

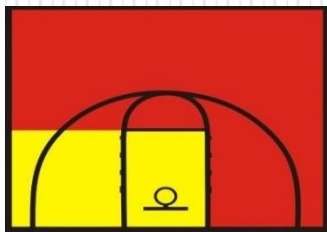


# Online Basketball Officiating

## Mechanics Manual

for

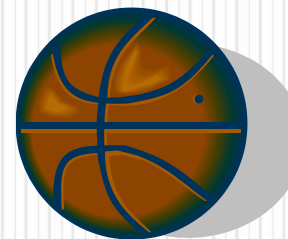
## 2-Person and 3-Person Crews



# PURPOSE



- The purpose of an approved set of MHSAA basketball officiating mechanics is two-fold:
- 1) to put officials in the right place at the right time looking at the right thing to increase the likelihood of making the right call, and
  - 2) to foster an obvious and visible element of uniformity and consistency amongst all the basketball officials of the MHSAA.



## ***“ERRATA”***

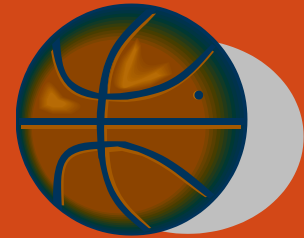
*“Officiating is not about perfection. It’s about the pursuit of perfection, and the attainment of excellence along that pathway.”*

-- Veteran NBA Referee Monty McCutchen

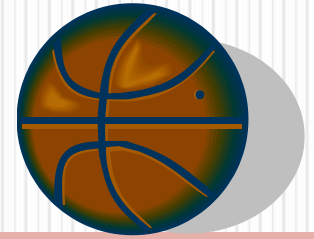
This revised MHSAA Mechanics Manual for 2016-17, is it perfect? That was the aim of those revising it, but you may indeed discover errors and identify better ways of expressing things when you study it.

If you do have suggestions for corrections or improvements regarding what has been expressed and illustrated here, please don’t hesitate to communicate your feedback to the MHSAA. Our intent is that this document be useful in its excellence as you strive for perfection as an excellent basketball official.

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# EXPECTATIONS of All Officials

**AIM: to foster an obvious and visible element of uniformity and consistency amongst all basketball officials of the MHSAA.**

- Uniform
- Contracts
- Preparation
- Conduct and Ethics
- Physical Conditioning
- Game Control
- Communications
- Handling Coaches
- General Reminders
- Rules Fundamentals



# UNIFORM

- Your uniform should always be clean and neat. It should consist of the following items:

- A black and white V-neck striped shirt that has 1” stripes. The black side panel version of this shirt is acceptable. The MHSAA emblem must be displayed in the left pocket area.



- Black pants. If a belt is worn, it shall be solid black.
- Black, shined court shoes. If shoes have white logo or insignia, a marker should be used to blacken out the white portions. Shoes must be all black.
- Black socks.
- Fox 40 whistle with black lanyard.
- Black warm-up jacket.

With approval from the MHSAA through the local athletic director, alternative uniform styles may be worn in keeping with special approved occasions (example: pink whistles, lanyards, or shirts).



# CONTRACTS

- See the current MHSAA Officials Guidebook for more information.
- Officials in Michigan are considered independent contractors.
- Officials arrange their own schedules either through a school, league or an assignor.
- You should have a contract (written or electronic) for all dates you are to officiate and these contracts should be completed in advance of all contests.



- Contracts should provide you with all of the needed information
  - Date, time and location.
  - Gender and level of competition.
  - Financial provisions.
- The MHSAA issues invitations for all post-season tournament assignments.

# PREPARATION

- Preparation and Opportunity = Success

- Annually complete the MHSAA online basketball rules meeting.
- Join a local association and remain a “Member in Good Standing”.
- Become integrated into the training program of your local association(s).
- Attend the association meetings and regularly independently study the rules. Rules knowledge is invaluable but if applied in its strictest sense, this will not lead to successful officiating. Knowing the rules but applying them with a common sense approach will make you a better official.



- Learn the required mechanics and proper positioning which is often the main ingredient in making the correct call, putting you in the right place at the right time looking at the right thing.



# CONDUCT AND ETHICS

- When you sign up to officiate you are taking an oath to uphold the integrity of the game and to keep the playing court level for both teams. You need to dedicate yourself to this end, while at all times handling yourself in a professional manner.

- Get to your game early (suggested one hour prior to the starting time). Do not be scrambling in at the last minute.
- Be neatly dressed upon arrival, and, when possible, dress in the proper uniform in the privacy of the dressing facilities provided.
- Treat players and coaches like you would like to be treated.
- Show poise and self control.
- Control your temper - even when coaches, players, and fans do not.
- Use a common sense approach to your officiating.
- Be courteous and considerate - yet be firm and decisive when the situation calls for it.
- Show courage in tough situations when having to make the tough call.



# PHYSICAL CONDITIONING

- The players are in their best physical condition; to officiate at the highest level you must also be in good physical condition. Varsity games usually last an hour and a half with the most vital times being the last two minutes of each half. This is the time when your physical conditioning is most needed. If you are tired and perform poorly in these last minute situations, all the good officiating that you have done in the other 28 minutes of game time will be forgotten.

Games at a level lower than varsity still deserve officials capable of “keeping up with the game”. Never “take a night off”, give the appearance that you’re “dogging it”. Do not resort to shortcuts on the floor out of desperation, laziness, or to compensate for lack of physical conditioning.



- Do not use the beginning of the season to get in shape. Use the preseason to get in shape for the beginning of the season.
- Limit yourself to only the level of games and the number of contests that you can reliably and respectably officiate, given your state of physical conditioning and abilities, and your knowledge and skill level. Better to do fewer games well than more games increasingly poorly.

## GAME CONTROL

- You have a better chance at a smooth game if you...
  - Communicate with players and coaches (keep them informed), answering questions when asked. But don't go "hanging out in front of the benches", giving the appearance that you're begging for unnecessary conversation with the coaches
  - Use preventive officiating, averting problems by tactful words spoken at just the right time to just the right players.
  - Eliminate any and all "derogatory comments" between teams.
  - Have sharp, clear and strong whistles!
  - Make decisive decisions and maintain good, confident body language.



# COMMUNICATIONS

- In all aspects of the game, communication creates confidence in the crew from all involved. Some tips to remember are....

- Communicate with players both the good things as well as problems. Be especially verbal with players in dead ball situations in keeping the game under control. Work with the captains closely if dealing with problem players.
- Communicate with coaches and do your best to keep them informed. For example, when you are having a problem with a certain player, say to the coach “I am having some problems with #34, could you please help me”.
- However, do not fraternize with coaches, players or fans at any time before, during or after the game.



- Communicate within your crew constantly!  
Some examples of good communication are....
  - Time and situations as we near the end of a period
  - Player counts before the ball is put into play following substitutions or time outs.
  - Build a good rapport with your table help.....timer, scorers, and announcer.
  - Treat these people with respect as they are part of the game administration crew.

## HANDLING COACHES

- You will do well with coaches if you communicate with them and provide answers to reasonable questions. Sometimes this requires your maximum patience. Always look to diffuse situations rather than incite them! Often your best means of communicating is to LISTEN first and respond only to questions from the head coach (assistant coaches may not address officials).



## APPROVED “SIGNALS” ONLY

- The only signals that are to be used are those found in the current NFHS rule book, case book and Officials Manual. Never make up your own signals! Officials must understand and only use the approved mechanics. Proper court coverage requires a system of good mechanics to ensure officials will be at the proper place on the court at all times.



# NFHS Basketball Rules Fundamentals

1. While the ball remains live, a loose ball always remains in control of the team whose player last had control, unless it is a try or tap for goal.
2. Neither a team nor any player is ever in control during a dead ball, jump ball or throw-in, or when the ball is in flight during a try or tap for goal.
3. A goal is made when a live ball enters the basket from above and remains in or passes through unless canceled by a throw-in violation or a player control foul.
4. The jump ball, the throw-in and the free throw are the only methods of getting a dead ball live.
5. Neither the dribble nor traveling rule operates during the jump ball, throw-in or free throw.
6. It is not possible for a player to travel during a dribble.
7. The only infractions for which points are awarded are goaltending by the defense or basket interference at the opponent's basket.



8. There are three types of violations, and each has its own penalty.
9. A ball in flight has the same relationship to front court or backcourt, or inbounds or out of bounds, as when it last touched a person or the floor.
10. Personal fouls always involve illegal contact and occur during a live ball, except a common foul by or on an airborne shooter.
11. The penalty for a single flagrant personal or flagrant technical foul is two free throws and disqualification plus awarding the ball to the opponents for a throw-in.
12. Penalties for fouls are administered in the order in which the fouls occurred.
13. A live-ball foul by the offense (team in control or last in control if the ball is loose) or the expiration of time for a quarter or extra period, causes the ball to become dead immediately, unless the ball is in flight during a try or tap for goal. The ball also becomes dead when a player-control foul occurs.
14. The first or only free-throw violation by the offense causes the ball to become dead immediately.

15. A double personal foul involves only personal fouls and only two opponents; no free throws are awarded and the ball is put in play at the point of interruption. A double technical foul involves only technical fouls and only two opponents; no free throws are awarded, and the ball is put in play at the point of interruption.

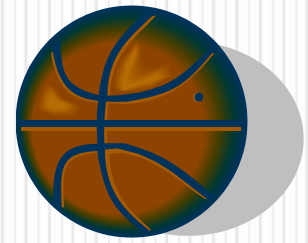
16. The official's whistle seldom causes the ball to become dead (it is already dead).

17. "Continuous motion" applies both to tries and taps for field goals and free throws, but it has no significance unless there is a foul by the defense during the interval which begins when the habitual trying or tapping movement starts and ends when the ball is clearly in flight.

18. Whether the clock is running or is stopped has no influence on the counting of a goal.

19. A ball that touches the front face or edges of the backboard is treated the same as touching the floor inbounds, except that, when the ball touches the thrower's backboard, it does not constitute a part of a dribble.

20. If the ball goes through the basket before or after a player-control foul, the goal shall not be counted.



# APPROVED SIGNALS ONLY

Prescribed signals, the language of the game, are in place to communicate what is happening or what has happened. The primary purpose of NFHS signals is to convey needed information to timers, partners, players, scorers, coaches, spectators, media, etc.

Approved signals/signaling are to be presented in a professional manner. Presentation of signals is to be timely, sharp, crisp and thorough. Signals should be given in a manner which is calm and unhurried. Do not be over-emphatic. The use of unapproved signals or signals given in an exaggerated manner do not help any situation; doing so often causes confusion.

The NFHS reminds officials, when officiating high school basketball games, the approved NFHS mechanics and signals are to be used. (2015-16 POE 4.)



# OFFICIAL NFHS BASKETBALL SIGNALS

Starting and stopping clock



Start clock 1



Stop clock 2



Stop clock jump ball

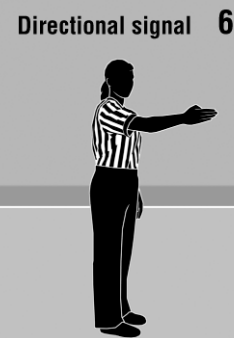


Stop clock for foul



Stop clock for foul (optional bird dog)

Information



Directional signal 6

Throw-in designation 7



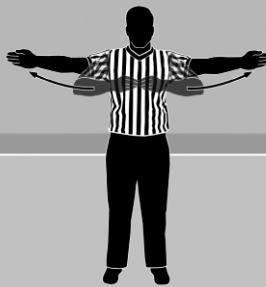
Visible counts 8



Beckoning substitutes 9



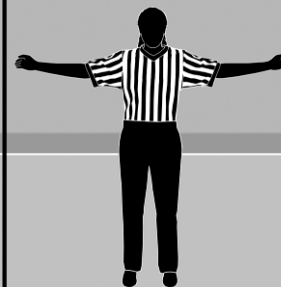
60-second time-out 10



30-second time-out 11



Not closely guarded 12

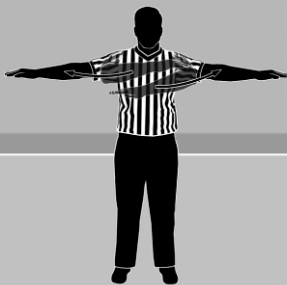


Tipped ball 13



Shooting/scoring

No score 14



Goal Counts 15

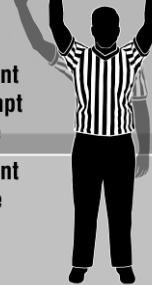


Points scored 16



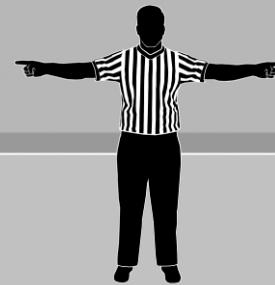
Use 1 or 2 fingers after signal 15

3-Point attempt score 17



3-Point attempt score  
3-Point made

Bonus free throw 18



Signal free throw 19



Violations

Delayed lane violation 20



21



Traveling violation

Illegal dribble 22



Palming carry 23



Back court violation 24



3-Second violation 25



5-Second violation 26



10-Second violation 27



Move along end-line on throw-in 28



Excessive swinging elbows 29



Kicking 30



Fouls

Illegal use of hands 31



Hand check 32



Holding 33



Blocking 34



35 Player control 36



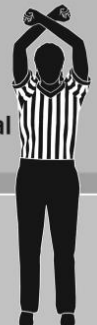
Pushing charging



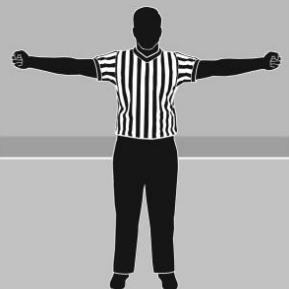
Team control 37



38 Intentional foul



Double foul 39



Technical foul 40





# Approved 2-Person Mechanics

Revised 06/01/2016, Approved for Use for the 2016-17 Season





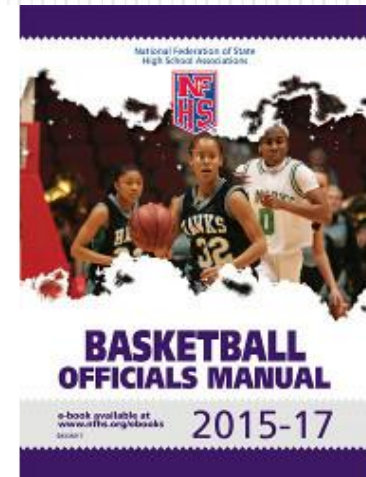
# PURPOSE



- The purpose of an approved set of 2-person MHSAA basketball officiating mechanics is two-fold:
- 1) to put officials in the right place at the right time looking at the right thing to increase the likelihood of making the right call, and
  - 2) to foster an obvious and visible element of uniformity and consistency amongst all the basketball officials of the MHSAA.



The mechanics explained and illustrated in this MHSAA Online Mechanics Manual are just some of the main mechanics of the 2-person system. For more complete detail of all the prevailing approved mechanics, all MHSAA basketball officials are encouraged to purchase for themselves the current 2015-17 NFHS Officials Manual. It can be ordered online at: [www.nfhs.com](http://www.nfhs.com) (click on “Basketball”).



Officials who do only or mostly 2-person are encouraged to also study the 3-person mechanics included in this manual. There are many applicable approved mechanics illustrated in that section which also apply to the 2-person system, and vice versa.



# Approved Mechanics

Approved MHSAA 2-person mechanics are those mechanics expressed, illustrated, and explained in the 2015-17 edition of the NFHS BASKETBALL OFFICIALS MANUAL, with the exception of the following:

**EXCEPTION:** Pregame Conference

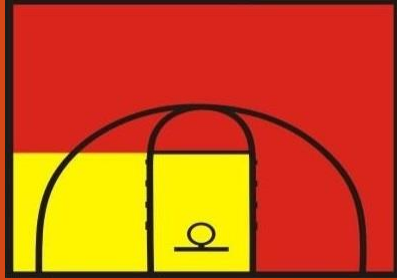


# Approved Exception

## MHSAA APPROVED OFFICIALS' PREGAME PROTOCOL FOR 2016-17:

Though the only approved mechanic included in the current 2015-17 NFHS Officials Manual is a "Single Conference", the MHSAA has determined that the approved pregame conference to be used by its officials for the 2016-17 season is the "Two Conferences" protocol with which most officials have been accustomed from the past.

Here are guidelines for the approved MHSAA pregame meeting with officials, captains, and head coaches:



## Pregame Meeting with Officials, Captains, Head Coaches

Officials take the floor at 15:00. They meet with the captains at the center circle at the 12:00 mark, the referee checks the scorebook for accuracy at 10:00, then the crew returns to their pregame positions to observe the rest of the warmups. With roughly 1:30 left on the clock, the crew heads to the bench areas to shake the hands of the both coaching staffs and stands in front of the table for the National Anthem and player introductions.

