Reporting Rink Lights on Your Phone — Crew Guide

1 · Open the rink on your phone

1. Go to **icewrightapp.com** in your phone's browser and log in. (No account yet? Use your rink manager's invite link first — see the Depth Readings crew guide.)

2. On the Dashboard, tap your rink.

2 · Find the Rink lights

1. Tap **Operations**, then **Equipment**, then **Rink lights**. You'll see the rink diagram with a dot for every fixture.

2. If there's more than one panel ("A lights," "B lights"…), pick the right one from the dropdown above the diagram.

*Tip: tap **Share**, then **Put Lights on a phone**, to put Rink lights on your home screen as its own app. One tap next time.*

3 · Mark the lights — just tap

1. Look up at the real lights, then tap the matching dot on the diagram. Each tap steps the light through its condition:

yellow = good → **brown** = dim → **red** = FAILED → **orange** = intermittent → back to good

2. Tapped one too far? Keep tapping — it cycles back around to good.

3. Bad lights get pulsing rings and their problem written above them, so the picture explains itself.

4 · Saving — already done

Every tap saves by itself. There is no save button — the moment you tap a dot, it's recorded. If your phone loses signal you'll see "The server didn't answer. Try again." Tap the dot again when you're back in coverage.

5 · Create the output

As soon as at least one light is marked bad, **Open a work order** and **Reset all to good** appear above the diagram.

Open a work order files the bad lights on the rink's Work orders list (it won't open a second one while the first is still open).

Share, then **Download the animation**, gives you a looping picture of the panel with the bad fixtures pulsing. This is the output you share.

*After the electrician's visit: **Reset all to good** clears the whole panel in one tap.*

6 · Send it to someone

By email: tap **Share**, then **Email the animation**. Start typing a name or address and pick from the rink's address book, then tap **Send**. Wait for **Sent to** and the address. The animated picture arrives in their inbox.

By text: tap **Share**, then **Download the animation**, save the picture to your phone (press and hold it, then Save/Add to Photos), and text it from Messages like any photo.

Questions? Ask your rink manager. · icewrightapp.com