

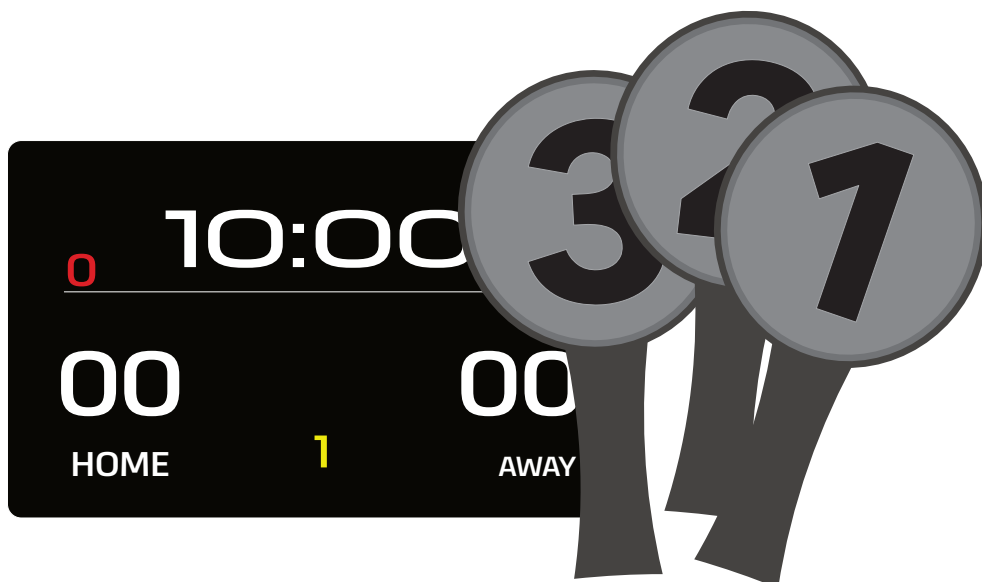


HELP SHEET

For Timekeepers and Scorers

[Table Official's] (v6.0)

Tips and guidance to help the scorer
and timekeeper for any level of the game.



HELP SHEET

For Timekeepers and Scorers

Tips and guidance to help the scorer and timekeeper for any level of the game.

General Administration - Before the Game

All administration is to be completed in black or blue pen



In BLACK, all admin, Q2, Q4 & overtime(s)

In RED Q1 and Q3



 Official Running Scoresheet 2024

Date 08.03.2024 Start _____ Finish _____
 Game Code SC24 Division U17 SOUTH
 Game Day Delegate JUNE WINTERS
 Name of Winning Team _____



Fill in every section of the scoresheet header as well as the home and away team player squads; make sure you include their licence number, surname and first initial. As shown on the completed sheet, and the example to the right.

Players should be entered in numerical order, starting with the lowest number. 00, 0, 1, 2, 3 - 99.

All the writing should be done in capital letters so it is easier for others to read. In Start, add the time the game started, not the expected tip time (remember to add the finish time too!)

Once you have prepared the sheet, check with both coaches, home team first, get their starting five, mark this with an 'X'. Get the coaches signature next to their name.

The coach and assistant coach also needs to be added written in the same manor as you would a player. If a Team Manager is present, add their name and Licence No.

As the starting five are entering the playing court; circle the players in. Make sure you get the correct players to start the game. If there is a player, that isn't marked down as a starting player, speak to the referees

Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls	
001	TAYLOR, T.	4			
002	NICHOLSON, H.	5	X		
003	ALDRIDGE, M.	7	X		
004	MARTIN, M.	9			
005	WEBB, M.	12			
006	O'DRISCOLL, W.	14	X		
007	ALLEN, K.	15	X		
008	BROWN, R.	16			
009	WARD, R.	22	X		
100	BRIDGES, A.	23			
101	GEE, H (CAPT)	45			
087	Head Coach	SOMERFORD, P. PP			
	First Assistant Coach				
	Team Manager				
	Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls
	001	TAYLOR, T.	4		
	002	NICHOLSON, H.	5	X	
	003	ALDRIDGE, M.	7	X	
	004	MARTIN, M.	9		
	005	WEBB, M.	12		
	006	O'DRISCOLL, W.	14	X	
	007	ALLEN, K.	15	X	
008	BROWN, R.	16			
009	WARD, R.	22	X		
100	BRIDGES, A.	23			
101	GEE, H (CAPT)	45			
087	Head Coach	SOMERFORD, P. PP			
	First Assistant Coach				
	Team Manager				

