## Basic Guide to the Rules of Basketball and Refereeing

This booklet is designed to give you a basic summary of the main rules of basketball based on FIBA rules. It is not intended to replace the official rule book.

It is therefore essential that if you wish to referee basketball you obtain a copy of the official rule book and have a complete understanding of the rules. A copy of this is available on the Basketball New Zealand website (www.basketball.org.nz/officials/resources).

Further courses to give you the relevant education to pursue a refereeing career are available through your local Association.

Please also ensure you are aware of the relevant rules of any competitions that you may be involved in for variations to these rules. In particular, rules relating to timing regulations, team fouls, time-outs and uniforms.

## OVERVIEW

## Teams

Teams consist of up to 12 players (most competitions only allow 10 players) and a coach. A team may have an assistant coach. At any time during playing time there are 5 players on the court. The coach may address their players during the game provided they remain in the team bench area.

## Uniforms

Teams must be in correct uniform. Singlets must be the same colour numbered on the front and back using the numbers 4 to 15 . In local competitions any two digit number that can be signalled with one hand may be used. Players from the same team may not wear the same number. Shorts must be of the same colour but not necessarily the same colour as the singlet.

## Scoring

The winner of a game of basketball is determined by the team scoring the greater number of points. If scores are tied at the end of the 4th period, extra period(s) of 5 minutes are played until a result is obtained.

Goals from the field score 2 points or 3 points. 3 points are awarded if the ball is released from the three point area (outside the 3 point line). The position of the shooter is determined from where the shooter last touched the court before releasing the ball.

Free throws may be awarded to a player resulting from a foul committed by the opposing team. Each successful free throw scores 1 point.

If the ball passes through the basket from below no points can be scored and a violation is called.

If a team accidentally scores a goal in the wrong basket, the points are awarded to the captain of the opposing team.

## Charged Time-outs

Each team is permitted 2 charged time-outs in the first half, 3 time-outs in the second half and 1 timeout in each period of extra time. Time-outs can be used in any quarter of the respective half but any unused time-outs may not be carried over to the next period. The length of a time-out is 1 minute however the scorekeeper should sound their signal after 50 seconds has elapsed.

A coach or assistant coach requests a time-out by going to the score-table and making the request. The scorekeeper signals the officials at the next opportunity. Time-outs are granted after any whistle to stop the play or if an opponent scores a goal.

Either team may also be granted a time-out after the last or only free throw if that shot is successful, as long as the request is made before the player throwing the ball into court has the ball.

During the last two minutes of the second half or extra period, if a time-out is granted to the non-scoring team or to the team that has been awarded the ball in its back court, the throw-in following the timeout shall be administered at top of the three point line in a team's front court, opposite the scorer's table.

If a free throw is followed by a throw-in at the centre line extended, the time-out shall be granted to either team after the last free throw whether the last free throw is successful or not.

## Substitutions

Requests are made when a substitute (not the coach) goes to the score-table and asks for a substitution. The substitute should be dressed ready to play.

Substitutions are permitted by either team when the whistle is blown to stop the game.
After a basket is scored only in the last 2-minutes of the last period (or any extra period) the team who is scored against may initiate a substitution. The other team may then substitute.

A fouled out or disqualified player must be substituted within 30 seconds.
If the game is delayed (approx. 15 seconds) to attend to an injured player or the player is treated or bleeding, the player must be substituted unless a time-out is taken by either team.

Both teams may substitute if the last free throw is successful or the ball becomes dead after the last free throw. Substitutions are not permitted once the ball becomes live (at disposal of player on free throw line or out of bounds).

If a free throw is followed by a throw-in at the centre line extended, the substitution shall be granted to either team after the last free throw whether the last free throw is successful or not.

## Timing Regulations (FIBA)

Length of a game: 4 periods of 10 minutes Extra Periods: 5 minutes.
Intervals of play: 15 min half time, 2 min after first and third period (and before extra periods).
Forfeits: A team forfeits a game if it does not have 5 players present and ready to play within 15 mins of the scheduled starting time. (The score is recorded 20 to 0 )

- Jump Ball - when the ball is legally tapped.
- Out of Bounds - when the ball touches a player on the court.
- Missed last free throw - when the ball first touches a player on the court.