# Terminology

- Switch
- Lead Official
- Trail Official
- Close Down
- Ball Side
- Strong Side
- Weak Side
- Table Side
- Move to Improve
- Pinch the Paint
- Straight-Line
- Primary Coverage Area
- Competitive Matchup
- Dead Ball Officiating
- Bump and Run
- Primary Defender
- Secondary Defender



*For definitions of these and other significant terms, see 2015-17 NFHS Basketball Officials Manual, pp. 17-19*

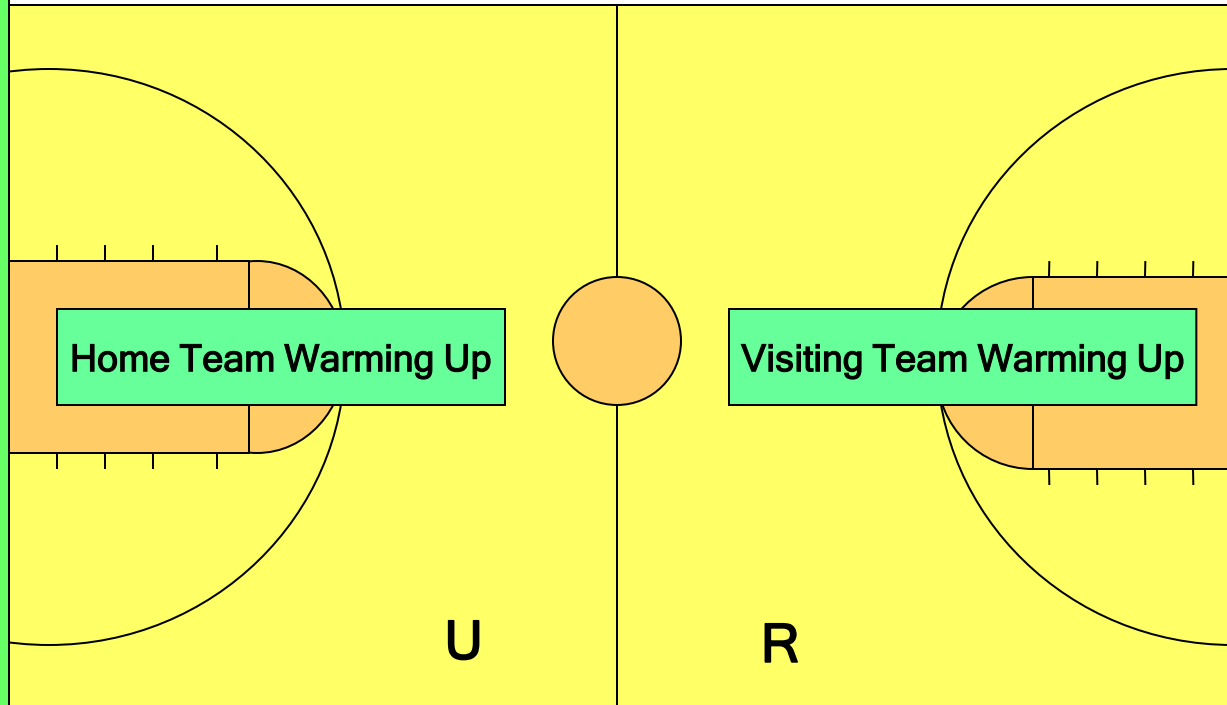


# Positions of Two Officials Observing Pregame Warm-up

VISITORS BENCH



HOME BENCH



By rule, the officials must “take the floor” and begin monitoring the teams warming up by the 15:00 mark prior to the game. Flexibility, of course, is granted for the limited and special circumstances which sometimes accompany lower level and multiple games.

Regardless the situation, this time before the game allows for an initial impression to be cast upon the teams, their coaches and fans. Therefore a sense of orderliness and professionalism should be displayed by both officials prior to the game while the players are warming up.

While observing the teams warming up, each official scans the players for any illegal uniforms or illegal activity during the warmup period. Socializing with fans during this time is not encouraged, but periodically speaking official-to-official may be essential during this time in order to prepare for the game. Stepping out onto the floor a step or two might grant a comfortable distance from the bleacher traffic behind and permit the officials an uninterrupted pregame warm-up period.

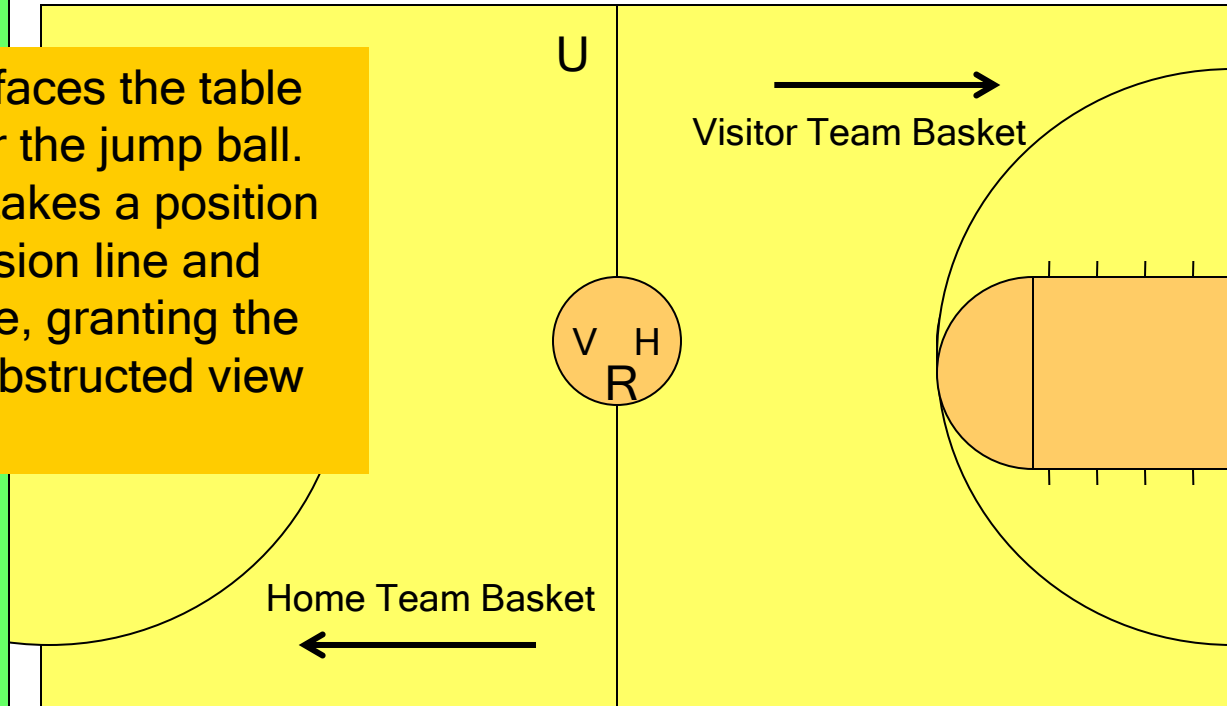
# JUMP BALL - Positions

VISITOR BENCH



HOME BENCH

The referee faces the table to administer the jump ball. The umpire takes a position near the division line and boundary line, granting the timer an unobstructed view of the tap.



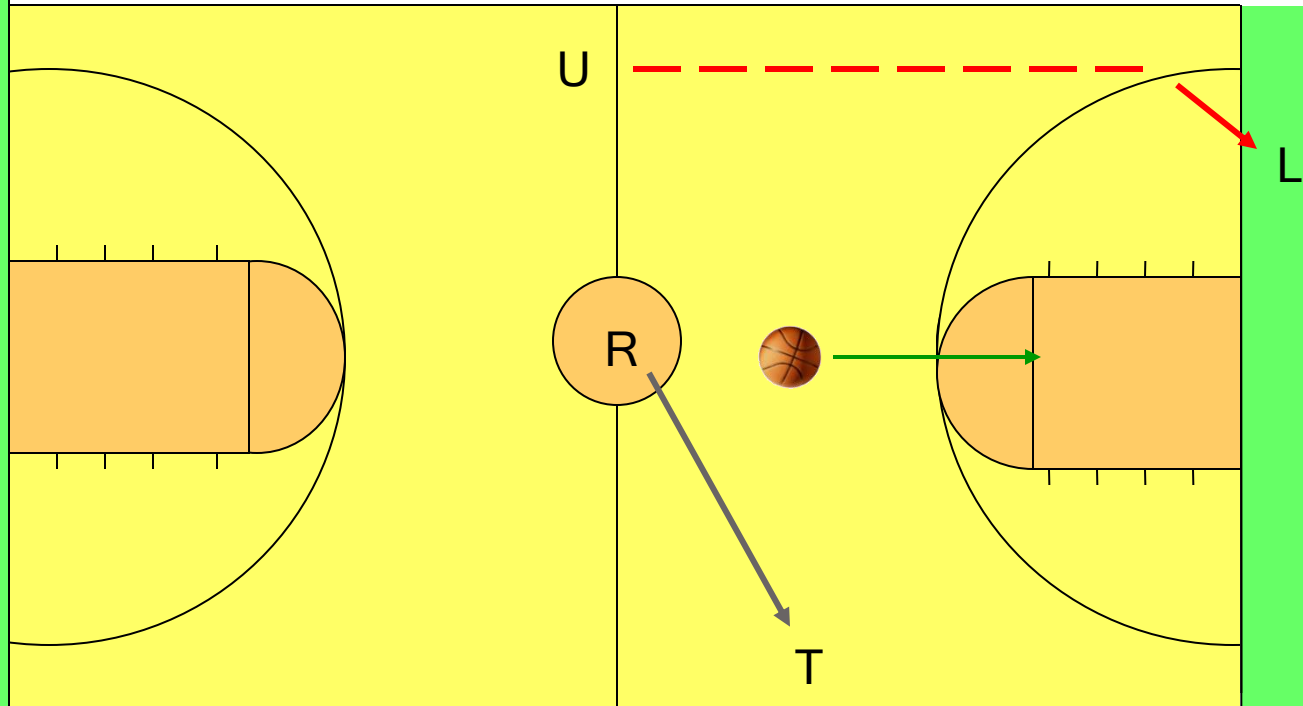
When both teams are ready, the R blows his whistle, spits it out, the administers the jump ball from the center circle.

# DIRECTION AND ARROW after the Jump Ball

VISITOR BENCH



HOME BENCH



When a player from whichever teams gains control of the ball, the R glances at the table device to make sure the directional arrow was correctly set to indicate that the other team has the next AP throw-in opportunity.

When the possession of the ball is gained in a team's frontcourt, the umpire will move with the ball and become the Lead Official.

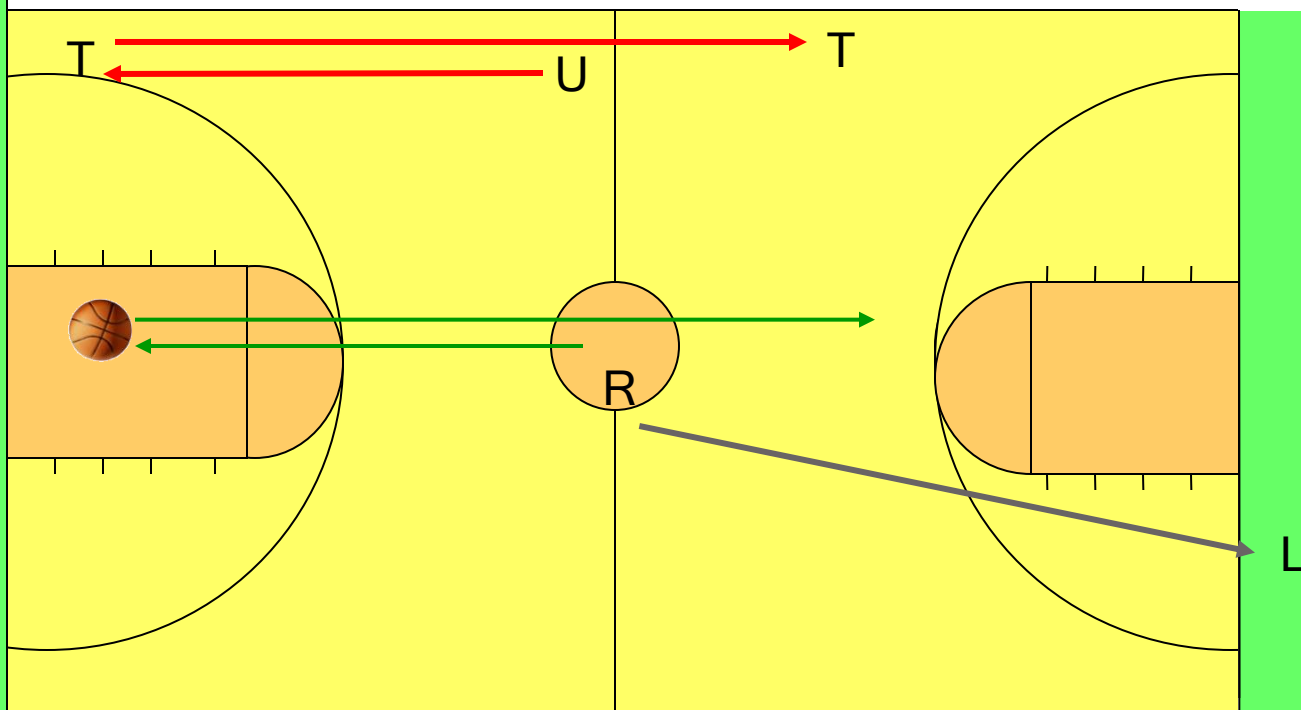
The referee will back up and become the Trail Official on the side opposite the Lead, both officials thus "boxing in" the players on the court.

# DIRECTION AND ARROW after the Jump Ball

VISITOR BENCH



HOME BENCH



When a player from whichever teams gains control of the ball, the R glances at the table device to make sure the directional arrow was correctly set to indicate that the other team has the next AP throw-in opportunity, then the R goes to the position on the court that L did not initially go to cover the result of the jump ball.

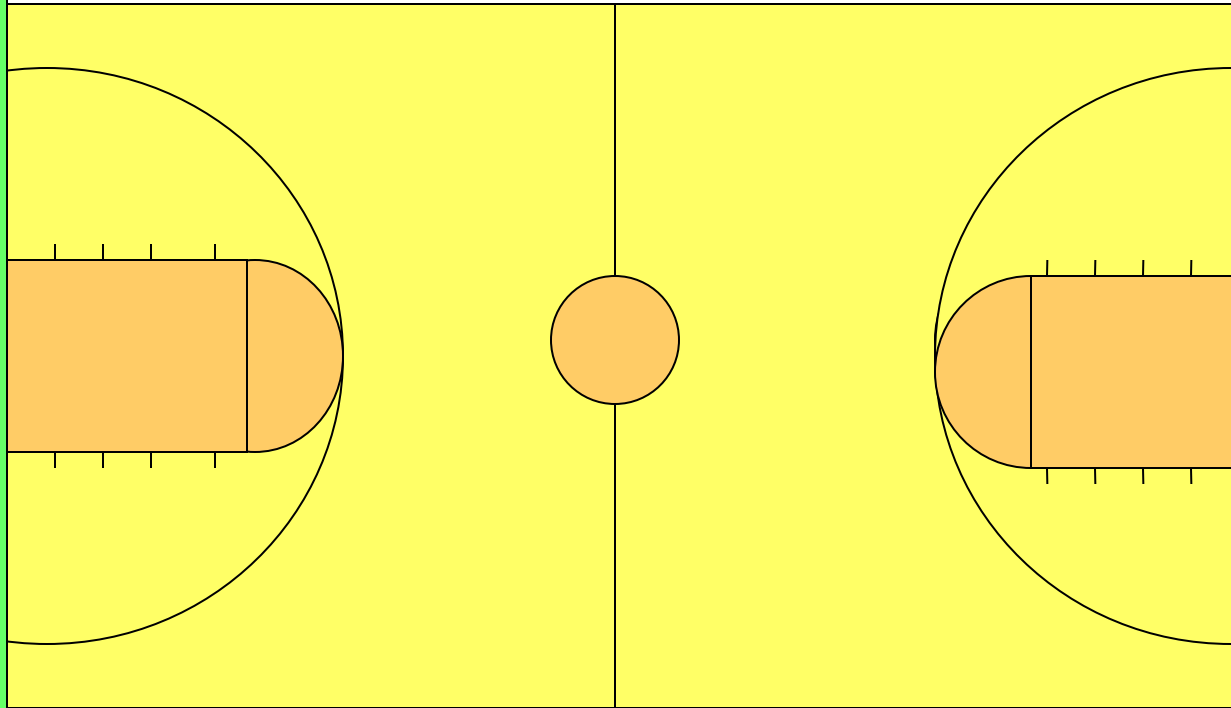
When the possession of the ball is gained in a team's backcourt, the umpire will move to cover that and become the Trail Official. The referee will then back up and move down to the endline to become the Lead Official on the side opposite the Trail, both officials thus "boxing in" the players on the court.

