Before the match

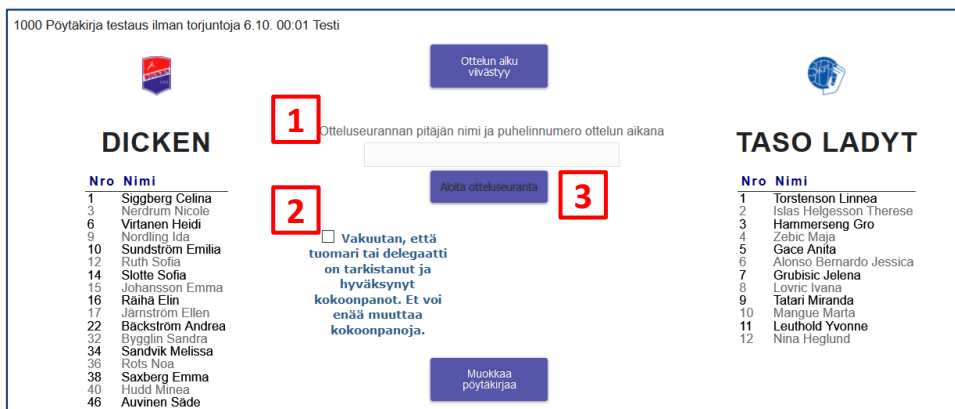Go to https://taso.finnhandball.net and enter the team password into the login box ("Joukkue / seura kirjautuminen"). Select the match from the list then click 'Live Score'.

Click the "Muokkaa pöytäkirjaa" button to open the team roster in editing mode and ensure each team has a maximum of 16 players and at least one team official (JA). See "Editing the roster" on the next page for more information.
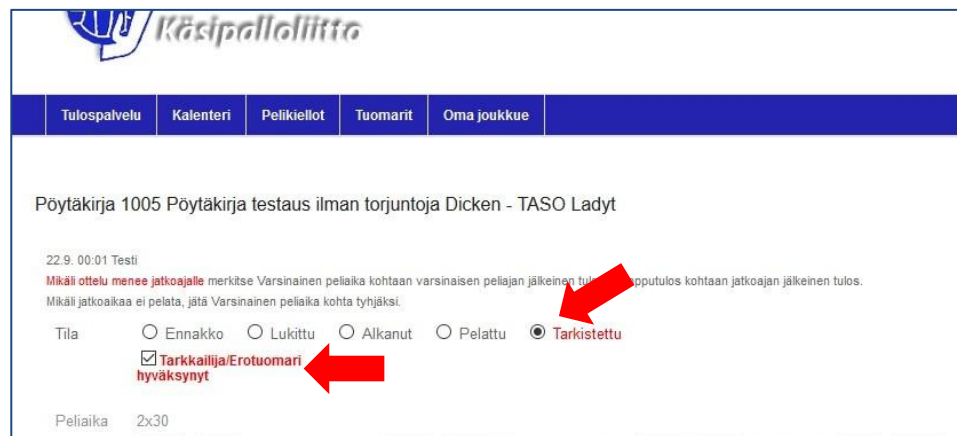

To start Live Score:

1. Enter your name and telephone number into the text box
2. Ask the referees to verify the match details and confirm by ticking the checkbox. **This locks the rosters.**
3. The match tracking ("Aloita otteluseuranta") button will activate and you can start the Live Score by clicking it.

After the match

1. Click on the button to end match tracking ("Päätä otteluseuranta"). If there are changes pending in the system, you will receive a warning. In this case, wait a few seconds and try again.
2. A popup will ask you to confirm the game is over and the record is ready for review.
3. Ask the referee to review the result
4. Submit the record by selecting 'Tarkistettu' and confirming that the referee has approved the result ("Tarkkailija / Erotuomari hyväksynyt"), scroll down and click 'Tallenna' to submit.

5. A popup will ask to confirm the referee has given permission to end the match.
6. The match results will now appear on tulospalvelut

Editing the roster

The roster can only be edited before match tracking is started.
The teams are responsible for ensuring team officials and players are listed before the match. The first Live Score screen shows an overview of assigned players and team officials (JA…JD). If team officials are missing or more than 16 players are listed, the roster needs to be amended:

1. Click "Muokkaa pöytäkirjaa" on the opening screen
2. A new screen opens showing both teams.
3. Select the players that are playing in the KP column. The total number of selected players is shown at the top of the column. **Teams are limited to a maximum of 16 players**.
4. Select the team officials in the JA…JD fields. Registered coaches are selectable. Otherwise select 'Muu' and manually enter the name.

Lis	Nro	Nimi	Kapt	KP 12
	1	Torstenson Linnea		☑
	2	Islas Helgesson Therese		☑
	3	Hammerseng Gro		☑
	4	Zebic Maja		☑
	5	Gace Anita		☑
	6	Alonso Bernardo Jessica		☑
	7	Grubisic Jelena		☑
	8	Lovric Ivana		☑
	9	Tatari Miranda		☑
	10	Mangue Marta		☑
	11	Leuthold Yvonne		☑
	12	Nina Heglund		☑

If a player is present but not selectable in the team list, ask the coach to discuss the the referee. **The responsibility for providing a correct list of players lies with the team officials.**

Match tracking screen

Once the screen below appears, the match is ready to start. **Note that both goalkeepers must be assigned ("Vaihda mv") before the clock can be started.**

1. Home team
2. Clock
3. Away team
4. Goalkeeper change buttons.
5. Event log area. **Any errors in events are corrected here.**

Clock area

The center of the screen has four controls related to timekeeping as well as the field for recording the number of spectators (Katsojia, must be filled in to end match tracking).

