

Scorekeeping



Duties of the Scorekeeper

From the 2019-2021 Ringette Canada Official Rules

- The scorekeeper is responsible to record on the Official Game Report:
 - goals scored, the scorers, and to whom assists have been credited.
 - penalties, the numbers of the penalized players, the times that penalties are assessed, started, ended and the times that penalized players return to the ice.
 - the use of team timeouts during the game.
- The scorekeeper shall inform penalized players:
 - upon request, the time remaining in a penalty.
 - when their penalty has expired, and release the player from the penalty bench at the correct time.
- If a player leaves the penalty bench before their penalty time has expired, the scorekeeper shall note the time and inform an on-ice official.
- At the end of the game, the scorekeeper shall ensure that the Official Game Report is signed by the timekeeper and the on-ice officials, sign it themselves, and forward it to the person responsible for said reports.

Hints for Completing Game Sheets

The most important rule: When a penalty has been called or a goal has been scored, mark down the time immediately

RAMP Gamesheet App

Most league and tournament games are now recorded via the **RAMP Game sheet App** rather than using paper gamesheets.

- An instruction sheet for using the RAMP Game Sheet App is available on-line at <https://cloud.rampinteractive.com/ringetteontariogames/files/Electronic-gamesheets-For-Timekeepers.pdf>
- The game sheet codes needed by the scorekeeper can be obtained from the Home team for league games and the tournament host for tournament games. Some tournaments may provide a table for the scorekeeper with the necessary codes already entered.
- Many scorekeepers find it helpful to have a paper note pad available to record key information (time, player(s) etc) before entering them in the Game Sheet App

Goals

- Goal and assists will be reported by the Referee. When entering a goal, ensure you enter the correct jersey number (as well as for the assists). Have a look to make sure that the number actually exists on the game sheet. Nothing wrong with asking the referee if it is wrong.
- Remember to fill in the lines one a time. **DO NOT SKIP A LINE** or you may not have enough room. This is especially true for penalties!
- Do not put the goal in line with the corresponding player. That is why we have the heading "Goal". It identifies who scored the goal
- After the first period, remember to draw a line across separating period 1 from period 2.
 - Use a separate line for each section so that no lines are wasted

Penalties

When entering a penalty, ensure that all boxes are completed when using a paper game sheet. When using the RAMP game sheet app, some boxes may be optional, or only available when needed.

- “**No.**” means the number of the player who was assessed the penalty
- “**Served by**” means the player who is actually in the box. Sometimes if the penalty is given to the goalie or an injured player, someone else serves it.
- “**Min**”: Means number of minutes. This is always 2 or 4
- “**Pntly Code#**” means what type of penalty. There is a cross reference in the middle of the game sheet. Remember that fully served penalties do not end early when a goal is scored.
- “**Time off**” is the time that the penalty was assessed (play stopped). Remember Rule #1
- “**Time start**” Time that the penalty starts. Often it is the same as time off, however if there are already 2 players in the box, the third penalty doesn’t start until the first penalty is over.
- “**Time finish**” Time that penalty is supposed to end. So, this can be completed ahead of time. If it is a 2 minute penalty, then Time Start minus 2 minutes
- “**Time on**” Time that the player went sent back on the ice. Often it is the same as “Time End” but may be earlier if a goal is scored.

A player that is serving a penalty can go on the ice early only if a goal has been scored AND only if the teams are NOT even strength (have the same number of players on the ice). For example, if Team A has a penalty and Team B has a penalty, and Team A scores, Team A penalty is not over as they are even strength. However, if Team B has 2 players in the box, team A has one player in the box, and Team A scores, then one of the Team B players leaves the box.

Once a penalty is over, a player can normally go on the ice. However, if there are more than 2 people in the box, a stoppage in play must occur before the player is sent out. It must be a whistle.

Remember to fill in the lines one a time. DO NOT SKIP A LINE or you may not have enough room. This is especially true for penalties! If you run out of room, use the blank sheet that is left on the box. Do not worry about completing the rest of the game sheet. Just remember to put the penalties on the right team.

