

Game sheets
uploaded as
PDF's

Hockey Calgary Online Scoresheet

The following is a guideline to help assist you with the steps that are required when entering the game scores online.

At least one member of the official team roster (coach, assistant coach, manager) must have provided a valid email address at the time of registration. The registrar when entering the team rosters in HCR would then include the email address provided. Once the roster has been created and there is a valid email address the individual will receive a username and password. These are the credentials that you will be required to use for the 2012-2013 season.

The winning team is responsible for logging onto the Hockey Calgary Web Site and entering the scores for the scheduled league games. In the event of a tie it is the responsibility of the home team to enter the scores. At the conclusion of a game the winning team will receive a copy of the game sheet and it is the responsibility of the team manager or designates to enter the information as it is documented on the original copy.

- 1) First step is to go to www.hockeycalgary.com. Once logged on you will receive the following prompt

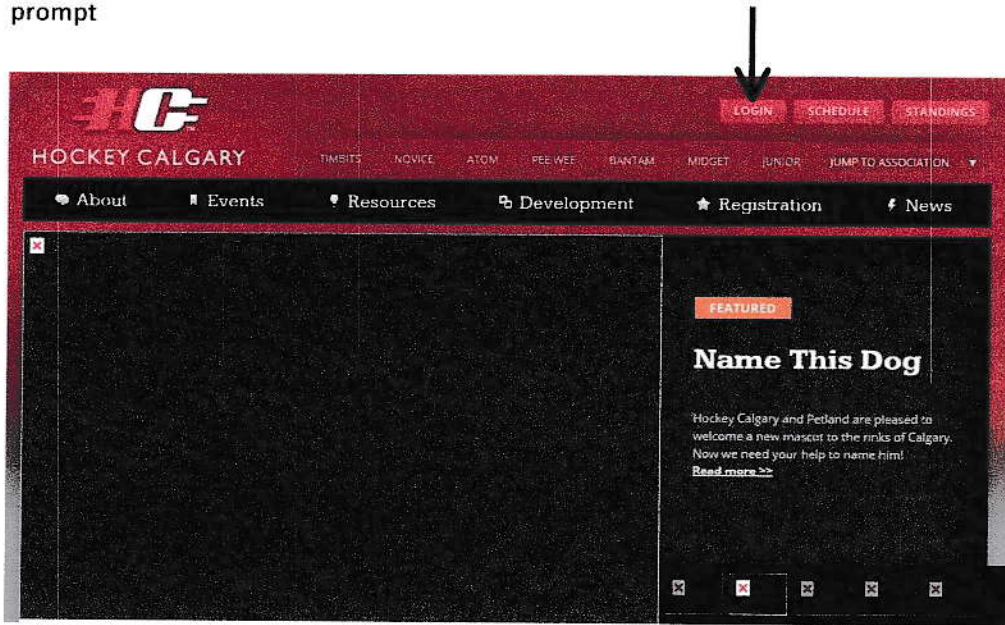


Figure 1

- 1) Select the "**Login**" button located at the top of the screen (see figure 1 above). You will be presented with a Login screen.

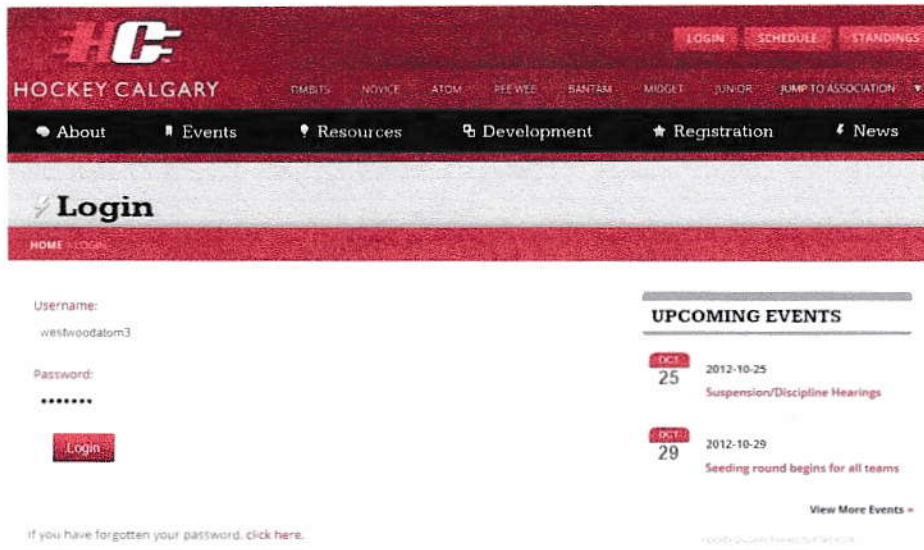


Figure 2

Enter your username and password in the fields provided and select “**Login**” (see figure 2 above)