Game Clock Stops:

- When the official blows the whistle
- When a field goal is scored and the opposing coach has requested a time-out.
- When a field goal is scored in the last 2 minutes of the $4^{\text {th }}$ (or extra) period.
- At the end of the period.


## Jump Ball

The game commences with a Jump Ball at the centre circle. This is the only jump ball in the game. During a Jump Ball the jumpers occupy their half of the circle with one foot close to the line. The non-jumpers are entitled to alternating positions around the circle or any other position on the court i.e. if two members from the same team are occupying spaces around the circle next to each other and an opposing player wishes to stand between them, they are entitled to. Non-jumpers do not have to stand still during the jump ball.

The jumpers shall not:

- Tap the ball until the ball has reached its highest point.
- Touch the court on or over the line until the ball has been legally tapped.
- Tap the ball more than twice.
- Leave the jump circle until the ball has been legally tapped.
- Catch the ball until it has touched a non-jumper, the floor, the basket, backboard or the referee. The non-jumpers shall not enter the circle until the ball has been legally tapped.

Any violations of the above shall be called immediately and the ball awarded to the non-offending team at the nearest point out of bounds.

If the ball is not tossed straight, the ball touches the floor without being tapped or both teams violate the jump ball, the jump ball shall be retaken.

Jump Ball situations occur for the following:

- Held ball (occurs when 2 opponents have one or both hands firmly on the ball so that neither can gain control without undue roughness).
- Unknown out of bounds.
- Both teams violate a missed last free throw.
- Ball lodges between the backboard and the ring.
- Game is stopped with neither team in control.
- Double foul or fouls involving equal penalties with neither team having control of the ball.

In Jump Ball situations, the ball is awarded to a team using the alternating possession procedure. This is indicated by the direction arrow. At the start of the game, the direction arrow is first pointed in the direction of play (towards the opponent's basket) of the team that did not gain control of the ball from the jump ball.

The alternating possession procedure starts when the official places the ball at the disposal of the player and ends when the ball is legally touched on court or the throw-in team commits a violation. The direction arrow is reversed when the throw-in ends (only after the ball has come live). A foul called before the throw-in situation ends, does not cause the throw-in team to lose the possession arrow. For extra periods the possession arrow is continued from the fourth period. If at the start of the game a Jump Ball situation occurs and neither team has had control of the ball, the game shall recommence with a Jump Ball at the centre circle.

All other periods commence from out of bounds at mid-court opposite the scoretable.

## Act of Shooting

A player is in the act of shooting when the player has started an attempt to score and continues until the ball leaves the player's hand(s). If the shooter is in the air, the act of shooting continues until the player's feet return to the floor.

## Team Control

Team Control occurs when a player of the team is holding or dribbling a live ball or when team- mates are passing the ball. This includes when the ball is at the disposal of a player out of bounds. Team control ends when:

- The ball leaves the hand on a shot.
- The ball becomes dead (when the whistle is blown).
- The other team gains control of the ball.


## VIOLATIONS

Violations are infractions of the rules. The penalty is the awarding of the ball to the opposition team at the nearest point to where the violation occurred out of bounds. Should this be directly behind the backboard, the all should be inbounded to the side of the backboard.

## Playing the Ball

During the game the ball is played with the hand(s) only. A player shall not deliberately kick or block the ball with any part of the leg or strike it with the fist.

## Out of Bounds

This includes the sidelines and endlines, the floor and objects outside of these lines. Any structures, supports, lights, overhangs and the back of the backboard are also considered out of bounds.

A player is out of bounds when they contact any of the above.
The ball is out of bounds if it touches any of the above or a player who is out of bounds.
The ball is caused to go out of bounds by the last player to touch the ball before it is out of bounds.