# DESIGNATED SPOT AFTER TECHNICAL FOUL, BEGINNING THE 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> QUARTERS

TEAM BENCH



TEAM BENCH



T 

After a technical foul or to begin the 2<sup>nd</sup>,  
3<sup>rd</sup> and 4<sup>th</sup> quarters, the throw-in shall be  
administered at the division line on the  
side court opposite the table

# TIME OUT POSITIONS AND PROTOCOL

TEAM BENCH



TEAM BENCH

## Errors and Unapproved Mechanics to Avoid during Time Outs:

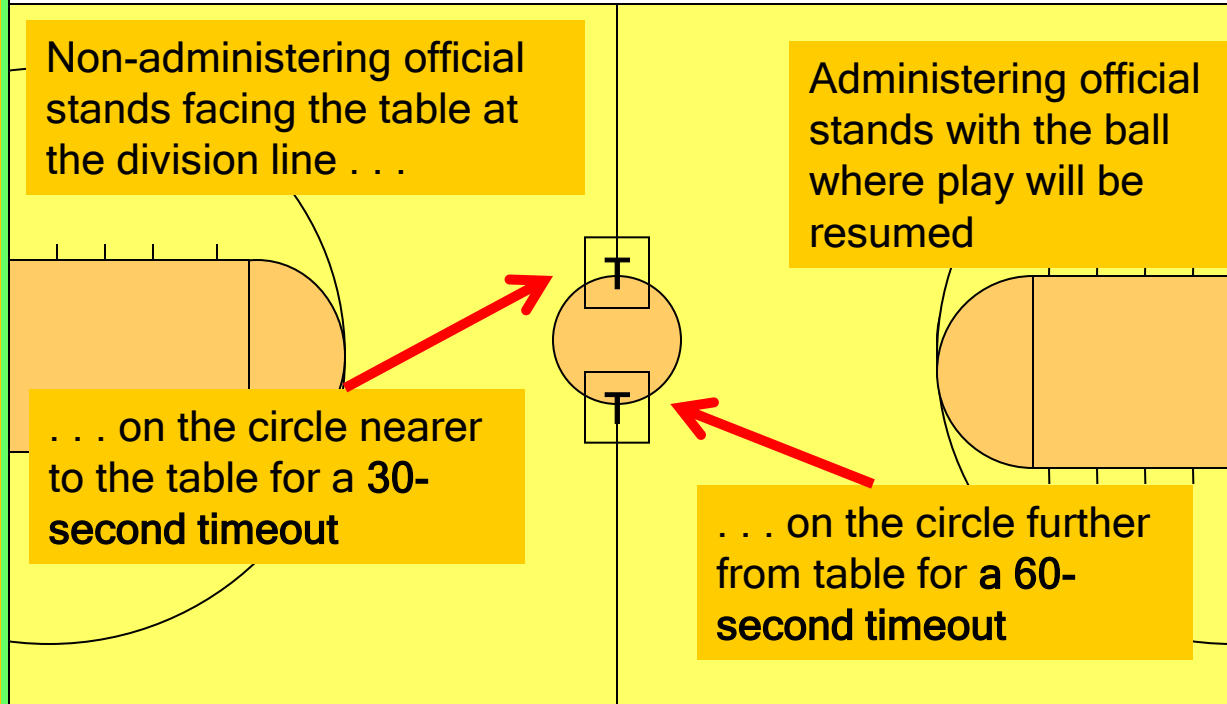
- Giving an incorrect location for where play will resume
- Using the time to socialize with fans
- Shooting or dribbling the ball
- Visibly joking around with a partner
- Changing the precise location of where play should resume

Non-administering official stands facing the table at the division line . . .

Administering official stands with the ball where play will be resumed

. . . on the circle nearer to the table for a **30-second timeout**

. . . on the circle further from table for a **60-second timeout**



## “Time Out” should not mean “Time Off”:

A time out can be a time to catch your breath, to mentally prepare for the upcoming phase of the game, to confer with a partner about important aspects of the game, maybe to meet with table personnel regarding score and timing matters.

If the administering official leaves the spot of the throw-in, he should place the ball on the floor at that spot as an indication to the coaching staffs where the throw-in will take place.



# INTERMISSION POSITIONS

TEAM BENCH



TEAM BENCH

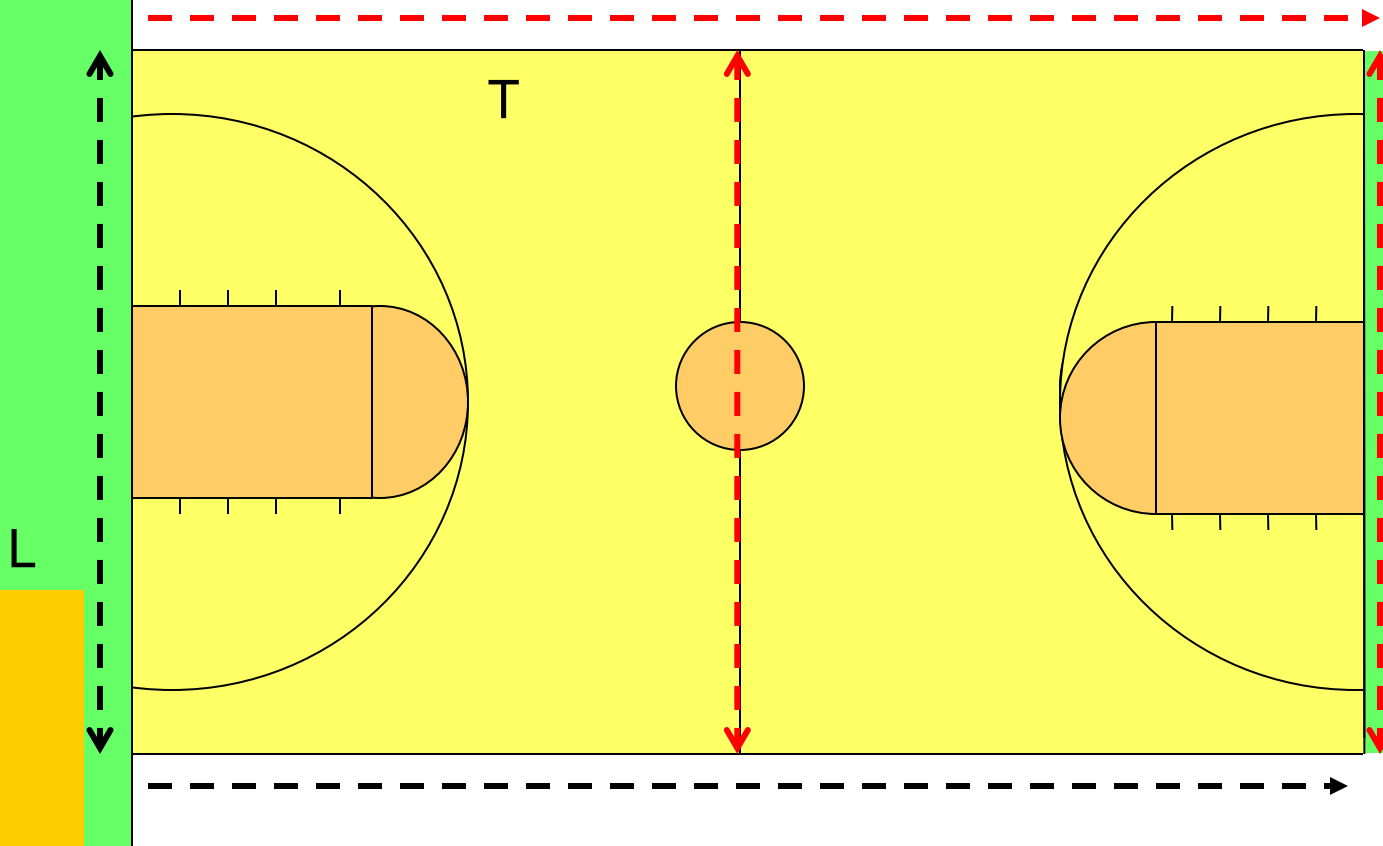
Non-administering official stands facing the table at the division line on the circle further from the benches . . .



Administering official stands with the ball where play will typically be resumed to begin the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> quarters.

# OOB LINES

T has the sideline on his side of the court, the division line, and entire end line in the backcourt



L has the entire endline in the frontcourt.....

...and the entire sideline on his side of the court

Each official must hustle to be in position to have a good look at the length of the line(s) he is responsible for in order to properly determine when the ball's location or a player's location results in an OOB call. Laziness and guesswork cannot be tolerated on this frequent call.

# When an Out of Bounds Violation Occurs . . .

*OOB is the most frequent ruling in a game. A crew exhibits the admirable qualities of care, consistency, and professionalism when both officials make these calls correctly and in the same approved way every time they happen.*

- **DO . . .**

- **Blow the whistle** with an upraised, open hand to stop the clock on EVERY violation
- **Vocalize the color** of the throw-in team (don't say "Off Blue!"; say "White!")
- **Verify for yourself** the correct direction to point before actually pointing
- **Then point the correct direction** with four fingers and an arm parallel to the floor
- **Point**, with one finger, to the designated throw-in spot
- **Go to that spot** yourself for the resulting throw-in, or keep pointing until your partner knows that's where he should go to administer the throw-in, and then switch positions as necessary

- **DON'T . . .**

- **LOOK AT** your hand doing the directional point
- **TURN YOUR HEAD** to watch the ball bouncing away from the court
- **TAKE YOUR EYES OFF** the players that you need to keep observing
- **CHASE AFTER** the ball
- **BECKON FOR** the ball . . . It will come to you

You can tactfully ask a player to go get the ball for you if necessary. Simply stay there pointing to the designated throw-in spot and players will know to get ready for play there at the designated spot.

# PCA's - PRIMARY COVERAGE AREAS

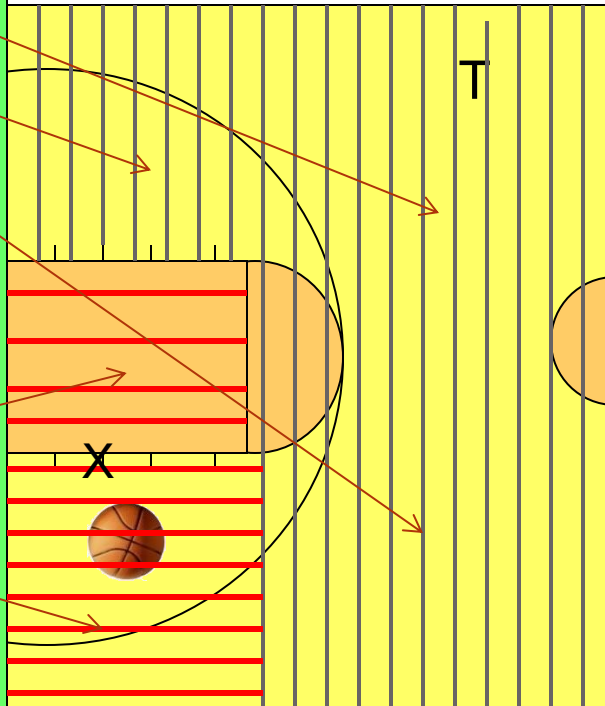
TEAM BENCH



TEAM BENCH

Trail's PCA  
(grey lined area)

Lead's PCA  
(red lined area)



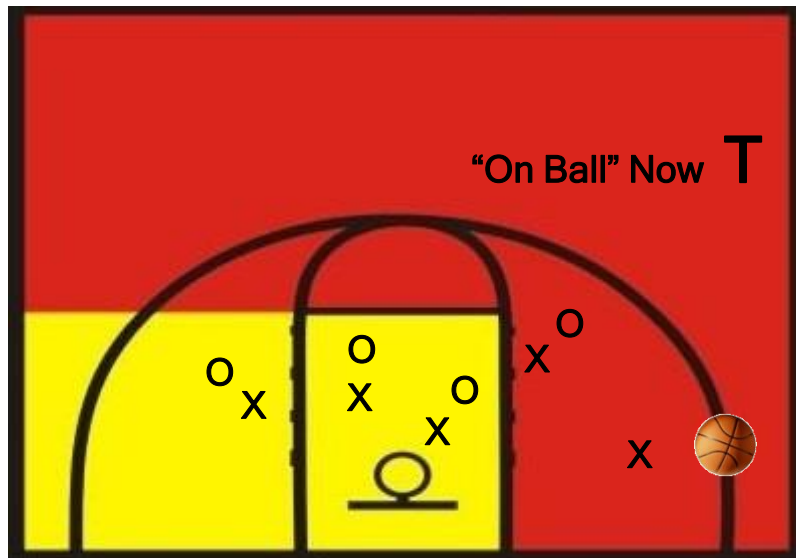
The Trail's approximate starting point in the frontcourt should be at about the 28' line and off the OOB line enough to appear engaged in the on-ball or off-ball action in his primary coverage area, which is the larger L-shaped area shown here.

Each official covers primarily the action in his PCA, primary coverage area, but also must be aware of what is going on in his partner's area in case a call has to be made that cannot be seen well by that partner. This is called "Secondary Coverage Area" responsibility and should not be confused with "ball-watching." SCA awareness is a necessary component of a good team of two officials working together to get the plays right.

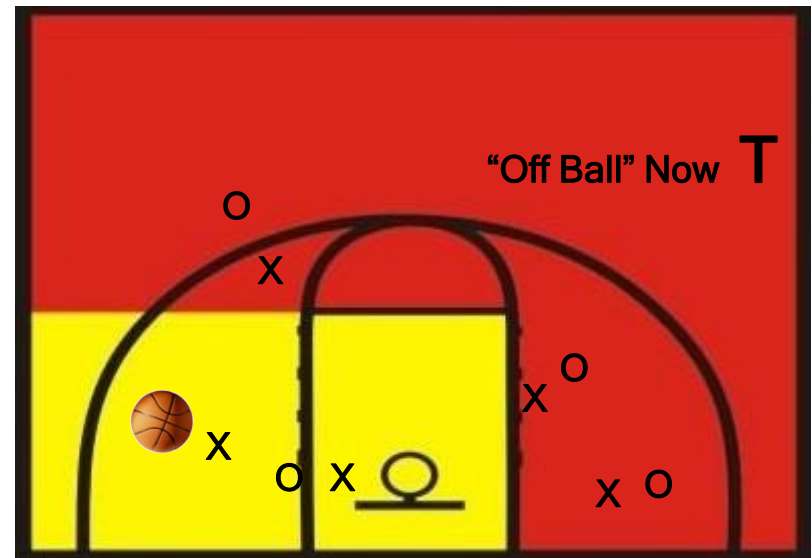
The Lead's approximate starting point is 4-6 feet off the endline, never wider than the 3-point arc. Lead should be at a perpendicular to the ball when it is on his side of the court, but should never cross into the lane area. **THE LEAD HAS "ON-BALL" COVERAGE NOW.**

# On-Ball/Off-Ball

At any given time, based on in whose primary the on-ball competitive matchup is, there should be two eyes providing surveillance on off-ball activity and two eyes observing “on-ball” action. Only one partner needs to be watching the on-ball matchup at any given time. Four eyes on-ball is called “ballwatching”. Ballwatching must be avoided because it leaves up to eight other players unattended.



L “Off Ball” Now



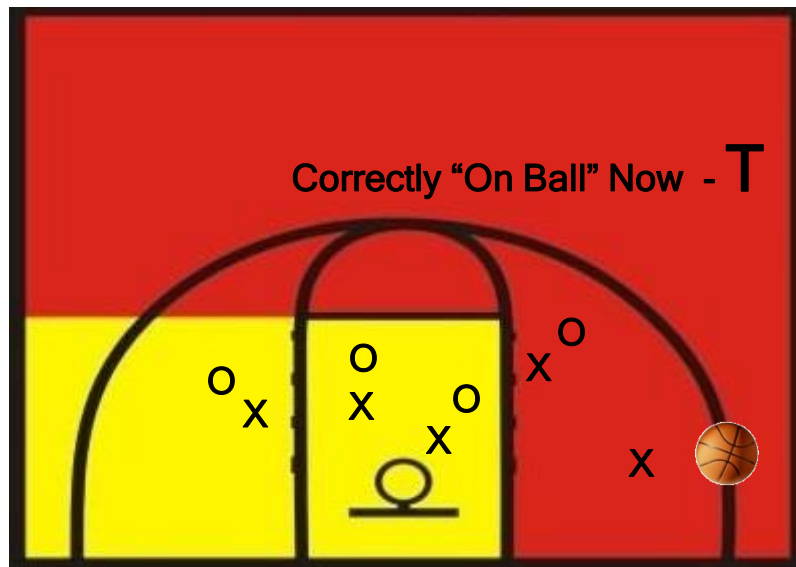
L “On Ball” Now

# On-Ball/Off-Ball

## BALLWATCHING!!!

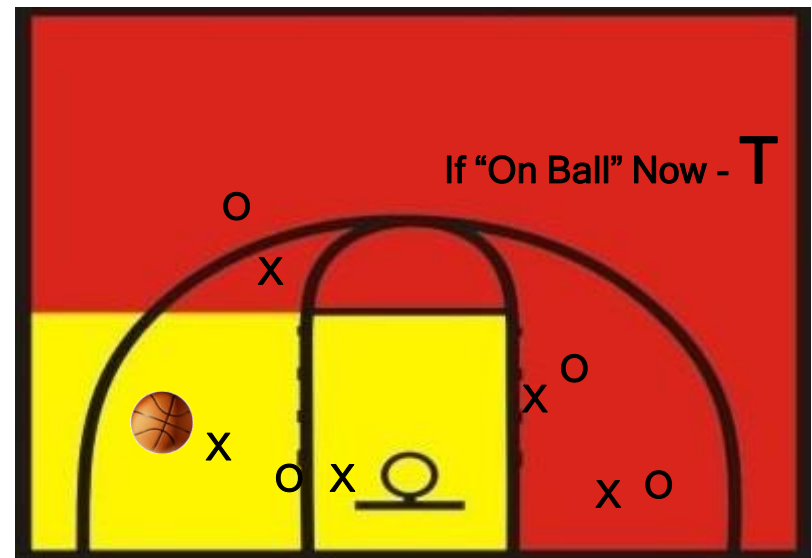
Watching the ball when it is outside one's PCA is called "Ballwatching", a serious error that must be avoided by an officiating crew. PCA's, the Primary Coverage Areas, must be intricately known and sensed at all times so that correct off-ball coverage is provided by one official and only one partner is watching the on-ball action at any given time. There is too much going on with too many players for two officials to keep four eyes on the ball.

Lead is BALLWATCHING here . . .



L If "On Ball" Now

Trail is BALLWATCHING here . . .