In-Game - Recording the Score

	1	1
15	2	2 12
	3	3
15	4	4 5
	5	5 13
4	6	6
	7	7 5
9	8	8
	9	9
16	10	10 13
7	11	11
7	12	12 13
	13	13
22	14	14 13
	15	15
22	16	16 13
	17	17 13
22	18	18
7	19	19 13
23	20	20 13
	21	21
23	22	22 4
	23	23
23	24	24 5

First Quarter (Red)

2PTS

For recording two points use a diagonal line to go over the printed score. Write the player number next to that score. The diagonal lines need to be the same throughout your scoresheet.

	1	1
15	2	2 12
	3	3

Second Quarter (Black/Blue)

3PTS

For recording three points use a diagonal line to go over the printed score. Write the player number next to that score. Circle the player. The diagonal lines need to be the same throughout your scoresheet.

4	26	26 4
	27	27
	28	28 5
5	29	29

4	26	26 4
	27	27

1PT FREE-THROWS

For recording successful free-throws use a dot to go over the printed score. Write the player number next to that score.

Your Notes

End of Quarter / Half Time / End of the Game - Ruling Off!

At the end of the quarter you need to complete your 'ruling out'!

At the end of each period mark off unused team fouls with a **double line**.

	1	1		
15	2	2	12	
	3	3		
15	4	4	5	
	5	5	13	
4	6	6		
	7	7	5	
9	8	8		
	9	9		
16	10	10	13	
7	11	11		
7	12	12	13	
	13	13		
22	14	14	13	
	15	15		
22	16	16	13	
	17	17	13	
22	18	18		
7	19	13		
23	20	20	13	
	21	21		
23	22	22	4	
	23	23		
23	24	24	5	

First Quarter (Red)

Second Quarter (Black/Blue)

A BIRMINGHAM WILDCATS II Uniform Colour: WHITE

Team Fouls	QTR 1	QTR 2	QTR 3	QTR 4		
	X X = =					
Time-Outs	1st	2nd	O/T			
Team Scores	QTR 1	QTR 2	QTR 3	QTR 4	O/T	FINAL SCORE
	4					

Draw a **single line** under the last basket scored for the first, second and third period and a **double line** to end the game. Circle the last score in every quarter.

With the end of each period you are to record the period score. Marking down the points scored in each period. Not the overall score up to that point! Remember to put any overtime period scores in and the Final Score at the end of the game.

Rule out the column you finish in for each team.

Record the winning team name.

A BIRMINGHAM WILDCATS II Uniform Colour: WHITE

Team Fouls	QTR 1	QTR 2	QTR 3	QTR 4		
	X X = =	X X = =	X X = =	X X X X		
Time-Outs	1st	2nd	O/T			
	= =	5 = =	11 = = =			
Team Scores	QTR 1	QTR 2	QTR 3	QTR 4	O/T	FINAL SCORE
	4	14	15	10	11	55

7	46	46	88
	47	47	
7	48	48	99
	49	49	
	50	50	13
5	51	51	5
	52	52	
4	53	53	5
	54	54	
7	55	55	11
	56	56	
	57	57	
	58	58	11
	59	59	
	60	60	
	61	61	
	62	62	
	63	63	
	64	64	
	65	65	
	66	66	
	67	67	
	68	68	
	69	69	
	70	70	
	71	71	

At the end of the game - Ruling Off!