- 2) When you first logon you will be presented with a list of your previous games, Upcoming games and your team roster

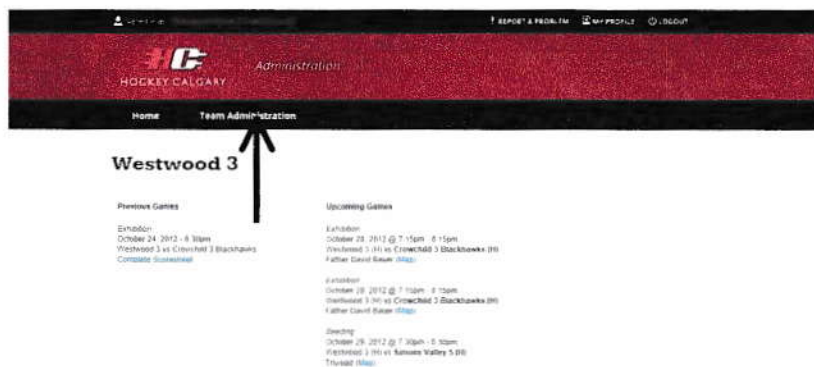


Figure 3

Note the Team Administration Tab at the top of the page (see figure 3 above). Place your mouse over this tab and you will be presented with 3 different options

- Player and Coach Roster
- Request Exhibition Game
- Game Score Sheets

Scroll down and select "**Game Scoresheets**". A list of the scheduled games will appear.

Date	Time	Home	Score	Visitor	Score	Type	
Oct 22, 2012	6:00pm - 7:00pm	Crowchild 3 Blackhawks	7	Westwood 3	2	Exhibition	Scoresheet
Oct 24, 2012	6:30pm - 7:45pm	Westwood 3		Crowchild 3 Blackhawks		Exhibition	Scoresheet
Oct 28, 2012	7:15pm - 7:15pm	Crowchild 3 Blackhawks		Westwood 3		Exhibition	Scoresheet
Oct 28, 2012	7:15pm - 8:15pm	Westwood 3	4	Crowchild 3 Blackhawks	3	Exhibition	Scoresheet
Oct 28, 2012	7:15pm - 8:15pm	Westwood 3	0	Crowchild 3 Blackhawks	0	Exhibition	Scoresheet
Oct 29, 2012	7:30pm - 8:30pm	Westwood 3		Simons Valley 5		Seeding	Scoresheet
Oct 30, 2012	1:15pm - 2:15pm	Crowchild 3 Blackhawks		Westwood 3		Exhibition	Scoresheet
Oct 31, 2012	12:00pm - 2:00pm	Westwood 3		McKnight 1 Mustangs		Exhibition	Scoresheet
Nov 4, 2012	8:00am - 9:00am	Westwood 3		Bow River 7 Bruins		Seeding	Scoresheet
Nov 11, 2012	5:15pm - 6:15pm	Glenlake 5 Hawks		Westwood 3		Seeding	Scoresheet
Nov 17, 2012	9:30am - 10:30am	Westwood 3		Saints 3		Seeding	Scoresheet
Nov 24, 2012	1:30pm - 2:30pm	Blackfoot 5		Westwood 3		Seeding	Scoresheet
Dec 1, 2012	9:00am - 10:00am	Trails West 6		Westwood 3		Seeding	Scoresheet
Dec 6, 2012	7:00pm - 8:00pm	Westwood 3		Lake Bonavista 3 Breakers		Seeding	Scoresheet
Dec 9, 2012	12:00pm - 1:00pm	Bow Valley 5 Flames		Westwood 3		Seeding	Scoresheet

Figure 4

- 3) At the far right hand side you will see the option "**Scoresheet**". Select the scoresheet you wish to update. (see figure 4 above)

The Scoresheet Entry will appear with 4 notable tabs at the top

- Basic Information
- Scoring and Penalties
- Suspensions
- Review

We will first enter the Basic information (see figure 5 below) which will include the following

- Scorekeepers name
- Timekeepers name
- Referee
- Linesman 1
- Linesman 2

Refer to your copy of the game sheet for the information. Period lengths are optional.

Note: Should there be a missing name or it is illegible please indicate this in the field

Hockey Calgary Administration

Home Team Administration

Scoresheet Entry

Date: Nov 4th 2012 Type of Game: Seeding Arena: West Hillhurst
 Division: Atom League: Atom 6 Scheduled Start: 8:00am Scheduled End: 9:00am

1 Basic Information 2 Scoring and Penalties 3 Suspensions 4 Review

Scorekeeper: George Hudson
 Timekeeper: Amy Hudson
 Referee: Darrell Smith
 Linesman 1: Jason Smith
 Linesman 2: Tom Smith

Period Lengths: [What's this?](#)
Optional - Only enter if supplied on scoresheet

