



# The Midland Soccer Club

Spring Referee Meeting

New Referees

March 21, 2011



# Organizational Details



- **MSC Referee Committee, 2011**

- Rob Camilletti, Richard Campbell, Tom Coatoam, Mike Dizer & Virginia Torres-Lopez

- **MSC Assignor:**

- Tom Coatoam: 832-0895 x104 (office)  
or 928-5939 (cell) for emergencies

[msceref@gmail.com](mailto:msceref@gmail.com)



- **MSC's Referee Development Committee (RDC)**

- Rob Camilletti, Tom Coatoam, Mike Dizer & Virginia Torres-Lopez



# Agenda – New Referees

- Introductions & Salutations
  - Tom Coatoam and Rob Camilletti
- Getting Game Assignments:
  - The Arbiter software program for all MSC Games**
- Referee's Responsibilities
- Game Rules and Resources
- Referee Development & Performance
  - MSC's Referee Development Committee (RDC)
  - Review Laws and Instruction
  - Referee Field Instruction Sessions**
- Weather Policy
- Miscellaneous Stuff
  - Parents and Coaches
  - Payment for Recreational Games
  - Tournaments: MIT (May 6-8) and FIT (August 27-28)
- Summary



# Getting Game Assignments

- **All games @ MSC are assigned to referees using Arbiter**
  - Exceptions:
    - Midland Invitational Tournament (MIT) in May; and
    - Fusion Invitational Tournament (FIT) in August
- **For NEW Referees: Log-in to the Arbiter system**  
**(<http://www.arbitersports.com/>)**
  - **Username** is your email address
  - **Password** is your last name
    - Change your password the 1<sup>st</sup> time you log-in
  - Review and Update your personal “Information”
  - Block your calendar for days you cannot work
    - All day, partial day.
  - Block the teams you cannot work (your team, brother’s/sister’s team)
  - Click on the “**Ready**” button located on the lower left corner
- **Must be completed by April 1st**



# Example of the 1<sup>st</sup> Email Note from Arbiter

Only for NEW Referees Or Those That Are New To The MSC Group Or The Arbiter System

**Welcome to The Arbiter .NET! - Message (HTML)**

File Edit View Insert Format Tools Actions Help

Legal Entity: Dow Corning Security Classification

From: Virginia Lopez [mscreferee@sbcglobal.net] Sent: Tue 3/3/2009 10:29 AM  
To: CAMILLETTI, ROBERT C. (RCCAMILL)  
Cc:  
Subject: Welcome to The Arbiter .NET!

**Welcome to the Arbiter .NET!**

Your association has purchased this software for online referee assigning and now needs you to sign in. This email will explain the information needed to help you get started.

- How do I **Sign In**?
- What should I do first?
- Where can I get further help?

**How do I sign in?**

To sign into the Arbiter .NET:

1. Navigate to <http://www.thearbiter.net/> using your internet browser and click the "Sign In" link.
2. Enter your sign in information as listed below:
  - User Name: [r.camilletti@dowcorning.com](mailto:r.camilletti@dowcorning.com)
  - Password: [REDACTED]



# Example of the 1<sup>st</sup> Email Note from Arbiter

Legal Entity: Dow Corning      Security Classification: [?]

From: Virginia Lopez [mscreferee@sbcglobal.net]      Sent: Tue 3/3/2009 10:29 AM  
To: CAMILLETI, ROBERT C. (RCCAMILL)  
Cc:  
Subject: Welcome to The Arbiter .NET!

NOTE: The first time you sign in you must accept the **Terms and Conditions**, as well as change your password.

**What should I do first?**

Once you are signed in the system, you may want to do the following:

- If allowed by your assigner, block dates when you can't work. Your assigner might also have some other blocking options available to you. Just remember that as you add more blocks, you may be assigned to fewer games.
- Mark yourself as **Ready** to be assigned by clicking the check box located on the bottom left corner your start page. If you don't have this checked, your assigner might not assign you to any games. Once you click this check box, an icon will appear on your start page that allows you to **view your game schedule**.
- When your assigner assigns you to games, you will receive a notification email. Then it's up to you to accept or decline games, if allowed by your assigner. To do this, you must sign into the system and view your game schedule. On the right side of your game schedule, you will see **accept and decline** check boxes. Once you are finished marking the games, **be sure to click the Submit button** to submit the changes and have the games accepted or declined.



# Start Screen



Logging On: [www.arbitersports.net](http://www.arbitersports.net)

**ArbiterSports**

Sign In | Email |  |

Remember Me   
Forgot Password?

**HOME** | COMPANY | CONTACT | TESTIMONIALS | DEMO | PLAYERS

Serving officials since 1984, TheArbiter is now Arbitersports.

[Learn More](#)

**Assigning**  
ArbiterSports pioneered the use of sports official assigning software in 1984 and has been the industry leader ever since. The Arbitersports Assigning System provides online access to real-time game information for assigners, officials, leagues and teams.

**Training**  
The Arbitersports Training Suite provides leagues and associations with effective training and educational tools that are readily accessible to their officials, overcoming the challenges of time and distance. Features such as training videos, educational content, a searchable rules database, online testing – and more – empower management to ensure their officials are prepared for game day.

**RefPay**  
ArbiterSports RefPay is the easiest and most reliable way to pay sports officials, allowing leagues or athletic departments to electronically pay officials assigned through the Arbitersports Assigning System. A broad spectrum of groups ranging from elite college conferences to local recreation departments use Arbitersports RefPay to send millions of dollars in officiating payments every month.

Part of the **NCAA** Spectrum

Type in the e-mail address you supplied to your Assigner, then type in your password. Your initial password will be your last name.