## Throw in from Out of Bounds

Once the ball is at the disposal of the player out of bounds, the player:

- Must release the ball within 5 seconds.
- Must not touch the ball on the court until it has touched another player.
- Must not step into the court before releasing the ball.
- Must not cause the ball to touch out of bounds or enter the basket before touching a player on the court.
- Must not move laterally more than 1 metre when inbounding the ball for anything other than after a successful field goal or free throw (movement backwards is not restricted. If the distance available out of bounds is less than 2 metres back from the line, defensive players must remain at least 1 metre back from the line).

Other players may not have any part of their body over the boundary line.
If any opponent deliberately delays the throw-in a technical foul may be called.
After a field goal or successful last free throw, not to be followed by possession (e.g. a technical foul) the ball is put in from behind the endline.

The player may move along the endline or pass to a team-mate behind the endline, provided the ball is inbounded under the conditions given above.

## Illegal Dribble

A dribble is made when a player in control of the ball bounces, throws, taps or rolls the ball on the floor or deliberately throws the ball against the backboard. The dribble ends when the player touches the ball with both hands simultaneously or permits the ball to come to rest in one or both hands.

The following are not dribbles: fumbles (when a player accidentally loses control of the ball) at the beginning or end of a dribble, successive shots for goal, attempts to gain control of the ball by tapping the ball from another player.

A player may not make a second dribble after completing a dribble.
A player may dribble again after a shot is attempted, the ball is batted away by an opponent, or a pass or fumble is touched by another player.

## Carried Ball

A player may not allow the ball to come to rest in the hand during a dribble.

## Travelling

A pivot is the legal movement which allows a player holding a live ball on the court to step in any direction with the same foot while the other foot, called the pivot foot, remains at the point of contact with the floor.

Establishing a Pivot Foot

- If a player catches the ball while standing with both feet on the floor they may use either foot as the pivot foot.
- If a player catches the ball while moving, if one foot is touching the floor this foot becomes the pivot foot.
- If both feet are off the floor and the player catches the ball then lands on both feet simultaneously, the moment one foot is lifted the other becomes the pivot.

Once a pivot foot is established the player may then jump off the pivot foot to pass or shoot for a field goal, but neither foot may be returned to the floor before the ball is released from the hand.

To start a dribble, the pivot foot may not be lifted before the ball is released from the hand(s).

- If both feet are off the floor and the player lands on one foot, then that foot becomes the pivot. The player can then jump off this foot and land on the other foot or both feet simultaneously to then pass or shoot for a field goal.

Travelling is any infraction of these conditions.

## Return to Backcourt

A team with control of the ball in its front court (including out of bounds) may not cause the ball to return to the backcourt. The ball illegally returns to the backcourt when a player in a team in control of the ball is the last to touch the ball in their frontcourt, after which that player or team-mate is first to touch the ball in the backcourt.

The ball is not considered to be in a team's frontcourt until the ball touches an offensive player who has both feet completely in contact with their frontcourt. During a dribble the ball is not committed to the front court from the backcourt unless both feet of the dribbler and the ball are in contact with the frontcourt.

## Goal Tending and Interference with the Ball

- A player may not touch the ball on its downward flight on a shot for goal while the ball is above the level of the ring until the ball touches the ring or it is apparent it will not touch the ring.
- A player may not touch the backboard or basket while the ball is in contact with the ring.
- A player may not reach through the basket from below and touch the ball.
- A defensive player may not touch the ball or basket while the ball is within the basket.
- A defensive player may not cause the backboard or ring to vibrate in such a way that the ball is prevented from entering the basket. If on a shot for goal the referee blows the whistle, the 24 second signal sounds or time expires, all provisions of goal tending or interference with the ball shall still apply.

For violations by a defensive player - award 2 (or 3) points and the game is restarted from the end-line as if the violation had not occurred.

For violations by an offensive player - no points can be scored and the game is restarted from out of bounds opposite the free throw line.

For violation by both teams - no points can be awarded and the game recommences using alternating possession.

## Three Second Rule

A player, of the team in control of the ball on the court must not remain in the opponent's restricted area for more than three (3) seconds when the team has the ball in their front court. An allowance must be made for a player who:

- Receives the ball, dribbles in and shoots for goal.
- Is leaving the restricted area.

