



Start with a Dream, Achieve your Goals, Flyers for Life

Game Sheet and Time Keeping

Winkler Minor Hockey is giving parents, siblings, relatives etc. the opportunity to take part of the game day activities through working the clock and game sheet. We believe that volunteers are our strength and the more opportunities we can provide for you to be involved, the stronger we are. Benefits to helping with the clock and game sheet is the chance to learn something new about the game and see it from a different perspective.

Game Sheet

Manager Duties for Game Sheet

- Home team Manager is responsible to complete the top right section of the game sheet with their teams' roster prior to game time
- Home Team Manager will then bring the game sheet to the Visiting team Manager for them to complete the top left section of the game sheet with their teams' roster

Teams can also use preprinted stickers to apply to all three copies (White, Yellow, Pink) of their teams section. Stickers must include all information (Jersey number aligned with players full name, Coaches, Manager, Safety/Trainer)

Visiting Team (Top left) and Home Team (Top right)

- POS = Position of player
 - NO = Jersey number of player
 - NAME = Name of player
-
- Home team Manager will bring the Game Sheet to the Timekeepers Bench (located between the penalty boxes)
 - At the end of the game, the home team Manager will retrieve the Game Sheet. They will ensure names of Scorekeeper, Timekeeper and Officials have been completed. If not, take to the Officials (Refs) to sign and complete / add any other notes as required
 - Home team Manager will then bring a copy to the visiting teams Manager.
 - Winning team will keep the White and Yellow copies
 - Losing team will keep the Pink copy
 - Winning team manager to forward a copy to their PVMHA Convenor

Scorekeepers Duties for Game Sheets

1. Scorekeeper to complete the top center section of the game sheet Division, Tier, Date, Time, Played At, Game # (Important for playoffs)

2. Goals and Assists

- Print names of both the Scorekeeper and Timekeeper located on the left side of the sheet towards the center
- Record all scoring for both home and visiting teams in spaces located in the center of the sheet, Visiting Team in left column, Home in right column

P = Period the goal was scored

Time = Time the goal was scored

SC = Jersey number of the player that scored, provided by the officials

ASST = Jersey number of the player(s) that assisted the goal, provided by the officials

- At the end of the game, draw a line across the column so nothing can be added and write the total score of each team below the line. Then complete the FINAL SCORE boxes located below the scoring columns (Between the red M's)

3. Penalties

- Record all penalties for both home and visiting teams in the spaces located at the bottom of the sheet, Visiting Team in the left column, Home Team in the right column

P = Period the penalty occurred

NO = Jersey number of player who committed the penalty

SERV = Jersey number of player serving the penalty – can be different

OFFENSE = Penalty call made by Official – provided by Official

MIN = Length of minutes the penalty will be – provided by Official

OFF = Time the penalty was called

- At the end of the game, draw a line across the columns so nothing can be added. Write the total amount of penalties in each of the following categories;

Minor – 2 minutes

Double Minor – 4 minutes

Major – 5 minutes

Game Misconducts

- Time outs to be recorded in the Penalty section of each team as they are called (Period and Time)
- Have Officials print and sign names after game on the right side of the sheet in the middle, marked REFEREE NAME, LINESMAN NAME
- Give completed game sheet to home team manager.

Sample Game Sheet

VISITING TEAM:		PVMHA OFFICIAL GAME REPORT				HOME TEAM:									
POS.	NO.	NAME - PLEASE PRINT		DIVISION	TIER		POS.	NO.	NAME - PLEASE PRINT						
G		VISITING TEAM NAMES OR STICKER ON ALL 3 COPIES		DATE	TIME		G		HOME TEAM STICKER ON ALL 3 COPIES - WHITE - YELLOW - PINK						
D				PLAYED AT	GAME #		D								
D							D								
C							C								
RW							RW								
LW		TYPICALLY THE WINNING TEAM WILL KEEP THE WHITE + YELLOW COPIES AND EMAIL A COPY TO THEIR COVENOR		SCORING				SCORING				LOSING TEAM WILL KEEP THE PINK COPY			
ALT				#	P	TIME	SC.	ASST.	#	P	TIME			SC.	ASST.
ALT				1	1	12:42	17	16.9	1	1	3:43			19	17.22
ALT				2	1	7:53	4	18.6	2	1	0:07			4	6.18
ALT				3	2	13:42	8	16.11	3	2	7:49			7	9.26
ALT				4	2	11:09	17	16.9	4						
ALT				5					5						
ALT				6					6						
ALT				7					7						
ALT				8					8						
ALT				9					9						
ALT				10					10						
ALT				11					11						
ALT				12					12						
ALT				13					13						
ALT				14					14						
ALT				15					15						
ALT		16					16								
ALT		17					17								
COACH							COACH								
ASST. COACH							ASST. COACH								
ASST. COACH							ASST. COACH								
MANAGER							MANAGER								
SAFETY/TRAINER							SAFETY/TRAINER								
ALL GAME OFFICIALS MUST PRINT & SIGN NAMES BEFORE FORWARDING TO CONVENOR				4 3		FINAL SCORE		REFeree NAME		LINESMAN NAME					
SCOREKEEPER				LINESMAN NAME		LINESMAN NAME		PLEASE PRINT							
TIMEKEEPER				LINESMAN NAME		LINESMAN NAME		PLEASE PRINT							
ALL MATCH AND MISCONDUCTS MUST BE WRITTEN IN DETAIL ON BACK OF FIRST PAGE AND FAX TO LEAGUE CONVENOR <input type="checkbox"/> GAME REPORT															
P	NO.	SERV.	OFFENSE	MIN	OFF	P	NO.	SERV.	OFFENSE	MIN	OFF				
1	7	7	TRIP	2	7:08	1	22	22	HOOK	2	4:21				
2	17	17	ROUGH	2	3:04	2	4	17	ROUGH	2	3:04				
3	19	19	UNSP COND	2	7:42	2	4	4	CIC	2	3:04				
3	8	18	ROUGH	2	6:22	3	7	7	HEADC	4	17:38				
3	8	8	ROUGH	2	6:22	3	17	17	ROUGH	2	6:22				
3	4	12	BOARDING	5	3:24										
3	4	4	GAME MISC		3:24										
5 MINORS 1 MAJOR 1 GAME MISC						4 MINORS 1 DBL MINOR									
TIME OUT CALLED 3RD PERIOD @ 1:28															