# Terms and Conditions

[HOME](#)[COMPANY](#)[CONTACT](#)[TESTIMONIALS](#)[DEMO](#)[PLAYERS](#)

## Terms and Conditions

Before using ArbiterSports.COM, please read and accept the following terms and conditions.

### Privacy Policy

Arbiter, LLC ("ArbiterSports") has created this privacy statement in order to demonstrate our firm commitment to your privacy. This document describes ArbiterSport's practices with respect to the collection of user information from this website and the use and disclosure of such information. This document only applies to the ArbiterSports site ArbiterSports.com and our Arbiter Online URL and does not address the privacy of information we obtain from places other than our website. In addition, other sites on the web (including those we link to) have their own privacy policies and practices. In all cases we encourage you to ask questions and to provide data only to sites whose practices and personnel you trust.

### Information collected and how it's used

We do not collect any personally identifying information about you unless you or the organization to which you belong voluntarily submits such information to us. The information that we have about you is sensitive information and we are diligent in our efforts to protect it. Depending on your group and the particular Arbiter features they use, that information may include your name, address, phone numbers, email address, social security number, and date of birth. Your social security number and personal information may be distributed by an assigner to those responsible for your compensation and for other similar purposes. Since ArbiterSports cannot control how your assigner and others protect your social security number and other personal information, ArbiterSports cannot and does not ensure or warrant the security or privacy of any of your personal information. Some or all of this information may be necessary for the application to perform some function correctly or for providing information required or requested by government agencies. When requesting technical support you may be asked to provide some personal information that we deem necessary to identify who you are and to associate you with one of our user groups. An ArbiterSports sales representative may contact you to determine if you are interested in other ArbiterSports products or services. Such representative may ask you if you would like to receive additional information on our products and services. If you are not interested, please advise the ArbiterSports sales representative accordingly, and you will not be contacted again by ArbiterSports. From time to time, we may also notify you about new products and services we are offering. If you do not want to receive such mailings, simply tell us when you give us your personal information.

ArbiterSports collects user information to make it easier and more efficient for you to use our site. We collect non-personally identifying information about you in a



# Must Change Your Password

[SWITCH VIEWS](#)[SUPPORT](#)[MY ACCOUNT](#)[SIGN OUT](#)

## ArbiterSports

Rob Johnson (Generic)

[HOME](#)[COMPANY](#)[CONTACT](#)[TESTIMONIALS](#)[DEMO](#)[PLAYERS](#)

### Change Password

Your password has expired. Please follow the directions below and click 'Change' to change your password.

[Change](#)

Before we can change your password, we need you to enter your old password.

Current Password:

Now enter your *new* password in both fields below. *(Be sure that your caps lock is not on as passwords are case sensitive.)*

New Password:

Confirm Password:

[Change](#)[About](#) | [Contact](#) | [Privacy](#)

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# Password Changed



ArbiterSports

SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

Rob Johnson (Generic)

HOME COMPANY CONTACT TESTIMONIALS DEMO PLAYERS

## Change Password

Click 'Ok' to continue.

Your password has been changed.





# Main Page

[SWITCH VIEWS](#)[SUPPORT](#)[MY ACCOUNT](#)[SIGN OUT](#)

## ArbiterSports

Rob Johnson (Official)

TheArbiter.net Test Group

Group ID: 102206

[MAIN](#)[SCHEDULE](#)[EVALUATIONS](#)[PAYMENTS](#)[BLOCKS](#)[LISTS](#)[MYREFEREE](#)[PROFILE](#)

Group Logo

Your  
Association  
Logo

### THEFLIP58

Alternating possession  
switch for your whistle

 Ready To Be Assigned[Need Help?](#)

#### Announcements

Posted by **Iate Evans**

7/20/2009 - 12:24 PM

7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09  
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7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 7/17/09 Carmella Testing

#### Special Notices

- [New Navigation Help](#)
- Looking for forms? Forms have moved to the Lists tab.

[Click here to re-register.](#)

[About](#) | [Contact](#) | [Privacy](#)

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# Getting Ready

- Logging on
- **Setting-up Your Account**
- Blocking Dates
- Accepting Assignments

[www.arbitersports.net](http://www.arbitersports.net)



# Official's User Information



Update user information

ArbiterSports

SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE **PROFILE**

**INFORMATION** PREFERENCES PASSWORD

Account

**Update My Information** Save Cancel

**User Identification**

First Name	Rob ✓
Last Name	Johnson ✓
Email	Rob@johnson.com ✓

**Address**  (Public to other officials and contacts)

Address 1	✓
Address 2	
City	(unknown) ✓
State	(unkn) ✓
Postal Code	(unknown) ✓

**Other Information**

Official Number	
SSN	
Date Of Birth	✓ <input type="text"/> (mm/dd/yyyy)

Save Cancel

- Phones ✓
- Emails
- Custom Fields
- Picture
- Registration

Status

Ready

“Update Phone Information” ✓ = Required Information



# Adding a Phone Number



ArbiterSports

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102208

SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT




MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE PROFILE

INFORMATION PREFERENCES PASSWORD

## Phone Numbers (Rob Johnson)

Public phone numbers will display in the order listed here.

Exit

	Type	Phone Number	Extension	Public	Note	Up	Down
	Home	8017981234		<input checked="" type="checkbox"/>			
	Cellular	8015551212		<input checked="" type="checkbox"/>			

Exit

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Click “+” to add a phone



# Adding a Phone Number



SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT



**ArbiterSports** Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE **PROFILE**

INFORMATION PREFERENCES PASSWORD

### Phone Numbers (Rob Johnson)

Public phone numbers will display in the order listed here. [Exit](#)

Type	Phone Number	Extension	Public	Note
Home	8017981234		<input checked="" type="checkbox"/>	
Cellular	8015551212		<input checked="" type="checkbox"/>	
  Home			<input checked="" type="checkbox"/>	

[Exit](#)

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Edit your entry and click the blue floppy disk to save, click 'x' to quit without saving



# Adding a Phone Number



SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

## ArbiterSports

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE PROFILE  
INFORMATION PREFERENCES PASSWORD

### Phone Numbers (Rob Johnson)

Exit

Public phone numbers will display in the order listed here.