If a player hasn't played the game but was on the squad list, a line from player in box through the five personal fouls is to be drawn to show that the player has not taken part. If there are not 12 players the remaining unused lines are to be lined through.

Also see score sheet (over) for more than one empty player box.

007	ALLEN, R.	15	X				
008	BROWN, R.	16					
009	WARD, R.	22	X				
100	BRIDGES, A.	23	X				

Time-Outs - Use the minute!

Time-Outs 1st = = 2nd 5 = = O/T 11 = = =

Time-outs are recorded by entering the minute in which they are taken in each quarter.

Two are permitted in the first half, three in the second half.

Only two time-outs allowed to be taken in the last two minutes of the fourth period. (Unused time-out)

Time-Outs 1st = = 2nd / 4 = O/T = = = =

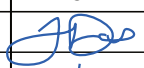



One time-out per team allowed in an extra period.

Licence Numbers & Signatures

The crew chief and referees along with the Table Officials should have their names written down along with their licence numbers before the game starts.

A signature is required at the end of the game. The crew chief signs scoresheet last, which confirms the closure of the game.

It is the responsibility of the crew chief to check **all** licences. The crew chief's co-official is to check the crew chief's licence.

	Lic. No.	Official's Last Name, First Initial.	Signature
Crew Chief	861	DAVIES, J.	
Umpire 1	619	KAUR, K.	
Umpire 2			
Scorer	618	BROAD, K.	
Assistant Scr			
Timekeeper	893	GREENE, T.	
Shot Clock			

HELP SHEET

For Timekeepers and Scorers

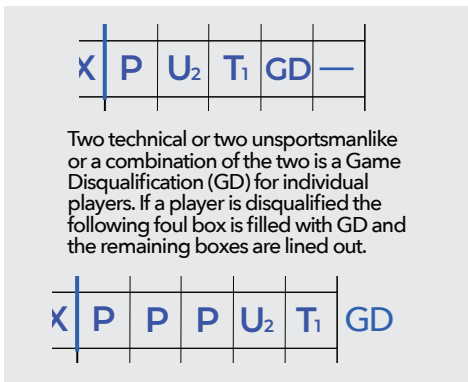
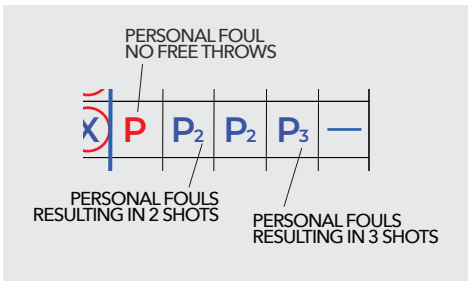
Tips and guidance to help the scorer and timekeeper for any level of the game.

Recording fouls/team fouls - for all participants


(including, 'W' Warning Technicals, Player Technical, Coach Technicals & Bench)

Personal fouls are recorded by entering a letter in the personal foul box of the player or coach.

N	Personal Fouls
X	P
X	P
X	P P ₂ P ₂ P ₂
X	
X	
X	P ₂ P ₂ P ₂
X	
X	
X	P U ₂ T ₁ GD



If a player comes off the bench to 'fight' it is recorded as an 'F'. This is also a B1 Technical



- W₁** WARNING TECHNICAL FOUL
- U₂** UNSPORTSMANLIKE FOUL
- T₁** PLAYER TECHNICAL FOUL
- C₁** COACH TECHNICAL FOUL
- B₁** BENCH TECHNICAL FOUL
- F** FIGHTING
- GD** GAME DISQUALIFICATION

W₁ WARNING TECHNICAL (HALF COURT/PRESS SANCTION)
In certain games, a 'W' tech is given for teams that do not adhere to the 'Half Court Rule'. Recorded next to the coach as a W1, these are not 'C' Coach technical's.

912	Head Coach	STUART, C.	W ₁	B ₁	
913	First Assistant Coach	STUART, B.			

B₁ BENCH TECHNICAL
A Bench Technical is recorded next to the coach as a B1.