Figure 5

Below are the game lineups which are the team rosters. You will need to ensure the correct numbers are documented for each player on the team. ***(Player's numbers are a mandatory field)***

All players that did participate in the game will have a check mark. If a player was absent, click once on the box with the check mark to remove. Once a player is removed a list of the affiliate players will appear **(Note: If a team does not have any affiliates registered at the time they receive a notification that states there are no affiliate players associated with your team)**

If an affiliate player was used, select the appropriate player from the list by clicking once on the **"played"** box. A check mark will be present (see figure 6 below)

Game Lineups

Ensure all players from the game lineups are entered with correct numbers. Uncheck any scratched players and indicate affiliate players if applic:

Click once to remove the check mark

H Westwood 3			V Bow River 7 Bruins		
Played?	Number	Name	Played?	Number	Name
<input checked="" type="checkbox"/>	1	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	2	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	4	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	5	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	6	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	7	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	8	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	9	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	10	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	11	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	12	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	14	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	15	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	16	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	17	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry
<input checked="" type="checkbox"/>	29	Tom Jones	<input checked="" type="checkbox"/>	0	John Henry

or [cancel](#)

Figure 6

Select "**Save and Continue**" to proceed to the next step.

- 4) You will now need to enter the score and penalties as per the original game sheet.
 - a. First enter the scores of the home team and visiting team. Once the score has been entered you will be presented with the table to enter the detailed information for each of the goals. **(you will need to provide the scorer and assist 1 as mandatory fields)**
 - b. Enter the number of penalties for both the home team and visiting team. As you did with the goals you will be presented with the table to enter the detailed information for each of the penalties. Note as you type in the offense you will only need to type the first couple of letters and then the option will appear at which time you may select the option to complete the entry (see figure 7 below for the example)
 - c. When you have entered all of the goals and penalties select "**Save and Continue**" at the bottom of the screen.

Scoresheet Entry

Date: Nov 4th, 2012 | Type of Game: Seeding | Arena: West Hillhurst
 Division: Atom | League: Atom 6 | Scheduled Start: 8:00am | Scheduled End: 9:00am

- 1 Basic Information
- 2 Scoring and Penalties**
- 3 Suspensions
- 4 Review

0 - 0

H Westwood 3

Goals

3 Westwood 3 Goals

Per.	Time	Scorer	Assist 1	Assist 2	Type
1	01:00	6 - Wade F	10 - Chyver	7 - Noel S	EV - Ev
2	03:56	4 - Calum	4 - Calum	6 - Wade	EV - Ev
3	04:52	2 - Christy	1 - Camer	5 - William	EV - Ev

Penalties

2 Westwood 3 Penalties

Per.	No.	Serv.	Offense	Min.	Off	Start	On
1	2	2	TRIP - Tripping	2		04:16	04:16 02:16
2	7	7	SL - Slashing	2		05:18	05:18 03:18

Goaltender Information

Optional. Complete if goaltender information is supplied

[Set Starting Goaltender](#) [Where do I find this?](#)

V Bow River 7 Bruins

Goals

2 Bow River 7 Bruins Goals

Per.	Time	Scorer	Assist 1	Assist 2	Type
1	03:15	0 - Zoltan	0 - Mitche	0 - Matthe	EV - Ev
3	05:16	0 - Zoltan	0 - Zoltan	0 - Zoltan	EV - Ev

Penalties

1 Bow River 7 Bruins Penalties

Per.	No.	Serv.	Offense	Min.	Off	Start	On
1	0	0	RD - Roughing	2		10:01	10:01 08:01

Goaltender Information

Optional. Complete if goaltender information is supplied

[Set Starting Goaltender](#) [Where do I find this?](#)

Select to view the complete penalty list at any time

[Save and Continue](#) [Save](#) [Go Back](#)
 or [cancel](#)

Figure 7

- 5) Next we need to enter the suspensions (**suspensions being any write-ups that appear on the game sheet**) should there be any. If there is a write-up select **"Add Suspension"**. Fill in the required fields
- Period
 - Time of infraction
 - Player receiving the infraction
 - Rule applied (select from pull down menu)
 - Enter referee's comments as documented on the game sheet
 - Select **"Save and Continue"**

Basic Information Scoring and Penalties **3** Suspensions 4 Review

H Glenlake 5 Hawks V Westwood 3

Suspensions Suspensions

Add Suspension Add Suspension

Per.	Time	Player	Offense
1	10:15	Tom Smith	6.4 (a, b) Checking from Behind

Referee Notes

Referee comments from the game sheet

Figure 8

If there were no write-ups you only need to select **"Save and Continue"** at the bottom of the page.

- 6) The final stage is a review of all the information that has been entered. If the information is correct select **"Publish Scoresheet"**. The scores are then published to the Hockey Calgary Web Site.

Note if at anytime during these 4 steps you find that the information is entered incorrectly you only need to select the "go back" button to return to the previous page.