



PROCESSES FOR SCORING SYSTEM – LeagueStats

1. SCORING & STAT SYSTEM – LeagueStats

- ACHA will add **Team Reps** to LeagueStats and create custom login for new teams once Team Declaration is completed.
- ACHA will create a separate **Scorekeeper** login for or new teams for the scorekeeper section of LeagueStats.
- Logins do NOT change each year, so returning Team Reps can use the same username and password as in past years.
- Both Team Rep login and Scorekeeper login will be sent to **NEW Team Reps** email on file with ACHA - same person who created USAH Declaration in portal. If you have not received it, check your spam box and then contact Brandon Russ at bruss@achahockey.org if not there.

2. TEAM REPS & LeagueStats

- **ROSTERS and ROSTER CHANGES:**
 - ACHA will upload all rosters for season once they are approved in the USAH Registry system.
 - Any new player(s) or coaches that need to be ROSTERED must be submitted via USAH Registry. Once approved, ACHA will upload them to your current Roster in LeagueStats system.
 - Any movement of players from one division to another per ACHA rules needs to be done on the USAH Registry. Also, whenever a change is planned, both Divisional Commissioners involved must be emailed (the division where the player is leaving, and the division that the player is moving into)
 - **Team Reps** can edit Team Players Info in LeagueStats, we recommend adding players headshots so they can be filtered through all stat and roster info on website.
 - When adding rosters/new players, please put in Position (F, D, G) and Jersey #.
- **SCHEDULES and SCHEDULE CHANGES:**
 - ACHA will upload all schedules (HOME GAMES ONLY will be uploaded to prevent duplicate games) once to ACHA Scheduler kderamo@achahockey.org:
 - Please check your schedule on the ACHA website and let us know if any corrections are needed.



3. **SCORING A GAME in LeagueStats:**

- **Team Reps** should share Scorekeeping Training Video link provided in this memo to your Game Day Staff to learn new system. We recommend scoring games live but Scorekeeper can enter scoresheet into system post-game as long as it's entered BEFORE 12 midnight (local time) the day of the game. (See highlighted section below for more details on post-game entry).
- Each team per division will be issued a **Scorekeeper login** to share with appropriate Game Day Staff. This is used to login to the LeagueStats system and only provides access to scorekeeping section.
- **Team Scorekeepers** can score live (teams should also utilize scoresheet as backup) or enter post-game before 12:00 midnight of day of game. Access will not work at 12:01am of the next calendar day for **scorekeepers**.
- **Team Reps** will have the ability with their LeagueStats login, to enter scoresheet into system after 12 midnight of the day of the game (this is a new feature this season) but before your respective Divisional deadline.
- **Scorekeeping Training Video from Hockey Ops** - <https://youtu.be/3f4cd2r9w9w>
- **NOTES OF INTEREST ON NEW SCORING SYSTEM (POST GAME SCORING)**
 - When putting in the **goalie stats**, enter SAVES into the boxes NOT SHOTS.
 - When putting in a **penalty**, the default setting to start will be UNCHECKED, unless needed, make sure to CHECK it otherwise the penalty time will be way off.
 - When you are finished scoring game, you must set the **clock** to 3rd 00:00.
 - When finished, choose "FINAL" in the drop down, NOT UNOFFICIAL FINAL
 - You need to input "CLOCK TIME" on **Goals and Penalties**, NOT ELAPSED TIME, the system changes the info to ELAPSED TIME on the game report, so if ELAPSED TIME IS ENTERED, then it will be incorrect on the game sheet
 - If there is a **goalie change**, the clock has to be later than the change otherwise the system will not allow it.

4. **QUESTIONS & CONTACTS** - Any questions should be directed to your Divisional Commissioner or Hockey Operations first before contacting LeagueStats. Emails are:

- M1 – Brian Moran bmoran4@achahockey.org
- M2 – Jon Eccles jeccles@achahockey.org
- M3 – Derek Conner dconner@achahockey.org
- W1 – Molly Mahoney mmahoney@achahockey.org
- W2 – Taylor Hadley thadley@achahockey.org
- Director of Hockey Ops – Dave Kurtz dkurtz@achahockey.org
- Asst. Director of Hockey Ops-Brandon Russ bruss@achahockey.org
- HockeyTech support support@hockeytech.com