+	Type	Phone Number	Extension	Public	Note	Up	Down
	Home	8017981234		<input checked="" type="checkbox"/>			
	Cellular	8015551212		<input checked="" type="checkbox"/>			
	Work	8015769436	100	<input checked="" type="checkbox"/>	Please don't call after 5 PM, Thanks!		

Exit

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- Click "Pencil" to edit an entry
- Click "X" to remove an entry
- Click "Arrow" to move an entry



# Phone Number Added



ArbiterSports

SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE **PROFILE**

INFORMATION PREFERENCES PASSWORD

## Phone Numbers (Rob Johnson)

Public phone numbers will display in the order listed here.

+	Type	Phone Number	Extension	Public	Note	Up	Down
	Home	8017981234		<input checked="" type="checkbox"/>			
	Work	8015769436	100	<input checked="" type="checkbox"/>	Please don't call after 5 PM, Thanks!		
	Cellular	8015551212		<input checked="" type="checkbox"/>			



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Click "Exit" when you are finished  
(Either button can be clicked)



# Official's User Information

[SWITCH VIEWS](#)[SUPPORT](#)[MY ACCOUNT](#)[SIGN OUT](#)

Rob Johnson (Official)

TheArbiter.net Test Group

Group ID: 102206

[MAIN](#)[SCHEDULE](#)[EVALUATIONS](#)[PAYMENTS](#)[BLOCKS](#)[LISTS](#)[MYREFEREE](#)[PROFILE](#)[INFORMATION](#)[PREFERENCES](#)[PASSWORD](#)

## Account

### Update My Information

[Save](#)[Cancel](#)

- [Phones](#)
- [Emails](#)
- [Custom Fields](#)
- [Picture](#)
- [Registration](#)

#### User Identification

First Name	<input type="text" value="Rob"/>
Last Name	<input type="text" value="Johnson"/>
Email	<input type="text" value="Rob@johnson.com"/>

#### Status

 Ready

#### Address

 (Public to other officials and contacts)

Address 1	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text" value="(unknown)"/>
State	<input type="text" value="(unkn)"/>
Postal Code	<input type="text" value="(unknown)"/>

#### Other Information

Official Number	<input type="text"/>
SSN	<input type="text"/>
Date Of Birth	<input type="text"/> (mm/dd/yyyy)

[Save](#)[Cancel](#)



# Your Schedule

- Logging on
- Setting-up Your Account
- **Blocking Dates**
- Accepting Assignments

[www.arbitersports.net](http://www.arbitersports.net)



# Blocking Your Calendar



Navigation tabs: MAIN | SCHEDULE | EVALUATIONS | PAYMENTS | **BLOCKS** | LISTS | MYREFEREE | PROFILE

Sub-navigation: DATES | SITES | TEAMS | PARTNERS | TRAVEL LIMITS | POSTAL CODES | SUMMARY

**Groups**

- 100003
- 102200

**Action**

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

**Reports**

Calendar **Action - "View Schedule"**

Time Range: From 3:00 PM To 5:00 PM

Date Range: From [ ] To [ ] **Apply**

S M T W T F S

Month: Jul 2009

**Legend**

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

June		July 2009					August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/13/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm
-------	--------------	--------	------	----	--------------	------

**Exit**

- Select the Month you want to block dates for – you will find this option to select on the right-hand of the screen right below the Date Range box.
- Then choose under “Action” what type of block you would like to do – “Block All Day”, “Block Part Day”, or “Clear Blocks”.



# Blocking Single Day, All Day



Navigation tabs: MAIN | SCHEDULE | EVALUATIONS | PAYMENTS | **BLOCKS** | LISTS | MYREFEREE | PROFILE

Sub-navigation: DATES | SITES | TEAMS | PARTNERS | TRAVEL LIMITS | POSTAL CODES | SUMMARY

**Groups**

- 100003
- 102200

**Action**

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

**Reports**

Calendar

Time Range: From 3:00 PM To 5:00 PM

Date Range: From [ ] To [ ] Apply

S M T W T F S

Month: Jul 2009

**Legend**

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

June		July 2009					August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/13/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm
-------	--------------	--------	------	----	--------------	------

Exit

- Click on "Block All Day"
- Then click on the individual day you want to block



# Block a range – All Day



[MAIN](#) | [SCHEDULE](#) | [EVALUATIONS](#) | [PAYMENTS](#) | **[BLOCKS](#)** | [LISTS](#) | [MYREFEREE](#) | [PROFILE](#)

[DATES](#) | [SITES](#) | [TEAMS](#) | [PARTNERS](#) | [TRAVEL LIMITS](#) | [POSTAL CODES](#) | [SUMMARY](#)

### Groups

- 100003
- 102206

### Action

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

### Reports

Calendar

### Legend

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

### Calendar

Action - "Block All Day"

Exit

Time Range

From

To

Date Range

from

To

S M T W T F S

**Apply**

Action - "Block All Day"

Month Jul 2009

June		July 2009					August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/24/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm

Exit

Set the Date Range for the "Block All Day" Action



# Block a range – All Day



Navigation tabs: MAIN, SCHEDULE, EVALUATIONS, PAYMENTS, **BLOCKS**, LISTS, MYREFEREE, PROFILE

Sub-navigation: DATES, SITES, TEAMS, PARTNERS, TRAVEL LIMITS, POSTAL CODES, SUMMARY

**Groups**

- 100003
- 102206

**Action**

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

**Reports**

Calendar

**Legend**

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

**Calendar**

Action - "Block All Day"

Time Range: From 12:00 AM To 11:59 PM

Date Range: From 7/24/2009 To 7/31/2009

Weekdays: S M T W T F S

Month: Jul 2009

**Calendar Grid**

June		July 2009					August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/13/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm

Exit

Enter the date range and the days of the week you want to use and click "Apply". It now shows the "All Day" Block for the selected Date Range.



