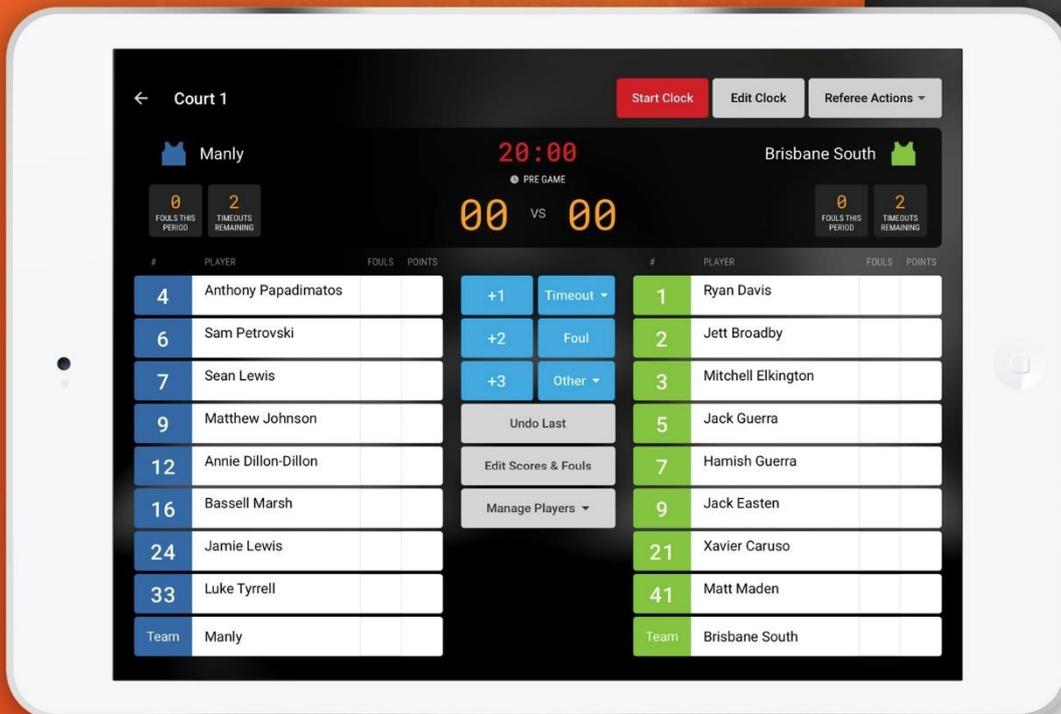




COURTSIDE USER GUIDE

Referees & Scorers

A step by step instruction guide for using the Courtside scoring application



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Welcome to the Courtside User Guide for Referees and Scorers. The next generation electronic scoring application powered by SportsTG for the Basketball Network.

Launch Courtside

The administrator will prepare the equipment prior to the start of games for the day.

1. To launch Courtside select the Courtside App.



Select a Game

From the list of games displayed, select the game to be scored.

Start time	Teams	Comp/Assoc	Status
03:00 pm	Hills 0 vs 0 Rowville Redbacks Men's A Grade	Winter 2017 Men's A Grade (LIVE) CRT1	Confirmed ✓ SENT
04:00 pm	Shepp Wednesday 0 vs 0 Wantirna Warriors Men's A Grade	Winter 2017 Men's A Grade (LIVE) CRT1	Confirmed ✓ SENT
05:00 pm	Abush Parmi vs Yarrambat Tigers Men's A Grade	Winter 2017 Men's A Grade (LIVE) CRT1	Upcoming
06:00 pm	Hoosier Day vs The Commish	Winter 2017 Men's A Grade (LIVE) CRT1	Upcoming
11:01 pm	Wantirna Warriors Men's A Grade vs Shepp Wednesday	Winter 2017 Men's A Grade (LIVE) CRT1	Upcoming

Select Match Coaches and Players

The players who are registered to the team are now able to be added to the game.

