

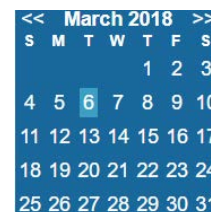
SportspakOnline—online Unsportsmanlike/Disqualification Form

Athletic directors, coaches and officials are now required to submit all unsportsmanlike/disqualification forms online via SportspakOnline as follows:

1. Navigate to your respective menu across the top of the SportspakOnline homepage – SCHOOLS, COACHES or OFFICIALS.
2. Click the UNSPORTSMANLIKE FORM link.
You will be prompted to log in.



3. Use the blue calendar on the right side of your screen to choose the date of the contest where the incident took place; click on the date, then the game number.
Note: Athletic directors may have more than one game on any given date.
The form will open.



Game information will automatically populate in various parts of the online form, including the game number, date, sport, level and competing schools/teams. Fields for SCHOOL are drop-down menus limited to the choices as pre-programmed within the game.

4. Enter the NAME(s) of the individual(s) involved in the incident and choose their SCHOOL affiliation from the drop down. Click the YES or NO radio button to indicate whether the individual was DISQUALIFIED.
5. Enter narrative information in the BRIEF DESCRIPTION OF INCIDENT and ACTION TAKEN text boxes. These are required fields.
6. Enter the NAME(s) of any SUPERVISORS and choose their SCHOOL affiliation from the drop down. Names and contact information of officials assigned to the game will automatically display toward the bottom of the form.
7. Click the SUBMIT button to save your report.

SECTION VIII UNSPORTSMANLIKE BEHAVIOUR/INCIDENT/DISQUALIFICATION REPORT
This report is to be completed and submitted by game officials and athletic directors of both schools within 24 hours of the incident and/or violation.

Game #: 755686

Sport TRACK BOYS Level Varsity Date 03/06/2018

Home School SECTION VIII vs Opponent UNKNOWN

Player(s) / Coach(es) / Official(s) / Spectator(s) Involved:			
Name	School	Numbers	Disqualified
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> YES <input type="radio"/> NO
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> YES <input type="radio"/> NO
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> YES <input type="radio"/> NO

Brief Description of Incident (Required)

Action Taken (Required)

Supervisor(s)		
Name	School	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Official(s) Assigned

Name	Number	Phone
KAREN A WOHLRAB	8447	(516) 503-5772
CLAUDE NESSELRODE	7267	123-4567

The Section VIII Office will be notified automatically as reports are submitted; they will be reviewed and sent to all related parties.