INSTRUCTIONS FOR TEAMS
TO USE THE RAMP GAMESHEET APP

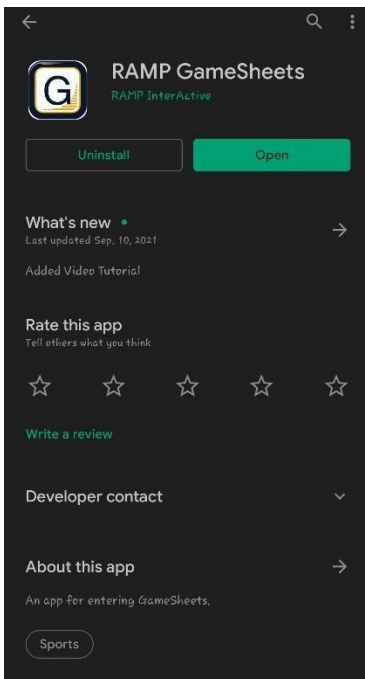**The Team Coach /or designated staff member MUST download the RAMP Game sheet APP G (free) on their smartphones. This app is to be used for all leagues that are using the Gamesheet app.**

Depending on your smartphone (Android or Apple) you must go to the Google Play store or the app store.

> **IMPORTANT: Each league will have a different process on how to provide the Gamesheet code to the Timekeeper (minor official). Please check with your league for that process.**

The 2 team coaches or designated staff member must go into the app to access the game sheet at least 10 minutes prior to the start of the game. They should select their players and their staff that will be on the bench / field of play for that game. Once this has been done, the team coach or designated member must sign the game sheet before the scheduled game time.

For this process to work, the coach or staff member must download the RAMP Game Sheet App to their smart phone. Once downloaded the Team Coach or designated staff member will have to create a personal account so that you can access the app. This account is not tied to a team or an association; is your personal account. Once created, your home screen will look like the following image below on the right.
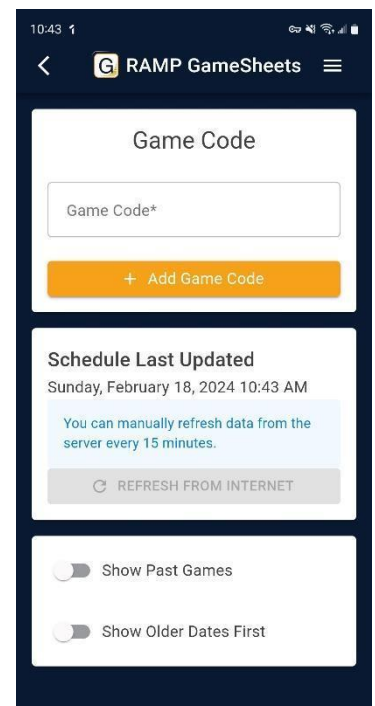
The image to the left is taken using an Android device. When you go to the play store, you must look for the "RAMP GameSheets App". The icon for the app is pictured here for you.

The image to the right is what you will see when you have downloaded the app and created your account.
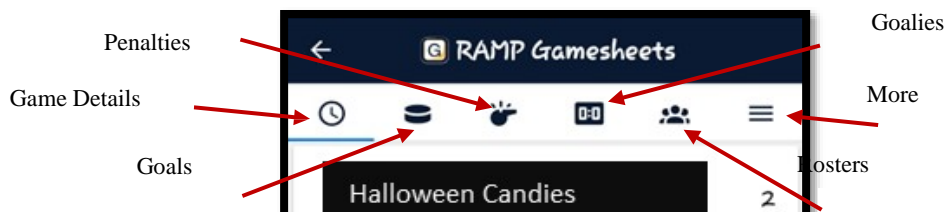
This will be the home page screen of the app each time you open it.