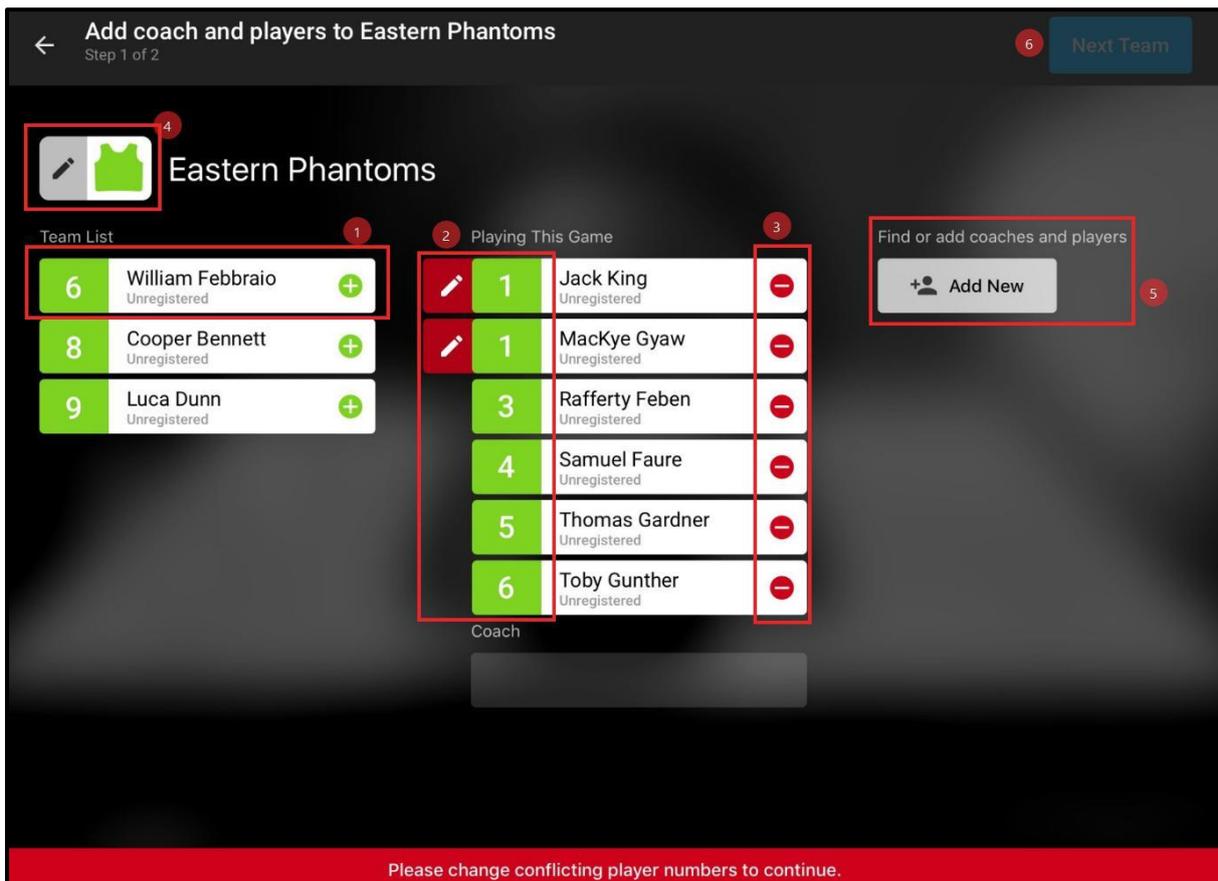
1. Add a player from the Team List to “Playing This Game” by selecting their name 
2. Once a player is located to “Playing This Game” select their number to edit, noting that if

multiple players have the same number or no number an invalid warning will appear . All changes to player numbers are permanent. If the number is temporary it will need to be altered at the next game.

3. To remove a player from the “Playing This Game” select 
4. Each team is allocated a singlet colour for ease of identification during the game. Select the singlet icon to adjust the team’s singlet colour.

TIP: Ensure the singlet colour and number colour for a team are different to ensure they are readable.

5. To add a new player or a coach to the “Playing This Game”, select **Add New**
6. Once all invalid player number issues are resolved, select **Next Team**. Team 2 will then appear repeat steps 1 to 5 as required.
7. To start a game, select **Finish setup** (after adding the second team) which is in the same location as Next Team (6).



TIP: If your Team List has more than 9 players you will need to scroll down to view the remaining players.

Add a New Player or Coach

If you selected **Add New**, a screen will appear allowing you to enter the new player or coach's details.