# Blocking Partial Days



Navigation tabs: MAIN, SCHEDULE, EVALUATIONS, PAYMENTS, **BLOCKS**, LISTS, MYREFEREE, PROFILE

Sub-navigation: DATES, SITES, TEAMS, PARTNERS, TRAVEL LIMITS, POSTAL CODES, SUMMARY

**Groups**

- 100003
- 102200

**Action**

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

**Reports**

Calendar

Time Range

From: 3:00 PM

To: 5:00 PM

Date Range

From: [ ] To: [ ]

Apply

S M T W T F S

Month: Jul 2009

**Legend**

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

June		July 2009					August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/13/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm
-------	--------------	--------	------	----	--------------	------

Exit

- Click on "Block Part Day"
- Then set the time range you want to be blocked
- Then click on the individual day you want to partially block



# Clearing a Block



Navigation: MAIN | SCHEDULE | EVALUATIONS | PAYMENTS | **BLOCKS** | LISTS | MYREFEREE | PROFILE

Sub-navigation: DATES | SITES | TEAMS | PARTNERS | TRAVEL LIMITS | POSTAL CODES | SUMMARY

**Groups**

- 100003
- 102200

**Action**

- View Schedule
- Block All Day
- Block Part Day
- Clear Blocks

**Reports**

Calendar **Action - "View Schedule"** Exit

Time Range: From 3:00 PM To 5:00 PM

Date Range: From [ ] To [ ] Apply

S M T W T F S

Month Jul 2009

**Legend**

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

June			July 2009				August
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
28	29	30	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	

7/13/2009 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm
-------	--------------	--------	------	----	--------------	------

Exit

- Click on "Clear Blocks"
- Then click on the individual day you want to unblock
- Use when you have a change in your calendar



# Ready to be Assigned!



The screenshot shows the ArbiterSports website interface. At the top right, the 'SIGN OUT' button is circled in red. Below the navigation bar, a banner for 'THEFLIP58 GET YOUR SWITCH NOW' is visible. In the 'Announcements' section, a checkbox labeled 'Ready To Be Assigned' is checked and circled in red. A 'Need Help?' link with a question mark icon is also present. At the bottom, there are links for 'About | Contact | Privacy' and a copyright notice for '© 2009 ArbiterSports'.

1

2

Don't forget to check the "Ready" box AND  
When you're done, "Sign-out"!



# Game Assignments

- **Game Assignments Are Based On:**
  1. Game Strength
  2. Your Ranking and Availability
  
- **Referee Rankings Are Based On:**
  1. Your Current USSF Grade
  2. Your Performance
  3. Your Experience

## Some General Guidelines

1. You must be at least 1 year older than players ( preferably 2 )
2. You must be more experienced & proficient to do Select games than Recreational games



# Game Assignments



- **When A Game Is Assigned To You In Arbiter:**
  1. An email is sent, notifying you to check your Arbiter account
  2. You will need to **ACCEPT** or **DECLINE** your games within 2 days or they will be automatically re-assigned
  3. Click “Submit” on the Game Schedule screen
  4. Arbiter will automatically notify the assignor if you decline your games
  5. Arbiter will automatically send you a reminder email 2 days before your assignment.
  
- **What If An Emergency Arises After Accepting a Game In Arbiter?**
  1. **Notify the MSC assignor; Do Not Find Your Own Replacement**
    - more than 24 hours before a game - Email is OK [mscreferee@midlandsoccerclub.org](mailto:mscreferee@midlandsoccerclub.org)
    - less than 24 hours, Call Only, leave message if I do not answer.
      - Tom Coatoam @ 928-5939 (cell)
  
  2. **No Call – No Show...**

**Referees who fail to honor their assignments, without working through the Assignor for replacements, may lose consideration for future assignments for the rest of the season.**



# Example of a Notification Email from Arbiter

The screenshot shows an email client window with the following details:

- From:** Virginia Lopez [mscreferee@sbcglobal.net]
- To:** CAMILLETTI, ROBERT C. (RCCAMILL)
- Subject:** [ArbiterSports.com] You have new games from Midland Soccer Club
- Sent:** Sun 3/14/2010 5:31 PM

The email body contains the following text:

Rob Camilletti:

New game assignments are available for you online. Log on to [ArbiterSports.com](http://ArbiterSports.com) to view your updated schedule. Your new assignments are highlighted in yellow. You must accept or decline them by 3/17/2010. **After viewing your games, check out free articles and information from Referee Magazine by clicking on the MyReferee tab!**

(NOTE: This message was automatically generated by ArbiterSports.com)



# Start Screen



Logging On: [www.arbitersports.net](http://www.arbitersports.net)

**ArbiterSports**

Sign In | Email |  |  | GO

Remember Me   
Forgot Password?

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Serving officials since 1984, TheArbiter is now Arbitersports.

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**Assigning**  
ArbiterSports pioneered the use of sports official assigning software in 1984 and has been the industry leader ever since. The Arbitersports Assigning System provides online access to real-time game information for assigners, officials, leagues and teams.