Game Clock (See manual below)



CONTROLLER OPERATION INSTRUCTIONS HOCKEY

HOCKEY	OFF	GAME TIME		PERIOD	HOME SCORE	HOME PEN	GUEST SCORE	GUEST PEN	
	SETUP	INT MODE			HOME SCORE +1	HOME TOL	GUEST SCORE +1	GUEST TOL	
	TEAM NAME	SAVED TIME				HOME SHOTS		GUEST SHOTS	
	STATUS	SHIFT	PENALTY STOP/RUN	PENALTY HOLD		HOME SHOTS +1		GUEST SHOTS +1	

GAME TIME

Time on the scoreboard display will show mm:ss (minutes and seconds).

When game time is less than one minute the display will show ss:tt (seconds and tenths of a second).

To set Game Time:

- All timers must be stopped
- Press GAME TIME
- Enter Minutes on keypad, press ENTER
- Enter Seconds on keypad, press ENTER

INTERMISSION / BREAK / TIME-OUT TIMER

This timer can be used for intermissions, time outs, and any kind of break timer.

While in this mode, the controller screen will show the timer value in the upper left and the scoreboard game time display will show this value.

Maximum value is 99 minutes and 59 seconds.

To set Int. Mode time:

- All timers must be stopped
- Press INT MODE
- The last set time will appear
 - If this is okay, press ENTER twice
 - If not okay:
 - o Enter Minutes on keypad, press ENTER
 - o Enter Seconds on keypad, press ENTER
- Use game time switch to count down the INT MODE timer
- Press INT MODE to exit back to regular game mode

Int Mode: 0:00	0:00.00			
PENALTY	HOME	PERIOD	GUEST	PENALTY
0 0:00	0	0	0	0 0:00
0 0:00	0	---	---	0 0:00
0 0:00	0	---	---	0 0:00

SCORES

To set a team's Score:

- Press HOME SCORE or GUEST SCORE
- Enter number on keypad, press ENTER

To increase a team's Score:

- Press desired teams increment score button. For example HOME SCORE +1 will increase home score by 1

PENALTIES

The controller allows input of four penalty times per team. Only the penalty times 1 & 2 are active when the game time is running. Penalty times 3 & 4 will become active and shift up into penalties 1 & 2 when the active 1 & 2 penalties expire.

- The maximum Player Number is 99
- The maximum Penalty Minutes is 99, but the message protocol only sends out the last digit of minutes. So if the penalty time is 12:23, the scoreboard display will only show 2:23
- The maximum Penalty Seconds is 59
- To enter a penalty:
 - Press either **HOME PENALTY** or **GUEST PENALTY**. The first key pressed will put the cursor on the first empty penalty location.
 - When the same button is pressed repeatedly, the controller advances between the 4 penalties.
 - For each penalty, enter values of the player number, penalty minutes, and seconds on the numeric keypad and press **ENTER** after each.

NOTE: ENSURE CURSOR IS OFF BEFORE STARTING TIME OR PENALTY WILL NOT OPERATE PROPERLY.

- To clear a penalty:
 - While on any value of the penalty to be deleted, press the **CLEAR** button. This will clear the entire penalty and shift any lower penalties up.
 - **HOLD PENALTY** Feature
 - Needs to be enabled in Sport Configuration
 - If this activated from the keypad during normal operation, any penalty entered in Penalty 3 & 4 will not shift up when either or both Penalty 1 & 2 expired.
 - To toggle **OFF/ON**, press **HOLD PENALTY**. A small **HOLD** box will appear beside both team's penalty 3&4.
- **PENALTY STOP/RUN** feature
 - Needs to be enabled in Sport Configuration
 - Penalty time stop/run is controlled with the keypad. Game time must be running for penalty time to run.
 - To toggle **STOP/RUN**, press **PENALTY STOP/RUN**. A small **STP** box will appear beside both team's penalty 1&2 when penalty time is stopped.

SHOTS ON GOAL (SOG)

To set a team's SOG:

- Press either **HOME SHOTS** or **GUEST SHOTS**
- Enter value on numeric keypad
- Press **ENTER**

To increment a team's SOG:

- Press either **HOME SHOTS"** or **GUEST SHOTS"** twice
- OR
- Press either **HOME SHOTS +1** or **GUEST SHOTS +1**

NOTES: Reference Controller Manual for Password