



Guide: Linking League Schedules to Association Webpages

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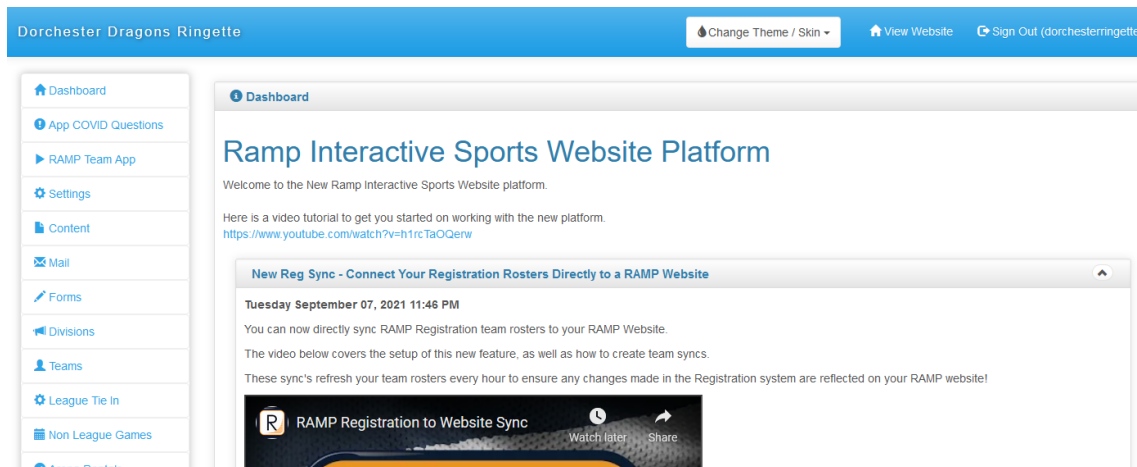
Checklist to begin:

- ✓ Association must be using RAMP as scheduling website
- ✓ Association Webmaster must login the back end to set-up the team sync
- ✓ WRRR/WRRL Webmaster to provide the team login name and password to Association

Note: if your association is not using RAMP, csv file imports with schedules have been provided to import to other sites. Please contact your web provider for assistance with imports.

Steps to link:

1. Login to your association RAMP website back-end



2. Click on "League Tie In" on the left side menu

3. Fill out the following fields for the team schedule you wish to link. You will need to complete this step once for each team you are hosting. For example, if you are hosting a U12, U14 and U16 team, you will need to complete this step 3 times. Once per team.

The following is an example of how to complete the fields if you were trying to link for a U16AA field:

- Season = 2021-2022
- Division = the division on your association website
- Team = the team set-up on your association website that you want to link to
- League = Western Region Ringette
- Division = U14
- Team = team from WRRL
- League Login = you must have this from WRRR/WRRL Web Master
- League Password = you must have this from WRRR/WRRL Web Master

4. Click the “Submit” Button

You are now linked to the WRRR for this team. Please repeat step 3 & 4 to link another team.

Please note that it might take a bit of time to completely sync, give it a few hours.

If you want to stop the link, enter the information the same as above and click the “Remove Team Sync” Button.

5. If you wish to copy over players to link to the WRRR roster, use the instructions on the screen under “Copy Players” to move players. You do not want to copy over Bench Staff. Once you have moved the players over, click “Copy Players” button.

The screenshot shows a web interface titled "Copy Players". At the top, there is a light blue instruction box: "Move players by selecting player(s) and click on the directional buttons. To select multiple players, hold CTRL (to select multiple individuals) or Shift to select a group of players." Below this, there are two scrollable lists of player names. The left list is titled "Great Lakes Ringette League - Dorchester" and contains: Megan W, Nadia V, Sydney S, Kendra S, Baylie S, Taylor P, Zoe M, Madison M, Carly K, Regan F, Morgan C, Amber C, Cali B, and Ainsley B. The right list is titled "Dorchester Dragons Ringette - U16AA" and contains: Ainsley B, Cali B, Amber C, Morgan C, Regan F, Carly K, Madison M, Zoe M, Taylor P, Baylie S, Kendra S, Sydney S, Nadia V, Megan W, Sean Baker, Kelly Frayne, Laurie Palmer, and Warren Smith. Between the two lists are two orange buttons with white arrows: the top one points left and the bottom one points right. At the bottom left of the interface is a grey button labeled "Copy Players".

This is now complete!