**Training**  
The Arbitersports Training Suite provides leagues and associations with effective training and educational tools that are readily accessible to their officials, overcoming the challenges of time and distance. Features such as training videos, educational content, a searchable rules database, online testing – and more – empower management to ensure their officials are prepared for game day.

**RefPay**  
ArbiterSports RefPay is the easiest and most reliable way to pay sports officials, allowing leagues or athletic departments to electronically pay officials assigned through the Arbitersports Assigning System. A broad spectrum of groups ranging from elite college conferences to local recreation departments use Arbitersports RefPay to send millions of dollars in officiating payments every month.

Part of the **NCAA** Spectrum

Type in the e-mail address you supplied to your Assigner, then type in your password. Your initial password will be your last name.





# Getting Assignments



ArbiterSports

SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE PROFILE

CALENDAR SELF ASSIGN ATTACH MASTER SCHEDULE PENALTY REPORT

Groups

100003  
 102206

Reports

Schedule  
Outlook Export

Display

Show All

- Standard View
- View By Day
- View By Week
- View By Month

Events  
 Games  
 Both

Save Settings

Legend

Normal  
 Canceled  
 New

Schedule

Select 'Accept' or 'Decline' for specific assignments. Click 'Submit' when finished, or click 'Exit' to return to the previous page.

Submit Exit

Game	Notes	Group	Position	Date & Time	Sport & Level	Site	Home	Away	Fees	Status	Accept	Decline
Event				10/18/2007 Thu 8:00 AM	Note for some people				\$0.00	Accepted on 7/29/2009		
Event		100003		4/10/2009 Fri 8:00 AM	Banquet				\$0.00	Accepted on 7/29/2009		
Event		100003		5/20/2009 Wed 8:00 AM	sdfd				\$0.00	Accepted on 7/29/2009		
Event				6/3/2009 Wed 8:00 AM	jb				\$0.00	Accepted on 7/29/2009		
123454326			Bases	9/12/2009 Sat 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00	Accept by 8/5/2009	<input type="checkbox"/>	<input type="checkbox"/>
123454327			Bases	9/13/2009 Sun 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00		<input type="checkbox"/>	<input type="checkbox"/>
123454328			Bases	9/14/2009 Mon 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00	Accept by 8/5/2009	<input type="checkbox"/>	<input type="checkbox"/>

Submit Exit

Click to accept or decline assignments

Note: clicking on the site will display the site's contact information and permit display of a map of the site location



# Accept/Decline Assignments



SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT



Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE PROFILE

CALENDAR SELF ASSIGN ATTACH MASTER SCHEDULE PENALTY REPORT

### Groups

- 100003
- 102206

### Schedule

Select 'Accept' or 'Decline' for specific assignments. Click 'Submit' when finished, or click 'Exit' to return to the previous page.

Submit Exit

### Reports

Schedule  
Outlook Export

### Display

Show All

- Standard View
- View By Day
- View By Week
- View By Month

- Events
- Games
- Both

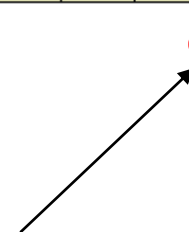
Save Settings

### Legend

- Normal
- Canceled
- New

Game	Notes	Group	Position	Date & Time	Sport & Level	Site	Home	Away	Fees	Status	Accept	Decline
Event				10/18/2007 Thu 8:00 AM	Note for some people				\$0.00	Accepted on 7/29/2009		
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123454326			Bases	9/12/2009 Sat 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00	Accept by 8/5/2009	<input checked="" type="checkbox"/>	<input type="checkbox"/>
123454327			Bases	9/13/2009 Sun 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00		<input type="checkbox"/>	<input checked="" type="checkbox"/>
123454328			Bases	9/14/2009 Mon 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Submit Exit



## Then press "Submit"



# Accepted Game Assignments



SWITCH VIEWS SUPPORT MY ACCOUNT SIGN OUT

## ArbiterSports

Rob Johnson (Official)  
TheArbiter.net Test Group  
Group ID: 102206

MAIN SCHEDULE EVALUATIONS PAYMENTS BLOCKS LISTS MYREFEREE PROFILE

CALENDAR SELF ASSIGN ATTACH MASTER SCHEDULE PENALTY REPORT

### Groups

- 100003
- 102206

### Reports

[Schedule](#)  
[Outlook Export](#)

### Display

- Show All
- [Standard View](#)
- [View By Day](#)
- [View By Week](#)
- [View By Month](#)

- Events
- Games
- Both

[Save Settings](#)

### Legend

- Normal
- Canceled
- New

### Contract for 'Rob Johnson'

If you choose to accept the following contract click 'Accept', otherwise click 'Decline'.

Game	Notes	Group	Position	Date & Time	Sport & Level	Site	Home	Away	Fees	Status	Accept	Decline
Event				10/18/2007 Thu 8:00 AM	Note for some people				\$0.00	Accepted on 7/29/2009		
Event		100003		4/10/2009 Fri 8:00 AM	Banquet				\$0.00	Accepted on 7/29/2009		
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123454327			Bases	9/13/2009 Sun 2:00 AM	Baseball, Varsity DH	Orem	Orem	TBA	\$0.00	Accepted on 7/29/2009		

After 'submit' the accepted game displays the date it was accepted and the declined game has been removed



# Referee's Responsibilities

**Be Prepared For The Game:**

**Know The Game  
Rules !!**



# Game Rules & Resources



- Midland Soccer Club Recreational Rules
  - <http://www.midlandsoccerclub.org/referee>
- Mid-Michigan Youth Soccer League
  - <http://www.mmysl.net>
- Michigan State Premier Soccer League
  - <http://www.mspsl.org>
- Michigan State Youth Soccer Association
  - <http://www.msysa.net>
- Three 3-ring binders of rules\* for:
  - MSC Recreational Games for all age groups
  - Mid-MI & MYSL Games
  - MSPSL Games (Premier)
  - State Cup Games

Or...

