

# GIRLS BASKETBALL

## Quarterfinal Game Instructions for Host School Administrators

The IHSA will post the State Series schedule at 4:00 p.m. on Friday, Feb. 3, 2023

**Regional Quarterfinal Games: The higher-seeded team will host the game on Saturday, Feb. 11 between 1:00 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 may offer your opponent the opportunity to host. Please notify the IHSA immediately if a host site change takes place.*

*To begin the game scheduling process and assign officials, go to:*

**IHSA Schools Center > Box H - 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 11 and time must be between 1:00 and 7:00 p.m. per the Girls Basketball Terms and Conditions.**

### Contest Information

[IHSA State Series hosting](#) | [ScoreZone](#) | [Financial reports](#) | [Host availability survey](#) | [Facilities survey](#)

Site of contest	<input type="text" value="Redbird Arena"/>	Formal name for the site where this contest will be held
Date & time	<input type="text" value="2/11/23"/> <input type="text" value="TBA"/> <small>You must select a time between 1:00pm and 7:00pm per the Girls Basketball Terms &amp; Conditions.</small>	You must communicate any schedule changes to your opponent and all officials. Please be aware that changing the schedule may create conflicts for any assigned officials.
Schedule change information	<input type="text"/>	You may provide an address here if the site address is different from the formal site.

### ScoreZone

[IHSA State Series hosting](#) | [ScoreZone](#) | [Financial reports](#) | [Host availability survey](#) | [Facilities survey](#)

Competing Teams	Score	Status	Highlights
Byron	<input type="text" value=""/> +1	Time remaining <input type="text"/> Period <input type="text"/> <small>(if game is in progress)</small>	Include high scorer and rebounder for both teams. Please give <u>first name, last name, and school</u> of each player mentioned. <input type="text"/>  Your comments will be viewed by many people. Please keep them <u>accurate</u> and <u>professional!</u>
Athens	<input type="text" value=""/> +1		

Your update will appear in the IHSA ScoreZone area within 60 seconds.

Three-Point Showdown Advancers	Unusual Circumstances
Please give the <u>first name, last name, and school</u> of each player who advanced to the next round. <input type="text"/>	<input type="radio"/> (none) <input type="text"/> <small>If applicable, choose an option. If reporting a postponement, please give information about the make-up date and site. Then click either the "FINAL"</small>

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

## ASSIGN GAME 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. **You do not pay the officials.**

**IHSA Schools Center > Box H - IHSA State Series Hosting & ScoreZone > Click on “assign officials”**

### IHSA State Series Hosting

[IHSA State Series hosting](#) | [ScoreZone](#) | [Financial reports](#) | [Host availability survey](#) | [Facilities survey](#)

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.

	Manuals (PDF)	Assigned Officials	List of Participants	Results Report	Financial Report
<b>Girls Basketball Regional Quarterfinal</b>	School & Manager's Manual & Forms	You are required to <a href="#">assign officials</a> to this game. 0 officials have confirmed.	--	ScoreZone & Contest Details	submit financial report

## FIND A GIRLS BASKETBALL OFFICIAL

This section will give you instructions for selecting officials. Click in the “**Find a Girls 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, official's ID number, 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.

Find a Girls Basketball Official:

▼

ID	Name	Lvl	City	Email
55227	Wali Abdul-Rahim	Registered	Springfield 62703	walirahim66@yahoo.com
83283	Phillip Abed	Registered	Palos Hills 60465	Abed1@sbcglobal.net
26060	Richard D. Abernathy	Recognized	Forsyth 62535	richardabernathy@comcast.net
10163	David C. Accardi	Certified	Lake in the Hills 60156	daccardi@comcast.net

**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 Girls 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 — Girls Basketball**

[IHSA State Series hosting](#) | [ScoreZone](#) | [Financial reports](#) | [Host availability survey](#) | [Facilities survey](#)

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.

Date		Time		School		School	
Sat. 2/11		3:00		Byron		Athens	
ID	Name, Address, E-mail	Phone Number(s)		Accepted/Declined?	Unassign?		
83283	Phillip Abed 1111 One St., Palos Hills 60465 <a href="mailto:Abedl@sbcglobal.net">Abedl@sbcglobal.net</a>	Home: 123-456-7890 Work: 123-456-7890 Cell: 123-456-7890		Accepted			
12345	Rick Jones 2222 Duo Rd, Springfield 62702 <a href="mailto:Wild66Cat@gmail.com">Wild66Cat@gmail.com</a>	Home: 987-654-3210 Cell: 987-654-3210		No Response Yet	<a href="#">Unassign this official</a>		
23456	Sarah Doe 333 N 33rd St., McHenry 60050 <a href="mailto:nascarhoosier@sbcglobal.net">nascarhoosier@sbcglobal.net</a>	Cell: 555-555-5151		No Response Yet	<a href="#">Unassign this official</a>		
You have assigned enough officials, but they have not all accepted this 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.							

## **SCOREZONE** (graphic on page 1)

You can update the score, time, highlights, and any unusual circumstances during the contest. A score must be entered at the end of the game. 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. **Do not pay the officials.** Officials are paid directly by the IHSA through ArbiterPay.

Questions? Please contact LeAnna Mutchler [lmutchler@ihsa.org](mailto:lmutchler@ihsa.org) or Beth Sauser [bsauser@ihsa.org](mailto:bsauser@ihsa.org)