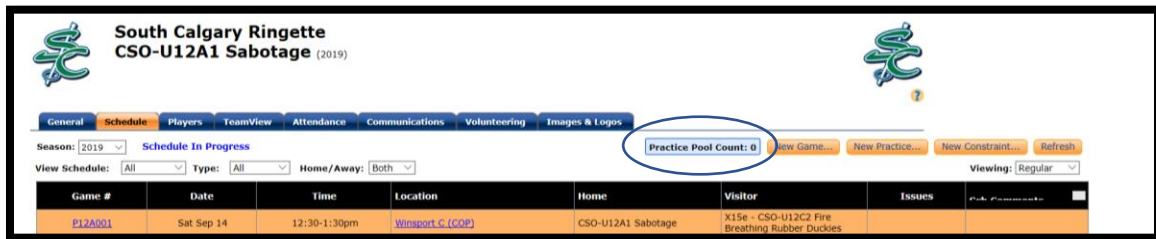


PRACTICE ICE POOL

Looking for extra ice or have an ice time you can't use? Now you can check out the "Practice Pool" feature in SportzSoft!

In Sportzsoft, managers and head coaches can see if there is any practice ice times available to pick up from the practice ice pool on your Team View page under your schedule. The "Practice Pool Count" area will show how many ice times are currently available in the pool.

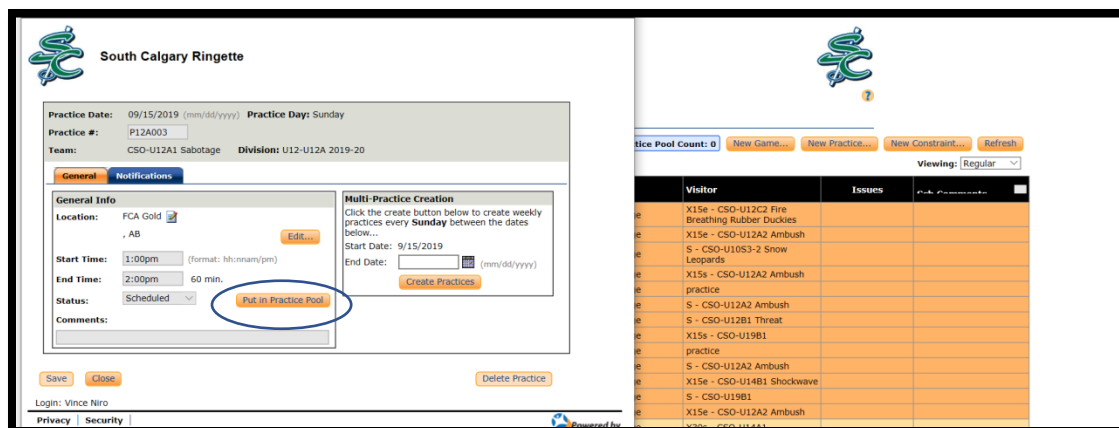


TO RETURN ICE TO THE POOL:

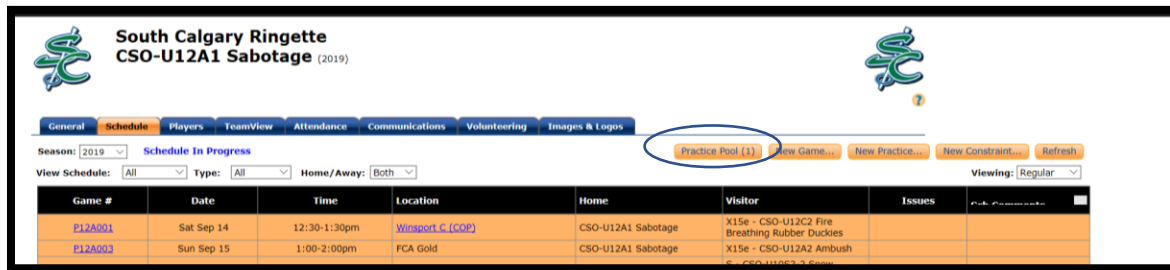
- If you have a practice that your team cannot use, click on the practice link which will open the Practice # window.
- Click on "Put in Practice Pool" if you would like to return the ice.

► Please note if you are returning a full ice practice OR if you are the second team returning a shared ice practice, you are still responsible for using this ice if no other team takes it.

We CANNOT have any ice go unused as it greatly affects our ice contract relationships and can also result in a fine from the arena. You are responsible for checking the status of your ice in the practice pool and using the ice time if it doesn't get claimed.



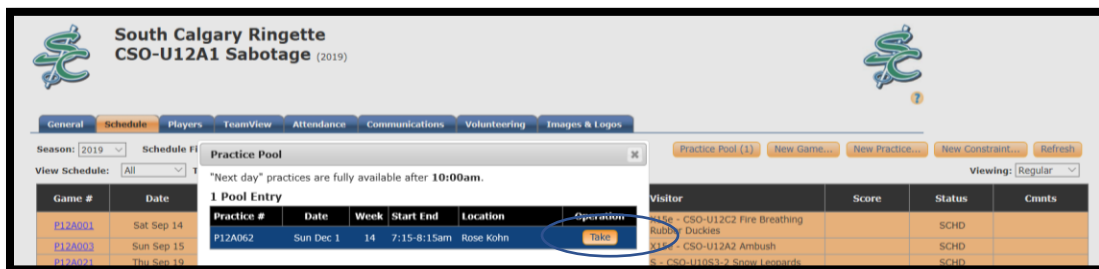
- Once you have put an ice time in the practice pool, the “Practice Pool Count” on your schedule page will now read (1).



TO CLAIM AN ICE TIME FROM THE POOL:

If you would like to claim a practice ice time from the practice pool:

- Click on “Practice Pool (1)”
- Click on the practice you want to claim
- Click on “Take”
- The practice will be then added to your schedule



PRACTICE POOL RESTRICTIONS

- To place a practice in the pool it must be more than 40 hours prior to the start time of the practice. Please note if you are returning a full ice practice OR if you are the second team returning a shared ice practice, you are still responsible for using this ice if no other team takes it.
- Your team can only take 1 practice from the pool per week