Do not put the penalty in line with the corresponding player. That is why we have the heading “No”. It identifies who received the penalty.

After the first period, remember to draw a line across separating period 1 from period 2.

- Use a separate line for each section so that no lines are wasted

Remember when in doubt of letting a playing go on the ice, when you have box full, ask the referees.

General

- **Ensure that each team’s Safety Officer is identified by “S.O.” (usually in one of the “Assistant Coach” slots. This is required by Rowan’s Law for 2021-2022 onward.**
- At the end of the game ensure the game sheet is signed by the Timekeeper, the Shot Clock Operator, yourself (the Scorekeeper) and the referees; and, ensure it is forwarded to the person responsible for retention of these game sheets.
- Ensure that a working ballpoint pen is used for the recording of entries and that enough pressure is applied to the entry to be legible on all copies of the game sheet.
- Ensure the goals are recorded under the correct team’s game information: i.e. Home or Visitor. That is why sweater colours are important and need to be recorded on the game sheet.
- Ensure all Time Outs used by the respective teams are recorded in the appropriate boxes on the game sheet
- Indicate the completion of each period for each team by drawing a solid heavy line under the last entry in each of the “goals” and “penalties” sections of the game sheet. After the completion of each period, enter the correct score in the appropriate boxes at the bottom of the game sheet under each team’s listing. If the game ends in a tie and overtime is used, repeat the separation steps

References

[Referee Signals](#): Useful to know what's on the way...

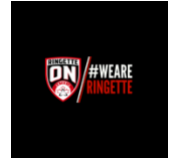
[Penalty Rules](#): Useful for order of penalties and which penalty is cancelled by a goal.

[Sample Gamesheet](#): A sample gamesheet from the Ontario Ringette Association (ORA).

RAMP Game sheet Instructions: <https://cloud.rampinteractive.com/ringetteontariogames/files/Electronic-gamesheets-For-Timekeepers.pdf>



INSTRUCTIONS FOR **TIMEKEEPERS** TO USE THE RAMP GAMESHEET APP



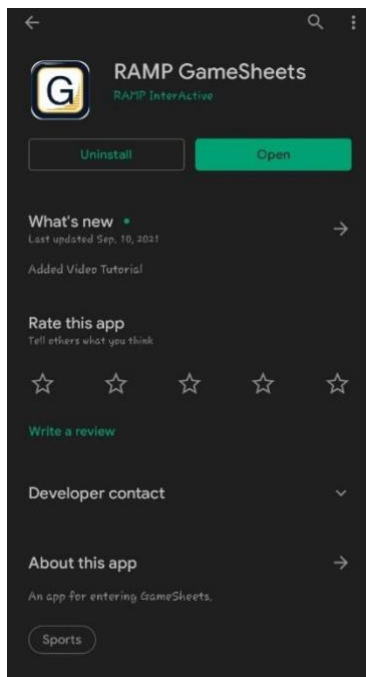
ALL Timekeepers MUST download the RAMP Game sheet APP  (free) on their smartphones.

Depending on your smartphone (android or tablet) you must go to the Google Play store or the app store.

The Tournament Convenor or Home Team will provide you with the game sheet app codes that you need for the game(s) that you will be timekeeping. There will be a different code for each game.

Once the timekeeper has their “GameSheet Code” to access the game sheet, for that particular game, they can then complete their responsibilities as the game progresses.

This app works just like any other app. Once downloaded you will have to create a personal account so that you can access the app. This account is not tied to a team or an association. **It is your personal account.** Once created, your home screen will look like the following image below on the right.