1. End match tracking (after the match)

2. Change period
   Use at the end of the first half and for overtime and the 7m shootout, if needed.

3. Clock (**green** when running, **red** when stopped)
   Clicking the clock allows correcting the remaining time (using arrows for each digit)

4. Start / stop clock (F1 key)
   Clicking the clock will <u>not</u> start or stop it

Suspensions, expulsions (red cards), team penalties and timeouts **stop the clock** as soon as the button is clicked. The clock must be restarted manually even if you cancel the event. Blue cards do not stop the clock as they are given after another penalty.

Correcting errors

Errors can be corrected by clicking on the respective event in the event log at the bottom of the screen.

Only the **time**, **person** and **clarification** ("Selite", such as "7 m" for a goal) can be edited – otherwise the event must be deleted ("Poista") and recreated.

TASO LADYT ☐

Vaihda mv

Torjunnat yht: 0

1 Maali

2 7 m onnistui **3** 7 m epäonnistui

A Aikalisä **4** Varoitus

5 Ulosajo **6** Suora sulkeminen

7 Sulkeminen 3 ulosajoa **B** Joukkuerangaistus

8 Sininen kortti **C** Pelasi

Team events

When an event takes place on the pitch, click the respective button. If needed, you will be prompted to select the player. Players marked in **red** have not been marked as 'participating' but **can be selected** for e.g. goals.

Change goalkeeper (mandatory before game starts)

1 Goal

2 7m throw **(goal)**

3 7m throw **(no goal)**

4 Warning (yellow card) 🟨

5 Suspension (2 minutes) 🕐

6 Expulsion (red card) 🕐 🟥

7 Expulsion (3x 2 minutes) 🕐 🟥

8 Blue card 🟦

TASO LADYT 0-1 MAALINTEKIJÄ

1 Torstenson Linnea	**2** Islas Helgesson Therese	**3** Hammerseng Gro	**4** Zebic Maja
6 Alonso Bernardo Jessica	**10** Mangue Marta	**11** Leuthold Yvonne	**12** Nina Heglund
5 Gace Anita	**7** Grubisic Jelena	**8** Lovric Ivana	**9** Tatari Miranda

Peruuta

A Timeout. Live Score does not have a clock for timeouts. 🕐

B Team penalty (2 minutes) 🕐

C Participating players – click those players that have played during this game. Players not yet having played are in **black** text, others in **green**.

🕐 Automatically stops clock.

Quick Reference Guide – Live Score

TASO LADYT ☐

Vaihda mv

Torjunnat yht: 0

0 Maali

2 7 m onnistui	**3** 7 m epäonnistui
A Aikalisä	**4** Varoitus
5 Ulosajo	**6** Suora sulkeminen
7 Sulkeminen 3 ulosajoa	**B** Joukkuerangaistus
8 Sininen kortti	**C** Pelasi

0	Change goalkeeper
1	Goal
2	7m throw **(goal)**
3	7m throw **(no goal)**
4	Warning (yellow card) 🟨
5	Suspension (2 minutes) 🕐
6	Expulsion (red card) 🕐🟥
7	Expulsion (3x 2 minutes) 🕐🟥
8	Blue card 🟦

A	Timeout 🕐
B	Team penalty (2 minutes) 🕐
C	Participating players

- 🕐 Automatically stops clock.
- Numbers 0-7 will prompt you to select the relevant player
- The participating players button will open a summary of players so you can select those that have played in the match.

Clock operation

1. End match tracking
2. Change period
3. Clock (**running** / **stopped**)
4. Start / stop clock (F1)

Clicking on the clock will <u>not</u> start or stop it

1 Päätä otteluseuranta

0 - 0

Puoliaika

2 1

Vaihda puoliaika

Peliaika: 2x30 min (4x5 min)
Tulos... aika (ei kokonaisaika)
3 00:04

4 Pysäytä pelikello (F1)

Peliaika: 2x30 min (4x5 min)

Katsojia

Correcting errors

Click on an event in the event log to edit it.

Ottelutapahtumat

01:10	TASO Ladyt	0-4	Maali	3 Hammerseng Gro
01:10	TASO Ladyt		Ulosajo	5 Gace Anita
01:07	TASO Ladyt	0-3	Maali	6 Alonso Bernardo Jessica
01:03	TASO Ladyt	0-2	Maali	1 Torstenson Linnea
00:59	TASO Ladyt		Varoitus	4 Zebic Maja
00:51	TASO Ladyt	0-1	Maali (7 m)	7 Grubisic Jelena
00:33	TASO Ladyt		Pelasi	+ 5 Gace Anita
00:33	TASO Ladyt		Pelasi	+ 6 Alonso Bernardo Jessica
00:33	TASO Ladyt		Pelasi	+ 4 Zebic Maja
00:33	TASO Ladyt		Pelasi	+ 3 Hammerseng Gro
00:32	TASO Ladyt		Pelasi	+ 2 Islas Helgesson Therese

Only the **time**, **person** and **clarification** ("Selite", such as "7 m" for a goal) can be edited – otherwise the event must be deleted ("Poista") and recreated.