Five Second Rule (Closely Guarded Player)
A player holding the ball on court and being closely guarded by an opponent, must pass, shoot or dribble the ball within five (5) seconds. To be closely guarded, the opponent must be within one (1) metre and actively guarding the player. The five seconds rule also applies when shooting free throws and when throwing the ball into court.

Eight Second Rule (In the Backcourt)
A team in control of a live ball in its backcourt must cause the ball to go into the frontcourt within eight (8) seconds. The 8 seconds period will continue with any time remaining if that team is awarded a throw-in in the backcourt as a result of:

- A ball having gone out of bounds.
- A player in that team having been injured.
- A jump ball situation.
- A double foul and cancellation of equal penalties against both teams.

The player inbounding the ball in these instances should be advised of the time remaining on the 8 seconds to progress the ball to the front court.

The ball enters the frontcourt when all three points i.e. both feet and the ball, are in the frontcourt.

## Twenty Four Second Rule (Shot Clock)

If the twenty four (24) second device is in use, the team in control of the ball on the court must shoot for goal within 24 seconds. The 24 second clock starts when a team gains control of the ball on the court and stops when team control ends (except on a shot for goal).

The 24 second clock is reset when the ball hits the ring, a goal is scored or the defensive team commits a foul or violation, or the other team gains control of the ball.

The 24 second clock should be reset as follows:

- If the throw-in is administered in the backcourt, then the shot clock is reset to 24 seconds.
- If the throw-in is administered in the frontcourt and the shot clock shows 14 seconds or more then the shot clock shall not be reset.
- If the throw-in is administered in the frontcourt and the shot clock shows less than 14 seconds then the shot clock shall be reset to 14 seconds.

When the ball hits the ring on a shot the 24 second clock is held then reset to 24 seconds when a player of either team gains control of the ball.

From out of bounds, the 24 second clock is not reset if the same team retains possession as a result of:

- The ball going out of bounds.
- The game was stopped due to an injury to a player of the team in control.
- The game was stopped by actions of the team in control of the ball.
- A double foul.

If the 24 second signal sounds in error $t$ it shall be ignored. If a team had control of the ball, the 24 second device shall be reset to 24 seconds. If neither team had control of the ball, the 24 second device shall be reset to 24 seconds when a team gains control of the ball on the court. The device is not reset when the ball lodges on the basket support if the same team gains possession through the direction arrow.

A team which fails to release the ball for a shot before the 24 second signal sounds has committed a violation.

## FOULS

## Personal Foul

A Personal Foul involves illegal contact on an opponent. Illegal contact occurs when the player responsible for the contact gains an advantage and / or the player contacted is disadvantaged. The following are examples of Personal Fouls:

Holding - when a player uses any part of their body to stop the movement of an opponent.
Pushing - illegal contact in which a player forcibly moves or attempts to move an opponent with or without the ball with any part of their body.

Hands - occurs when a player uses their hand(s) to make contact with an opponent in such a way that this player gains an advantage or restrict the freedom of movement of the opponent. This includes Handchecking - when a defensive player places their hand(s) or extended arm(s) upon and they remain in contact with an opponent to gain an advantage.

Blocking - occurs when a player causes contact which impedes the progress of an opponent. This usually occurs when a player fails to gain or maintain a legal guarding position and stops the player with their body or legs. Blocking also includes illegal screens (when the player attempting to screen an opponent is moving and the opponent is stationary or retreating from them, and contact occurs).

Charging - occurs when a player with or without the ball, forcibly pushes (or moves) into the torso of an opponent, who is in a legal guarding position. When judging a charging foul, the following must occur:

- Defensive player must establish a legal guarding position;
- Defensive player may remain stationary, jump vertically, move laterally or backwards and
- Contact must be on the torso (although the Defensive player may turn within their cylinder to avoid injury).


## Legal Guarding Position

A player gains an initial legal guarding position on the court by being first to the position, facing the opponent, with both feet on the floor (in a normal stance) without causing contact. A player may maintain this position by moving backwards or laterally as the opponent moves. An opponent with the ball may be guarded as close as possible without causing contact.

