

# Basketball Scorekeeper Cheat Sheet

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## 1) Pre-Game

- Fill in division, date/time, location, team names, and officials.

## 2) Tracking the Score

- Use the SCORE boxes to track each team's running total.
- Cross out the number that equals the team's new score after a basket/free throw.
  - 1 point (made free throw): cross out the next number.
  - 2-pointer: skip one number, cross the next.
  - 3-pointer: (referee raises hand on made shot)—skip two numbers, cross the next.
- The last crossed number always shows the current score.

## 3) Player Fouls / Team Fouls

- Player fouls do not need to be tracked.
- Mark fouls in the Team Fouls row by half. Team fouls reset for second half.
- Tell officials when a team is near or in the bonus.
- At 7 team fouls, notify officials (automatic 1-and-1 free throw).
- Mark technical fouls in the 'Tech' column.

## 5) Timeouts

- Each team: 2 per half, +1 in OT.
- Cross off a timeout box when used.

## 6) Possession Arrow

- Use the POSSESSION box to track which team gets the ball on jump balls or at halftime possession change.
- Alternate 'H' and 'A' in the empty boxes to note whether the Home or Away team gets next possession.

## 7) End of Game

- Confirm final score matches the last crossed number.
- Write the winning team if needed.
- Double-check fouls and timeouts.
- Have scorer/officials sign if required.
- Turn in completed scoresheet to site supervisor.

# Basketball Clock Operation Cheat Sheet

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- Quarter/Half lengths
  - K – 2<sup>nd</sup> Grade: 6-minute quarters
  - 3<sup>rd</sup> – 6<sup>th</sup> Grade: 8-minute quarters
  - 7<sup>th</sup> Grade and up: 16-minute halves
- 3-minute halftime
- Running clock
  - STOP CLOCK ONLY FOR:
    - free throws
    - timeouts
    - during play stoppages in the last minute of each half
- Use the HORN button to alert officials to substitutions during a dead ball (ball goes out of bounds, foul/violation is called, paused play between free throws)
  - A dead ball is any time when an official has blown their whistle to pause the game

## FOR TABLETOP CLOCKS WITH SCORING FUNCTIONS:

- **Score is only kept for 5<sup>th</sup> Grade and up**
- Ensure you have identified which team will be HOME and AWAY and use score buttons to add points to each side.
- **Always communicate scores with the person recording the scoresheet to maintain accuracy throughout the game**