912	Head Coach	STUART, C.	W ₁	B ₁	
913	First Assistant Coach	STUART, B.			

A coach can receive two Coach Technicals or three Bench technicals, or a combination of the two before they are removed from the game.

At half time a solid line shall be drawn around the personal fouls recorded for the first half. Fouls to the left of the line are form the first half. To the right of the line - to the second half.

A player Technical or a player Unsportsmanlike foul will be recorded with a 'T' or 'U' with the number of shots to follow.

Team Fouls - for all participants

Team fouls are the first four fouls of each period duplicated that are recorded in the Team Foul boxes for each team. This is for your easy references when keeping track of each teams' Team Fouls.

B GRANDE GIANTS Uniform Colour: ORANGE

Team Fouls	QTR 1	QTR 2	QTR 3	QTR 4
	X X = =	X = = =	X X = =	X X X X

Your Notes

Blank area for notes.

Timekeeper duties



When you should hear the game buzzer?

Before the Game / During Half Time

03:00 A manual buzzer from the timekeeper.

01:30 A manual buzzer from the timekeeper.

In between quarters

00:30 A manual buzzer 30 seconds before the start of Q2, Q4 and any overtime period

During a time-out

00:50 A manual buzzer (if the clock has not got the function) ten seconds before the end of the time-out with a '10' signal.

When does the clock stop running?

Upon hearing a whistle from the referee.

After a time-out request (before the basket is made) after a made basket for the opposing team.

After a made basket in the last two minutes in the fourth quarter or in the last two minutes in any overtime period.

THE CLOCK DOES NOT STOP AFTER A BASKET, UNLESS STATED ABOVE

When does the clock start running?

On the first tip of the ball (at the start of Q1), when the referee lowers their hand and the ball touches a player on court.

When the referee lowers their hand on an inbound (sideline or baseline) ball.

After the last free-throw, after touching the ring, when the ball touches a player.

Who displays the foul markers?

The timekeeper displays the fouls markers, after it has been confirmed by the scorer. For example. "first personal, second team"



Who administers a time-out or substitute request?

Using a separate buzzer from the game clock, the scorer signals the referees at the appropriate time and gives the time-out or sub signal.

Your Notes

Game abandoned/stopped

If the crew chief has informed you that the game is not continuing, and has been abandoned, then use the example sheet as below.

You finish the last quarter/or overtime period as normal, using the double line and line of that column. Write the word ABANDONED in capital letters along one of those lines

You **cannot** complete the score for that period or the final score. You **cannot** complete the name of the winning team. You need to rule out those boxes as normal.

Why can the game be abandoned?

If a coach is ejected, and has no replacement the game can be abandoned. The crew chief can also stop/abandon the game for reasons of health and safety and safeguarding.

Who wins the game?

This decision is down to the league organisers. Not those present at the game. The scoresheet should be sent to the league as per league rules.

Report

Officials in the game will need to report to the league, that this game has been abandoned. Giving a factual report. All leagues have their own reporting mechanism.

VBL Official Running Scoresheet 2024

A BIRMINGHAM WILDCATS II Uniform Colour: WHITE

Team Fouls: Qtr 1 ~~XX~~=, Qtr 2 ~~XX~~=, Qtr 3 ~~XX~~=, Qtr 4 ~~XX~~XX
 Time-Outs: 1st ==, 2nd 5==, O/T II==
 Team Scores: Qtr 1 4, Qtr 2 14, Qtr 3 15, Qtr 4 10, O/T =, FINAL SCORE =

Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls
001	TAYLOR, T.	4	X	P
002	NICHOLSON, H.	5	X	
003	ALDRIDGE, M.	7	X	P ₂ P ₂ P ₂
004	MARTIN, M.	9	X	
005	WEBB, M.	12	X	
006	O'DRISCOLL, W.	14	X	
007	ALLEN, K.	15	X	P ₂ P ₂ P ₂
008	BROWN, R.	16		
009	WARD, R.	22	X	
100	BRIDGES, A.	23	X	
101	GEE, H (CAPT)	45	X	P U ₂ T ₁ GD
087	Head Coach SOMERFORD, P. <i>PP</i>			W ₁ C ₁ C ₁ GD
	First Assistant Coach			
	Team Manager			