You will be entering the game code in the box you see and then tap on the search icon for the game to show up
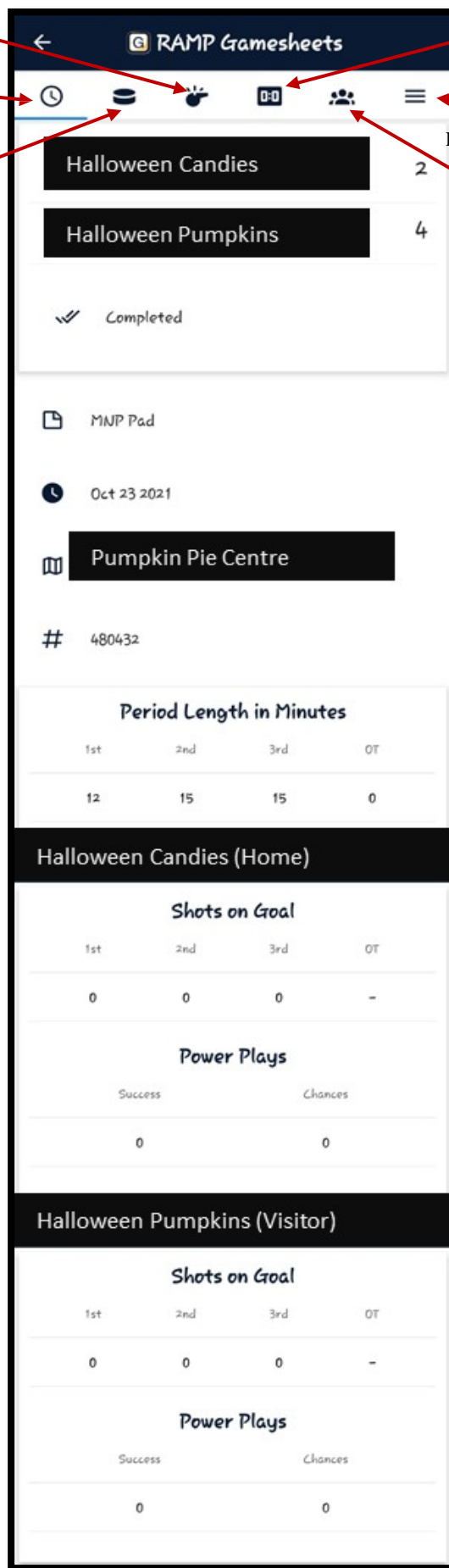
Each game will have its own unique code.

The game codes that you have entered the app will automatically be deleted 7 days following the end of the game. They cannot manually be deleted.

Penalties

Goalies

Game Details

More

Goals

Rosters

RAMP Gamesheets

Halloween Candies   2

Halloween Pumpkins   4

✔✔ Completed

📄 MNP Pad

🕐 Oct 23 2021

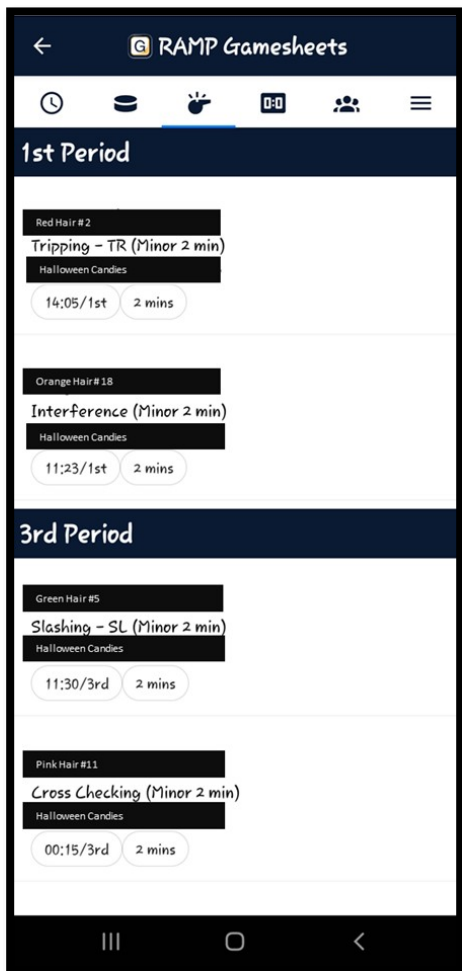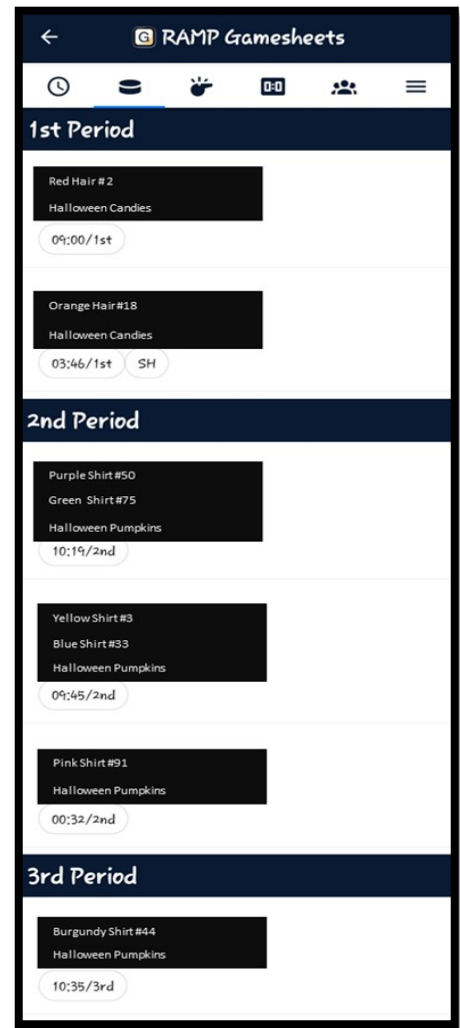📍 Pumpkin Pie Centre