An opponent without the ball must be allowed sufficient space to stop or change direction. The maximum distance for a fast moving player is two normal paces.

Players have the right to a position on the floor and the space (cylinder) above them. A player may not leave their vertical position (cylinder) and cause contact with an opponent in a legal position.

The cylinder is limited by the palms of the hands to the front, the back of the buttocks to the rear and the outside edges of the arms and legs to the sides of a player in normal basketball stance. The hands and arms may be extended in front of the torso no further than the position of the feet. The distance between the feet is proportional to the height of the player.

Double Fouls occur when two players from opposing sides foul each other at approximately the same time. The game is recommenced by awarding the ball out of bounds to the team in control of the ball. If neither team is in control of the ball then the game recommences using the alternating arrow possession. If a valid field goal is scored then the ball is awarded to the opposition from the endline.

Unsportsmanlike Fouls are personal foul that are not a legitimate attempt to play the ball or causes excessive contact on an opponent with or without the ball.

Technical Foul involves unsportsmanlike behaviour by a player, coach or substitute that does not involve contact. Examples include:

- Disrespectfully addressing an official.
- Using abusive or obscene language or gestures.
- Delaying the game by preventing the ball from being thrown-in.
- Hanging on the ring (or damaging equipment).

In many circumstances a warning is sufficient unless the action is to gain an unfair advantage, is deliberate or a repetition after a warning.

Disqualifying Fouls are any fouls that are flagrantly unsportsmanlike. They can include punching an opponent or deliberately taking out the legs of a player who is in the air.

## Penalties for Fouls

A player is only entitled to five fouls in the game (this can be made up of Personal, Technical or Unsportsmanlike fouls). However, a player who commits two Unsportsmanlike Fouls is disqualified from the game. Any player who obtains five fouls must leave the game immediately. The team has up to 30 seconds to replace this player.

A team may only accumulate 4 fouls per quarter. Any extra periods are considered a part of the fourth quarter. Once they have reached this count, any additional fouls should be penalised with 2 freethrows, unless a greater penalty should be involved. All fouls that involve the team in control of the ball are commonly called "team control" fouls and no points can be scored or free-throws awarded for these.

A foul committed on a player not in the act of shooting will result on the ball being awarded to the team of this player at the nearest point out of bounds.

A foul committed on a player in the act of shooting will result in the following:

- The goal shall count if successful and a free throw awarded.
- If the goal is not successful, then the player is awarded either 2 or 3 free throws (depending on the value of the shot they were attempting).

For an Unsportsmanlike Foul the player is awarded two shots and possession of the ball at the centreline. If they were fouled in the act of shooting and the goal is successful they are awarded one freethrow plus possession; if the goal they were attempting was a 3 pointer, then they will receive 3 freethrows plus possession.

For a Technical Foul the opposing team is awarded 2 free throws and possession at the centre-line. These can be shot by any player of the team.

A Disqualifying foul attracts the same penalties at the Unsportsmanlike Foul. In addition to this the disqualified player or coach shall go to the change room or leave the building until the end of the game. A coach that receives 2 technical fouls personally or 3 technical fouls accumulated by himself, assistant coach, substitutes or team followers must be disqualified.

Defaults - A team with less than two players left on the court defaults the game. If the non-defaulting team is ahead at the time, that score is the final result. If the non-defaulting team was not ahead, the result is recorded as 2-0.

## Free Throws

The shooter (A6):

- Takes a position behind the free throw line;
- Shoots the ball within 5 seconds;
- Cannot fake the free throw;

- Must ensure the ball hits the ring or enters the basket and
- Cannot touch the free throw line or restricted area until the ball hits the ring.

Players along the free throw lanes:

- A maximum of 3 defensive players ( $B 4, B 5$ and $B 6$ ) and 2 offensive players ( A 4 and A 5 ) may occupy the rebound positions as shown.
- Players may only occupy positions they are entitled to.
- Players may not enter the restricted area until the ball has left the shooter's hand. Other players may occupy any other position on the court behind the free throw line extended and outside the 3 -point line and must remain there until the ball hits the ring. They do not have to be standing still.

