

GUIDELINES FOR BASKETBALL OBSERVERS

Be Professional at the Game Site:

1. Dress professionally - jeans, t-shirts, sweat shirts, etc. should not be worn.
2. Do not consume alcoholic beverages before observing. When people smell alcohol, they assume that you are not competent to do the job.
3. Do not bring anyone with you who will interfere with your work as an observer. No guest should be with you when you are sharing your observations with the officiating crew.
4. Do not make comments about specific calls or about the general work of the officiating crew to spectators, coaches, administrators or others.
5. Be as inconspicuous as possible in completing your task.
6. Make the host administrators aware of your presence.
7. Call school to confirm game time and if the assigned official will be working. Some officials, believe it or not, do not supply accurate information.
8. Arrive well in advance of varsity contest.
9. Introduce yourself to the host school athletic director and state the purpose of your assignment.
10. Observe the entire contest from the time the officials enter the playing court through the conclusion of the game.
11. Evaluate in detail the official/s you are assigned to observe.

Be Professional When Meeting with the Officials:

1. Be certain to get the full name of each official.
2. When sharing your observations with the officials,
 - emphasize the areas that were covered well
 - be specific about the areas in need of improvement
 - be able to give examples from the contest
 - use the rules book, case book, official's manual as references
3. Approach your evaluation from a positive standpoint by assuming all officials are perfect before the game. Try to encourage officials to build on their skills while at the same time pointing out weaknesses.
4. The quality of play by the two teams should be considered in your evaluation since it is not as difficult to officiate a game played by skilled competitors vs a poorly played contest.
5. Be consistent in your evaluation. Forget friendships and past acquaintances. If you receive an assignment where you feel you cannot give a fair and unbiased evaluation, return the assignment, and another observer will be assigned.

Procedure for Observations:

1. Study the rules book, case book and official's manual to educate yourself on the updated rules and mechanics changes and floor position changes.
2. Observers will be paid **\$20.00 for each contest** observed and 20 cents per mile for travel.
3. Each observation should be submitted immediately to allow the IHSAA time to give meaningful feedback to the school and/or official.
4. The IHSAA will pre-determine the site, date and official to be observed.
5. Areas of concentration for the observations for this year should be given special attention.
6. It is mandatory that the observer go into the locker room and have a meaningful conversation with the officials about the officiating of the contest.
7. Comments should be made on the observation form about the sportsmanship displayed and the general atmosphere of the contest.
8. The final report form is on-line at www.ihsaa.org; go to *Officials Info*, scroll down to *Forms* and choose **"Basketball Observers Report"**, complete and send to twynns@ihsaa.org as an attachment. The report should be sent with two (2) days of the observation; one for *each* official.