480432

GAME DETAILS TAB/PAGE

1. Upon entering your code as the home or visiting team for the game, you will then be taken to the game details screen for that specific game. You will see all the game details here.

2. You will also see the icons across the top of your screen: Each of these icons takes you to a different screen in which information will be available for you to review.

3. The minor officials will be entering all the stats for the game using their own access code. The team coach / or designated staff will not be entering any statistical information. You will be able to see the information once it is entered but you cannot input the information yourself.

Period Length in Minutes

1st	2nd	3rd	OT
12	15	15	0

Halloween Candies (Home)

Shots on Goal

1st	2nd	3rd	OT
0	0	0	-

Power Plays

Success	Chances
0	0

Halloween Pumpkins (Visitor)

Shots on Goal

1st	2nd	3rd	OT
0	0	0	-

Power Plays

Success	Chances
0	0

GOALS TAB/PAGE

This page will walk you through the goals that were scored in the periods by both teams. As per the image to the right, this page outlines the player that scored, the team they are rostered to and the time of the goal.
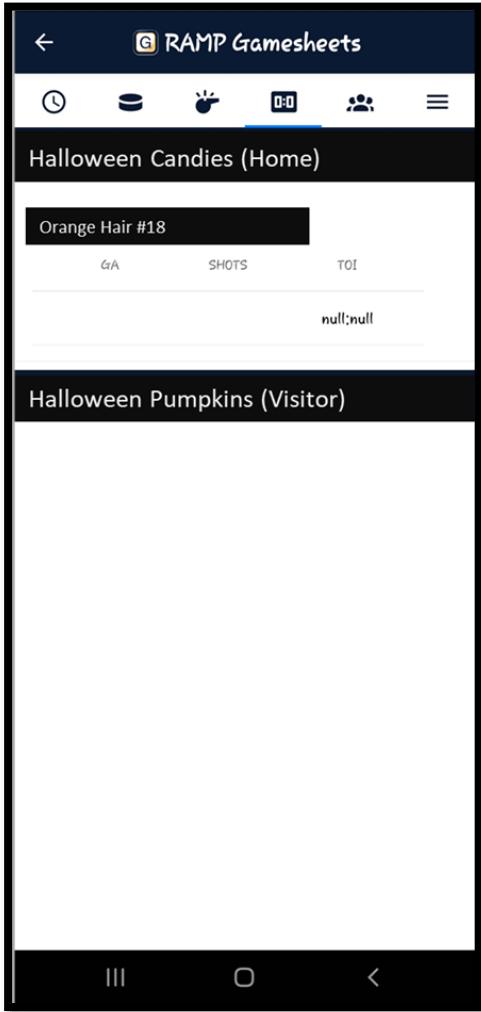

PENALTIES TAB/PAGE

This page lets you view the penalties of this game.