1. If you have a live connection to the internet Add New Player will search all existing participants, listing matched records as you enter First Name, Family Name and Date of Birth.

The screenshot shows the 'Add New Player' screen with a search bar containing 'Matt' and 'Maden'. A checkbox for 'Coach' is present. A blue 'Add to Team' button is on the right. Below the search bar, it says '2 Players Found'. A red box highlights a search result for '41 Matt Maden' with a green plus icon to its right.

2. If no records are a match or you do not have a live connection to the internet, then complete all three fields and select **Add to Team**. (First Name, Last Name, Date of Birth)

The screenshot shows the 'Add New Player' screen with three input fields: 'Matt', 'Madden', and '01/08/1985'. A checkbox for 'Coach' is present. A blue 'Add to Team' button is on the right. Below the input fields, it says '0 Players Found'.

TIP: This could take longer than expected depending on the size of the database that is being searched.

Start the Game

1. To start the game, select **Start Clock**

TIP: Whilst the scoreboard is utilised to time the game, actions recorded in Courtside are timestamped so it is important to ensure the clock mirrors the Game Clock.

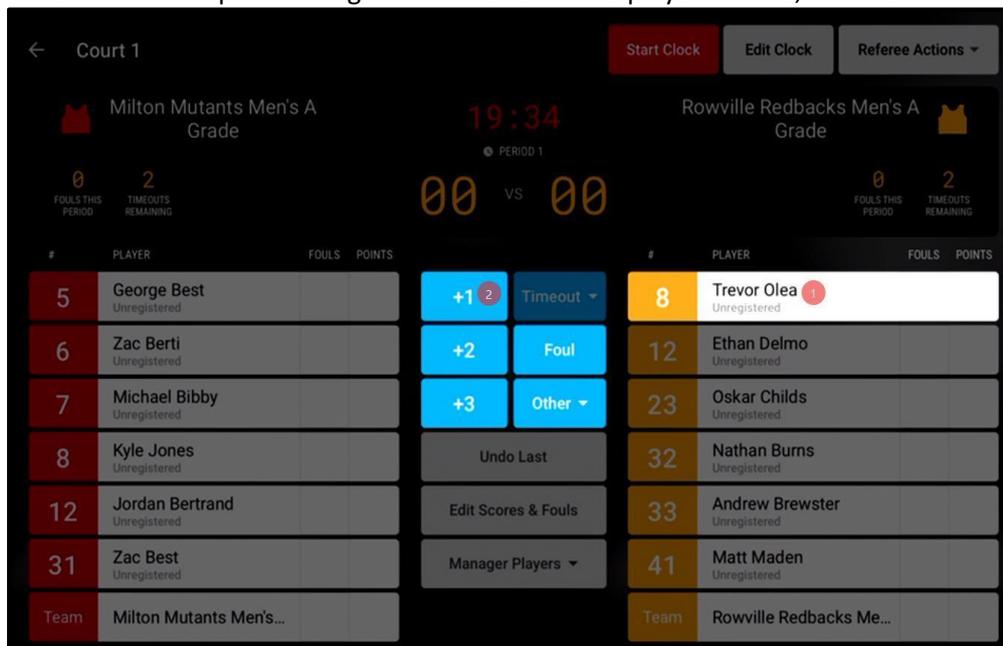
1. Select **Stop Clock**
2. Select **Edit Clock**
3. Using the arrows, you can adjust the minutes and/ or seconds as required.
4. Select **Save**

The screenshot shows the 'Edit Clock' screen with a digital clock display showing '19:34' in red. Above the clock are four up arrows and below are four down arrows. At the bottom, there are 'CANCEL' and 'SAVE' buttons.