- Ask the referee assignor
- Ask a MSC Board Member on duty
- Ask a RDC Member
- Ask a more experienced referee near by

**Don't just make it up!**

\* Located in the referee lounge (401), and MSC office (901)



# Cheat Sheets – The Basics

## MIDLAND SOCCER CLUB

### 2010 Referees Recreational Rules Guidelines

	U-5	U-6	U-7	U-8
<b>Time</b>	4 quarters: 6 min.	4 quarters: 10 min.	2 halves: 20 min.	2 halves: 20 min.
<b>Ball</b>	Size 3	Size 3	Size 3	Size 3
<b>Players</b>	5 with no goalkeeper	5 with no goalkeeper	6 including goalkeeper	6 including goalkeeper
<b>Score</b>	None	None	Record on game Report	
<b>Fouls</b>	All fouls are direct kicks, no indirect No PKs, if foul in PA, then kick taken @ top of PA			
<b>Subs</b>	Only at quarters	Only at quarters	Unlimited	Unlimited
<b>Offside</b>	None	None	None	None
<b>Slide Tackles</b>	Not allowed	Not allowed	Not allowed	Not allowed

Revised 9/2010

## MIDLAND SOCCER CLUB

### 2010 Referees Recreational Rules Guidelines

	U-10	U-12	U-14	U-19
<b>Time</b>	2 halves: 25 min.	2 halves: 30 min.	2 halves: 35 min.	2 halves: 40 min.
<b>Ball</b>	Size 4	Size 4	Size 5	Size 5
<b>Players</b>	6 including goalkeeper	8 including goalkeeper	11 including goalkeeper	11 including goalkeeper
<b>Score</b>	RECORD ON GAME REPORT			
<b>Fouls</b>	Direct, indirect PKs	Direct, indirect, PKs	Direct, indirect, PKs	Direct, indirect, PKs
<b>Subs</b>	Unlimited	Unlimited	Unlimited	Unlimited
<b>Offside</b>	None	Yes	Yes	Yes
<b>Slide Tackles</b>	Not allowed	Allowed	Allowed	Allowed

Revised 9/2010

**Laminated cards will be available in the Referee building (401) once the season starts.**



# Referee Equipment Starter kit

- Have the right equipment when you show up for your game.
- **Uniform**
- **Shorts (all black)**
- **Socks (3 white stripe)**
- **Whistle w/ lanyard**
- **Cards**
- **Referee wallet**
- **Game report pad**
- **Flag set**
- **Velcro for badge**



- Some websites which offer referee kits
- [www.officialsports.com](http://www.officialsports.com)
- [www.lawfive.com](http://www.lawfive.com)
- [www.thewhistleline.com](http://www.thewhistleline.com)
- [www.soccer-referee.com](http://www.soccer-referee.com)
- [www.foldagoal.com](http://www.foldagoal.com)



# Referee Equipment

## Completing the package

- **Must haves**

- Shoes (all black, mostly black)
- Coin (for coin toss)
- Watch (with a timer)
- Pencils (more than 1)



- **Good idea to have**

- Equipment bag
- Water bottle
- Clipboard
- Ziploc Bag
- Trash Bag
- To put equipment bag in when it rains (it will rain)



- **Wish List (birthday, Xmas)**

- Long sleeve uniform
- Thermal wear
- Alternate color uniform (red, black)



# Referee's Responsibilities

- **Be Prepared For The Game: Know The Game Rules !!**
- **Arrive At The MSC 30 min Before Your Game**
  - Sign-in at the MSC referee lounge (401 (old) building) – highlight your name
  - Confirm your field and start time on the posted schedule
- **Arrive At The Field 20 min Before Your Game**
  1. Check the field & nets and make sure there are corner flags
    - Goals anchored (can't tip over) and no holes in nets for ball to pass through
  2. Check-in the teams
    - Check for basic equipment (no jewelry)
      - **NO EARRINGS, NO METAL IN HAIR, NO EXCUSES!!!**
  3. Meet captains from both teams at the center circle
    - Perform coin toss (record results of who kicks off and what direction)
    - Get the game ball from the Home team
- **Start Your Game On Time !**



# Referee's Responsibilities

- **Look & Act Professional**
  - Shirt is tucked in, socks are pulled up
  - Weather appropriate undergarments – Black; no hoods
- **At The Conclusion of the Game**
  - Record score, and note any serious injuries
  - Fill out forms properly and completely
  - Make sure your name is on the form (if you want to get paid)
- **Deliver completed forms**
  - Inside 401 building (if open)
  - Large mailbox behind 401 building
  - Small green mailbox in front of 901 entrance (on pillar)





# MSC's Game Report



## Bottom Section

### MIDLAND SOCCER CLUB REFEREE SCORE CARD

Date: \_\_\_\_\_ League U - \_\_\_\_\_ BOYS GIRLS

Time: \_\_\_\_\_ Field #: \_\_\_\_\_

Team #	Team Name	Goals

Referee: \_\_\_\_\_

Linesman: \_\_\_\_\_

Linesman: \_\_\_\_\_

Revised: 2/16/09

*Complete this form and place in the Referee Drop Box*

	best				worst
	5	4	3	2	1
Referee Feedback:					
Sportsmanship of the team:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sportsmanship of the coach:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was the coach overly loud?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was the coach respectful towards the referees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were the parents overly loud?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were the parents respectful towards the referees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Microsoft Word  
Document

