ENTERING SCHEDULES (2017-18 Update)

After you log in, go to your team page. At the top right side of the page is a "light switch" that toggles between "edit" and "user." Switch to edit and you can make changes on your page.

Here are some instructions for entering schedules:

1. Near the top of the page, click on "Game Schedule"
2. Click on "ADD GAME"
3. For Team 1,
   a. Choose your Division (conference)
   b. Choose your Team
4. For Team 2,
   a. Choose opponent's Division
   b. Choose opponent
      i. If opponent is unknown, select TBD
5. If Team 2 is an Out of State team, select Outside League
   a. For Site, choose Wisconsin Prep Hockey
   b. For Association/League, choose:
      i. For Boys, select Boys Varsity
      ii. For Girls, select Girls Varsity Hockey
   c. Select opponent (Team)
6. Set Game Time (date and time)
   a. If game time is unknown, check Time TBD checkbox
7. Under Standings Overrides, choose the following:
   a. Affects League and Division Standings (CONFERENCE GAME)
   b. Affects League Standings Only (NON-CONFERENCE GAME)
   c. DO NOT USE "Does not affect standings"
8. Under Venue, type in name of rink
9. Scroll to bottom and click on "Create Game"

TO MAKE EDITS AFTER GAME HAS BEEN ENTERED ON THE SCHEDULE:
1. Click on Game Schedule tab
2. Click on time for game in question
3. On right side, just above SCORE LIVE, click on the small wheel/sprocket
4. Click on Edit Game Details
5. Make necessary changes
6. Click on Save Details