

St. Albert Minor Hockey Scorekeeper/Timekeeper information
SAMHA arena clocks only

Pre- Game Check List

1. Designate a timekeeper
2. Designate a scorekeeper
3. Ensure you have a game sheet or game sheet book
4. Ensure they have a pen

These individuals will stay in the timekeeper's box for the remainder of the game.

Score Clock Instructions are provided in the box along with the penalty abbreviations. This information will also be provided in this manual.

Timekeeper responsibilities

1. In charge of the score clock (puts what period that game is in, the time for each period, goals, penalties and shots on goal if applicable)
2. Starts and stops the clock (according to stops and starts in the play of the game)

Scorekeeper responsibilities

1. Is in charge of the game sheet. (completes all areas of the game sheet including team names, numbers, date, arena played at, Scheduled game #, Travel Permit (if applicable), Division, Sub Category and Type of game.
2. If in doubt of any of this information ask the coach prior to game start and or the Referee.
3. Referee's will inform you penalties, goals etc.
4. Ensure the Refs have printed and signed their name to the game sheet prior to the game
5. Each team roster has a signature in the "Verified by" box located below the team roster
6. Each page of a game sheet must have a copy of the team roster

Scoring Summary

- **No.** refers to the number of goals for that team. This is already filled in on the game sheet
- **Per.** refers to the period in the game the goal was scored
- **Time** refers to the time left in the period in which the goal took place (time left on the score clock).
- **SC** refers to the jersey number of the player that scored
- **Assist** refers the jersey number(s) for the player(s) that assisted on the goal

The refs will provide you with this information

Penalties

- *Per.* refers to the period in which the penalty occurred
- *No.* refers to the jersey number of the player that received the penalty
- *Srv.* Refers to the jersey number of the player that served the penalty in the penalty box
- *Offence* refers to why the player received the penalty
- *Min.* refers to the number of minutes that the penalty is for
- *Off or Time Off* refers to the time on the score clock that the player got off the ice for the penalty
- *Start* refers to the time on the score clock that the penalty started
- *On or Time On* refers to the time the player serving the penalty went back on the ice

Penalty Abbreviations

Penalty	ABR.	Penalty	ABR.
Abuse of Officials	A.O.O.	Holding	HOLD
Aggressor	AGG	Holding the Stick	HOLD.S
Attempt to Injure	A.T.I.	Handling Puck	HP
Body Checking	BC	High Sticking	HS
Boarding	BDG	Instigator	INSG
Bench Minor	BM	Interference	INT
Broken Stick	BRS	Interference/Protection of Goalie	INT.G
Butt Ending	BE	Kneeing	KNEE
Cross Checking	CC	Leaving Penalty Bench	LPB
Checking from behind	CFB	Match Penalty	MP
Charging	CHG	Misconduct	MISC
Checking to the head	CTH	Penalty Shot	PS
Dangerous/ Illegal Equipment	DE/EI	Physical abuse of an Official	PAOO
Delay of Game	DG	Power Play Goal	PPG
Elbowing	ELB	Roughing After the Whistle	RAW
Empty Net Goal	ENG	Refusing to Start Play	RSP
Failure to go to Bench	FGB	Roughing	RO
Fighting	FI	Short Handed Goal	SHG
Face Masking	FMSK	Spitting	SPIT
Falling on Puck	FOP	Slashing	SL
Game Ejection	GE	Spearing	SPEAR
Game Misconduct	GM	Too Many Players	TMM
Goalie Leaving Crease	GLC	Tripping	TR
Gross Misconduct	GRM	Throwing Stick	TS
Hooking	HKG	Unsportsmanlike Conduct	USC

Instructions for running the time clock

1. Turn on the clock
2. Prev Code 4402 resume game – Press enter/yes button.
3. Do not press clear/no – if you have pressed enter/yes button twice

To set the time

1. Press the set main clock button
2. Enter the amount of time for the particular period
3. Press enter/yes button

To set time for a penalty

1. Press the Home or Guest penalty button
2. Enter the two digit player number (if the player number is only one digit, enter a 9 first)
3. Enter the amount of time for the penalty
4. Press enter/yes button

To clear a penalty

1. Press the Home or Guest delete penalty button
2. Press enter/yes button

To set score

1. Press Home or Guest Score +1 button

To put up Team Names

1. Find card with letter on it (check under console)
2. Exchange Console cards
 - Press menu button
 - Scroll up and down and select Roster Select Home – Press Enter
 - Type in Teams Name – Press Enter twice
 - Repeat procedure for Guest team
3. If names appear on the clock to be wrong, setting may have been altered.
4. Repeat procedures but before entering names Reset settings by pressing buttons 48 columns – 8 rows – single stroke. Then proceed to type in Name.