

# Girls Prep Hockey Tournaments

Information for tournament directors for managing tournament information  
girlsprephockey.us

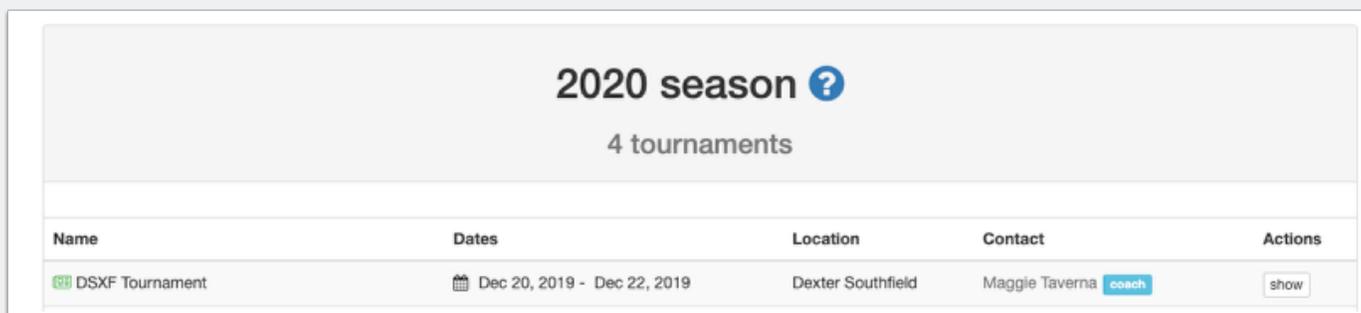
## Access the list of season tournaments

Click on "Seasons > (year) > (year) tournaments".

For the time being (2020 season), tournament information and brackets are pre-created by the league admins using the spreadsheet prepared by tournament directors.

Tournament directors can access the tournament bracket by clicking "show", from which they can modify game dates and times, adjust which teams play in which games, and report scores.

Note that every coach can also access the list of tournaments in which their team is participating from their home page by clicking on the "tournaments" button.



The screenshot shows a web interface for the 2020 season. At the top, it says "2020 season" with a question mark icon and "4 tournaments" below it. Below this is a table with the following columns: Name, Dates, Location, Contact, and Actions. The first row of the table contains the following information: Name: DSXF Tournament (with a small icon), Dates: Dec 20, 2019 - Dec 22, 2019 (with a calendar icon), Location: Dexter Southfield, Contact: Maggie Taverna (with a "coach" tag), and Actions: a "show" button.

Name	Dates	Location	Contact	Actions
 DSXF Tournament	 Dec 20, 2019 - Dec 22, 2019	Dexter Southfield	Maggie Taverna <span>coach</span>	<button>show</button>

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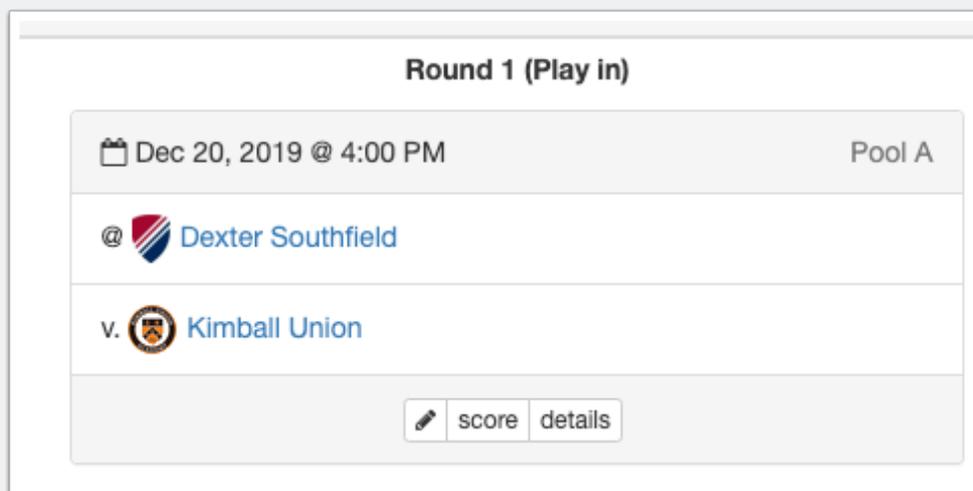
## Adjusting game information

Tournament directors can adjust information for all game tournaments, regardless of which teams are playing. The first round of games will typically be pre-set from the spreadsheet used to create the tournament, but can be adjusted on the website.

Click the "(pencil)" icon for each game tile to change the game's date and time, the teams involved, or the name of the "pool/division" in which this game takes place. Note that the games in a given round are ordered by pool/division, and then by date/time.

The name of the round ("Play in" in the example below) is pre-set when the tournament is created. Please contact the website admin ([admin@girlsprehockey.us](mailto:admin@girlsprehockey.us)) to change this label.

**IMPORTANT:** All games in tournament brackets are automatically added to the league calendar, and to each team's schedule, and tournament game results are automatically included in league standings. Coaches should be careful to not create their own entries for tournament games, and rely instead on the tournament director to populate and score tournament games as need be.



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## Reporting tournament scores

Tournament directors can report scores for all games, regardless of the teams involved. Click the "score" button and report scores as you would for any other league game.

The screenshot shows a web interface for reporting scores for a game between Dexter Southfield and Kimball Union. The game is scheduled for Dec 20, 2019, at 4:00 PM. The interface is titled "Report Scores" and is divided into two main sections: "Game Score" and "Box Score for Dexter Southfield".

**Game Score**

@ Dexter Southfield	<input type="text" value="0"/>
Kimball Union	<input type="text" value="0"/>

**Box Score for Dexter Southfield**

- goal for Dexter Southfield
- shots against Dexter Southfield
- penalty for Dexter Southfield

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## Setting up final brackets

Games for later brackets are set up as templates, with game date, time and "label" (Finals, 3rd place, etc.) pre-set from the tournament spreadsheet. When teams who will play this game are determined, click the "(pencil)" icon to edit information and identify the teams for this game.

If the bracket is incorrect in terms of number of games to be played, etc., please contact the website admin ([admin@girlsprephockey.us](mailto:admin@girlsprephockey.us)).

Round 2 (Place)	
 Dec 22, 2019 @ 1:00 PM	3rd Place
@ ?	
v. ?	
 details	