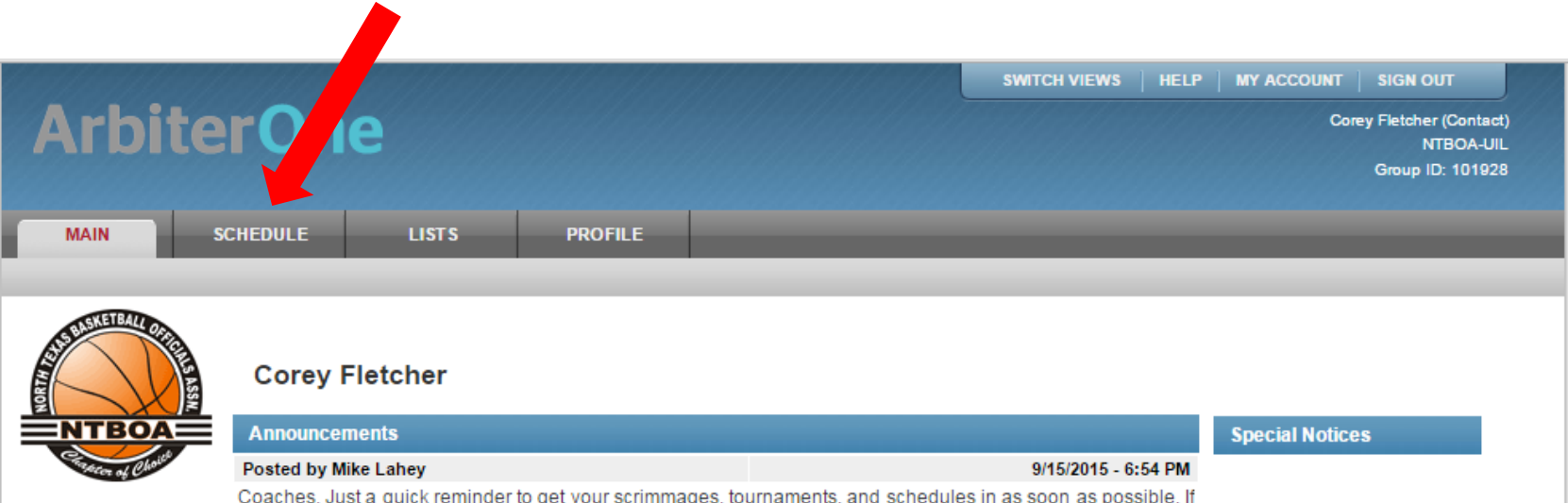


# NTBOA Guide to Enter Games in ArbiterOne Software



Once logged into your NTBOA-UIL account please select schedule from the menu. See screen shot below.



The screenshot shows the ArbitrOne website interface. At the top, there is a dark blue header with the 'ArbitrOne' logo on the left and user information on the right: 'Corey Fletcher (Contact)', 'NTBOA-UIL', and 'Group ID: 101928'. Below the header is a navigation bar with four tabs: 'MAIN', 'SCHEDULE', 'LISTS', and 'PROFILE'. A red arrow points to the 'SCHEDULE' tab. Below the navigation bar, the user's profile is displayed, including the NTBOA logo (North Texas Basketball Officials Ass'n, 'Champions of Choice') and the name 'Corey Fletcher'. There are two buttons: 'Announcements' and 'Special Notices'. Under 'Announcements', it says 'Posted by Mike Lahey' and '9/15/2015 - 6:54 PM'. Below that, it says 'Coaches. Just a quick reminder to get your scrimmages, tournaments, and schedules in as soon as possible. If

After selecting Schedule you will see the schools and teams you are associated with. If you, don't see a school or team then please notify NTBOA at [info@ntboa.org](mailto:info@ntboa.org) so we can add it to your account.

The screenshot shows the ArbiterOne interface. At the top right, there are links for SWITCH VIEWS, HELP, MY ACCOUNT, and SIGN OUT. The user is identified as Corey Fletcher (Contact), NTBOA-UJL, with Group ID: 101928. The navigation menu includes MAIN, SCHEDULE (selected), LISTS, and PROFILE. Below the menu, there are sub-tabs for SCHEDULES and CALENDAR. The main content area is titled 'Game Schedules (Corey Fletcher)' and includes an 'Exit' button. A table lists the user's associated teams and levels. Two red arrows point from the 'SCHEDULE' tab and the 'Name' column header to the table content.