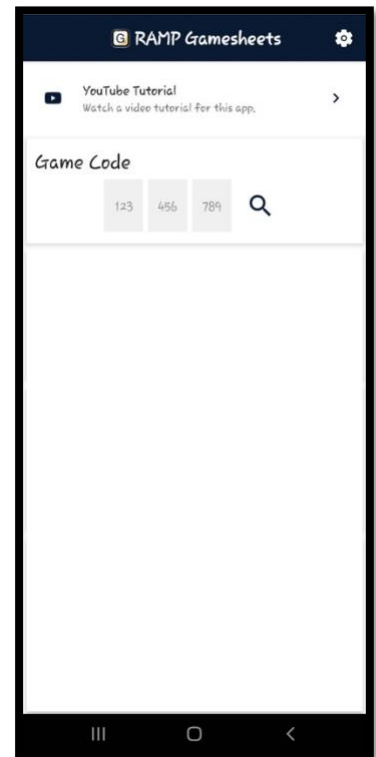


The image to the left is taken using an Android device. When you go to the play store, you must look for the “RAMP GameSheet App”. The icon for the app is pictured here for you.

The image to the right is what you will see when you have downloaded the app and created your account.

This will be the home page screen of the app each time you open it.

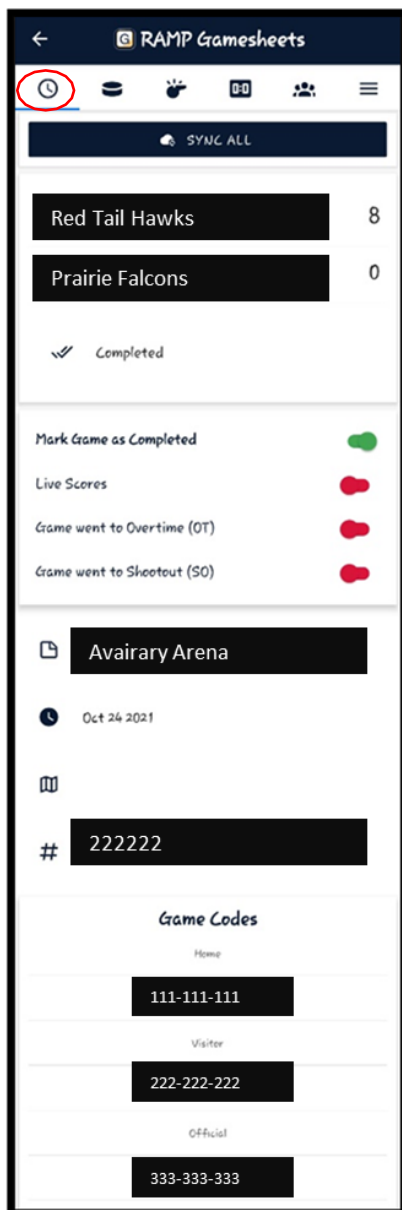
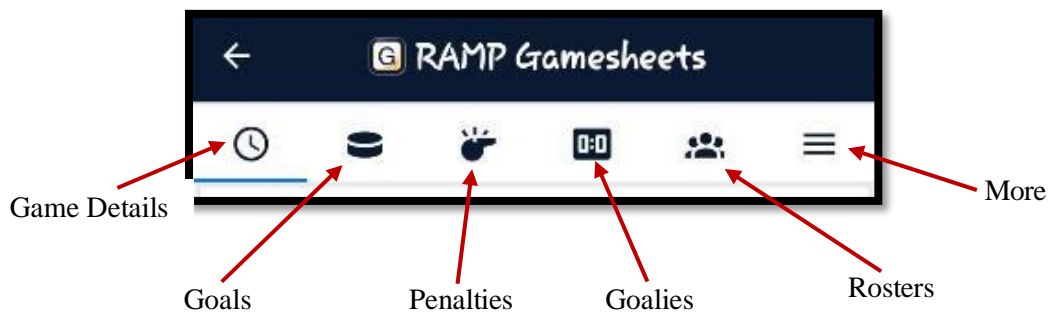
You will be entering the Game sheet app code in the box you see there and then tap on the search icon for the game to show up.



***** Each game will have its own unique code. *****

The game codes that you have entered into the app will automatically be 7 days following the end of the game. They cannot manually be deleted

At the top of the screen, you will see the following icons. They will take you to various pages where information pertaining to the game can be entered.