Opponents may not disconcert the shooter by waving hands or making noises.
If there is no rebound after the last free throw (i.e. end of a period or a foul awarding possession after the free throw), there is no line up along the free throw lanes.

Any infringement of the above conditions is considered a violation. Violations on the shooter are to be called immediately and are the only violation that can disallow a successful free throw.

If the last free throw is unsuccessful, call any violations.
If the last free throw is successful, ignore the violation (except on the shooter).

## RESPONSIBILITIES OF THE REFEREE

Referees are responsible for ensuring that the spirit and the intent of the rules are upheld. They should ensure they apply common sense to each game, giving consideration to the ability and attitude of the players. In judging personal contact and violations, they should not seek to interrupt the flow of the game unnecessarily, maintaining a balance between game control and game flow.

COURT COVERAGE


Sidelines and Endlines - During the game one official is responsible for sideline 1 and endline 2 while the other official is responsible for sideline 2 and endline 1.

An out of bounds call should only be called by the official responsible for that sideline or endline. If an official is unsure of who caused the ball to go out of bounds, the other official may help.

## Lead and Trail Positions

The official ahead of the play (on the endline) is called the Lead Official. This official is responsible for watching the activity on and around the ball when the ball is in area 4 and 5 (and part of 6). At other times the Lead Official is responsible for watching the other players.

The official that follows behind the play is called the Trail Official. This official is responsible for watching the activity on and around the ball when the ball is in areas $1,2,3,5$ and 6 .

At other times the Trail Official is responsible for watching the other players. The Trail Official is also responsible for most of the play in the backcourt.

When the ball is in area 5 (restricted area) and part of area 6 both officials are responsible for on the ball and off the ball activity. The closer official should make the call.

It is most important that the officials

- Know their areas of responsibilities.
- Keep up with play.
- Keep moving to obtain the best position.
- Look for spaces between the players.
- Keep most of the players between them ("boxing in").

The shaded areas below show which official is responsible for watching ON the ball.


Trail Official


Lead Official


Both Officials (Shared Responsibility)

If a violation or foul occurs in this shaded area, the ball is inbounded from the endline. If however a goal / free throw is cancelled, a violation occurs by free the throw shooter or offensive basket interference is called, the ball is inbounded on the sideline (free throw line extended).

## Switching on Fouls

Officials use the calling of fouls as an opportunity to switch positions on court. An official regardless of their previous position becomes the Trail Official after signalling the call to the score bench. Be sure to go to the new Trail position if calling an offensive foul.

## Free Throws

The positions of the officials are shown on the diagram showing the Free Throws on page 13. Trail Officials take a position at the intersection of the free throw line extended and the 3 point line. They are responsible for giving the correct free throw signals ( refer to signals \#57, \#58, \#59) and awarding successful free throws (\#1). The Lead Official is responsible for administering all free throws and to do so take a position under the basket, enters the restricted area, signals the number of free throws and bounces the ball to the shooter. They then take a position away from the basket with one foot either side of the lane line behind the end line with their arms down. They are responsible for collecting the ball after each free throw.

Both officials are required to look for violations.

## Blowing the Whistle

The whistle should be blown in a short, sharp manner to stop the game. Do not blow the whistle when a goal is scored unless there is a time-out by the opposing team or a foul called.

## Calling Violations

On each violation the official must give the following signals:

- Stop the clock (and blow the whistle) [signal \#6]
- Reason for the violation [signals \#15-\#23] (not required for out of bounds calls).
- New direction of play

If the ball enters the basket (except on defensive basket interference) the goal must be cancelled (signal\#5).

## Calling Fouls

On each foul the official must give the following signals:
To the player -

- Give the foul signal (and blow the whistle) to the player (signal \#7) or (\#44-\#48);
- Award or cancel any goal made (signal \#2, \#4, \#5) and
- Signal the penalty: direction of play (\#24) or number of free throws (\#49, \#50, and \#51) or team control signal (\#44).