L Correctly "On Ball" Now

## Joe DeRosa's Instruction, on the ON-BALL and OFF-BALL COVERAGE

The “position of the ball” dictates whether an official referees on-ball or off-ball. An official must always attempt to be in a position where he can see all players who are not directly involved with play on-the-ball. An official must know the position of the ball and the location of his partners at all times, without having to look directly at either of them. This is absolutely essential when it is necessary for an official to adjust his positioning on the floor and changing his primary area of responsibility from on-ball to off-ball coverage.

An official will referee on-ball when the ball is in his primary area of responsibility. The referee with on-ball coverage must dictate his angle by positioning himself in a position to “referee the defender.”





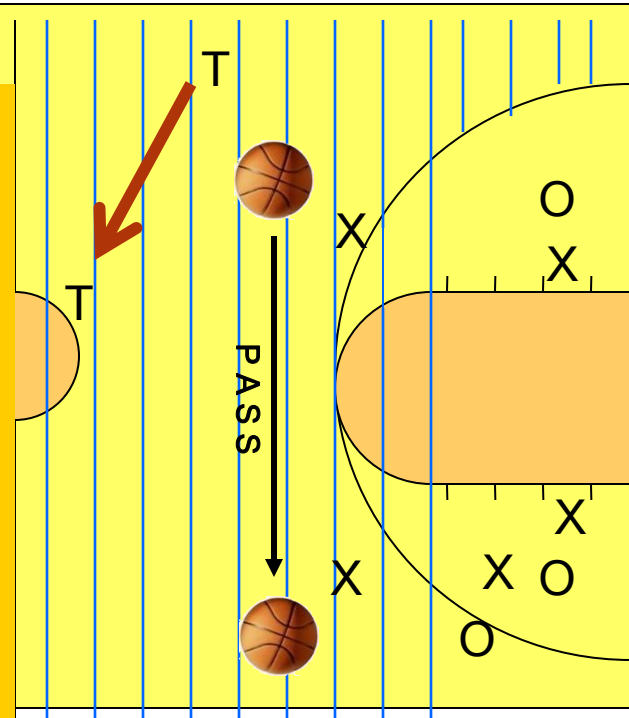
## COVERAGE - T "Runs the Angle"

VISITOR BENCH



HOME BENCH

When the ball remains in Trail's PCA but goes over to the other side of the court, T must "run the angle", stepping out onto the court and higher toward the center circle in order to provide proper observation of that competitive matchup still in his primary coverage area.

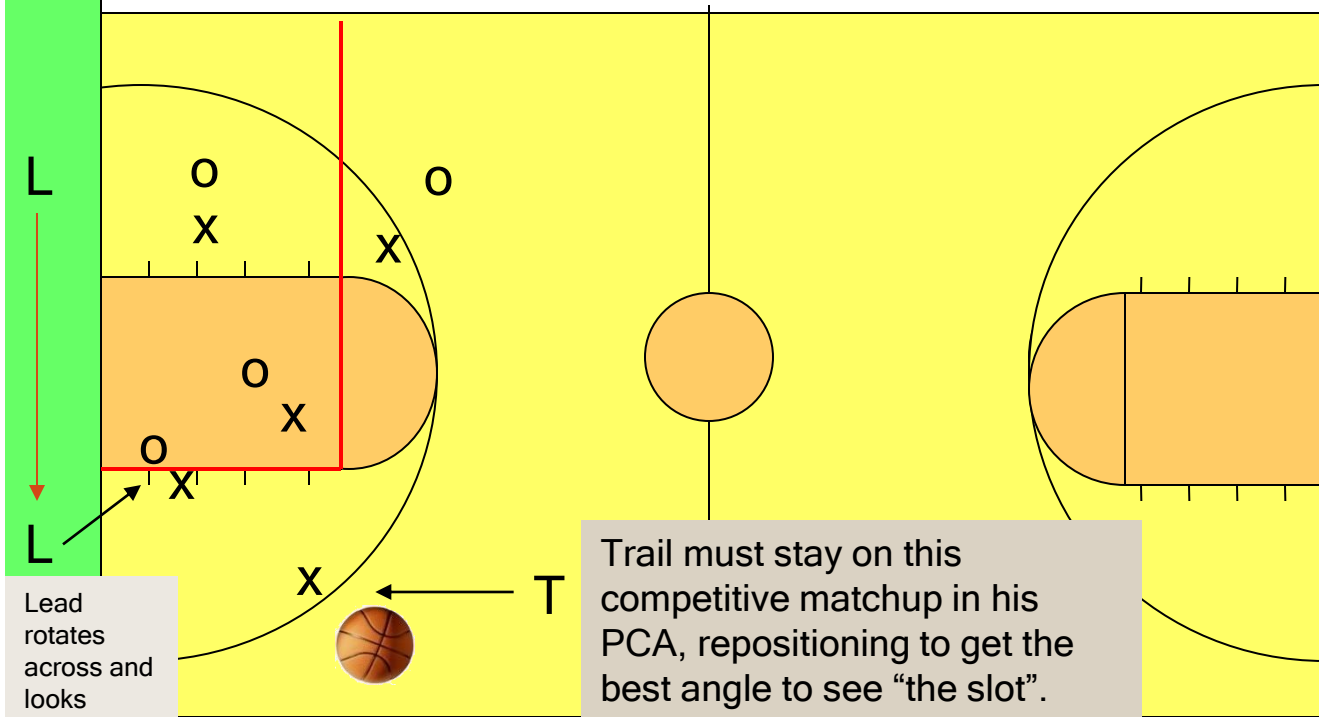


The Lead, sensing that Trail is still on-ball, resists the urge to be a "ball-watcher" and maintains primary focus "off-ball" on the competitive matchups in his PCA, his Primary Coverage Area.

LEAD ROTATES ACROSS TO GET A BETTER ANGLE TO COVER COMPETITIVE MATCHUPS IN THE POST AREAS. NOTE THAT THE LEAD DOES NOT COVER THE MATCHUP TRAIL ALREADY HAS, BUT TURNS TO LOOK INWARD TOWARD THE LANE WITH A GREAT ANGLE TO OBSERVE THE MATCHUPS FROM THIS NEW BETTER POSITION.

When the play on this side of the floor ends or when the ball transitions to the other end, the Lead must be sure to cross back over to the original side of the floor again.

## ADVANCED MECHANIC: 2-PERSON "BALL SIDE" MECHANIC



Lead rotates across and looks inward at the matchups in the lane

Trail must stay on this competitive matchup in his PCA, repositioning to get the best angle to see "the slot".

This is an advanced mechanic which is very similar to how a Lead official in 3-person mechanics rotates over to the other side of the lane. From this better position the Lead can better observe the "slot", the space between offensive and defensive players, and can better determine legal/illegal contact that occurs.

# POSITION ADJUST

Basketball is a fluid game. For a referee to find a spot on the floor and just stay there until the ball goes the other way deprives him of the best angles to be able to assess plays.

Both officials must move to improve in order to maintain a look through the “slot”, the space between defender and offensive player observed. This is called “position adjust”, and is accomplished most readily with just a purposeful step or two one way or the other. By position adjusting, officials strive to minimize the times they are “stacked” or “straightlined” and thereby unable to see the “slot”, the open space between offense and defense, while focusing on the defender in the competitive matchup.

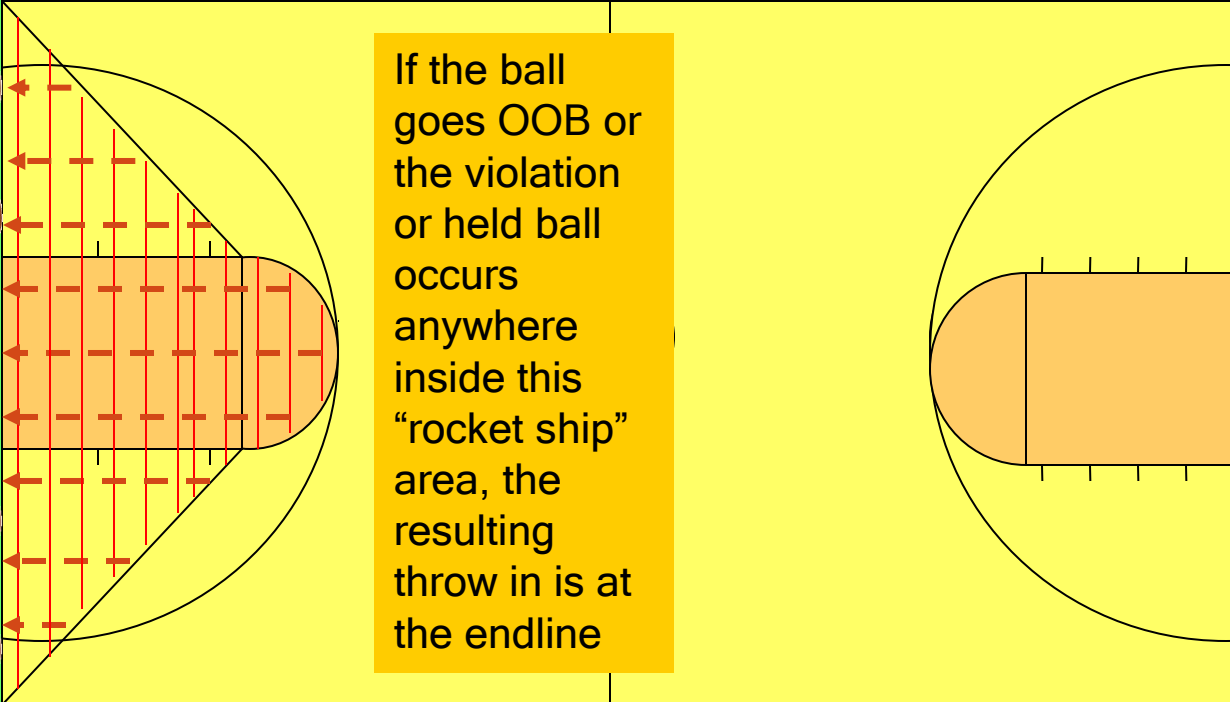
This mechanic is not to be confused with nervous-looking, purposeless wandering and meandering. “Position adjust” is especially purposeful movement that is of utmost necessity in order to be “in the right place at the right time able to make the right call”.

# THROW IN SPOT

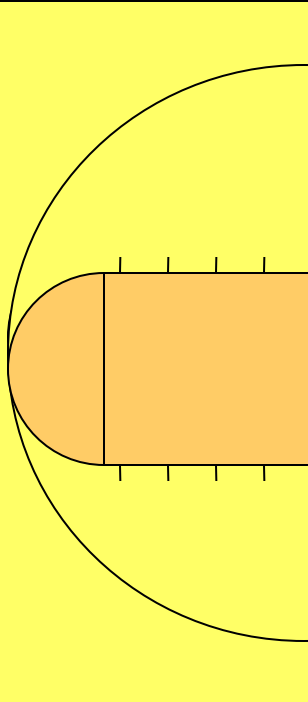
All designated spot throw ins on the endline in the frontcourt shall be outside the free-throw lane line extended and administered by handing the ball to the thrower on the frontcourt endline)



## LOCATION: DESIGNATED SPOT THROW-IN



If the ball goes OOB or the violation or held ball occurs anywhere inside this "rocket ship" area, the resulting throw in is at the endline



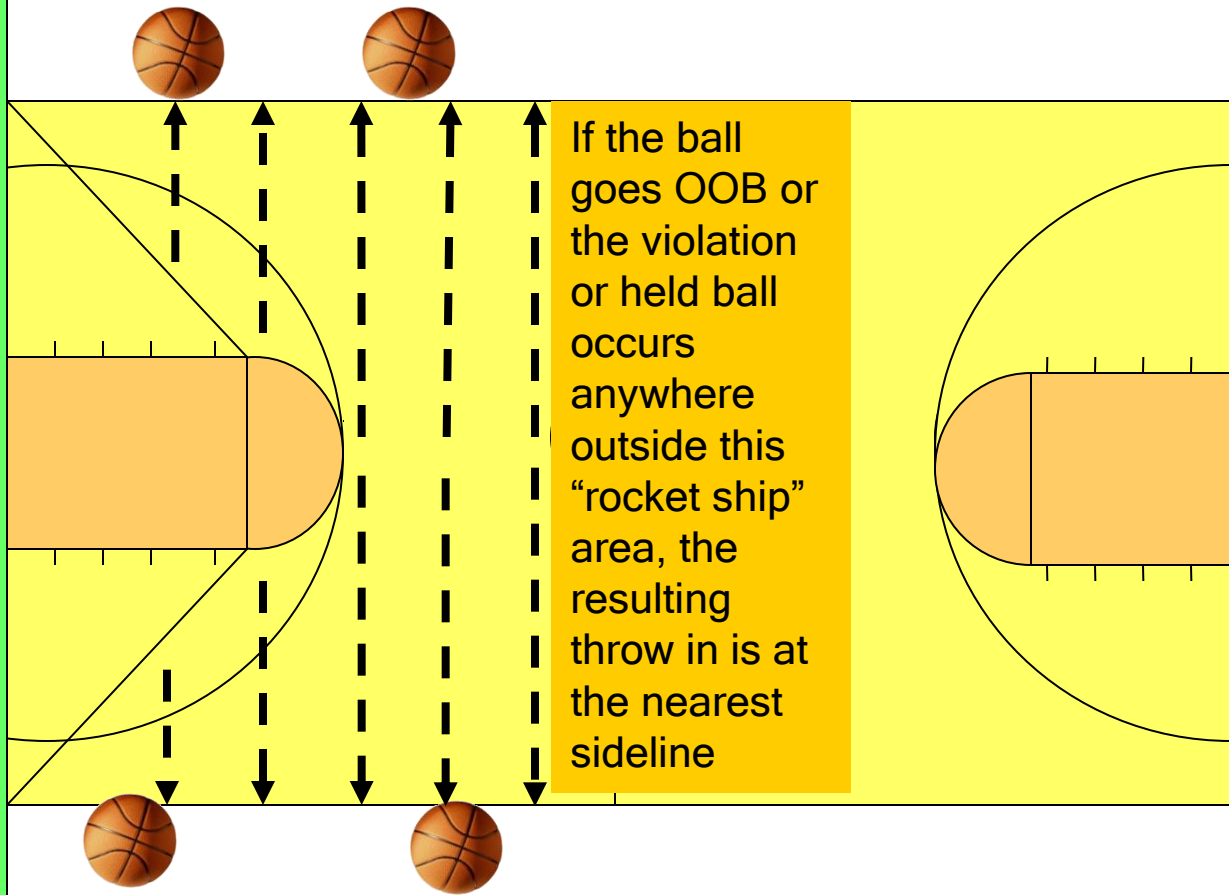
NEVER shall a throw-in EVER be administered within the lane lines extended underneath the backboard

**NOTE:** The precise location for a designated spot through-in is not merely a mechanic, but a rule. That spot should never be determined by the convenience of the officiating crew or by the whim of any official. It must be based on the location of the play that resulted in the throw-in.

# THROW IN SPOT

All designated spot throw ins on the endline shall be outside the free-throw lane line extended (administered with a bounce pass in the backcourt, handed to the thrower in the frontcourt)

## LOCATION: DESIGNATED SPOT THROW-IN



If the ball goes OOB or the violation or held ball occurs anywhere outside this "rocket ship" area, the resulting throw in is at the nearest sideline

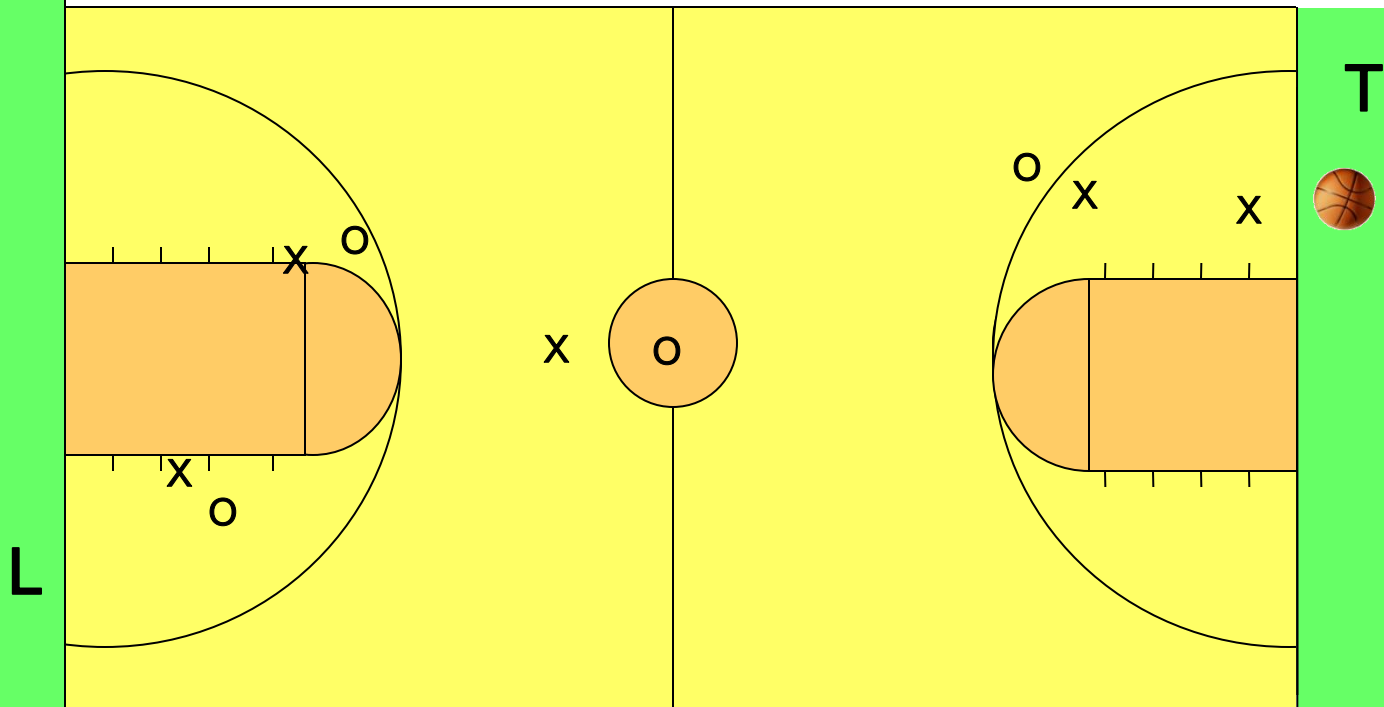
NO  
NO  
NO  
NO  
NO

NEVER shall a throw-in EVER be administered within the lane lines extended underneath the backboard

If the throw-in is anywhere on a sideline or an endline in the backcourt, that throw-in is administered with a bounce pass to the thrower.

