



## How to game in

SCORE a

## SportsEngine 2017-18

- Plug in ChromeBook and turn it on, find internet connection cord and plug into the side of the laptop, or use free guest WIFI. Computer password: **steamboat2017**. Open Chrome. If this laptop is not working, you can use any computer or laptop, or keep detailed score by paper and enter it later as a last resort.

Open [www.caha.co](http://www.caha.co) (this may be open already) Click Login (way at the top)  
CAHA Username: SSYHA (either case) CAHA Password gordie99 (lowercase)

- To score a **tournament** game - in CAHA, Click on the *word* **TOURNAMENTS** (not anything from the drop down menu) Choose your tournament from the active tournament list down the right side, in the red boxes. (Squirt Scare, Rocky Mtn Rumble, Adele, Ski Town) Be sure you have rosters for both teams from the check in table.
- *\*\*To score a **league** game, from the CAHA home page, hover over the words 'Scoring/Stats' and from the drop down menu, choose YOUTH REC LEAGUES, then CDYHL(boys) or MSGHL(girls). In the red section, choose a division (Squirt, U19 etc) then find Steamboat.\*\**
- Click on **GAME SCHEDULE** then click on the **TIME** of the game you are going to score (ex: 11:15 am MST)
- Once you see your game, click 'on' from the small **on/off EDIT icon** on the far upper *left* of the screen, under the admin icon. Your screen will now turn yellow, indicating you are in edit mode. If you don't see the edit icon, or if it says you don't have edit permissions, make sure you are signed in correctly- you should see ssyha at the very top, above the words Colorado Hockey Hub.
- Select **SCORE LIVE** in the black box. The game will begin to load.
- You will now be logged into the **GAME DETAILS** tab. You don't have to enter anything on this screen, just double check the period lengths 15,15,12 for tournaments), double check the teams and date/time.
- Select the **TEAMS/ROSTERS** tab. You will see the rosters for both teams. Click on "**select all active,**" then deselect any scratched players from each team(players not playing this game) as indicated on the roster sheet. Choose the starting goalie from the drop down menu for each team. If you don't know, ask the coaches or penalty box parent from that team. You cannot continue until you enter starting goalies. If you need to ADD or EDIT a player, do so here.
- Once it looks correct, Select **SCORE GAME** in the white box above the tabs.
- You are now in the scoring screen. Enter **GOALS, SHOTS, PENALTIES** as the game plays, manually entering the game time each event happens. Shots may be entered as they happen(preferred), or all at once before the end of the period. The SportsEngine clock does not count down. Enter all period changes and goalie changes if any. Keep score on paper also using the scoring sheets and work with the clock operator and referees if you have questions. You can edit or delete any entries you make as needed. When the game is over, wait for the ref to come **FINALIZE** the game.

After game: Help out the next person by getting back to the GAME SCHEDULE page. Leave the computer on and open if there are more games. After the last game, close the computer and leave it in the bag in the scoring area if there are more tournament games the next day. If the game or tournament is over, put the computer in the proShop or SSYHA office. **Troubleshooting (on other side)**

### TROUBLESHOOTING:

- If you get an error message, or CAHA is frozen or not loading- close the window and relaunch Chrome or CAHA. This will usually solve the problem. There may be too many tabs open. Don't panic

- WIFI not working/no internet- Make sure you are plugged into the network using the blue cord under the table. Or try using a Smartphone as a hot spot, or start scoring on paper and try again later. On really cold mornings, the WIFI may take time to work. Don't panic.
- Don't see EDIT button- It's on the far upper left, a small rectangle under the admin icon. Do not select admin. Check that you are logged in- you should see ssyha at the top. Last resort- close out the window and reload. Begin scoring on paper and catch up once you get in. Don't panic.
- Sign in- Computer is registered to ssyhatournaments@gmail.com, password steamboat2017
- Call Kate 970-846-9852