

**This checklist ensures junior players understand their responsibilities and maintain an accurate, consistent record of the match in blue or black ink.**

**Candidate:** \_\_\_\_\_ **Official:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **PRE-MATCH SETUP:**

- Ensure tournament information and official's names, team names, date, location, pool and division information is correctly recorded on the scoresheet.
- Check lineups for accuracy ensuring no duplicate numbers have been recorded
- Ensure a captain is indicated on the lineup sheet
- Record which team is serving
- Correctly fill in the scoresheet with each team's names, lineup, and liberos.

### **DURING THE MATCH:**

- Records start time of each set
- Places small check mark in the box indicating the correct server has served. If not, no check is made and the scorer notifies the R2 of the wrong server.
- Correctly marks each point in the running score column.
- Enter the correct exit score at the conclusion of each players term of service
- Record team time outs correctly
- Signals to R1 how many Time outs each team has taken give ready signal at the conclusion of the time out
- Record player substitutions for both teams correctly, ensuring only 12 are used and informing the R2 when the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> substitution is taken
- Confirm the correct player is entering and exiting the court and inform R2 when an illegal substitution is occurring.
- Give the ready signal to R2 when each substitution is completed
- Properly records an exceptional substitution
- Documents penalties such as an improper request, warning, or other sanctions
- Indicate which position the Libero served in with a triangle
- Indicate to R2 and R1 when set point occurs
- Communicates effectively with R2 throughout the match

### **END OF EACH SET:**

- Records end time
- Verify running score total is the same as final score
- Draw T-bar through any unused points in the running points column
- Correctly records the winning and losing team with their scores
- Records team line ups for next set if one is to occur

### **POST MATCH**

- Records correct winning and losing team and scores
- Records end time of match
- Signs scoresheet
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