## Reporting Scores

Download the MaxPreps app at maxpreps.com/apps





- Download the MaxPreps app
- Login or signup to request Coach Admin access

After you have admin access:

- In the app tap the 'Following' tab
- Tap on your team ('Admin' will appear next to your team when you have admin access)
- Click on 'Schedule'
- Add any missing games
- Click the pencil icon next to a game to add a score



Admin Schedule View

$\leftarrow$		E	Box Sc	ore		Save
	Metcalfe		MaxPreps			s
S	(Away	)	FINAL 8/5	-	(Home)	-
Q1	Q2	Q3	Q4	OT1	FINAL	
						MHS (Away)
						(Home)
Forfoi	Me	tcalfe				$\mathbf{O}$
Forter	Ma	xPreps				$\mathbf{O}$
						Done
1			2 ^BC		3 Def	
	4 <sub>бні</sub>		5 JKL			6 <sup>MN 0</sup>
	7		8			9

Your screen should look like this when entering a score in the app

## How to Report Scores

## Using MaxPreps.com

• Make sure you have Coach Admin access. First-time users can request access at MaxPreps.com/coach

After you have admin access:

- Go to MaxPreps.com and sign in
- Click the user icon in the upper right corner
- Click on your team/school name
- Click on 'Schedule'
- Add any missing games
- Click the pencil icon next to a game to add a score
- You can also import stats from your stat program or enter stats during the score entry process



As a Coach, do **NOT** use the Report Score/Report Final Score buttons. Scores submitted through here must go through a review process before they are accepted.

\*\*If you see these images you are not in the admin\*\*

WOLVES	<b>FINAL</b> 3/27	🗇		
	REPORT FINAL SCORE			
REPORT FINAL SCORE Baseball   3/27 - 6p				
	R 1 2 3 4	5 6 7 8		
Green Canyon				
Ridgeline				
Ridgeline				