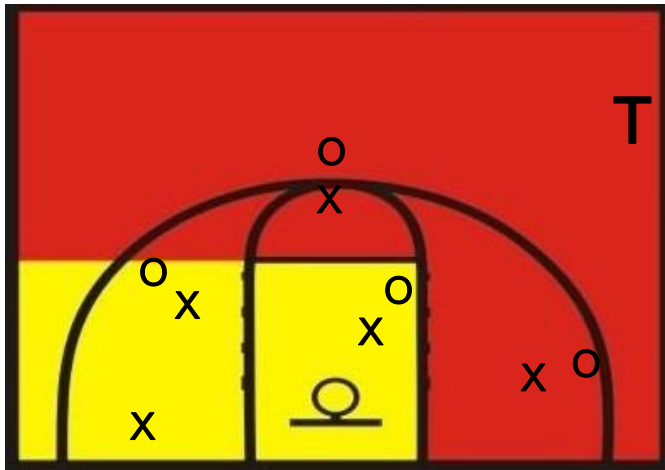
# THROW-IN ADMINISTRATION


Both Officials “Boxing the Players In”

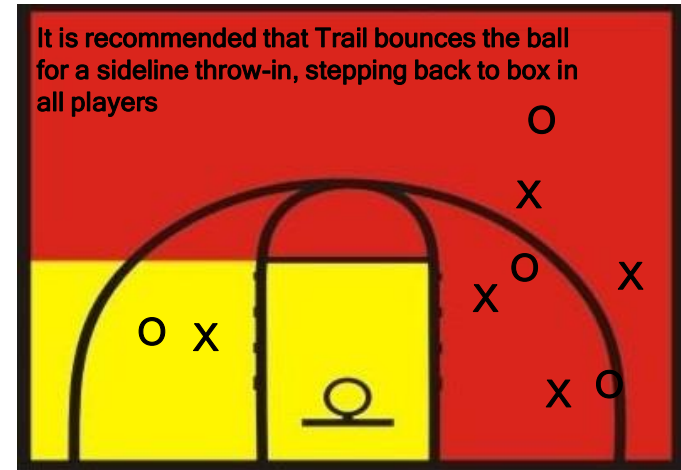


Both officials are positioned so that all players are “boxed in”, and so that both officials can easily observe the OOB lines they are each responsible for without going through any players. All players are in view and no players are behind either official.

# Throw-In Administration Situations

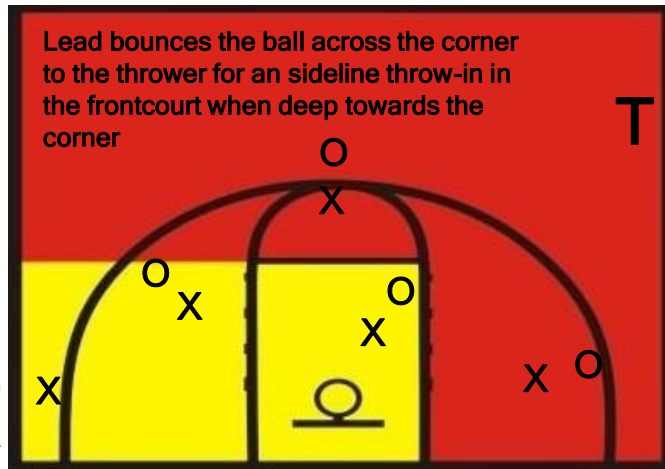


L  Lead hands the ball to the thrower for an endline throw-in in the frontcourt



It is recommended that Trail bounces the ball for a sideline throw-in, stepping back to box in all players

L

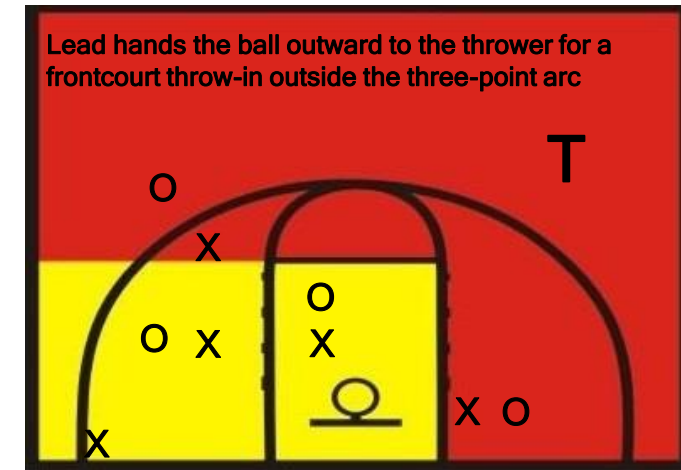


Lead bounces the ball across the corner to the thrower for an sideline throw-in in the frontcourt when deep towards the corner

T



L (THIS MECHANIC APPROVED ONLY FOR 2-PERSON . . . NOT APPROVED FOR 3-PERSON MECHANICS)



Lead hands the ball outward to the thrower for a frontcourt throw-in outside the three-point arc

T



L (ONLY EXCEPTION TO THE "BOXING IN" PRINCIPLE . . . FOR BOTH 2- AND 3-PERSON)

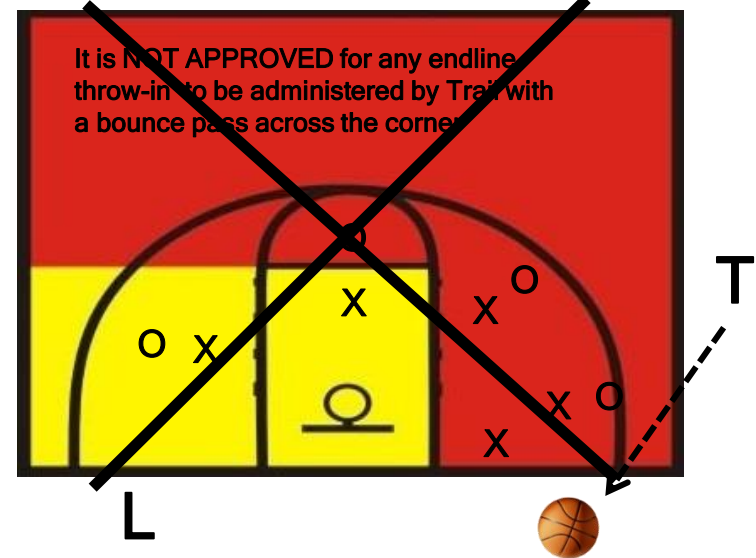


# Throw-In Administration Errors

WRONG



WRONG



WRONG



## BOUNCE PASS OR HAND-THE-BALL?

When administering throw-ins on either sideline or in the backcourt, a bounce pass is recommended, though handing the ball to the thrower will sometimes, though infrequently, be better.

When administering throw-ins on the frontcourt endlane, the ball shall be handed to the thrower.

Covering official -- and there should only be ONE - is either T or L -- the one from whose PCA the 3 point try is taken.

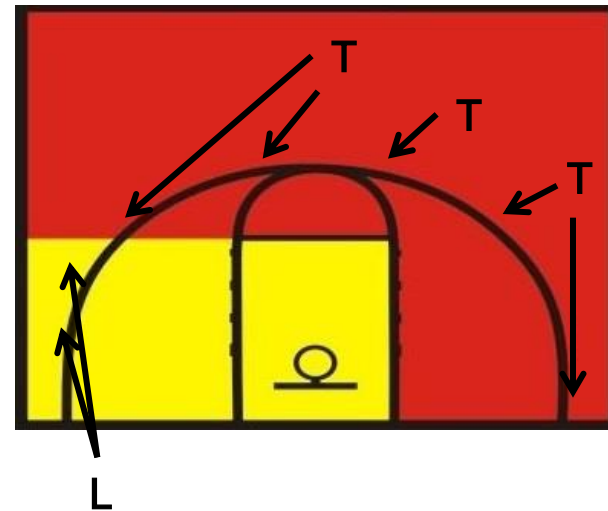
That ONE covering official gives the 3-POINT ATTEMPT signal.

The 3-POINT ATTEMPT signal means, "OK partner, you can stay off-ball -- I've got the shooter, his foot, the shooter going up, coming down, and then the flight of the ball." The non-covering official does not double up coverage on the shooter, but instead focuses on off-ball surveillance and boxing-out action.

## THREE POINT SHOT ATTEMPTS AREAS OF COVERAGE AND RESPONSIBILITY

The Trail official "running the angle", strives to "position-adjust" to get the best look at a player attempting a 3-point shot from anywhere in his PCA represented by the RED area . . .

The Lead official strives to "position-adjust" to get the best look at a player attempting a 3-point shot from anywhere in his PCA represented by the YELLOW area . . .



***MORE THAN ONE 3-POINT ATTEMPT SIGNAL = BALLWATCHING. BAD.***

When the Trail official signals a successful 3-point basket, the Lead official shall not mirror the signal. However, when the Lead official signals a successful 3-point basket, the Trail official shall mirror the signal. This is so that the table has a good view of at least one official nearby signaling a successful attempt.

# When Violations Occur . . .

- Whistle with accompanying open hand up in the air to stop clock ON EVERY VIOLATION.
- Move toward the area of the violation, stop, and give an approved signal showing the nature of the violation.
- Do not turn your back when indicating direction - “Be alive while the ball is dead”, maintaining constant visual contact with the players. Do not turn and get the ball if it bounces away - tactfully ask a player to retrieve it for you.
- Indicate the direction of the throw-in team’s basket and verbalize the jersey color.
- Point to the spot of the designated throw-in.
- Make sure your partner is ready prior to you making the ball live for the administration of the throw-in.
- If your partner will be administering the resulting throw-in, be sure he has all necessary information (designated spot, color of throw-in team, direction) prior to you switching to your new position.

# Foul Calling and Reporting

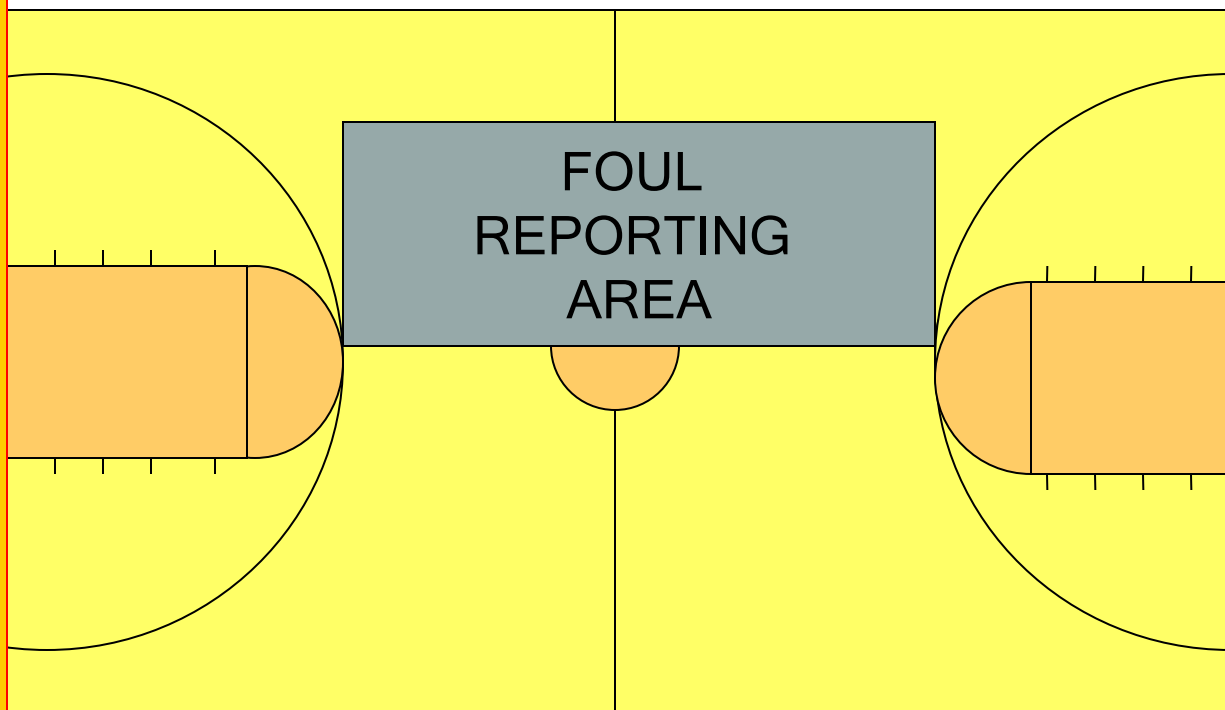
- Whistle with accompanying fist up in the air to stop clock ON EVERY FOUL
- At site of foul, give preliminary foul signal, if necessary
- Designate throw in spot or clarify number of free throws
- Identify and verbalize the correct shooter (if applicable)
- Do not leave the site until your partner knows what's next, where, and with whom
- Move briskly around players to reporting area
- STOP somewhere in the foul reporting area
- Make eye contact with table
- From a stationary position, verbalize the jersey color of the fouling team (do not point to the bench - the “accusatory point”), with one hand give the number of the player who fouled, giving an approved signal to express the nature of the foul while verbalizing the foul clearly, succinctly, and loudly
- Turn, remain tableside, and await the next play

# REPORTING A FOUL

TEAM BENCH



TEAM BENCH



## COMMON UNAPPROVED PRACTICES TO AVOID:

- Leaving the site of the foul without communicating to your partner “what’s next”
- Walking through players to get to the reporting area or outright running there
- Not verbalizing clearly, loudly, and succinctly at the site of the foul or to the table when reporting
- Two-handed reporting of the jersey number to the table
- Reporting to the table while “on the move” and not within the reporting area
- Unapproved signals to communicate the nature of the foul
- Rushing through the reporting process

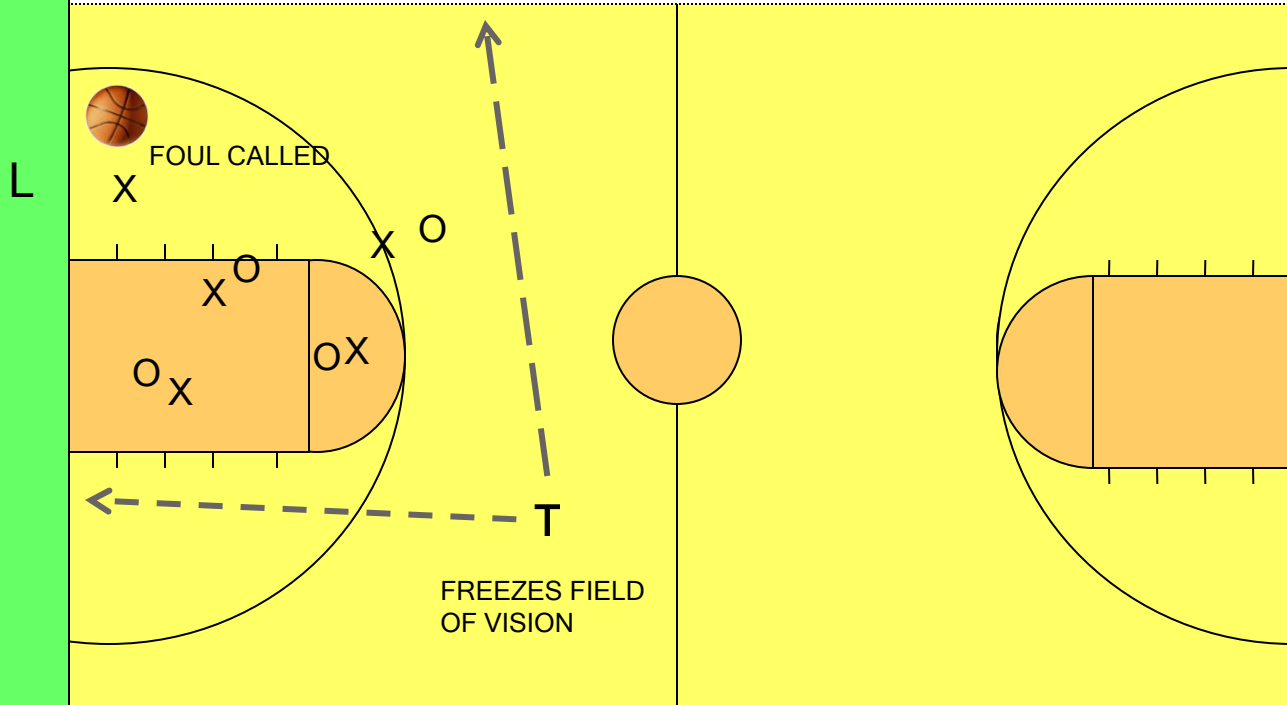
From a stationary position within the foul reporting area, verbalize the jersey color of the fouling team (do not point to the bench - the “accusatory point”) while with one hand at chest height, giving the number of the player who fouled, then an approved signal communicating the nature of the foul (example: “Blue . . . Forty-Two . . . Hold” or “White . . . Twenty-Five . . . Block”), indicate what happens next and where (“Two Shots” or “One-and-One” or “Throw-In, Endline”, etc.)