Please send the details of the game: Date, Time, Location and team names along with the name of the player/ staff who received the penalty and the type of penalty they received.
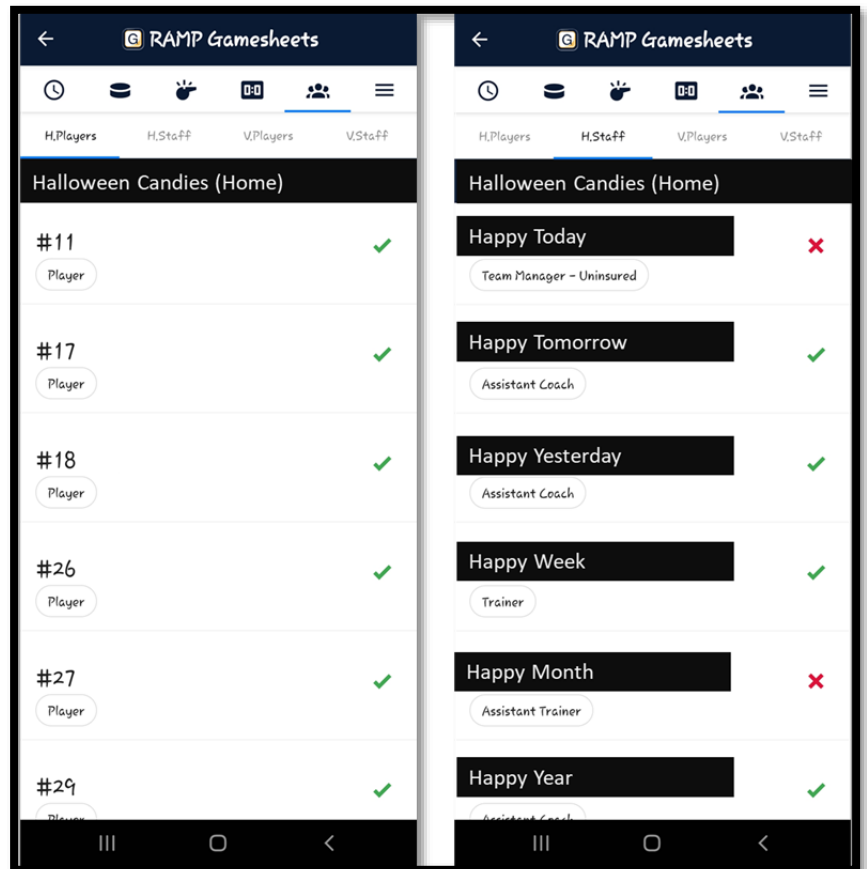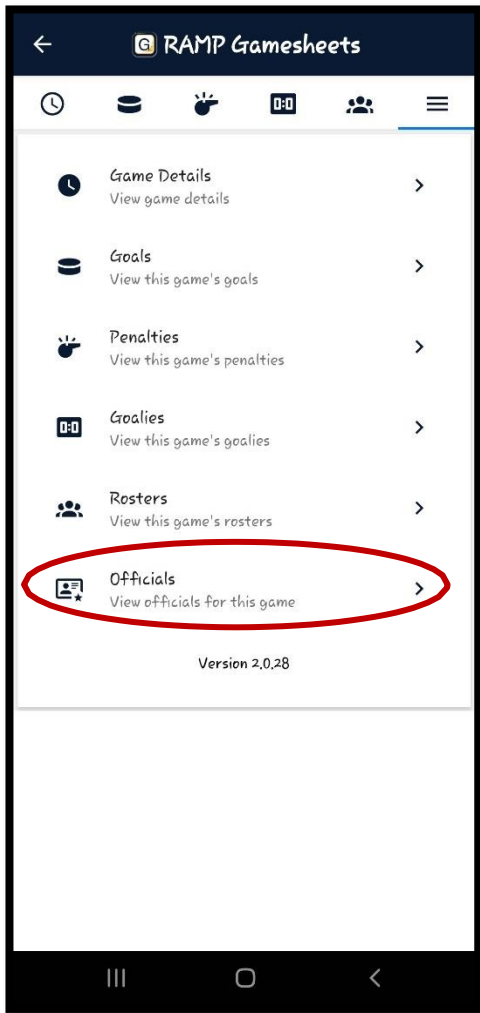
GOALIES TAB/PAGE

The "Goalies" tab will provide you with information regarding Goalies for each of the team. It is not mandatory for the teams to enter information in this tab but if they choose to enter information.

