

Appendix E: Keeping Score

Instruct at least two managers to keep score each game, because even the official scorer can make a mistake. Directions for using the scorebook come with the scorebook, usually in very small print. Though scorebooks may be set up differently, the scorer must keep track of at least these things:

1. Basic Game Information

Team names, date, where played and the names of the coaches. Make sure the referees check and sign the official scorebook after the game.

2. Lineups

Enter the names and numbers of each player on each team. There are at least two ways to do this. One, just put the players in order by number. Two, put the starting team in the first five boxes followed by the other players. Note that the scorer must know the starting lineups for each team.

3. Individual Scoring

Next to the player’s name & number in the scorebook write a **2** for a 2-point shot, or a **3** for a 3-point shot in the current quarter. Use a circle **0**, for each free throw. Put an **X** in the circle for each made free throw. Connect consecutive free throws. See example chart below.

4. Team Score

Keep the cumulative team score, called the running score, in a series of numbered boxes either below or above the individual spaces. The simplest method is to draw a diagonal line through the correct team score. For a 2-point score, skip one box then draw the line. For a 3-point score skip two boxes. Do not skip any boxes for a free throw. See the example below showing the scoring of John Smith in the previous example.

5. Individual Fouls

For each personal foul, draw a diagonal line through the individual foul box next to the name of the player. Alert the referee when there are five fouls or the maximum allowable fouls on any player. Do not count a technical foul as a personal foul. There should be several additional small boxes near the personal foul boxes for technicals.

6. Team Fouls

Keep cumulative track of team fouls by the half. First record the individual foul, then make a mark in the team foul boxes usually located below the individual boxes. Inform the referee of the penalty situation when six or more fouls have been committed by a team in a half. The number of cumulative fouls for the penalty situation may vary by league.

7. Timeouts & Possession for Tie Ups.

Keep track of each of these by drawing lines or making marks in the designated boxes.

8. Questions & Problems

If you ever have a question about how to score or record something during a game, simply ring the buzzer or get the attention of a referee. They will gladly explain the correct way to do it. Unofficial scorers must regularly check the work of the official scorer. I always had very smart managers who would often find mistakes of the opposing official scorer. If an unofficial scorer finds a mistake, an official timeout needs to be taken to straighten matters out. You can always request an official timeout because of a scoring problem. You also need a manager to keep a watch, a bad pun, on the time keeper.

Fouls					#	Player	First Quarter
1	2	3	4	5	1st half	25	SMITH, JOHN
			T1	T2	2nd half		

Running Score	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	32	33	34	35	36	37