Type	Name	Sport	Level	Games	Print
Site	Corey Fletcher MS			0	
Team	Corey Fletcher MS	Basketball	JHB8A	0	
Team	Corey Fletcher MS	Basketball	JHB8B	0	
Team	Corey Fletcher MS	Basketball	JHB8C	0	
Team	Corey Fletcher MS	Basketball	JHB7A	0	
Team	Corey Fletcher MS	Basketball	JHB7B	0	
Team	Corey Fletcher MS	Basketball	JHB7C	0	
Team	Corey Fletcher MS	Basketball	JHG8A	0	
Team	Corey Fletcher MS	Basketball	JHG8B	0	
Team	Corey Fletcher MS	Basketball	JHG8C	0	
Team	Corey Fletcher MS	Basketball	JHG7A	0	
Team	Corey Fletcher MS	Basketball	JHG7B	0	
Team	Corey Fletcher MS	Basketball	JHG7C	0	

1

To enter games for a particular team you must select the number located under the games column to access entering games for that team.

ArbiterOne

SWITCH VIEWS | HELP | MY ACCOUNT | SIGN OUT

Corey Fletcher (Contact)  
NTBOA-UJL  
Group ID: 101928

MAIN | SCHEDULE | LISTS | PROFILE

SCHEDULES | CALENDAR

Game Schedules (Corey Fletcher)

Exit

Type	Name	Sport	Level	Games	Print
Site	Corey Fletcher MS			0	
Team	Corey Fletcher MS	Basketball	JHB8A	0	
Team	Corey Fletcher MS	Basketball	JHB8B	0	
Team	Corey Fletcher MS	Basketball	JHB8C	0	
Team	Corey Fletcher MS	Basketball	JHB7A	0	
Team	Corey Fletcher MS	Basketball	JHB7B	0	
Team	Corey Fletcher MS	Basketball	JHB7C	0	
Team	Corey Fletcher MS	Basketball	JHG8A	0	
Team	Corey Fletcher MS	Basketball	JHG8B	0	
Team	Corey Fletcher MS	Basketball	JHG8C	0	
Team	Corey Fletcher MS	Basketball	JHG7A	0	
Team	Corey Fletcher MS	Basketball	JHG7B	0	
Team	Corey Fletcher MS	Basketball	JHG7C	0	

1

Exit

Now select the green + to enter games. Selecting the green + will give you the ability to enter a single games. This will need to be done for every game you are entering.

The screenshot shows the ArbitratorOne web application interface. At the top, there is a navigation bar with the logo 'ArbitratorOne' on the left and user information on the right: 'Corey Fletcher (Contact)', 'NTBOA-UJL', and 'Group ID: 101928'. Below this is a secondary navigation bar with tabs for 'MAIN', 'SCHEDULE', 'LISTS', and 'PROFILE'. The 'SCHEDULE' tab is active, and a sub-tab 'CALENDAR' is also visible. A red arrow points to a green plus sign icon in the top-left corner of a table.

The main content area is titled 'Forfeit Game Schedule (Team #3258102: Corey Fletcher MS)'. It features a table with the following columns: Group, Game, Date & Time, Site, Sport & Level, Home, Away, Notes, and Slots. The table contains one row with the number '1' in the 'Group' column. There are 'Exit' buttons located to the right of the table header and below the table.

On the left side, there is a 'Legend' section with color-coded boxes for 'Normal' (white), 'Canceled' (red), 'Rainout' (light blue), 'Forfeit' (orange), and 'Suspended' (teal). Below the legend is an 'Options' section with a checked checkbox for 'Show All' and links for 'Print schedule' and 'Show all slots'.

Your team and level should default since you are entering games for that specific team. You just need to enter the following: visiting team, site, date, start time and # of slots for the # of officials and then save. If your opponent is not listed then please enter TBA.