**At the end of the game, fill out forms properly and completely**

For recreational games: submit the game report sheets from each team



# Review

- **Movement & Positioning**
  - Don't stand and watch; stay close to play, it sells your call....
  - Run with purpose and like you mean it
  - CR: Anticipate where the ball is going to be played and get into position
  - AR: Run all the way to the goal line; stay with the 2<sup>nd</sup> to last defender or the ball, whichever is closest to the goal
- **Talk / Communicate to Players**
  - After you blow the whistle, tell them what the call is
  - You are teaching the players what you will and will not allow during the game
- **Game Mechanics – Center Referee**
  - Stop running, signal, then continue
  - When a goal is scored: Look at AR for signal, back away, & point to center circle.
  - Lazy S, not a straight line diagonal
- **Flag Mechanics – Assistant Referee**
  - General control
  - For substitutions
  - For fouls & misconduct
  - For ball out of play (throw-in, goal kick and corner kick)



## Review (continued)

- **Foul Recognition and Restarts**
  - If it doesn't look right, it probably isn't... blow the whistle
  - **Direct Free Kicks (DFK):** 10 penal fouls – 9 against an opponent (kicking, tripping, jumping into, charging, hitting, pushing, tackling (makes contact with player before the ball), holding & spitting – handling (deliberate))
  - **Indirect Free Kicks (IFK):** 8 fouls (dangerous play, impeding progress, prevents GK releasing ball, commits any other offense
    - GK inside his own penalty area: GK pickup from own team passback, GK pickup from own team throw-in, GK controls ball >6 sec, GK 2<sup>nd</sup> touch with hands
- **Whistle communication**
  - When to use the whistle
  - Intensity (loudness), do not be afraid to blow the whistle
  - Length (duration)



## Review (continued)

- Risk Management Verification
  - The easy way: ensure that team officials have their Risk Mgmt Card
  - Otherwise, they must present a picture ID: print their name on the back of the game report and have them sign it.
  - If neither of the above are presented to the referee, then that person is not to be located at the team bench. Note this on the game report...

### The Game Will Be Played

- Conflict or Problems during a game with a coach or parent?
  - Contact Tom Coatoam @ 928-5939 and/or Rob Camilletti 295-5109
  - Send Tom an email at [mscreferee@midlandsoccerclub.org](mailto:mscreferee@midlandsoccerclub.org)



