

*) Arrival at school 40-45 minutes before tip

- Meet site supervisor/AD
- Change in locker room
- Pre-game w/ partners, discuss court coverage, team tendencies while getting dressed
- On court @ 15 min on clock, opposite benches, look for uniform maladies, get head in it
- Coach/Captain meeting 13 minutes before tip, rapport building begins
- Verify official book and sign book prior to 10 minutes on clock
- Review protocol with Official Scorer and Timer (all one crew)
- Return opposite table and observe until 0:00 on clock

*) Equipment

- Pants
- Shirt
- Whistle
- Shoes
- Undergarments
- Jacket

*) Opening tip

- Umpire on table side of floor, responsible for starting clock (chop hand towards waist) and goes direction of tipped ball
- Referee blows whistle loud, spits out whistle, steps in and tosses ball

*) Whistle

- Fox 40 whistle is the best. Different kinds, most use the Fox 40 Classic.
- Put in the mouth with teeth on the whistle, not just lips. Your hands are at your side.
- When you blow the whistle, one of three things will happen with your hands/arms
 - 1) Open hand straight up
 - 2) Closed hand (fist) straight up
 - 3) Both arms straight up with thumbs showing

*) Mechanics/Calls

- Need to be crisp and clear. These are your communication tools to the players, coaches, spectators.
- Need to use voice with mechanics. Thus, blow whistle, show mechanic of stopping clock and drop whistle. Now, go into the nature of the actual call (eg. travel, push) and use your Voice.
- If a violation, finish with direction team is going and the designated spot out of bounds
- If a foul, finish with either spot out of bounds or show and speak the number of free throws
- If scoring a basket, give successful goal signal,

*) Directionals

- Open hand straight up, same arm drop and signal direction putting voice with direction "white"

*) Violations

- Open hand straight up, then signal nature of violation while using voice.
- Traveling, Double Dribble, 5 second closely guarded, 10 second back court, Palming/carrying, Over and back (front court to back court), 3 second lane violation, Kicking, excessively swinging elbows/arms

*) Fouls

- Closed fist straight up, then signal nature of foul while using voice.
- Push, Block, Charge, Illegal use of hands, Holding, Hand checking, Hit to the head, Hook or Wrap, Chucking, Arm Bar, Dislodging with the knee, Team Control, Technical Foul, Intentional Foul, Double Foul

*) Time Out either coach called or player called

- Open hand straight up, then point towards their bench with voice

*) Handing the ball to a player for a throw-in

- Give final instruction
- Put whistle in mouth
- Hand ball with closed arm to player
- Take a step back
- Arm away from player straight up, while other arm chops time

*) Counts

- Extension of arm from shoulder, pivoting at the elbow joint
- Time your counts!

*) Other

- Prelim on a 3, and then successful shot
- Number of free throws - 3, 2, 1 and One and One
- Tipped ball into backcourt & OOB help calls
- Beckoning substitute
- No score vs counting score

*) Positioning (2-person)

- Toss
- Half court set
- Full court press/transition
- Free throws
- Time-outs

*) Reporting to the table

- Clear yourself and get to the Reporting Area
- Stand still (don't be walking)
- Color plus number. "Twenty-three" not "two-three"
- Physically show the number with both hands
- Left hand is ones, Right hand is tens
- Verbalize the Nature of foul
- If free throws, show how many

*) Final thoughts

- Be consistent and persistent - SACC principle
- Rules knowledge is a continuous process/ ever evolving
- Find your own style -
- Embrace the challenges and learn from them / What you make of it