GAME DETAILS TAB/PAGE

1. Upon entering your game sheet code for the game, you will then be taken to the game details screen for that specific game. You will see all the game details here.
2. The notes for the game including any curfew information if needed will be visible on this page above the code information.
3. You will also be able to see the 3 game codes for this game. The Home Team Code, The Visiting Team Code and The Officials Code.
4. You must enter the Period Lengths for the game in the area provided. Simply click on the periods to enter the required minutes.
5. You will also be able to enter shots on goal and power plays for each of the 2 teams on this screen.

GOALS TAB/PAGE



On this page will be able to enter any goals scored during the periods. When you select the “NEW GOAL” tab you will be able to enter the following information:

# Period	#Minute	# Second
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You need to click on each of these to enter the numbers.

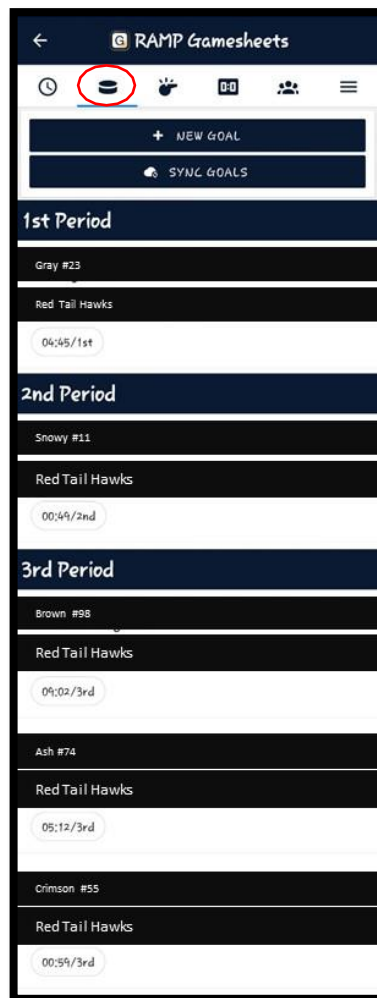
You will also be able to choose the team, the goal type and if there is a 1st or 2nd assist.

You do not have to enter any assist to this goal. It is not a mandatory field.

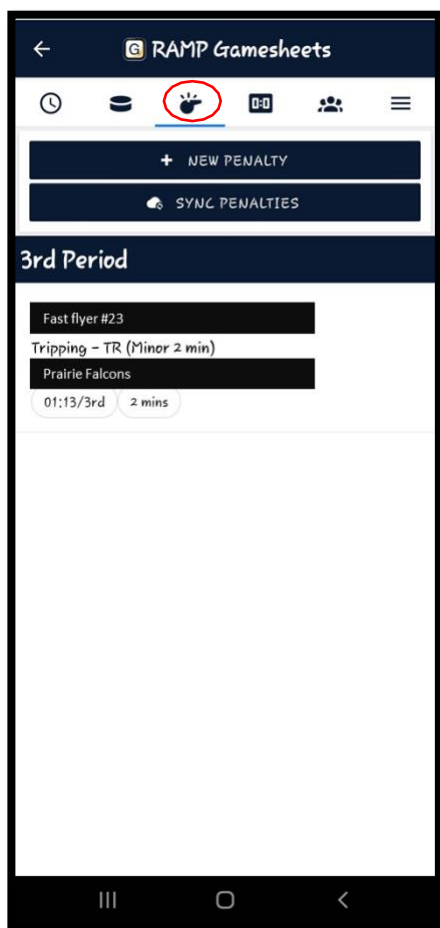
You can also use the toggle tab to indicate if the goal scored was a game winning goal or not.

Once all the information is entered, simply tap on the sync tab at the bottom.

If you have a wifi connection at the time, you can select the “SYNC GOALS” tab and the information will automatically be synced and uploaded live.