# "BE ALIVE WHILE THE BALL IS DEAD"

TEAM BENCH



TEAM BENCH



Foul called by Lead, who . . .

- > Pauses to observe action after the whistle
- > Communicates "what's next" for his partner
- > Moves around players to the reporting area to report the foul
- > Moves to his next position for resumption of play

Trail keeps full and undivided attention on the players so Lead can go report to the table. As Lead moves around players to the reporting area, Trail moves to his next position to prepare for resumption of play, but must not turn away from the players or be distracted from observing everything going on with everybody on the court.

## LEAD OFFICIAL:

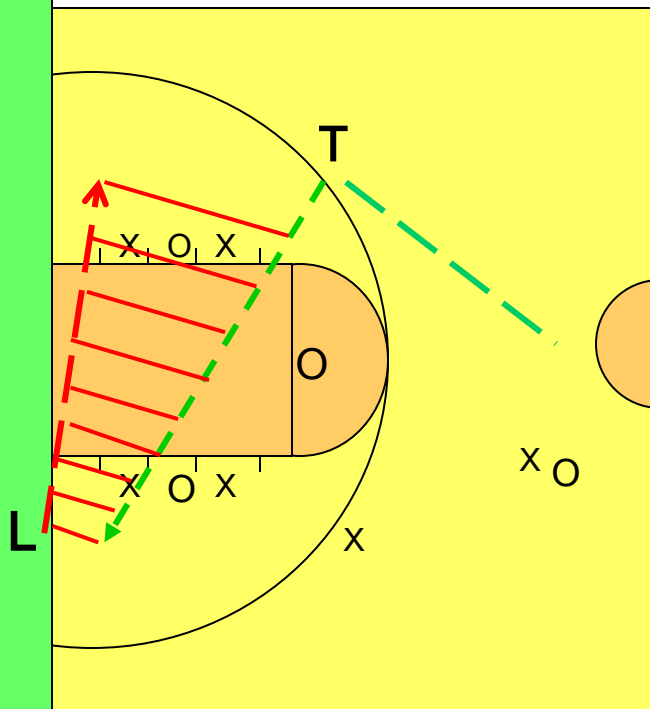
After administering the free throw from a position under the basket, the Lead backs up to stand about three or four feet outside the lane line opposite table and off the endline enough to have an unobstructed view of the four players he is primarily responsible for: both players in the lower blocks and all players in the lane spaces opposite.

# PRIMARY FREE THROW COVERAGE RESPONSIBILITIES OF EACH OFFICIAL

TEAM BENCH



TEAM BENCH



## TRAIL OFFICIAL :

Tableside, just above the free-throw line extended and halfway between the nearer free-throw lane-line extended and the sideline.

Watches players in the top 2 spaces on opposite lane line, all players behind the arc, the free thrower and flight of the ball, then rebounding action.

Upon release of the shot, the Trail official steps toward the direction of the basket, careful to monitor rebounding action. Only when the basket is successful or a player from the other team gains control should the Trail release to go to transition to the other end.

**COMMON ERRORS AND UNAPPROVED MECHANICS TO AVOID:** > Lead watching the flight of the ball. > Either official out of position, having to look through players to see what he's supposed to be watching. > Trail "bailing" the other way upon release of the shot. > Lead standing in the empty lower lane space for the first of multiple free throws. > Trail positioned out by the sideline, disengaged from any meaningful involvement.



# When a Shot is Released . . .

- Observing official follows shooter to the floor, careful to note any illegal contact by the defense upon the player in the act of shooting or after landing
- Trail official, then following the flight of the ball, watches for basket interference and goaltending
- Lead steps back, away from the lane area to get a wide angle of the action in and near the lane
- Trail, stepping down a step or two upon release of the shot, covers especially the backside players within his view for illegal action prior to and after the ball hits the rim
- Lead resists looking upward and maintains observance “down low” at torsos, arms, and elbows of players in the lane area

## STEPPING DOWN on the SHOT

Trail must avoid “bailing” early to the other end on free throw or field goal attempts. Don’t worry about getting beat to the other end. Instead, “step down” one or two steps toward the endline on all shots to cover rebounding action. Your partners need you to be officiating what you can see before, during, and after every attempted shot.

When a drive goes to the basket from your PCA, take a step toward the basket with your match up on the drive so as to remain engaged in that play - it’s yours to the rim.

Then, when it’s obvious that team control has gone over to the other team -- and there is no press -- transition yourself down to the other end, carefully monitoring the play out on the floor as you run there. (If there is a press, the new Lead has obligations to assist the new Trail as the ball advances through the backcourt to the frontcourt.)

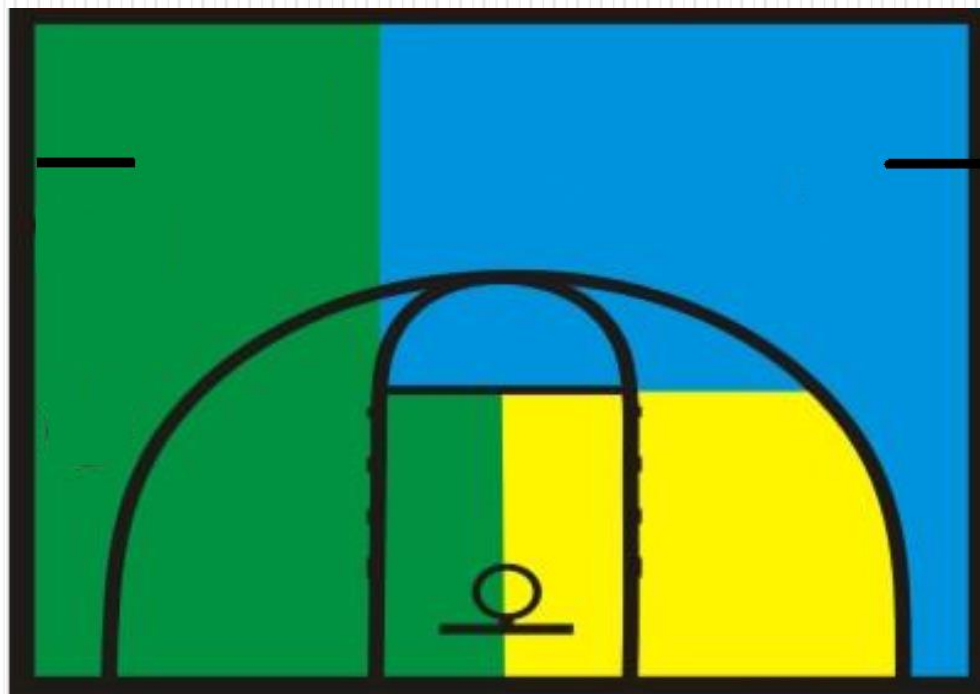
# Last second shot

- Trail has primary responsibility and should communicate this to his partner by signaling with the hand-on-chest signal when the game clock is near 15 seconds
- On a long pass downcourt the Lead official must be ready to assist with last second clock issues and also with verification, if needed, on whether the shot was a two- or a three-point attempt
- Trail official gives a whistle at the buzzer
- If there is any issue regarding an end of the game score or the final score of the game, it must be settled before the crew leaves the floor.

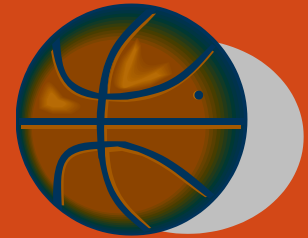


# Approved 3-Person Mechanics

Revised 06/01/2016, Approved for Use for the 2016-17 Season

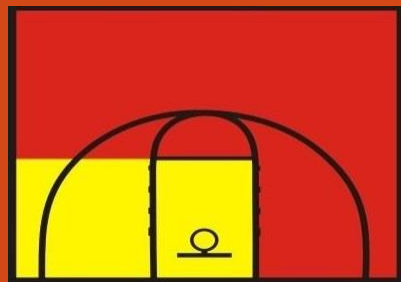


# PURPOSE



The purpose of an approved set of 3-person MHSAA basketball officiating mechanics is two-fold:

- 1) to put officials in the right place at the right time looking at the right thing to increase the likelihood of making the right call, and
- 2) to foster an obvious and visible element of uniformity and consistency amongst all the basketball officials of the MHSAA.



The mechanics explained and illustrated in this MHSAA Online Mechanics Manual are just some of the main mechanics of the 3-person system. For more complete detail of all the prevailing approved mechanics, all MHSAA basketball officials are encouraged to purchase for themselves the current 2015-17 NFHS Officials Manual. It can be ordered online at: [www.nfhs.com](http://www.nfhs.com) (click on “Basketball”).



Officials who do only or mostly 3-person are encouraged to also study the 2-person mechanics included in this manual. There are many applicable approved mechanics illustrated in that section which also apply to the 3-person system, and vice versa.



# Approved Mechanics

**Approved MHSAA 3-person mechanics are those mechanics expressed, illustrated, and explained in the 2015-17 edition of the NFHS BASKETBALL OFFICIALS MANUAL, with the exception of the following:**

**EXCEPTION #1: Pregame Conference**

**EXCEPTION #2: No “Long Switch”**



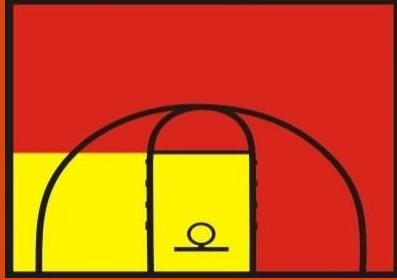


# Approved Exception #1

## MHSAA APPROVED OFFICIALS' PREGAME PROTOCOL FOR 2016-17:

Though the only approved mechanic included in the current 2015-17 NFHS Officials Manual is a "Single Conference", the MHSAA has determined that the approved pregame conference to be used by its officials for the 2016-17 season is the "Two Conferences" protocol with which most officials have been accustomed from the past.

Here are guidelines for the approved MHSAA pregame meeting with officials, captains, and head coaches:



## Pregame Meeting with Officials, Captains, Head Coaches

Officials take the floor at 15:00. They meet with the captains at the center circle at the 12:00 mark, the referee checks the scorebook for accuracy at 10:00, then the crew returns to their pregame positions to observe the rest of the warmups. With roughly 1:30 left on the clock, the crew heads to the bench areas to shake the hands of the both coaching staffs and stands in front of the table for the National Anthem and player introductions.



## Approved Exception #2

The MHSAA has chosen not to adopt the dead ball switch mechanic when there is “a foul in the backcourt going to the frontcourt with no free throws” (5.4.2E5, p.88), retaining the “long report” customarily done by the trail when calling a foul in the backcourt, after which that trail will administer the throw-in to the team “going long”. Therefore, there should be, in this situation, “no long switch.” (See slide below).

LEAD CALLS OFFENSIVE FOUL IN FRONT COURT, BALL GOES LONG THE OTHER WAY

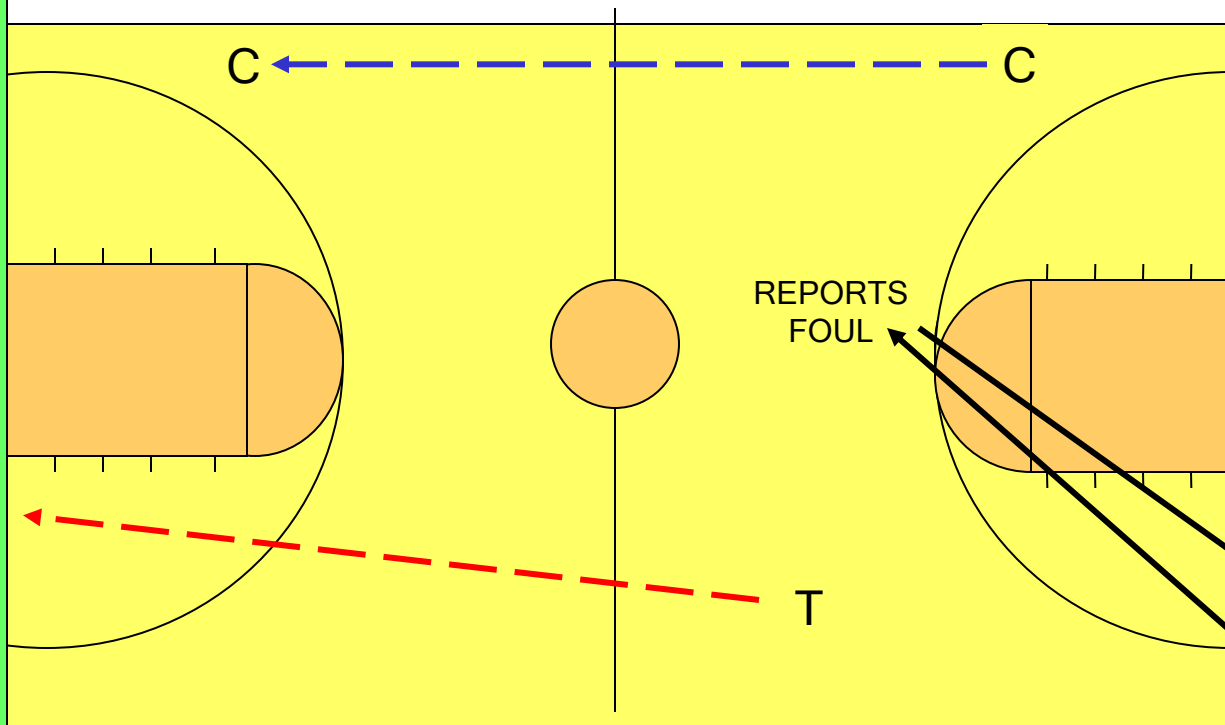
TEAM BENCH



TEAM BENCH

# *“Long Report” (No Long Switch)*

This is one of the rare instances where MHSAA has not adopted an NFHS mechanic, preferring the “No Long Switch” and the “Long Report” in this one common situation.



This mechanic would be the same if Lead called an offensive foul from this side of the lane

Lead calls offensive foul, allows players to clear downcourt, proceeds halfway to reporting area, does a “long report” from a stationary position, then returns to endline to administer the throw-in

# Terminology

- Rotation
- Switch
- Lead Official
- Center Official
- Trail Official
- Close Down
- Ball Side
- Strong Side
- Weak Side
- Table Side
- Move to Improve
- Pinch the Paint
- Straight-Line
- Primary Coverage Area
- Competitive Matchup
- Dead Ball Officiating
- Bump and Run
- Primary Defender
- Secondary Defender



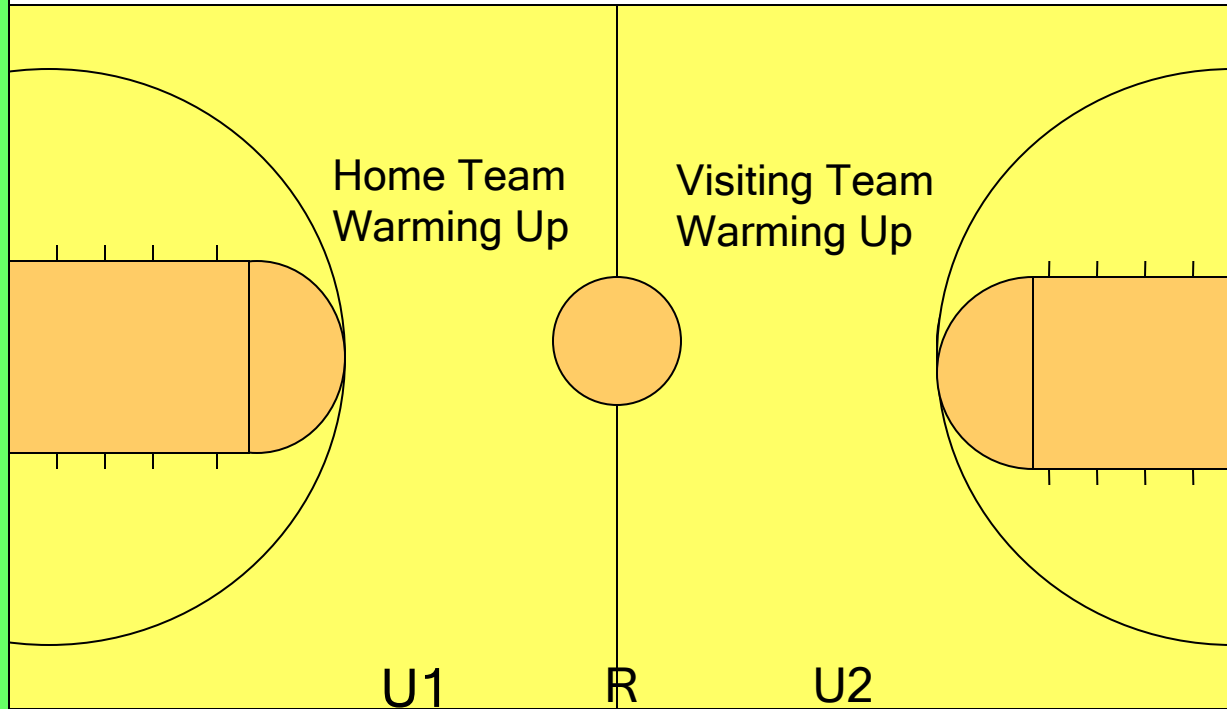
*For definitions of these and other significant terms, see 2015-17 NFHS Basketball Officials Manual, pp. 17-19*

# Positions of Three Officials Observing Pregame Warm-up

VISITORS BENCH



HOME BENCH



By rule, the officials must “take the floor” and begin monitoring the teams warming up by the 15:00 mark prior to the game.

