Result Manager Checklist for WM20, WM18, WW, WW18, WMIA, WMIB + FULL GEMINI EVENTS
2018 Championship Season

After first Directorate Meeting

1	IIHF Result Manager	**Produce and Approve GAME OFFICIALS ASSIGNMENTS (C58)**	
2	IIHF Result Manager	**Produce and Approve TEAM ROSTERS (C33)**	

Start of day - approximately -180 minutes to the Game

1	IIHF Result Manager	Perform a full hardware and Internet connection check: start every laptop and verify connectivity to Hydra, check every other stats-related equipment you might have	
2	IIHF Result Manager	**Produce and Approve GAME ROSTER (C54A) -120minutes before the start**	Parameters: Game

Line-ups process - approximately -90 minutes to the Game

1	IIHF Result Manager	**Produce and Approve TEAM LINE-UP FORM (C48A)**	Parameters: Game
2	IIHF Result Manager	Manage the **Line-up data collection process** (Scorekeeper going to the Teams to collect the data)	
3	IIHF Result Manager	Line-Up Setup in Aquila (max. -60 min.), including Captain/Assistants	
4	IIHF Result Manager	**Produce and Approve LINE-UPS (C54B)** **Print LINE-UPS (C54B)** twice to be distributed to both teams	Parameters: Game
5	IIHF Result Manager	**Produce and Approve OFFICIAL GAME REPORT (C48F)** for the Scorekeeper's use and for the teams to be signed	Parameters: Game
6	IIHF Result Manager	Print all Back up Paper Forms (Shots on Goal, Face-offs, Plus-Minus, PSS, Assist forms (if applicable Time on Ice)) and deliver to the Statisticians for paper backup, together with a copy of their task list	Parameters: Game

Approximately -45 minutes to the Game

1	IIHF Result Manager	Orion Operator is ready on FOP Bench to mark Pre-Game start in Orion During warm-up, FOP checks players and compare with the LINE-UP	

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Starting Six process - approximately -20 minutes to the Game

1	IIHF Result Manager	**Produce and Approve GAME STARTING LINE-UP FORM (C48B)**	Parameters: Game
2	IIHF Result Manager	Manage the **Starters data collection process** (Scorekeeper going to the Teams to collect the data, immediately AFTER warm-up is over). Make sure Pre Game is ended.	
3	IIHF Result Manager	Manage the **distribution of LINE-UPS (C54B) and OFFICIAL GAME REPORT (C48F) and ask a team staff to sign the OFFICIALS GAME REPORT (C48F) for approval of the line-up**	
4	IIHF Result Manager	Starters setup in Aquila (max. -10 min.)	
5	IIHF Result Manager	**Produce and Approve GRAPHICAL LINE-UPS (C54C)**	Parameters: Game

During Game

1	TV/Stats/Volunteers	Enter all Game related data in Orion and/or Gemini and check if all data are correctly entered	Parameters: Game, Period

After periods

1	IIHF Result Manager	**Produce and Approve GAME SUMMARY (C74)**	Parameters: Game, Period
2	IIHF Result Manager	**Produce and Approve SHOT CHART (C77A)**	Parameters: Game, Period
3	IIHF Result Manager	**Produce and Approve FACE OFF CHART (C77B)**	Parameters: Game, Period
4	IIHF Result Manager	Manage the distribution of the GAME SUMMARY (C74), SHOT CHART (C77A) and FACE-OFF CHART (C77B) with Scorekeeper to playing teams in the dressing room.	

During 3rd period

1	IIHF Result Manager	Manages the communication of NUMBERS OF SPECTATORS to Orion Operator as well the BEST PLAYER (Information from OC)	
2	TV/Stats	Verify attendance (number of spectators) has been entered in Orion	

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After 3rd period if game not ended			
1	IIHF Result Manager	**Produce and Approve GAME SUMMARY (C74) -** no need to distribute to the teams **except for Gold Medal Game**	Parameters: Game, Period
2	IIHF Result Manager	**Produce and Approve SHOT CHART (C77A)** - no need to distribute to the teams **except for Gold Medal Game**	Parameters: Game, Period
3	IIHF Result Manager	**Produce and Approve FACE-OFF CHART (C77B)** - no need to distribute to the teams **except for Gold Medal Game**	Parameters: Game, Period
After overtime if game not ended			
1	IIHF Result Manager	**Produce and Approve GAME SUMMARY (C74) -** no need to distribute to the teams	Parameters: Game, Period
2	IIHF Result Manager	**Produce and Approve SHOT CHART (C77A)** - no need to distribute to the teams	Parameters: Game, Period
3	IIHF Result Manager	**Produce and Approve FACE-OFF CHART (C77B)** - no need to distribute to the teams	Parameters: Game, Period
Game ended			
1	TV/Stats	Make sure Orion marked game as **Game Complete**	
2	IIHF Result Manager	**Produce and Approve OFFICIAL GAME REPORT (C48F)**	Parameters: Game, Period
3	IIHF Result Manager	Manage the Referee signature collecting process	
4	IIHF Result Manager	**Produce and Approve TOURNAMENT PROGRESS (C76)**	Parameters: Phase
5	IIHF Result Manager	**Produce and Approve GAME SUMMARY (C74)**	Parameters: Game, Period
6	IIHF Result Manager	**Produce and Approve SHOT CHART (C77A)**	Parameters: Game, Period
7	IIHF Result Manager	**Produce and Approve FACE-OFF CHART (C77B)**	Parameters: Game, Period
8	IIHF Result Manager	**Produce and Approve PLAYER STATISTICS BY TEAM (C83)**	Parameters: Game, Team
9	IIHF Result Manager	Manage the distribution of the **GAME SUMMARY (C74), SHOT CHART (C77A), FACE-OFF CHART (C77B)** and **PLAYER STATISTICS BY TEAM (C83)** to playing teams in the dressing room.	
10	IIHF Result Manager	Collect all signed document (line-up forms, Gamesheet, backup notes etc.)	

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11	IIHF Result Manager	**Produce and Approve TEAM STATISTICS (C84)**	Parameters: Game
12	IIHF Result Manager	**Produce and Approve BEST PLAYER OF THE GAME SELECTED BY THE TEAM (C85K)**	Parameters: Game
13	IIHF Result Manager	**Produce and Approve C85A to C85H**	Parameters: Game
14	IIHF Result Manager	Verify eventual Suspensions to be removed	
15	IIHF Result Manager	Lock the game in Mensa - Event Administration	

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End Tournament			
1	IIHF Result Manager	**Produce and Approve FINAL RANKING**	
2	IIHF Result Manager	**Produce and Approve BEST PLAYERS SELECTED BY DIRECTORATE (C85I)**	
3	IIHF Result Manager	**Produce and Approve BEST PLAYER OF THE GAME SELECTED BY COACHES (85J)**	
4	IIHF Result Manager	**Produce and Approve MEDIA ALL STARTS (C98)** *(not applicable for WMIB)*	
5	IIHF Result Manager	Announce Relegation/ Promotion in Mensa - Event Administration	