Scoring

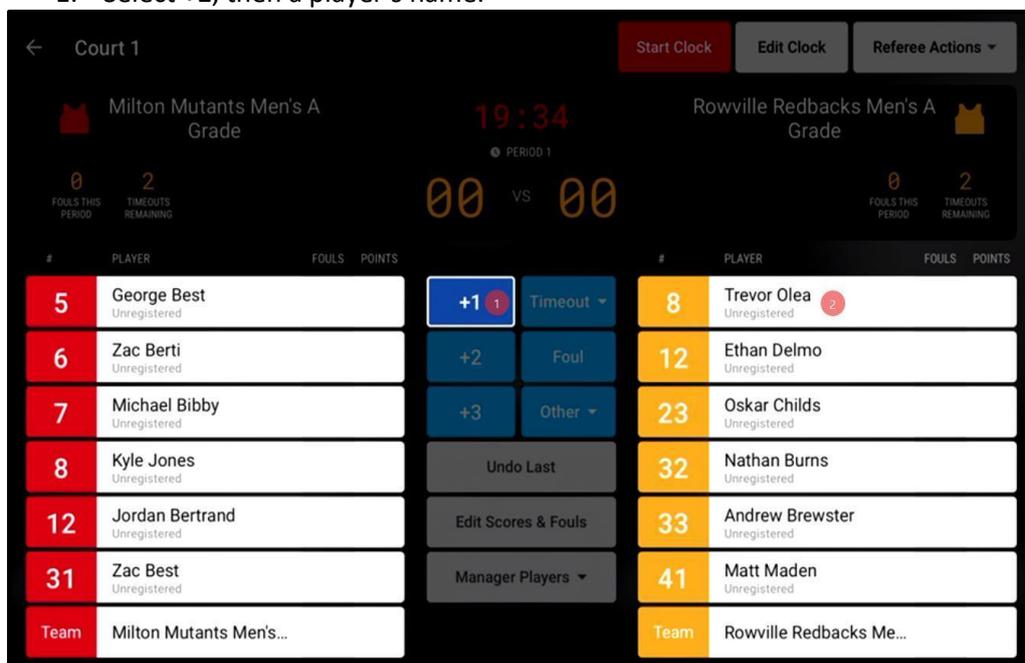
Points are recorded by selecting the player's name then the appropriate score.

1. When a free throw is made select the player's name, then **+1**
2. When a field goal is made select the player's name, then **+2**
3. When a 3point field goal is made select the player's name, then **+3**



This sequence can also be in reverse

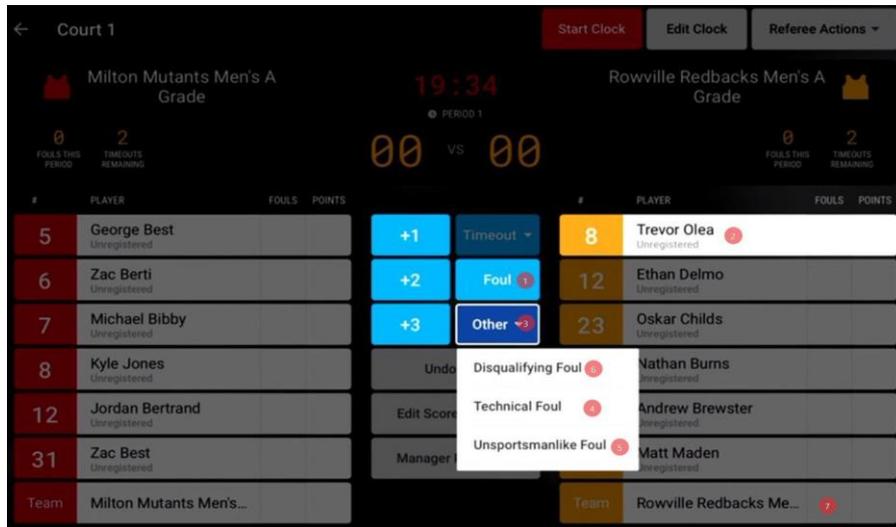
1. Select **+1**, then a player's name.



The progressive score then appears beside the player name and the progressive team score is added to the display at the top of the screen.

Fouls

Personal fouls are recorded by selecting the player’s name then foul. Disqualifying Foul, Technical Foul or Unsportsmanlike Fouls are located under Other.

