



IAABO

INSTRUCTIONS TO SCORERS

Prepared by the International Association of Approved Basketball Officials, Inc.

PROCEDURES

- Obtain a roster of names, numbers and starters at least 15 minutes prior to scheduled starting time
 - Recommended that names be listed in numerical order
 - Report any noncompliance to the Referee at least 12 minutes prior to scheduled starting time
- Communicate with other scorer (if applicable) after each entry into the scorebook
 - Report any discrepancy to an official at the first dead ball
- Responsible for accuracy of the Alternating Possession Arrow (official record is maintained in the scorebook)
- Must keep a running summary of points scored (official score)
- Inform reporting official when a player has committed five fouls, two technical fouls; coach has been charged with two direct technical fouls or a combination of three direct and indirect; team granted excessive timeout
 - Personal fouls and technical fouls are added together to reach the disqualification number of five
- Record team warnings: there are six by rule (official record is maintained in the scorebook)
 - 1) Throw-in plane violation
 - 2) Delaying the administration of a free throw
 - 3) Interfering with ball after a goal
 - 4) Not having court ready after timeout
 - 5) Coaching box infraction
 - 6) Head Coach/Bench Personnel misconduct
- Inform reporting official when a team has no timeouts remaining
 - Each team is permitted three 60-second timeouts and two 30-second timeouts per game
 - Each team is granted an additional 60-second timeout for each extra period; Teams may use any unused timeouts
- All field goals are two points—unless the official(s) demonstrates the successful three-point goal signal
- Notify reporting official when a team has committed its seventh and tenth foul of each half

SUBSTITUTES

- Substitutes are to report to the scorer giving their number
- Substitutes are to wait at the X located in front of the scorer's table until beckoned by an official
- Substitutes must report to the scorer before the warning horn sounds during timeouts and intermissions
- Substitutions during multiple free throws for personal fouls
 - Can enter immediately before the final free throw
 - Can enter after final free throw if successful
 - When there is a required substitute—all substitutes who have reported before the horn, required substitute has been beckoned—may enter when beckoned
- Substitutions during multiple free throws for technical fouls
 - Can enter before first free throw
 - Can enter immediately before or after the final free throw
- Timer is not to sound the horn for substitutes until scorer has performed his/her duties
- When a player is withdrawn from the game, he/she cannot re-enter until the next available substitution opportunity, after the clock has been properly started

ABSOLUTES

- Participate in pregame meeting with Referee
- Wear official scorer's game shirt
- Be seated next to the timer
- Be attentive, accurate and maintain focus during entire game, avoid distractions
- Maintain eye contact with reporting official
- Maintain an appearance of impartiality throughout the game; you are the official scorer, not the home team scorer
- Remain at the scorer's and timer's table, with the scorebook, throughout the entire game, including all intermissions
- Home team scorebook will be the official scorebook—unless the Referee rules otherwise
- After the game and before the officials leave the court—establish eye contact with the Referee for approval of the score
- Understand that you are an official and a vital part of the contest. Your cooperation with the game officials and your service to the schools is greatly appreciated.



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TIMER'S INSTRUCTIONS

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TIME PERIODS

- Four (4) quarters
- Each quarter: Eight (8) minutes
- Half-time intermission: 10 minutes (Special exception: 15 minutes)
- Between quarters and each extra period: One (1) minute
- Overtime periods: Four (4) minutes (or half the time of the quarter if quarters shortened)
- **NOTE 1: Quarter shortened or running clock instituted by coaches' agreement.**
- **NOTE 2: Required substitute (disqualified, bleeding or injured player) is a 15-second interval of time**

TIME-OUTS

- Each team is allotted: Three (3) 60-second and two (2) 30-second
- Overtime periods: One (1) additional 60-second per team. Teams may use any unused time-outs
- Begin start of time-out on official's signal to start the clock

WARNING SIGNALS

- Quarter/half-time intermission/time-outs: With 15 seconds remaining
- Required substitute: With 15 seconds remaining
- Required notification of officials and teams 3 minutes prior to second half start
- Second horn sounds at end of time-out and intermission

START CLOCK

- JUMP BALL:** When ball is legally tapped by either jumper
- THROW-IN:** When ball legally touches or is touched by a player on the court
- MISSED FREE THROW:** When ball legally touches or is touched by a player on the court

STOP CLOCK

- When an official signals held ball, foul, violation or time-out

SUBSTITUTES

- Sound horn for substitutions, unless legally made between quarters or during halftime intermission
- Before sounding horn, substitute must
 - Properly report to the scorer and be ready to enter
 - Report before first warning signal between quarters, halftime intermission, or time-outs
- Disregard coach or player declaring "sub"; this has no part in the substitution procedure

NOTES

- Be at the table a minimum of 12 minutes prior to game time
- Allow reporting official to complete report before sounding horn
- Do not sound horn:
 - When official is ready to administer a free throw or throw-in
 - During multiple free throws for PERSONAL foul
 - Do not sound horn unless ball is DEAD and clock is STOPPED
- After a personal foul, substitutes can only enter game before FINAL free throw and/or AFTER a final free throw is successful
- Understand that you are an official and a vital part of the contest. Your cooperation with the game officials and your service to the schools is greatly appreciated

ABSOLUTES

- Participate in pregame meeting with the Referee
- Be seated next to official scorer
- Be attentive, accurate and maintain focus during entire game, avoid distractions
- Maintain eye contact with the official responsible for putting ball in play
- Maintain an appearance of impartiality throughout the game; you are the official timer not the home team's timer