This time before the game allows for an initial impression to be cast upon the teams, their coaches and fans. Therefore a sense of orderliness and professionalism should be displayed by all officials prior to the game while the players are warming up.

While observing the teams warming up, each official scans the players for any illegal uniforms or illegal activity during the warmup period. Socializing with fans during this time is not encouraged, but periodically speaking official-to-official may be essential during this time in order to prepare for the game. Stepping out onto the floor a step or two might grant a comfortable distance from the bleacher traffic behind and permit the officials an uninterrupted pregame warm-up period.

# JUMP BALL

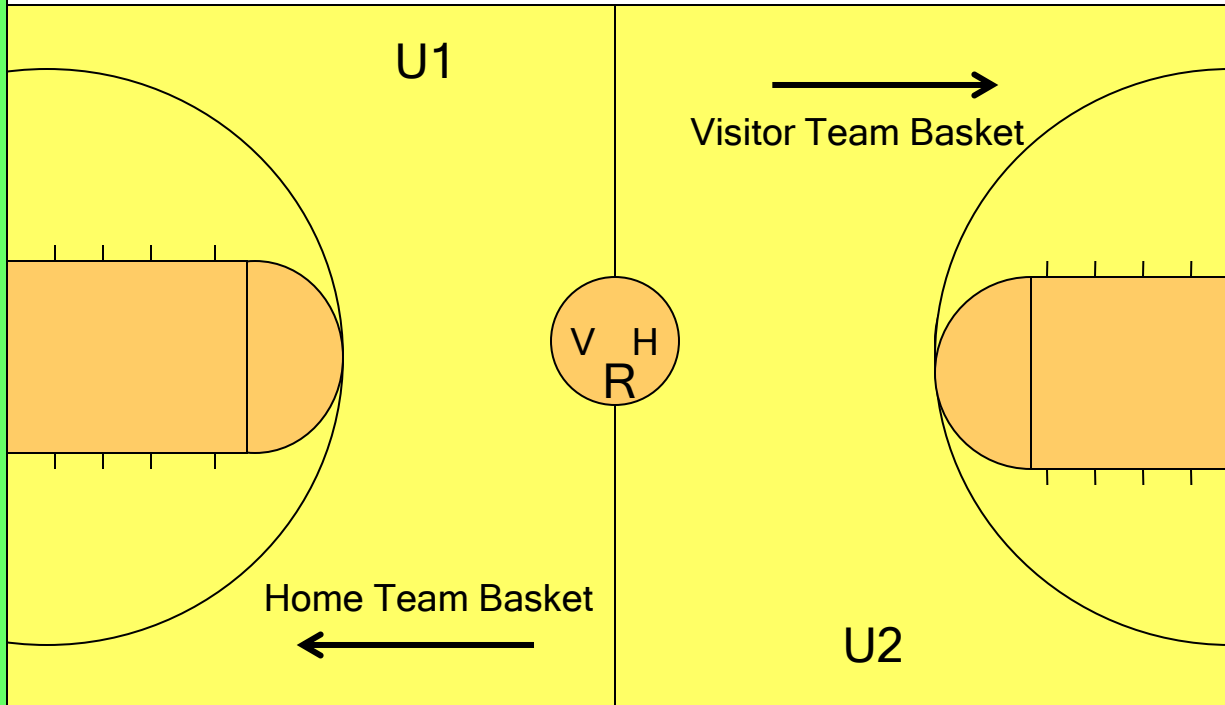
## JUMP BALL POSITIONS

VISITORS BENCH



HOME BENCH

U1, standing at the 28' mark, signals for the clock to start on the jump ball



U2 stands at the 28' mark opposite the table

R blows his whistle, removes it from his mouth, then administers the jump ball

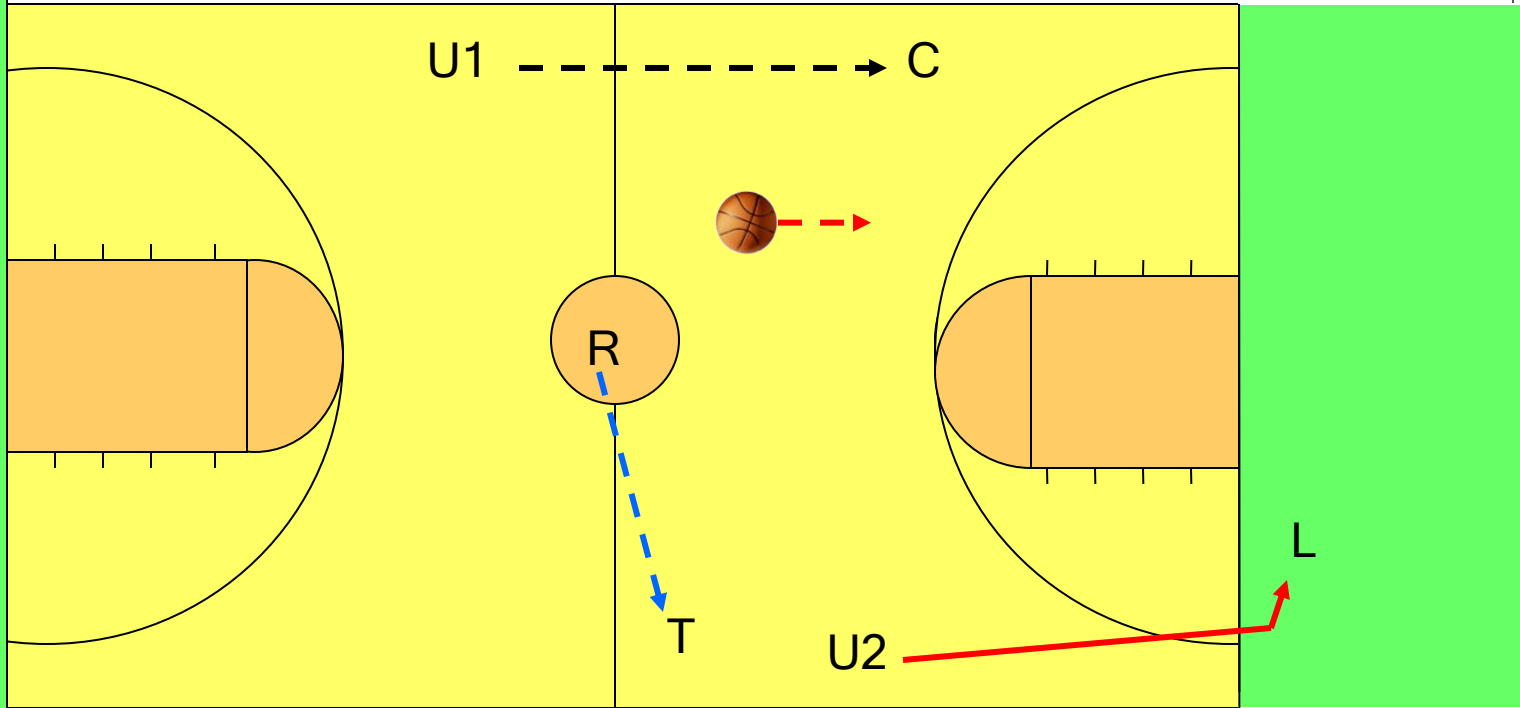
# JUMP BALL

WHEN BALL IS CONTROLLED BY TEAM GOING RIGHT

VISITORS BENCH



HOME BENCH





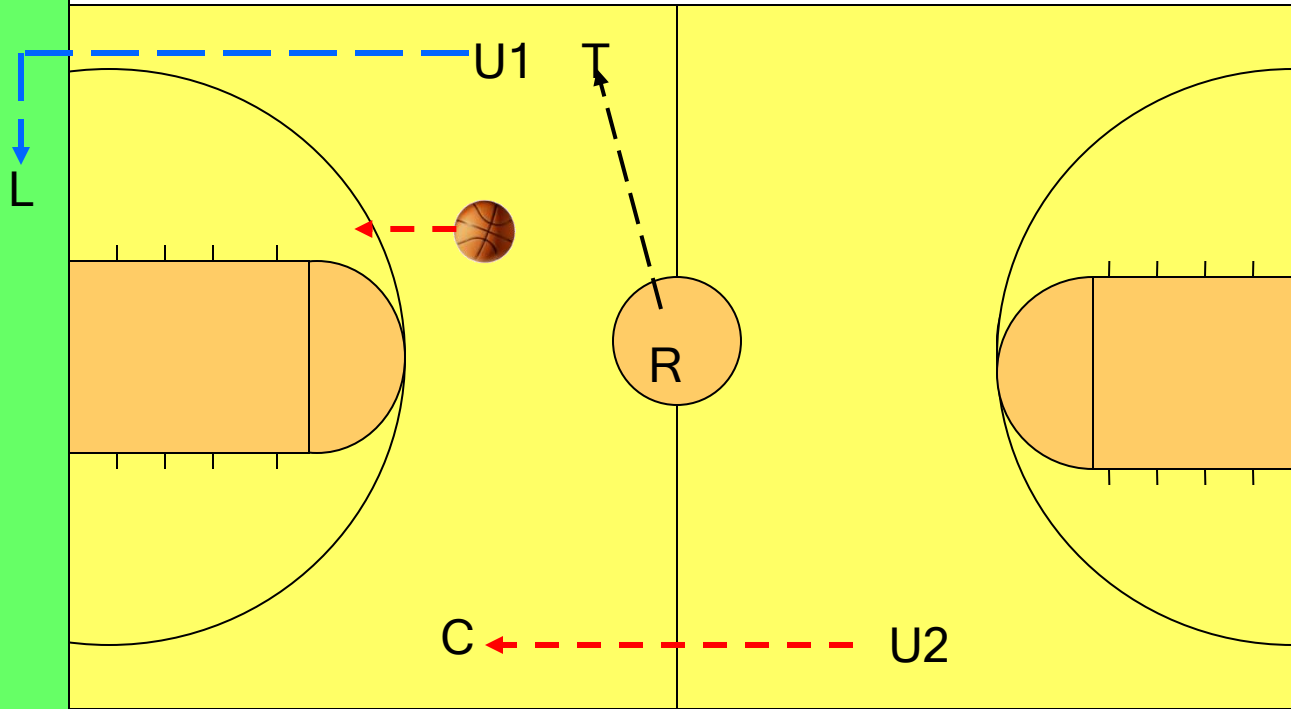
# JUMP BALL

WHEN BALL IS CONTROLLED BY TEAM GOING LEFT

VISITORS BENCH



HOME BENCH





# JUMP BALL

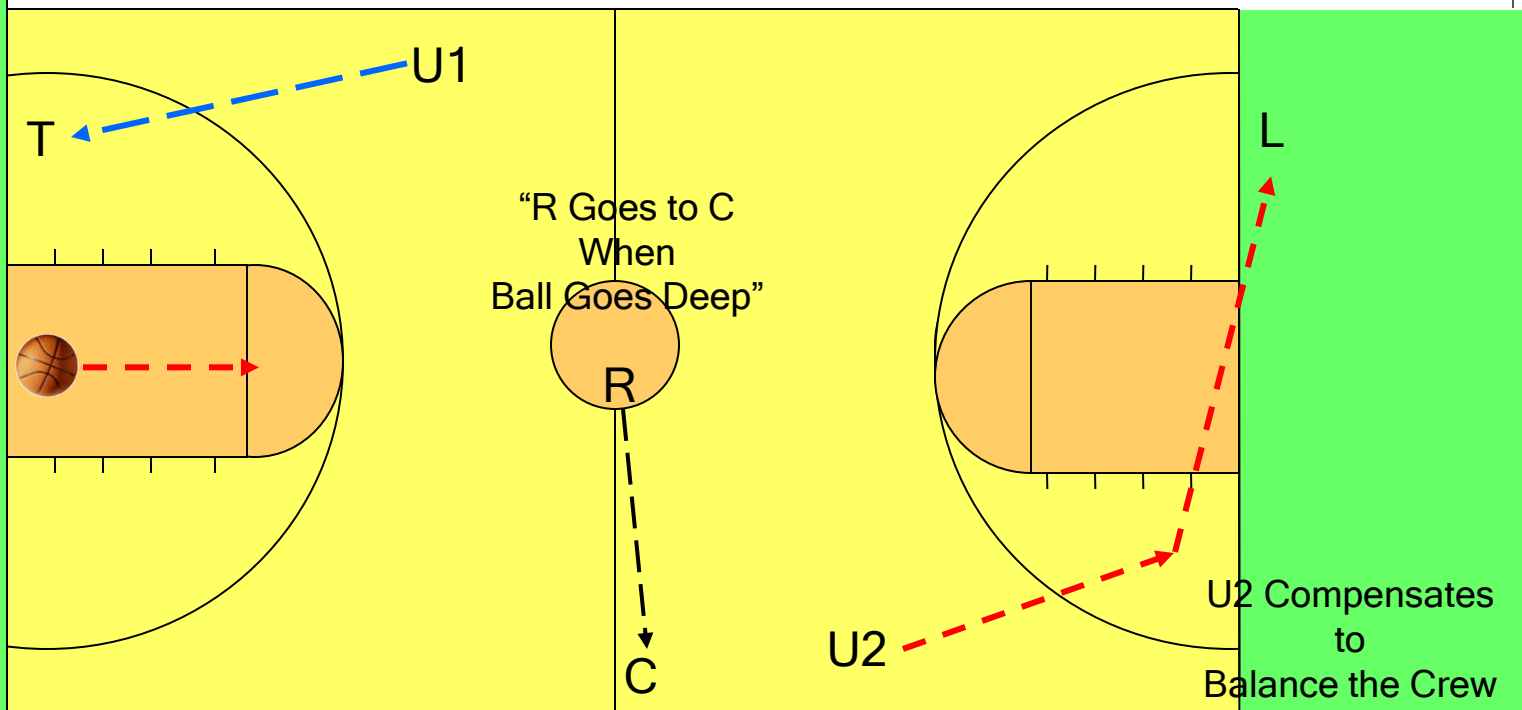
WHEN BALL GOES DEEP LEFT,  
POSSESSION GAINED THE OTHER WAY

VISITORS BENCH



HOME BENCH

U1 Has to Cover  
Endline on This  
Play



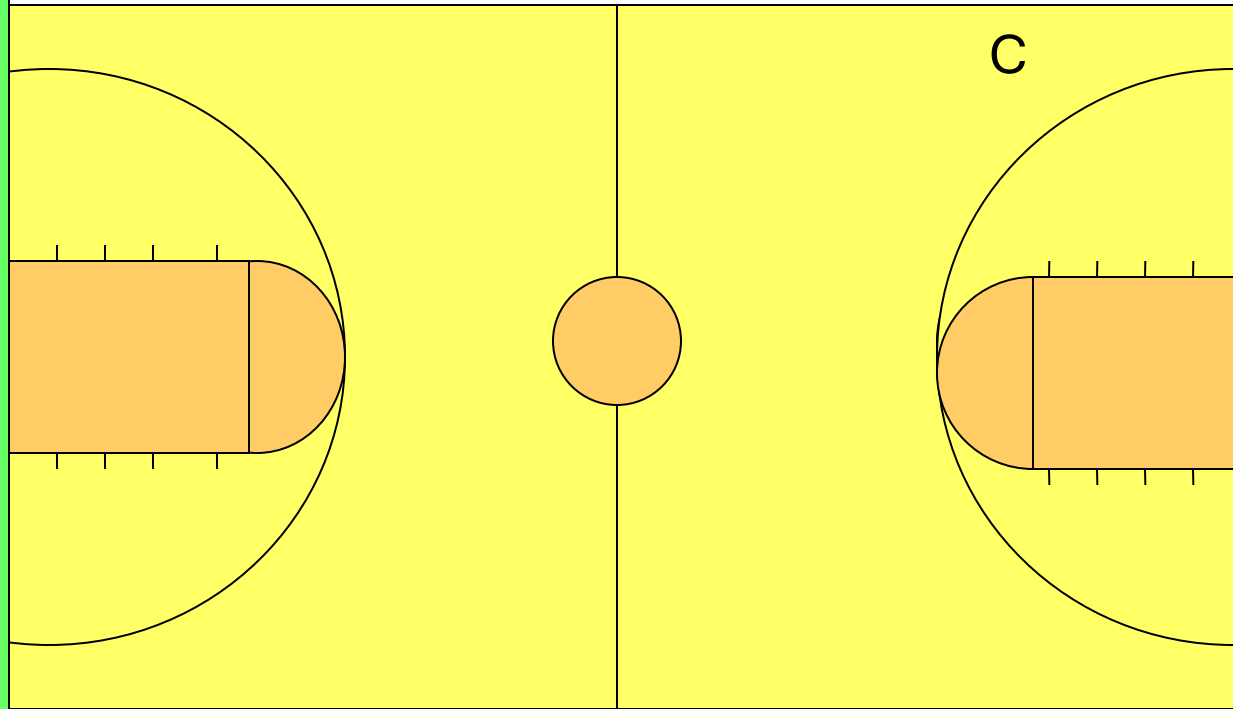
Rare, but it does happen enough that a pregame ought to include this play: the tip goes very deep so that the official on that end needs go get to the endline quickly to cover the play and officiate that endline. As the ball proceeds the other way, the official on that end has become the trail, the R steps forward to become Center, and the other official crosses over to become the Lead. This, or any other convenient variant of it, should be pregameed.