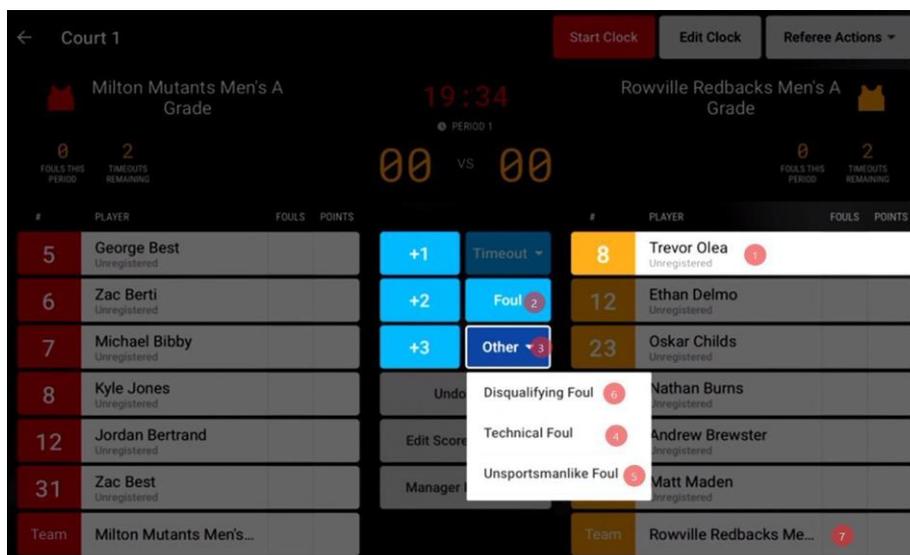


1. To allocate a personal foul Select a player’s name (1), then **foul** (2)
2. To allocate a technical foul select a player’s name (1), then **other** (3), then **technical foul** (4). *Note if your association utilises sin bin a timer will appear. This is configured within the competition setup on your database outside of Courtside.*
3. To allocate an unsportsmanlike foul select a player’s name (1), then **other** (3), then **unsportsmanlike foul** (5).
4. To allocate a disqualification foul select a player’s name (1), then **other** (3), then **disqualification foul** (5). When a player reaches their maximum foul count or is disqualified their name is struck out and no further actions can be assigned.
5. To allocate a bench technical foul select the Team Name line (7) at the bottom of the player list (instead of a player name).

Like scoring, the sequence can also be in reverse.

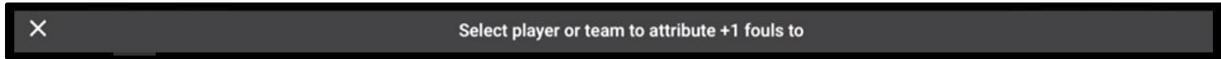
6. Select **Foul** (2), then a player’s name (1)

The progressive foul count then appears beside the player’s name and the progressive team foul count is added to the display at the top of the screen.



Cancel Player or Action Selection

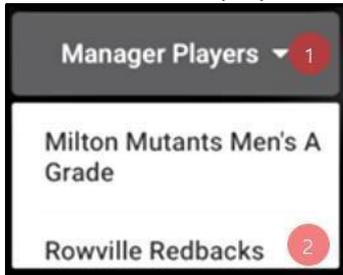
TIP: If a player or action is selected in error, select the 'X' in the message box at the bottom of the screen to return to the In-Game Screen.



Add a Player or Coach in Game

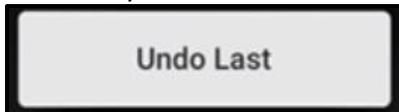
If a player or coach arrives after the game has started and they do not appear on the match list, they will need to be added. To do this;

1. Select **Manage Players** (1)
2. Select the appropriate Team (2)
3. Then add player or coach to Match as required following the same steps as pregame.



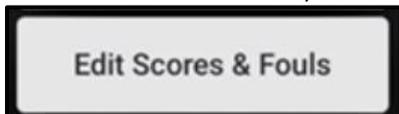
Corrections during a Game

1. If you discover an error immediately, select **Undo Last** to have the last action cancelled.



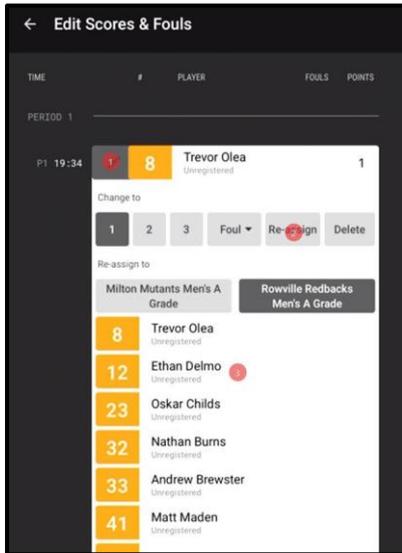
TIP: This only works on the last action and only allows one undo.

