

Input the Scoresheet into Team Pages

For your 1st game you will need to set up the stats you want for your team. This is done through the **Admin** button on the top row and selecting the **Tool Settings**. Make sure you hit the save button before leaving the Tool Setting page. Then scroll down to the STATISTICS section and select what you want to track. Most of the stats will keep as “Enter stat by player” but it is up to you and your coach. Look at the scoresheet to help you in what you. Don't forget to save the changes in this section.

Open up the “**Game Schedule**” button

Turn on the **Edit** mode

Select the **Game** you are going to input

Select **Edit Stats** button

Input the game data from your scoresheet

Select **Save Stats** at bottom of Edit Page

Change game status from **Scheduled** to **Final**. This must be accomplished to view stats on the team page.

If you want to make changes to the team stats, you must go back go back to the **Admin** button on the top row and select **Tool Settings**. Make sure you hit the save button before leaving the Tool Setting page.

If you need to change the details of a created game (date, time or rink) select the **Gear Symbol**, Select Edit Game Details and make changes.