



# GAMESHEET SCORING APP

## Signing Into the iPad Scoring App

To use the iPad Scoring app you must sign in using an Access Key. Your Access Key allows the app to download your league's specific settings, such as the divisions, the teams, period lengths, penalty settings etc.

**Your iPad passcode & Shakopee Access Key will be entered by your Shakopee Team Manager**

### How to Sign In

- Open the iPad Scoring app from the dock at the bottom of the screen.
- Enter your league's iPad Access Key into the form field and tap the "Sign In" button.



### Load your Game

To load a new game from your league's schedule, perform the following steps:

1. Tap the "+ New Game" button and select "Load from Schedule"
2. Locate your game in the list of scheduled games and tap the "Load Game" button. When the game is loaded, you'll be returned to the Games page.
3. Tap on the game to open it.
4. Utilize the provided scratch pad at the scorekeeper's station as needed to jot down referee relayed information to enter should it be a more complex entry to keep the game moving.  
*(Please dispose of your scratchpad sheet(s) after your game)*

#### Pro Tips

- *Connect to the internet before attempting to load a game from the schedule. This feature requires an internet connection.*
- *Adjust the date filter in the top left to view and load games from different dates. By default, only games from the current date are shown.*
- *Games cannot be loaded more than 24 hours in advance.*

### Need Help?

If you have questions about how to score or change up rosters or any other game day app questions.

- Click on the Gear Icon at the upper right of the screen
- Choose "View Help Docs"
- "iPad Scoring App" help & support articles will be listed for you to choose from.

**[Kindly make sure the ipad is plugged in & charging before you leave the box]**