2. For earlier errors, select **Edit Scores & Fouls**.



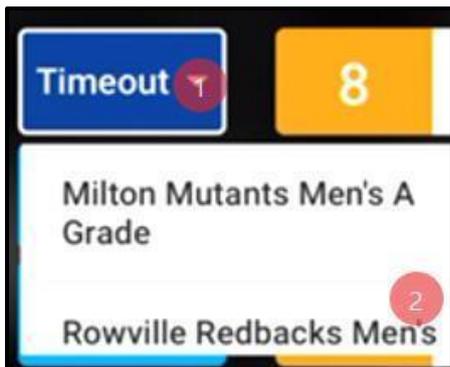
3. Once within the Edit Scores & Fouls screen, select the action to be edited (1).
4. Use the scores and fouls buttons to make adjustment to this record (2). The action can also be deleted or re-assigned to another player (3).

TIP: To see the complete list of actions within the period you may need to scroll down.



Timeout

1. To allocate a timeout to a team, select **timeout** (1).
2. Select the appropriate team (2), the total timeouts remaining for the period will reduce by one.



Referee Actions



The actions within this section of Courtside require a referee code to validate the information entered.



Enter your Umpire code to confirm the Score and the Game

10:00 am Milton Mutants Men's A Grade 0 def by 14 Rowville Redbacks Men's A Grade Winter 2017 Men's A Grade (LIV CRT1)

Enter Umpire Code

CANCEL CONFIRM GAME

Incident Report

A reportable incident can be recorded within the system.

1. Select **Stop Clock**
2. Select **Referee Action**
3. Select **Incident**
4. Select the player(s) and/or coach(es) reported.
5. Select **confirm**.

REPORT INCIDENT

Choose Player to report

Milton Mutants Men's A Grade	Rowville Redbacks Men's A Grade	Game Status:
8 Kyle Jones 4 <input checked="" type="checkbox"/>	8 Trevor Olea <input type="checkbox"/>	Game Time: 17:04
7 Michael Bibby <input type="checkbox"/>	12 Ethan Delmo <input type="checkbox"/>	
5 George Best <input type="checkbox"/>	23 Oskar Childs <input type="checkbox"/>	
31 Zac Best <input type="checkbox"/>	32 Nathan Burns <input type="checkbox"/>	
12 Jordan Bertrand <input type="checkbox"/>	33 Andrew Brewster <input type="checkbox"/>	
6 Zac Berti <input type="checkbox"/>	41 Matt Maden <input type="checkbox"/>	

Cancel Confirm 5

6. Enter the Referee Code
7. Select **Confirm Game**

Injury

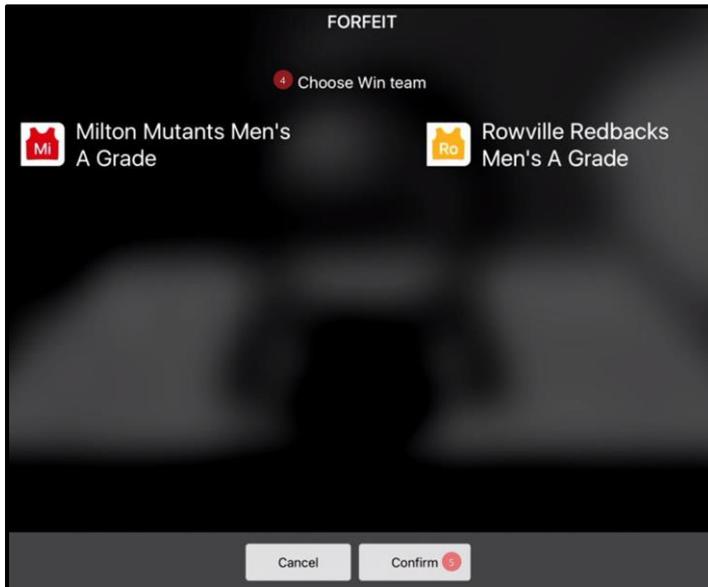
Brief details of a player sustaining an injury can be noted in the system by selecting Injury.