ROSTERS TAB/PAGE

Here team Coaches or designated individual must select the Players and Staff that will be participating in the specific game. The toggles can be used to do this. Only the Home team can make changes to the Home team roster. Only the Visiting team can make changes to the Visiting team roster. Coaches should also flag which players are Captains or Assistants.

The three lines on the page will enable you to access additional information pertaining to the game.
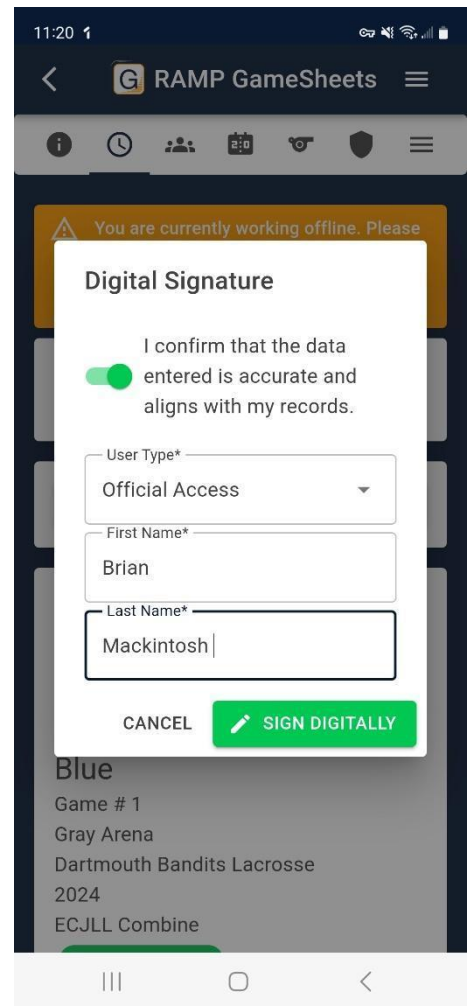
You will be able to see the officials of the game. Their signatures will not show until they have had the opportunity to review the game sheet and verify that all information is accurate.

 SEE BELOW IMAGE FOR DETAILS.

OFFICIALS TAB/PAGE

This page will show you the names of all the officials for the specific games. This information was entered by the minor official. The officials must sign off on the game sheet once they have reviewed the game details for accuracy.

To sign off on the game sheet, select the "Sign Here" tab at the top of this page, you can then electronically sign and acknowledge the signature.

ADDING A PICK-UP PLAYER.

Teams can add a player for the game by following the instructions below:

1. Select the Roster Tab, once there at the top of the screen you will see a tab to "ADD PLAYER" By selecting this you will be able to enter the information for that player, including Name, position, and player number. You will also be able to choose some additional information pertaining to this player.
2. Once the data is entered, please select "SAVE". This is to ensure the data is saved.

SUSPENSION TO A PLAYER ON THE TEAM.

If a player has received a suspension, during the next game for the team, the player will appear on the player list on the app however, beside their name it will show "SUSPENDED". This will show up for the number of games that the player must serve. Once all games have been served, the member can return to activities and "SUSPENDED" will no longer appear beside their name.

When a player is serving games, no action is required when using electronic game sheets.

Any data entered in the app will automatically upload as soon as you have a Wi-Fi or internet / Data connection.

If you are at a facility in which Wi-Fi access is limited, we advise that you enter the code for the game before you get to the facility. This way all the details will be downloaded to the device for you so that entering information is easier. Game officials do not have to carry their devices with them while they are officiating. If they choose, they can leave their devices in the timekeeper area until they are ready to review the details. Officials will be able to review the game details following the game.