PENALTIES TAB/PAGE

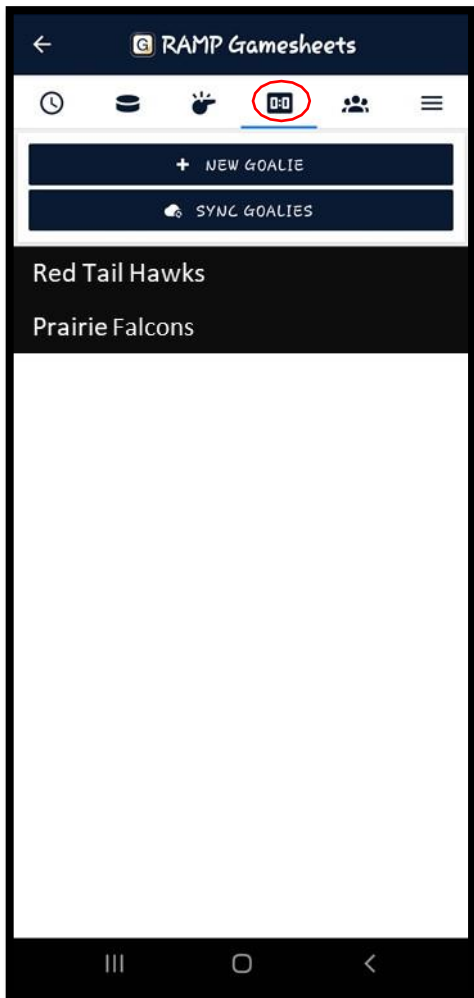


As the timekeeper, you will have the ability to enter the penalties assessed throughout the game.

Simply tap on the “NEW PENALTY” tab at the top to record the details of that specific penalty.

The offences are populated for you, you need only select the icon to the right of the screen to access the list of offences, please ensure that you select the correct one that applies. You will also be able to choose all the details (team name, player name and who served).

Once the information is entered, please select the Save button at the bottom of the screen.



GOALIES TAB/PAGE

The “Goalies” tab will provide you with information regarding Goalies for each of the team. It is not mandatory for the teams to want to track this information. It is up to each team.

By tapping on the “NEW GOALIE” tab, you will be able to enter the details. You can choose the player as well as the team and track the number of minutes and goals scored against.

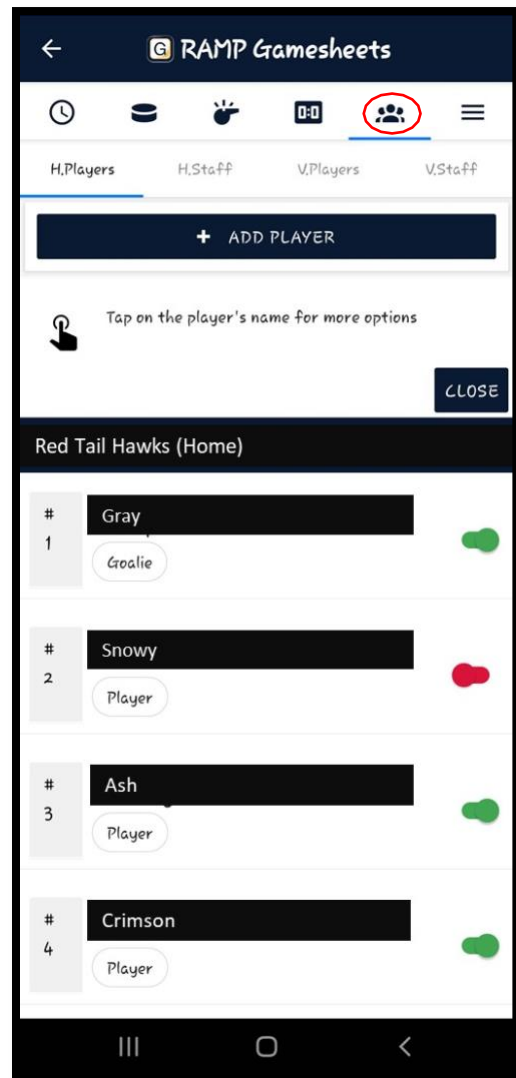
If this information is being tracked, please ensure that you tap on the SAVE tab at the bottom of the page.