1. Select **Stop Clock**
2. Select **Referee Action**
3. Select **Injury**
4. Select the player
5. Select the injury status
6. Select **confirm**
7. Enter the Referee Code
8. Select **Confirm Game**

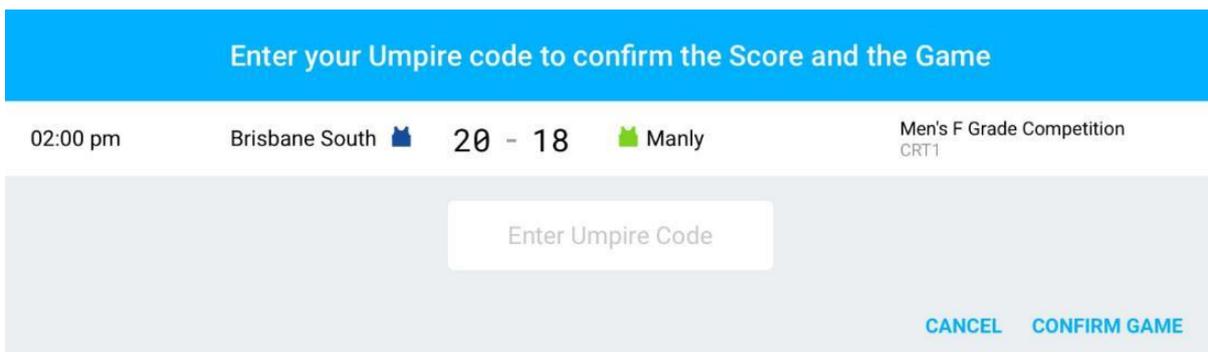
Forfeit

To record a match result as a forfeit;

1. Select **Stop Clock**
2. Select **Referee Action**
3. Select **forfeit**.
4. Select the team that is to be allocated the win
5. Select **confirm**.
6. Enter the Referee Code
7. Select **Confirm Game**

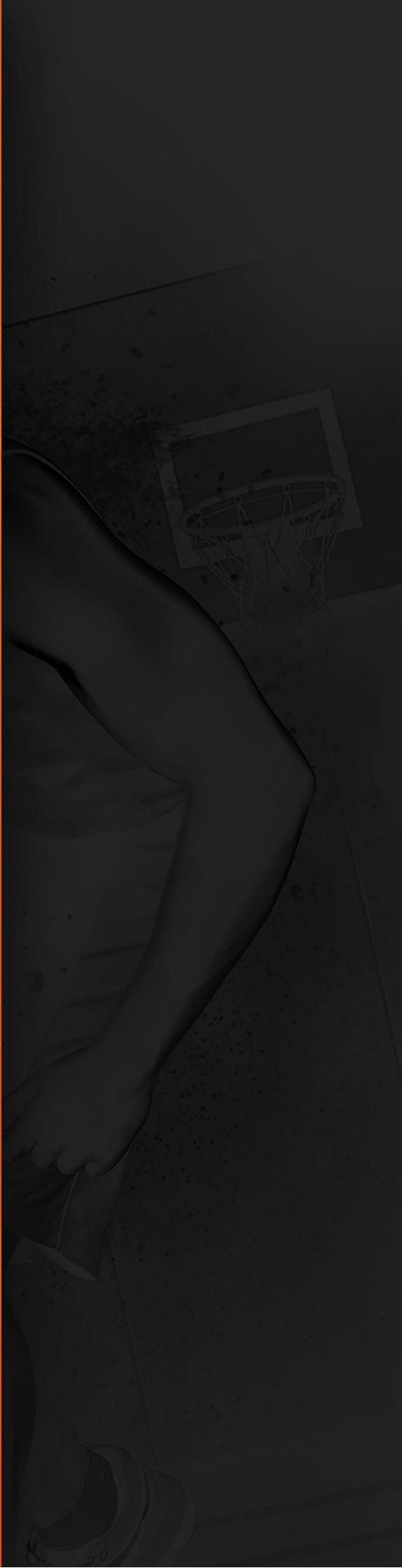


Confirm the Game



When the game is over, the referee will confirm the game results.

1. Select **Referee Action**
2. Select **Confirm Game**.
3. Enter Referee Code
4. Select **Confirm Game**.



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