to the previous screen.
- 3.Enter Scorekeeper and Timekeeper and save to complete the pregame tasks.
- 4.Click on “START GAME”
–You will be asked “are you sure you want to start the game”
. Click “OK”

Screen #3 - Game Sheet

1. ALWAYS use the “Cheat Sheet” to write penalties and goals down first and then enter it electronically.

Goal:

- Click home/away goal
- Chose who scored the goal first followed by any assists. Note the colour difference between the two – click next
- Enter the period and time of the goal
- If it was a power play, short-handed, etc. check the appropriate box – save

Goal that is a Power Play

Click on player who scored and player(s) who assisted. Click next

Enter period and time of the goal

Click on Powerplay

You will be asked “Did the goal end a penalty”. Click on the penalty it ends. You will notice on the main screen that penalty has disappeared.

Penalty

- Click home/away penalty

- Click number of player that received the penalty. If a different player will be serving the penalty click on that number after you have click on the player number who received it. Click Next
- Enter the type of penalty, whether it is a minor, major etc. and whether it includes a game misconduct. Click next
- Enter the period and time off. If the start time is different then set the start time also. It defaults to the time off. Check to make sure the other info is correct. Click save. ****When a powerplay goal ends a penalty that is in the first two minutes of a double minor, you need to go into that penalty and adjust the time on second two minute penalty.

Penalties that are double minor

1. Click on Double Minor 2+2 – click next
2. Enter period and start time – click save
3. Note on the main screen that two helmets show up with end times two minutes apart. The penalty shows up twice below. This is correct

Extras

Adding player or officials after the game starts

- Click on pregame and go back to the section that you need to add the individual

Changing goalies part way through the game

- Click on either home or away goalie (double arrows). Enter the change in goalie

End Game Notes

- If there is anything extra that you need to have on the official game sheet click on “Game Notes”and enter in there.

Screen #4 - End Game

1. When you click on this enter the time the game ended.
2. Next you will be asked for signatures of the scorekeeper and timekeeper.
3. Next you will be asked to hand the egamesheet to the Officials for review. Then for signatures of all officials. This must be done in order to complete the game sheet.
4. Click Finish
5. The next screen will ask if you wish to send scoresheet to any additional emails
6. Check circle, click next
7. Fill in all the required email addresses that need to receive the game sheet
8. Click submit
9. ONCE YOU HAVE FINISHED THE GAME YOU ARE UNABLE TO GO BACK AND MAKE CHANGES.