NEAHL Preseason meeting – 2024-09-11

Website & Gamesheet App

Website Menu tabs - Hockey Alberta Helpful Links items have been split out to Hockey Alberta, Alberta One, and Officials

- **NEAHL contact information** - 23/24 deputies have been removed. They will be added back as confirmed.

Association Contacts - you must submit the Association Registration form every year.
- Information on the website is dated so you can check whether your association was updated for 2024. Can put "no change" in mandatory fields if the website has the correct info.
- Must send in the form before 24/25 team logins will be released to your association
- We are collecting Ref In Chief info this year
- Deputy governor volunteer information is passed on to Governors who will contact them if they are looking to fill a spot

Team registration form - find it under the Associations menu tab and also currently linked in a news article on the home page.
　　　- team registration deadline is Oct 4
　　　- option to use website form (one team per form) or download an excel sheet (link is in the web form intro) to submit multiple teams at once to admin@neahl.ca
　　　- team names - if more than one team in a division, please use team 1, team 2 or team a, team b to distinguish them. Do not skip numbers/letters (ie use 1, 2, 3, not 2, 4, 5).
　　　- must include a contact person for that team which will be passed on to the governors & deputies. If that contact is a non-HCR manager, you can indicate that they need to be added to the team's NEAHL roster.
　　　- will try to get teams added to the website within 48 hours of when they are submitted
　　　- You can provide one email address where team login info should be sent. If none is provided, they will be sent to contacts provided in the association registration form. I am NOT sending individual team contacts to individual team managers this.

Roster sync - we will be syncing rosters from HCR through the Alberta one website again. Logins were sent out to NEAHL contacts in September of last year (around 20/21st from admin@neahl.ca address with subject "[town] Alberta One Login"). If the login doesn't work when you cut and paste from the email, please try typing it in. I am not resending logins to all associations. Please check your emails before contacting me.
- Submit your rosters through Alberta One as soon as you can to avoid the data logjam of last year. You can submit as soon as the team is created in HCR. Anyone added to the roster later will be synced over when the system refreshes.
- Rosters will be locked; request changes, deletions from deputy or web admin. Managers will have access to add jersey numbers.

- Anyone who exists on your HCR roster will sync over to NEAHL even if they are released or not approved. In those cases, contact deputy or web admin to deactivate them on the NEAHL roster.
- Upload a PDF copy of your HCR roster to the NEAHL website under the "HCR File" menu tab (ask your registrar for the official roster). Upload a revised one once all players and APs are approved. The sync doesn't tell us whether players are approved, pending, released, or not approved, so deputies still need to see the official rosters.

Season - rolled to 2024/25. If you need player stats from last season, go to games or standings, switch season to 2023/24, find the team, click, then choose statistics, then change season again

League Tie in - if your home association uses a RAMP website, you can use the league tie in feature to have your games synced to your home association calendar. You can also bring the roster over from NEAHL to your website.

U7/U9/Pond Hockey - we will collect and share team contact information again. This year, it will be collected through a google form and google sheet so that info is posted immediately. Links will be in the top menu.

Practice games - Information about the Ramp Gamesheet App is posted on the website. Practice games have been created under the Test Category, and codes are available on the website. Parents, managers, and officials are encouraged to use the practice games to get used to the app before using it in a real game. You can't wreck anything using the practice games, so please take advantage of them.

Lock out after 24 hours - all gamesheet codes and gamesheet entry locks out after 24 hours. After that, contact web admin or deputies for changes or access.

Suspensions - There are three ways to mark players as suspended during a game.
 (1) league deputies/governors can mark players/bench staff as suspended for certain games. A red "suspended" label will appear beside the player name in the gamesheet app roster. A suspension added this way cannot be changed by anyone using any of the gamesheet app codes. However, this only works if the deputy or governor has time to see and review the suspension before the team's next game.
(2) The home manager can login to the web portal (ie login online from neahl.ca), click on the green edit button beside a game, and mark a player as present in the game and suspended (have to tick both boxes). The red suspended label will appear beside the players name in the gamesheet app. Visiting manager cannot do this, but could request home team manager to mark a player suspended if they know they will be serving a suspension in the game.
(3) If the player is not marked as suspended on the roster, then the home or visiting team manager can use the "Add User Note" button to add a note to the game. Any notes added can be viewed by anyone using any of the game codes. The notes will also appear at the bottom of the screen to anyone viewing the game through the web portal. "User Notes" are under the

clock symbol. Write them in the way you would add them to a paper game sheet e.g. #99 Wayne Gretzky, Oilers, susp 2 of 3

Duplicate players - There was an issue last year with players occasionally being duplicated in a game roster. Ramp says that this has been resolved. If it occurs again, send me the details (game number, player number) and I'll pass it along to ramp support to investigate.

Missing game stats - teams disappeared from some games after the retiring. I have figured out why that happened and will let deputies know what to watch for and it shouldn't happen again. This was an issue for some U13 games last year. The data may still exist in ramp - if you were one of the teams in those games, please send me the game number, date, and the teams that played, I can attempt to fix those games.

Paper copy of gamesheet notes - I recommend that the scorekeeper have some way to take notes during a game (gamesheet, scratch pad, paper). Even if it's not a traditional gamesheet, please take a picture and send it to the visiting team manager. People are still anxious about verifying gamesheets when they don't have anything written to compare them to.

Website security - if your website address begins "http://" then it is not encrypted and may be blocked by security software. If you have a ramp website, you can get an SSL security certificate added for $25 a year, and presumably other website hosts offer the same thing. If your site has an SSL security certificate, it will begin with "https://".