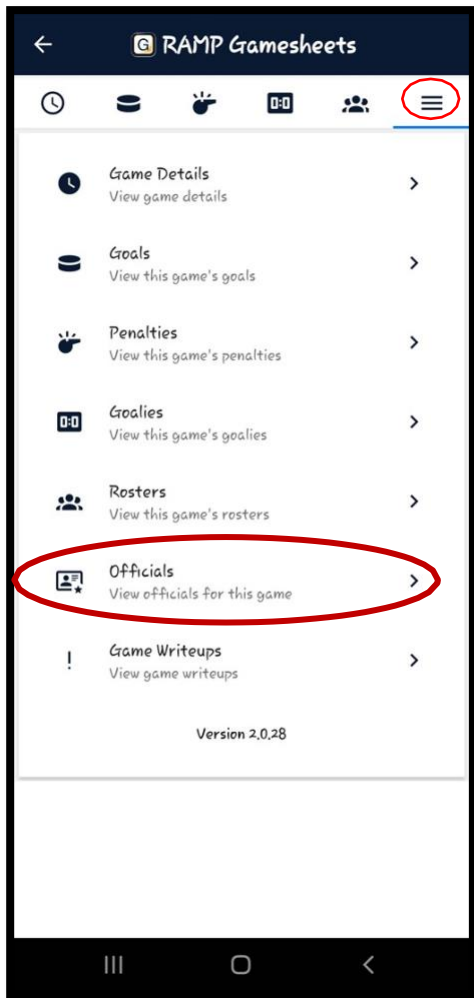
ROSTERS TAB/PAGE

This page will allow you to see the players and staff on both the home and visiting teams.

This information should not be changed once the game has started. Only the Home Team or the Visiting team should be making any changes to this prior to the start of the game.

NOTE: If a player and staff is not selected by the team prior to the game, you will not be able to record any goals or penalties that are issued in the game to that individual. Please ensure that players and staff are selected for both teams. If this information is missing you must notify the Coaches on the teams.





MORE TAB/PAGE

The three lines on the page will enable you to access additional information and enter information pertaining to the on-ice officials.

When you tap on the official's tab, you will be able to add officials to the game by tapping on the Add official tab.

YOU MUST enter the Full name and the RO ID# number for the officials that are officiating the game. This must be done for every game.

SEE BELOW IMAGE FOR DETAILS.



OFFICIALS TAB/PAGE

This page will show you the names of all the officials for the specific games.

Once the officials sign the game sheet, their signatures will be visible here. This might not happen until after the game has finished. If you do not see a signature during the game that is okay. The officials will only sign off on the game sheet when they have reviewed the information entered for accuracy.

GAME WRITEUPS TAB/PAGE

This page is for the officials. They will have access to this on their code. It will not be accessible using your code.

As a timekeeper you do not need to do anything on this tab. This will remain blank and will not be accessible by anyone but RO.

The officials must log into their code via the app if they wish to make comments on the game.

Officials' comments cannot be entered using the timekeeper's device. They will not record, and they will not be sent to the RO.

TIMEKEEPERS ARE REQUIRED TO DO THE FOLLOWING:

- ❖ Enter all information pertaining to the game into the electronic game sheet via the app.
- ❖ Must enter the full names and the RO referees and the RO ID# for each game.
- ❖ Must mark the game as finished at the end of each game.



We do advise you to ensure that you have a pen and writing pad handy in the event you need to record the game details and enter them after. If a paper copy of a game sheet is used, the information must be added and updated on the app once time allows.

The app is easy to use, and we do recommend that you take your time as you become familiar with the app and how it works.

Please note that once you enter a suspendable penalty into the app, RO will automatically receive a notification of the suspension. Please ensure that you are selecting the correct suspension codes if players are suspended in the game.

Game details can be changed via the app while the game is running. Please ensure that all game information is entered into the app as soon as the game is over if you are not able to do so during the game. If the facility did not have a reliable wifi connection, during the game, the information will automatically be updated as soon as a connection is made.

It is important to remember that, if the wifi connectivity is poor in the facility or specific ice pad that you will be in, please ensure that you open the app, enter the game code for the game and open that specific game before going into the timekeeper box. This way, the game details will be on showing on the app for you to update and enter during the game. Once a wifi connection is re-established the game details will then upload.