Boys’ Basketball
Quarterfinal Game Instructions for Host School Administrators

The IHSA will post the State Series schedule at 4:00 p.m. on Friday, Feb. 8, 2024

Regional Quarterfinal Games: The higher-seeded team will host the game on Monday, February 19 between 6:00 and 7:00 p.m.

**The top team on the bracket is considered the home team.

If you are unable to host this game, you must offer your opponent the opportunity to host. Please notify the IHSA immediately by email if a host site change takes place.

To begin the game scheduling process and assigning officials, follow these steps:

Visit IHSA.org and login to your IHSA Schools Center account.

Select Box H - IHSA State Series Hosting & ScoreZone > State Series Hosting > Click on “ScoreZone & Contest Details”

CONTEST INFORMATION
On this page, you can specify the time of the contest. The date is February 19 and starting time must be between 6:00 and 7:00 p.m. per the Boys Basketball Terms and Conditions.

Contest Information

PLEASE DESIGNATE YOUR GAME TIME BEFORE YOU POST ASSIGNMENTS FOR THE OFFICIALS.

ASSIGNING OFFICIALS
You will be required to assign 3 officials to your contest. Click on the “assign officials” in the red box. You will “get the red out” once 3 officials have accepted this assignment.
Login to your Schools Center account > Select Box H - IHSA State Series Hosting & ScoreZone > Click on “assign officials”

IHSA State Series Hosting

This page contains links necessary to run the IHSA State Series event your school is hosting. As tournament manager, you should visit this page often to make sure you have the information you need. After the event is complete, you must fill out the required forms promptly and submit them to the IHSA Office.

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<tr>
<th>Boys Basketball</th>
<th>Assigned Officials</th>
<th>List of Participants</th>
<th>Results Report</th>
<th>Financial Report</th>
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</thead>
<tbody>
<tr>
<td>Regional Quarterfinal</td>
<td>School &amp; Manager's Manual &amp; Forms</td>
<td>You are required to assign officials to the game. Officials have confirmed</td>
<td>--</td>
<td>ScoreZone &amp; Contest Details submit financial report</td>
</tr>
</tbody>
</table>

FIND A BOY’S BASKETBALL OFFICIAL

This section will give you instructions for selecting officials. Click in the “Find a Boys Basketball Official” dropdown. The dropdown will show all active and properly licensed IHSA officials in Basketball. You can filter this list by typing a name, email address, city, first 3 numbers of zip code, or even license level. Once you select an official, click “Add this Official” to add the official to your game.

a. Find a Boys Basketball Official:
   Phillip Abed
   Add this Official

<table>
<thead>
<tr>
<th>ID</th>
<th>Name</th>
<th>Level</th>
<th>City</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>55227</td>
<td>Walt Abdul-Rahim</td>
<td>Registered</td>
<td>Springfield 62703</td>
<td><a href="mailto:wahirahm66@yahoo.com">wahirahm66@yahoo.com</a></td>
</tr>
<tr>
<td>83283</td>
<td>Phillip Abed</td>
<td>Registered</td>
<td>Palos Hills 60465</td>
<td><a href="mailto:Abed1@sbcglobal.net">Abed1@sbcglobal.net</a></td>
</tr>
<tr>
<td>26060</td>
<td>Richard D. Abernathy</td>
<td>Recognized</td>
<td>Forsyth 62535</td>
<td><a href="mailto:richardabernathy@comcast.net">richardabernathy@comcast.net</a></td>
</tr>
<tr>
<td>10163</td>
<td>David C. Accardi</td>
<td>Certified</td>
<td>Lake in the Hills 60156</td>
<td><a href="mailto:daccardi@comcast.net">daccardi@comcast.net</a></td>
</tr>
</tbody>
</table>

NOTE: If you use an assigner to secure officials, you MUST still assign the officials to the game so they can be paid through ArbiterPay.

The administrator enters the official's name or number in the “Find a Boys Basketball Official” dropdown box then “Add this Official” to complete the assignment process.

ASSIGNED OFFICIALS

This section will show assigned officials and if they have accepted or declined the assignment. Each official will receive the posted assignment to accept or decline in their IHSA Officials Center. It is beneficial to contact assigned officials IMMEDIATELY and request them to accept or decline this assignment. You may also unassign officials who have not responded so an alternate official can be assigned.
Assigned Officials — Boys Basketball

The following officials have been assigned to your upcoming contest.
As the contest manager, you MUST contact each official prior to the start of the tournament and communicate the contests and duties assigned.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>School</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sat 219</td>
<td>TBA</td>
<td>Byron</td>
<td>Athens</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ID</th>
<th>Name, Address, E-Mail</th>
<th>Phone Number(s)</th>
<th>Accepted/Declined?</th>
<th>Unassign?</th>
</tr>
</thead>
<tbody>
<tr>
<td>83383</td>
<td>Phillip Abid 1111 Dix St, Pinckneyville 62270</td>
<td>Home: 618-546-7890  Phone: 618-466-1000  Cell: 618-546-7900</td>
<td>Accepted</td>
<td></td>
</tr>
<tr>
<td>12345</td>
<td>Rick Jones 2322 Dix Rd, Springfield 62702</td>
<td>Home: 618-546-3210  Cell: 618-546-3211</td>
<td>No Response Yet</td>
<td>Unassign this official</td>
</tr>
<tr>
<td>23456</td>
<td>Sarah Doe 333 N 33rd St, McHenry 60056</td>
<td>Call: 565-555-5161</td>
<td>No Response Yet</td>
<td>Unassign this official</td>
</tr>
</tbody>
</table>

You have assigned enough officials, but they have not all accepted the assignment. Please contact the official as soon as possible and ask them to accept or decline the assignment. If you do not get a response, you can click “Unassign this official” and assign a different one.

Assign Boys Basketball Officials

Requirement 1: You must assign 3 officials using this page.
You have already assigned the max number of officials, and can’t assign more.
You need to contact the officials who have not yet accepted or declined and remind them to respond to this assignment in the Officials Center.

ScoreZone
You can update the score, time, highlights, and any unusual circumstances during the contest. Please click on “Final Score” at the conclusion.

Financial Reports
You will **not** be submitting a financial report to the IHSA for this game. The host school keeps all ticket revenue. **Officials are paid directly by the IHSA through ArbiterPay.**

Questions? Please contact Kurt Gibson kgibson@ihsa.org