

How to use: the RAMP Gamesheet App to edit, verify and sign your roster

Please see the following information if you are unfamiliar with the roster verification process through the RAMP Gamesheet app (or need a refresher):

1. *Download the 'RAMP Gamesheet' app.* This app is different than the RAMP Team app (if you are using that one) and so if you do not already have the gamesheet app, you can download it from your app store on your phone. You will be able to use the same account as your RAMP Team app to log in (again, if you already have the RAMP Team app).
2. *Enter the Gamesheet codes provided in the app. There are 2 methods to enter games:*
 1. *By the team code (RECOMMENDED):* Each team has its own unique code for you to enter under the “Teams” tab. This will add all games associated with your team to the app including playoff and placements games. NOTE: after entering the code, the games will upload on the next hour (6:00, 8:00, etc). So be sure to enter the team code well in advance of your first game.
 2. *By the game code:* Each game has its own unique gamesheet code for you to enter under the “Games” tab. The app will store these codes after you have entered them so you can revisit the games if you need to adjust your cap numbers if necessary prior to each game. You will have to go back in and add the remaining games once round robin play has ended and quarter/semi/final games have been determined.
3. *Verify that your roster is correct.* Under the roster tab in each game, you can view/edit your roster (cap #s, athlete names). To change cap numbers, select the number next the athlete and edit the number. NOTE: Editing the cap number will change that cap in every game prior and following that edited game. DO NOT change caps by changing the names of the athletes as each athlete’s profile (stats, emails, etc) is attached to the players name, not the number.
4. *Mark each athlete as “in-game” status.* Use the toggle to the right of each athlete’s name to mark their status. NOTE: athletes not marked as ‘in game’ will not be visible on the MO gamesheet. You will have to do this for each game (it does not carry over like the cap # edits)
5. *Sign the roster.* Sign the roster prior to each game to let us know you have seen and verified it.
6. (These steps can be completed prior to each game, or for all your games prior to your first game and then making edits as needed.) We will also have the codes printed out on deck if you are unable to complete this before you arrive this weekend.