# Field Instruction Sessions

Attendance is Strongly Encouraged



## Field Instruction Sessions Primarily For Grade 9 Referees

Open to All Referees

**Monday April 4<sup>th</sup> 6:00-7:00**

**Friday April 8<sup>th</sup> 6:00-7:00**

**Monday April 11<sup>th</sup> 6:00-7:00**

**Sessions are held @ MSC East  
Fields and will be 1 hr in length...**



**Soccer officiating is the only  
position in which**

**Perfect Judgement**

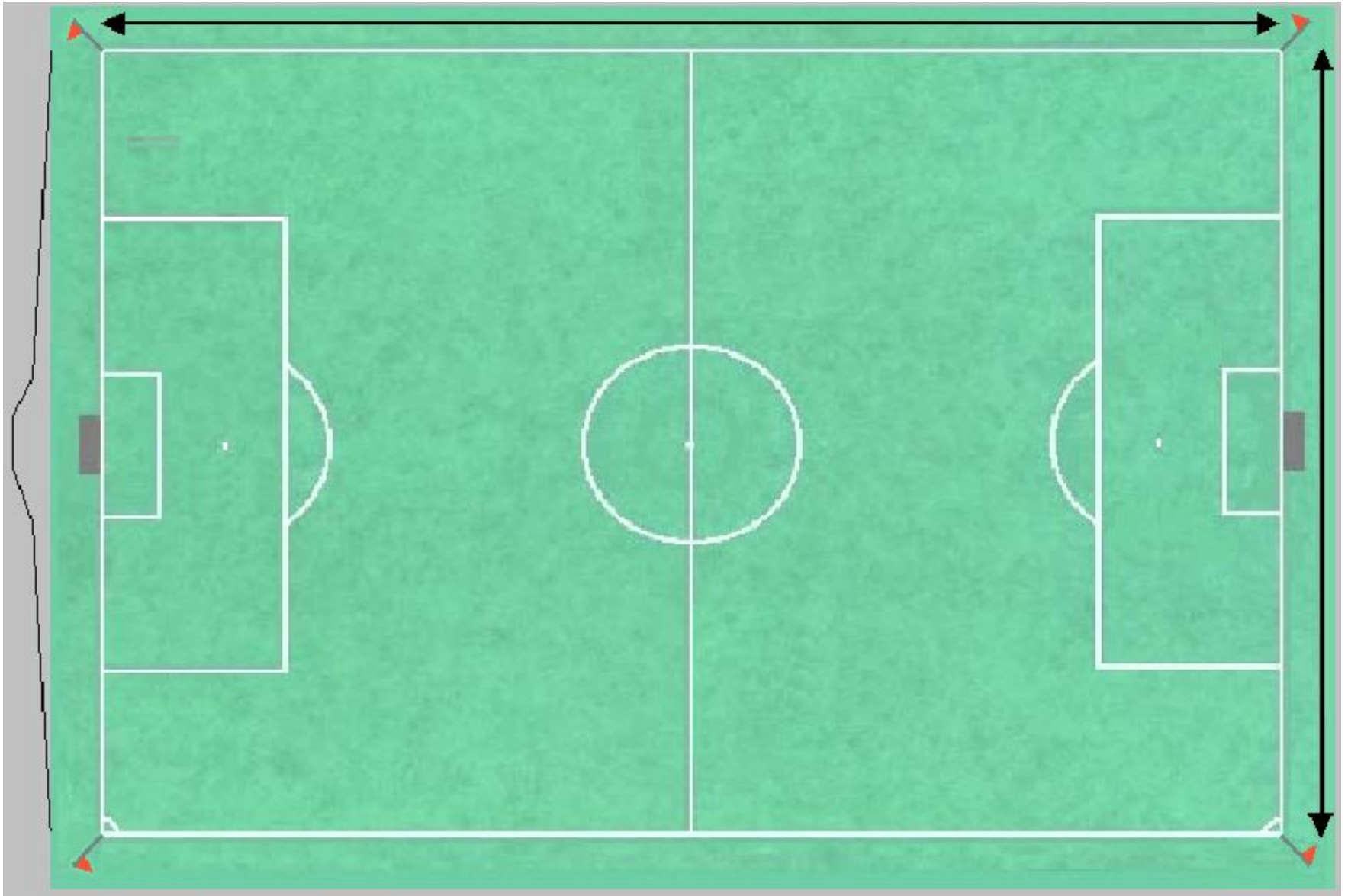
**is expected from the start**

.....

**with Steady Improvement thereafter.**



# Game Situation Questions?





# MSC



## Recreational Game – 2011 Information

- For U7-U8 games:
  - All free kicks will be DIRECT (6 yards away on restart)
  - Do not give yellow/red cards, talk to the coach
    - Ask them to substitute the player if they are out of control
  - NO Penalty Kicks
    - Fouls in Penalty area are restarted with a DFK from the edge of the box closest to where the foul occurred.
  - Improper throw in
    - First time, blow whistle, allow a retake
      - Offer feedback on how to do a correct throw-in
        - » Both feet down, hands come over head in continuous motion
    - Second time incorrect, allow play to continue



## MSC

# Recreational Game – 2011 Information

- For U-10 games:
  - Opponents 8 yards away on DFK/IFK restarts
  - No offside
  - Penalty Kicks are allowed
    - Ball placed 8 yards from Goal Line.
  - Improper throw in
    - First time, blow whistle, allow a retake
      - Offer feedback on how to do a correct throw-in
        - » Both feet down
        - » Both hands coming overhead in continuous motion
    - Second time incorrect, award throw in to other team



## MSC

# Recreational Game – be prepared!!

- Basics – things which WILL occur in most U7, 8, 10 games
  - Coin toss: Winners choose direction of attack.
  - Throw ins, Goal Kicks, Corner Kicks
    - Know your mechanics for signaling
  - The referee will not blow their whistle loud enough.
  - Slide Tackles not permitted for U7-10, considered dangerous play
    - U7-8 – DFK
    - U-10 - IFK
  - The ball must be all the way across a line to be out.
  - “Handball” – the ball hitting a hand is not a foul. Intentionally handling the ball is a foul. Was it avoidable for the player?
  - Players wearing earrings with tape over them
    - No jewelry, no excuses
    - “The last referee said it was OK”



# Weather Policy

## Midland Soccer Club Lightning Safety For Soccer Fields

**IF YOU SEE IT (lightning), FLEE IT; IF YOU CAN HEAR IT (thunder), CLEAR IT.**

**Participants and spectators must seek shelter when 3 horn blasts are heard. You will be advised when you may return to the fields.**

- DO** Go to your vehicle and take shelter with the windows rolled up.
- DO** Go inside the buildings at the complex (401 and 901).
- AVOID** Rain and sun shelters. These are not safe from lightning.
- AVOID** Going underneath trees. Trees “attract” lightning.
- AVOID** Metal fences, gates and tall light / power poles.



## Miscellaneous Stuff

- Complete 1099 Form (for new referees)
  - Or you will not get paid...
- **Referee Game Fees**
- For Recreational games, checks will be issued twice:
  - Dates TBD, will be communicated via EMail
- If there is conflict with coaches or parents that you can't solve, at half time or the end of the game, call for help from the MSC office – there is a board member on staff during the weekend
  - On weekdays – Call Tom Coatoam @ 928-5939 or Rob Camilletti @ 295-5109 for assistance.
- Questions via email to Tom at [mscreferee@midlandsoccerclub.org](mailto:mscreferee@midlandsoccerclub.org).



# Recreational Game Fees

## Recreational Games

<u>Age</u>	<u>Game duration</u>	<u>CR / AR1/ AR2</u>
U7-U8	2 x 20 min halves	\$11
U9-U10	2 x 25 min halves	\$16/ \$8/ \$8
U12	2 x 30 min halves	\$19/ \$12/ \$12
U14	2 x 35 min halves	\$25/ \$15/ \$15
U15-19	2 x 40 min halves	\$35/ \$20 / \$20



# Work Permit for Minors

- State of Michigan requirement
- For referees that are under 18 as of 23 APR 2011
  - Forms are available at your school, ask for a work permit form
  - Over 16 and Under 18 – Form CA-7
  - Under 16 – Form CA-6
  - Only need to fill out 1 time, good until you turn 18 or graduate
  - Needs to be completed before the start of the season
    - Get form from school, fill out Section I
    - Take to MSC, they fill out Section II
    - Return to School, they fill out Section III
    - Return completed copy to MSC.



# Summary

- Log onto Arbiter ([www.arbitersports.com](http://www.arbitersports.com))
  - Review and Update your “Information”
  - Block your calendar for days you cannot work
  - Click on the “Ready” button
- Accept or Decline your assigned games in Arbiter
  - You have only 2 days
  - Notify the MSC Assignor (Tom Coatoam) in an emergency
- Be Prepared... Know the League Rules!
- Complete and Submit Work Permit for Minors
- Complete YOUR Game Responsibilities
- Use the <http://www.midlandsoccerclub.org/referee> for information
- Attend one of the Referee Field Instruction Sessions
- When in doubt, ASK; We’re here to help you...