The screenshot shows the 'ArbiterOne' web interface. At the top right, there are links for 'SWITCH VIEWS', 'HELP', 'MY ACCOUNT', and 'SIGN OUT'. The user is identified as 'Corey Fletcher (Contact)', 'NTBOA-UJL', with 'Group ID: 101928'. The navigation menu includes 'MAIN', 'SCHEDULE', 'LISTS', and 'PROFILE'. Under 'SCHEDULE', there are sub-tabs for 'SCHEDULES' and 'CALENDAR'. The left sidebar has 'Teams' (with 'Away Teams' link), 'Game', and 'Preferences' sections. The main content area is titled 'Add Game' and contains the following fields:

- Game #:** (Next Available) with a link to 'Add custom game ID'
- Status:** Normal (dropdown)
- Type:** League (dropdown)
- Sport:** Basketball (dropdown)
- Date:** 2/11/2016 (calendar icon)
- Start:** 10:00 AM (dropdown)
- Level:** JHB8A (dropdown)
- # of Slots:** 2 (dropdown)
- End:** 11:00 AM (text input)
- Home:** Corey Fletcher MS, JHB8A (dropdown)
- Match Game Level
- Score:** (text input)
- Away:** Corey Fletcher MS, JHB7A (dropdown)
- Match Game Level
- Score:** (text input)
- Site:** Corey Fletcher MS (dropdown)
- Show all sites and subsites

Red arrows point to the following fields: Date, Start, # of Slots, Away, and Site. There are also 'Save' and 'Cancel' buttons at the top right of the form area.

Once the game has been saved you will see a message “Game ##### successfully added” as indicated below. Once you receive this message then select schedule from the menu and start the process over again.

The screenshot shows the ArbiterOne web application interface. At the top, there is a navigation bar with the logo 'ArbiterOne' on the left and user information 'Corey Fletcher (Contact)', 'NTBOA-UIL', and 'Group ID: 101928' on the right. Below the navigation bar are tabs for 'MAIN', 'SCHEDULE', 'LISTS', and 'PROFILE'. Under the 'SCHEDULE' tab, there are sub-tabs for 'SCHEDULES' and 'CALENDAR'. A red arrow points to the 'SCHEDULES' sub-tab. Below the sub-tabs are menu items: 'Teams', 'Away Teams', 'Game', and 'Preferences'. The 'Game' menu item is selected, and a red arrow points to it. The main content area displays the 'Add Game' form. At the top of the form, a message reads 'Game 16951 successfully added.' with a red arrow pointing to it. The form includes fields for 'Game #' (with a dropdown showing '(Next Available)' and a link 'Add custom game ID'), 'Status' (Normal), 'Type' (League), 'Sport' (Basketball), 'Date' (2/11/2016), 'Start' (10:00 AM), 'End' (11:00 AM), 'Level' (JHB8A), '# of Slots' (2), 'Home' (Corey Fletcher MS, JHB8A), 'Away' (Corey Fletcher MS, JHB7A), and 'Site' (A&M Consolidated). There are also checkboxes for 'Match Game Level' and 'Show all sites and subsites'. At the bottom right, there are 'Save' and 'Cancel' buttons.

Once you select schedule from the menu on the previous slide after you saved the game you will be brought back here to start over and you will see the game you just entered as indicated by the 1 in the game column.

ArbiterOne

SWITCH VIEWS | HELP | MY ACCOUNT | SIGN OUT

Corey Fletcher (Contact)  
NTBOA-UJL  
Group ID: 101928

MAIN | **SCHEDULE** | LISTS | PROFILE

SCHEDULES | CALENDAR

**Game Schedules (Corey Fletcher)**

Exit

Type	Name	Sport	Level	Games	Print
Site	Corey Fletcher MS			1	
Team	Corey Fletcher MS	Basketball	JHB8A	1	
Team	Corey Fletcher MS	Basketball	JHB8B	0	
Team	Corey Fletcher MS	Basketball	JHB8C	0	
Team	Corey Fletcher MS	Basketball	JHB7A	1	
Team	Corey Fletcher MS	Basketball	JHB7B	0	
Team	Corey Fletcher MS	Basketball	JHB7C	0	
Team	Corey Fletcher MS	Basketball	JHG8A	0	
Team	Corey Fletcher MS	Basketball	JHG8B	0	
Team	Corey Fletcher MS	Basketball	JHG8C	0	
Team	Corey Fletcher MS	Basketball	JHG7A	0	
Team	Corey Fletcher MS	Basketball	JHG7B	0	
Team	Corey Fletcher MS	Basketball	JHG7C	0	