To the Score Table -

- Award or cancel any goal made;
- Verbally state the offending player's team colour and signal their number (signal \#26-\#37);
- Signal the reason for the foul (signals \#38-\#43) and
- Signal the penalty (direction of play or number of free throws or team control signal).

It is essential that the official calling the foul comes clear of the players ( $6 \mathrm{~m}-8 \mathrm{~m}$ from the score table) before signalling to the score table. The other official should 'freeze' and observe the players before swapping positions if required.

## Out of Bounds

The nearer official is responsible for handing the ball to the player out of bounds. In some circumstances a bounce pass to the player is permitted. Do not handle the ball when a goal is scored nor blow your whistle to signal the goal. (In local competitions where the clock is not stopped it may not be practical to always handle the ball. Should this be the case ensure that no team obtains an unfair advantage by being able to inbound the ball quickly).

## Jump Balls

At the beginning of the game the Referee takes position outside the centre circle, facing the score table. The Referee is responsible for tossing the ball. The Umpire takes a position on the sideline on the same side as the score table and is mainly responsible for the calling of violations and will take the Lead position. The ball should be thrown up straight and higher than either player can reach when jumping.

## Signalling Goals

The Trail Official is responsible for the awarding of goals using the correct signal. (signals below 2 point goal - signal \#2, Attempt for 3 point goal - signal \#3, 3 point goal scored - signal \#4).

## Time-outs and Substitutions

Whenever a time-out or substitution is requested, the closest official blows the whistle and gives the appropriate signal (time-out \#12, substitution \#10 and beckoning \#11). During a time-out officials take position straddling the free throw line outside each of the free throw semi circles. After a time-out or substitution check that each team has 5 players and recommence the game as soon as possible


## The Scoresheet

## Completing Names, Recording Fouls and Time-outs

Players' names are recorded in the spaces provided. Also include coach's name (\& asst. coach). Fouls are recorded as shown by the table.

| PLAYER'S NAME | No | In | $\mathbf{1}$ | $\mathbf{2}$ | $\mathbf{3}$ | $\mathbf{4}$ | $\mathbf{5}$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| R. Smith | 4 | $\otimes$ | $\mathrm{P}_{2}$ |  |  |  |  |
| F. McKenzie (cap) | 5 | $\otimes$ | $\mathrm{P}_{2}$ | $\mathrm{U}_{2}$ |  |  |  |
| J. Halliday (cl) | 6 | $\times$ | $\mathrm{P}_{2}$ | $\mathrm{P}_{1}$ |  |  |  |
| R. Kama | 8 | $\otimes$ | $\mathrm{P}_{1}$ | F | F | F | F |
| K. Brown | 14 | $\otimes$ | P | $\mathrm{P}_{\mathrm{c}}$ | $\mathrm{T}_{2}$ |  |  |
| J. Donald | 15 | $\otimes$ | P |  |  |  |  |
| Coach |  |  |  |  |  |  |  |
| Asst Coach | S. Barrett |  | $\mathrm{C}_{2}$ | $\mathrm{~B}_{2}$ |  |  |  |


| P- | Personal Foul <br> (No free throws) |
| :--- | :--- |

$P_{1}$ - Personal Foul (1 free throw)
$P_{2}-\quad$ Personal Foul (2 free throws)

P3 - Personal Foul (3 free throws)
$\mathrm{U}_{2}$ - Unsportsmanlike Foul (2 free throws)


T2 - Technical Foul (2 free throws)
$D_{2}-\quad$ Disqualifying Foul (2 free throws)
$\mathrm{C}_{2}$ - Coach T-Foul
(2 free throws)
$B_{2}$ - Bench T-Foul
(2 free throws)

## Recording Scores

Write the number of the player that scored next to the total for the team
Mark the score

for a field goal
for a free throw

For a 3 point goal, circle the player's number.

At the end of the first three periods draw a circle around the last score and a horizontal line under the last score and the number of the last player to score.

At the end of the game draw a circle around the last score and the number of the last player to score. Draw a diagonal line through the remaining unused scores in the column.

Complete the details at the bottom of the sheet ensuring that the correct team is recorded as winning the game.