B GRANDE GIANTS Uniform Colour: ORANGE

Team Fouls: Qtr 1 ~~XX~~=, Qtr 2 ~~XX~~=, Qtr 3 ~~XX~~=, Qtr 4 ~~XX~~XX
 Time-Outs: 1st ==, 2nd / 4=, O/T ==
 Team Scores: Qtr 1 10, Qtr 2 14, Qtr 3 4, Qtr 4 16, O/T =, FINAL SCORE =

Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls
401	SMITH, D.	4	X	P ₁ P ₂ P ₂
402	SMITH, K.	5	X	P P P
403	STYLES, A.	6	X	P P P ₂
404	BROWN, O.	11	X	P ₂ P
405	GARDNER, G.	12	X	
499	COLE, C (CAPT)	13	X	P P
501	DAVIES, I.	88	X	
503	KHAN, J.	99	X	
912	Head Coach STUART, C. <i>Chnk</i>			W ₁ B ₁
913	First Assistant Coach STUART, B.			
B712	Team Manager MOSES, A.			

Date 08.03.2024 Start 13:01 Finish 14:42
 Game Code SC24 Division U17 SOUTH
 Game Day Delegate JUNE WINTERS
 Name of Winning Team

1	1	7	46	46	88	91	91	
15	2	2	12	47	47	92	92	
3	3	7	48	48	99	93	93	
15	4	4	5	49	49	94	94	
5	5	5	13	50	50	13	95	95
4	6	6	5	51	51	5	96	96
7	7	7	5	52	52		97	97
9	8	8		53	53	5	98	98
9	9			54	54		99	99
16	10	10	13	55	55	11	100	100
7	11			56	56		101	101
7	12	12	13	57	57		102	102
13	13			58	58		103	103
22	14	14	13	59	59		104	104
15	15			60	60		105	105
22	16	16	13	61	61		106	106
17	17	17	13	62	62		107	107
22	18	18		63	63		108	108
7	19	19	13	64	64		109	109
23	20	20	13	65	65		110	110
21	21			66	66		111	111
23	22	22	4	67	67		112	112
23	23	23		68	68		113	113
23	24	24	5	69	69		114	114
25	25	25	4	70	70		115	115
4	26	26	4	71	71		116	116
27	27			72	72		117	117
28	28	28	5	73	73		118	118
5	29	29		74	74		119	119
30	30	30	4	75	75		120	120
31	31			76	76		121	121
5	32	32	5	77	77		122	122
33	33			78	78		123	123
22	34	34		79	79		124	124
35	35	35	13	80	80		125	125
36	36			81	81		126	126
5	37	37		82	82		127	127
38	38	38	5	83	83		128	128
7	39	39		84	84		129	129
40	40	40	5	85	85		130	130
5	41	41		86	86		131	131
42	42	42	4	87	87		132	132
43	43			88	88		133	133
5	44	44	5	89	89		134	134
45	45			90	90		140	140

	Lic. No.	Official's Last Name, First Initial.	Signature
Crew Chief	861	DAVIES, J.	<i>J Davies</i>
Umpire 1	619	KAUR, K.	<i>K Kaur</i>
Umpire 2			
Scorer	618	BROAD, K.	<i>Broad</i>
Assistant Scr			
Timekeeper	893	GREENE, T.	<i>T Greene</i>
Shot Clock			

A BIRMINGHAM WILDCATS II Uniform Colour: WHITE

Game Code **SC24** Division **U17 SOUTH**

Game Day Delegate **JUNE WINTERS**

Name of Winning Team **GRANDE GIANTS**

Team Fouls	QTR 1 X X = =	QTR 2 X X = =	QTR 3 X X = =	QTR 4 X X X X
Time-Outs	1st = =	2nd 5 = =	O/T 11 = = =	
Team Scores	QTR 1 4	QTR 2 14	QTR 3 15	QTR 4 10
	O/T	11	FINAL SCORE 55	

Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls
001	TAYLOR, T.	4	X	P
002	NICHOLSON, H.	5	X	
003	ALDRIDGE, M.	7	X	P P ₂ P ₂ P ₂
004	MARTIN, M.	9	X	
005	WEBB, M.	12	X	
006	O'DRISCOLL, W.	14	X	
007	ALLEN, K.	15	X	P ₂ P ₂ P ₂
008	BROWN, R.	16		
009	WARD, R.	22	X	
100	BRIDGES, A.	23	X	
101	GEE, H (CAPT)	45	X	P U ₂ T ₁ GD
087	Head Coach SOMERFORD, P.			'W'
	First Assistant Coach			
	Team Manager			

	1	1	7	46	46	88	91	91
15	2	2	12	47	47		92	92
	3	3	7	48	48	99	93	93
15	4	4	5	49	49		94	94
	5	5	13	50	50	13	95	95
4	6	6	(5)	51	51	5	96	96
	7	7	5	52	52		97	97
9	8	8	4	53	53	5	98	98
	9	9		54	54		99	99
16	10	10	(13)	55	55	11	100	100
7	11	11		56	56		101	101
7	12	12	13	57	57		102	102
	13	13		58	(58)	11	103	103
22	14	14	13	59	59		104	104
	15	15		60	60		105	105
22	16	16	13	61	61		106	106
	17	17	13	62	62		107	107
22	18	18		63	63		108	108
7	(19)	19	13	64	64		109	109
23	20	20	13	65	65		110	110
	21	21		66	66		111	111
23	22	22	4	67	67		112	112
	23	23		68	68		113	113
23	24	(24)	5	69	69		114	114
	25	25	4	70	70		115	115
4	26	26	4	71	71		116	116
	27	27		72	72		117	117
28	(28)	5	73	73			118	118
(5)	29	29		74	74		119	119
	30	30	4	75	75		120	120
	31	31		76	76		121	121
(5)	32	32	5	77	77		122	122
	33	33		78	78		123	123
22	(34)	34		79	79		124	124
	35	35	(13)	80	80		125	125
	36	36		81	81		126	126
(5)	37	37		82	82		127	127
	38	38	(5)	83	83		128	128
7	39	39		84	84		129	129
	40	40	5	85	85		130	130
5	41	41		86	86		131	131
	42	42	4	87	87		132	132
	43	43		88	88		133	133
(5)	(44)	(44)	5	89	89		134	134
	45	45		90	90		140	140

B GRANDE GIANTS Uniform Colour: ORANGE

Team Fouls	QTR 1 X X = =	QTR 2 X = = =	QTR 3 X X = =	QTR 4 X X X X
Time-Outs	1st = =	2nd / 4 = =	O/T = = = =	
Team Scores	QTR 1 10	QTR 2 14	QTR 3 4	QTR 4 16
	O/T	14	FINAL SCORE 58	

Licence No.	Player's Last Name, First Initial.	#	IN	Personal Fouls
401	SMITH, D.	4	X	P ₁ P P ₂ P ₂
402	SMITH, K.	5	X	P P P
403	STYLES, A.	6	X	P P P ₂
404	BROWN, O.	11	X	P ₂ P
405	GARDNER, G.	12	X	
499	COLE, C (CAPT)	13	X	P P
501	DAVIES, I.	88	X	
503	KHAN, J.	99	X	
912	Head Coach STUART, C.			'W' B ₁
913	First Assistant Coach STUART, B.			
B712	Team Manager MOSES, A.			

	Lic. No.	Official's Last Name, First Initial.	Signature
Crew Chief	861	DAVIES, J.	
Umpire 1	619	KAUR, K.	
Umpire 2			
Scorer	618	BROAD, K.	
Assistant Scr			
Timekeeper	893	GREENE, T.	
Shot Clock			