# DESIGNATED SPOT AFTER TECHNICAL FOUL, BEGINNING THE 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> QUARTERS

TEAM BENCH



TEAM BENCH



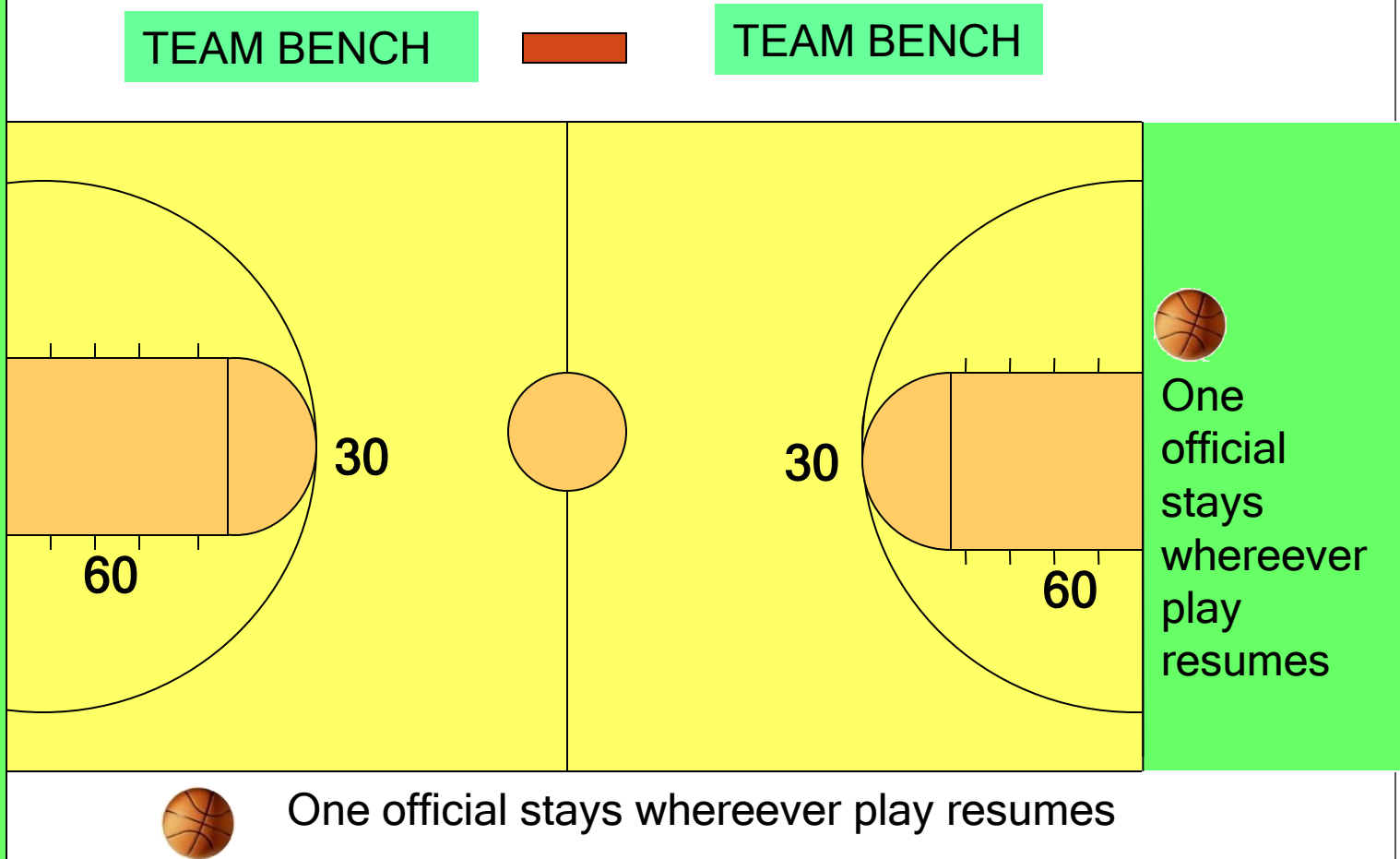
T 

After a technical foul or to begin the 2<sup>nd</sup>,  
3<sup>rd</sup> and 4<sup>th</sup> quarters, the throw-in shall be  
administered at the division line on the  
side court opposite the table

## Errors and Unapproved Mechanics to Avoid during Time Outs:

- Giving an incorrect location for where play will resume
- Using the time to socialize with fans
- Shooting or dribbling the ball
- Visibly joking around with partners
- Changing the precise location of where play should resume

## TIME OUT and INTERMISSION POSITIONS



**30-second time outs:** two officials at top of key, official administering throw-in at site of the throw-in

**60-second time outs and intermissions:** officials are at the lane line mark closest the endline, official administering throw-in at site of the throw-in

# OOB LINES

## OUT OF BOUNDS LINE RESPONSIBILITIES

VISITOR BENCH



HOME BENCH

L

L has  
endline  
in the  
frontcourt

T

T has sideline, division  
line, and entire end line  
in the backcourt

C

C has the near sideline

Each official must hustle to be in position to have a good look at the length of the line(s) he is responsible for in order to properly determine when the ball's location or a player's location results in an OOB call. Laziness and guesswork cannot be tolerated on this frequent call.

# When an Out of Bounds Violation Occurs . . .

*OOB is the most frequent ruling in a game. A crew exhibits the admirable qualities of care, consistency, and professionalism when both officials make these calls correctly and in the same approved way every time they happen.*

- **DO . . .**

- **Blow the whistle** with an upraised, open hand to stop the clock on EVERY violation
- **Vocalize the color** of the throw-in team (don't say "Off Blue!"; say "White!")
- **Verify for yourself** the correct direction to point before actually pointing
- **Then point the correct direction** with four fingers and an arm parallel to the floor
- **Point**, with one finger, to the designated throw-in spot
- **Go to that spot** yourself for the resulting throw-in, or keep pointing until your partner knows that's where he should go to administer the throw-in, and then switch positions as necessary

- **DON'T . . .**

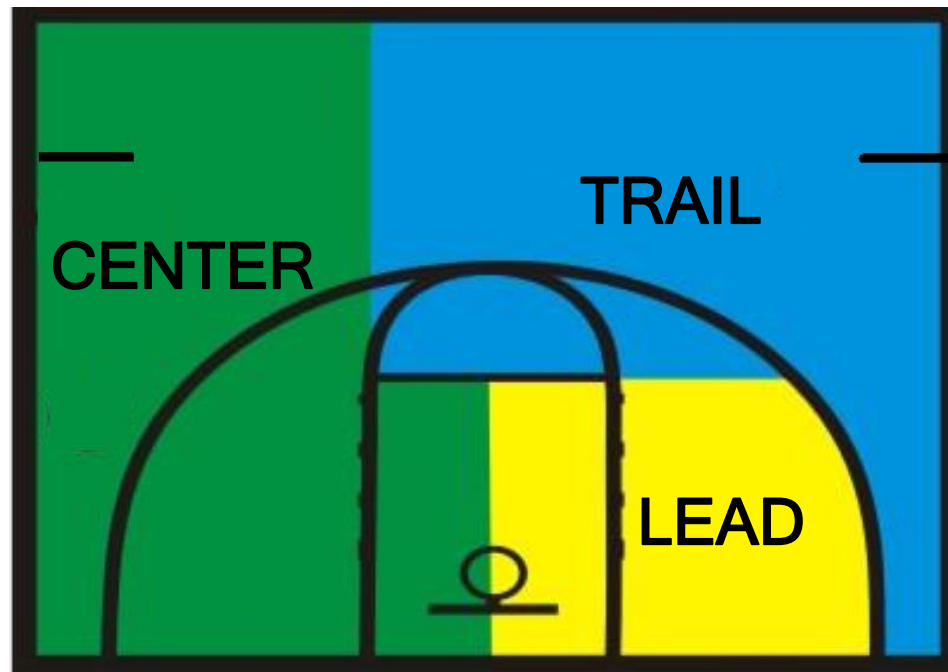
- **LOOK AT** your hand doing the directional point
- **TURN YOUR HEAD** to watch the ball bouncing away from the court
- **TAKE YOUR EYES OFF** the players that you need to keep observing
- **CHASE AFTER** the ball
- **BECKON FOR** the ball . . . It will come to you

You can tactfully ask a player to go get the ball for you if necessary. Simply stay there pointing to the designated throw-in spot and players will know to get ready for play there at the designated spot.

# KEY PREREQUISITE

for Officiating according to the  
Three Person System:

An Acute, Vivid, Working Knowledge of Each Officials'  
PCA



The PRIMARY COVERAGE AREAS

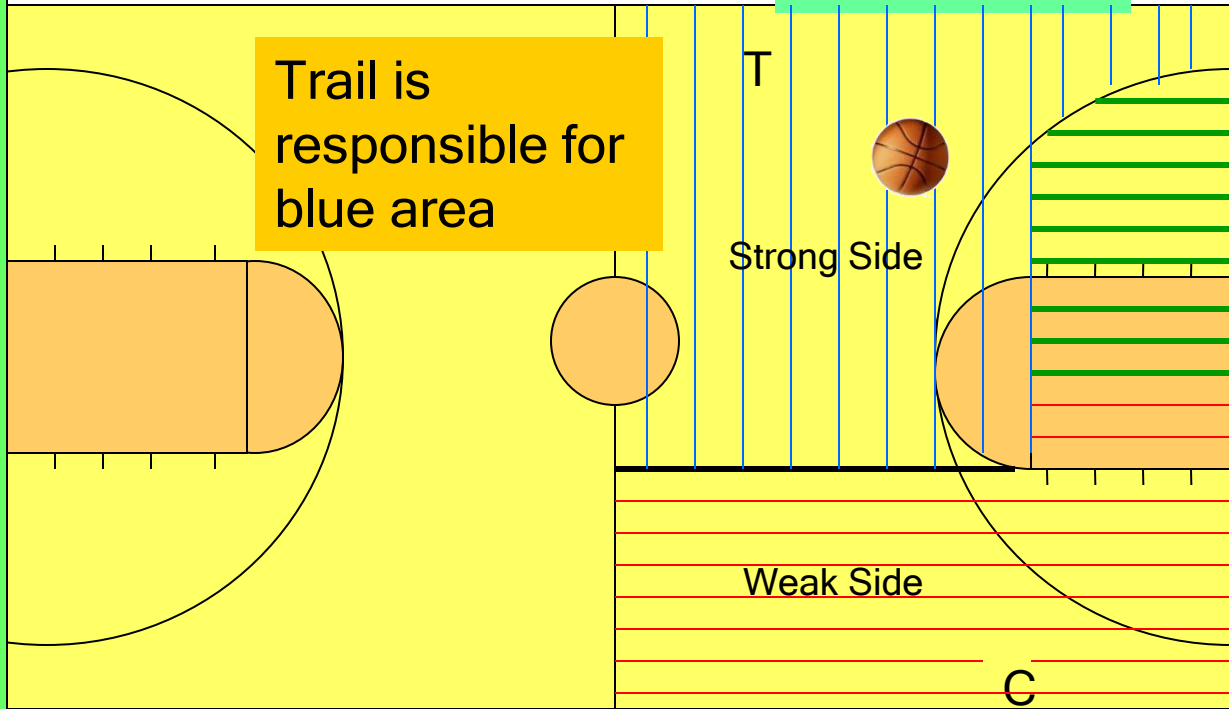


# REVIEW: PRIMARY COVERAGE AREAS

VISITOR BENCH



HOME BENCH



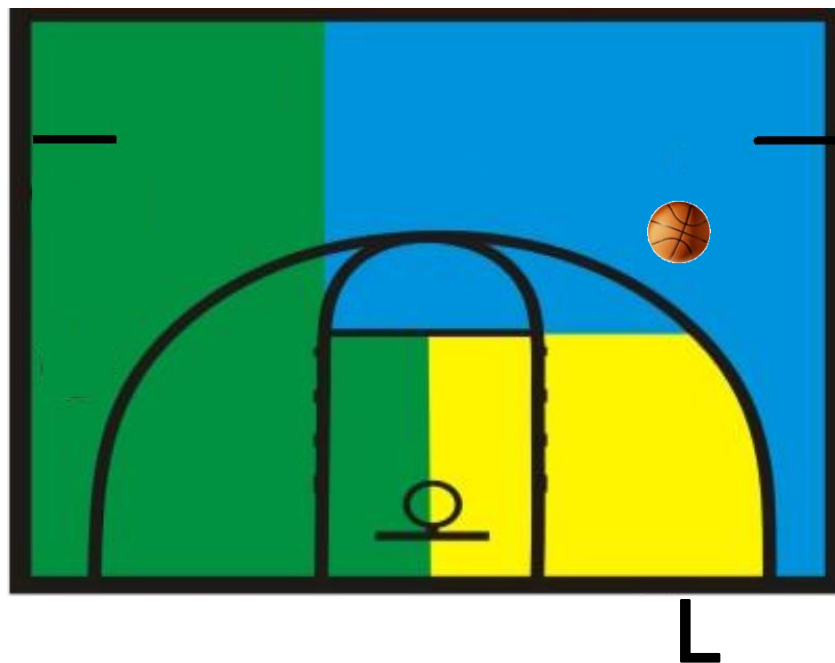
Each official is responsible for directly observing the competitive matchup(s) in his PCA. Remaining officials are then primarily responsible for observing action and competitive matchups in their PCA's, which is called "Off-Ball Coverage."

L  
Lead has half the "paint" and inside the 3-point arc in front of Lead

Center is responsible for red area, including the near half of the "paint"

# Court Positions - the LEAD

Lead strives for a position on the strong side, just off the end line, shoulders squared to the competitive matchup he's observing, mirroring the ball at a perpendicular when it is on the perimeter, in a "ready to rotate" position near lane line ("close down" position) when ball is above the key or passes to the other side of the lane, avoiding the lane area itself, not ranging beyond the 3-point arc. His Primary Coverage Area consists of the competitive matchups that occur before him in the yellow area below.



## Joe DeRosa's Instruction, on the LEAD POSITION

The official in the LEAD position must constantly move to maintain a position in line with the ball. When the ball is in the center of the floor, whether in a half-court game or in transition, the LEAD official should position himself near his near lane line. This is called the “Close Down Position”. This allows the LEAD official to properly start his ROTATION if the ball crosses his far lane line and a shot or drive is not imminent.



This position will also reduce the number of times the LEAD will have to run across the lane while rotating and allows the official to walk “WITH A PURPOSE.”

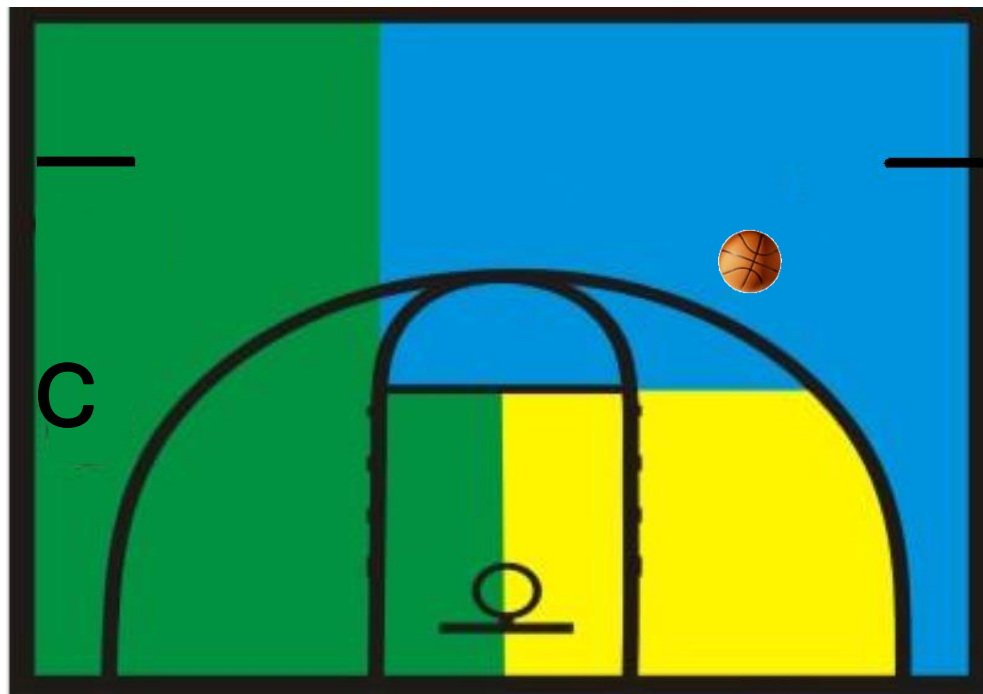
If the ball is outside his near lane line, the LEAD official must step wide to maintain a position in line with the ball. As the play develops and enters his primary area of position, the LEAD must move to attain a position to allow himself to dictate his angle to referee the defender(s).

Primary rebounding coverage for the LEAD official will be the players on his side of the basket.

The LEAD official must be careful not to impulsively call fouls across the lane outside of his primary area of responsibility, giving CENTER priority for those calls.

# Court Positions - the CENTER

Center's starting spot is on the weak side sideline at the free throw line extended from which adjustments are made one or two steps higher or lower depending on the competitive matchup being observed or the impending play. His shoulders are typically parallel with the sideline. His Primary Coverage Area consists of the green area below. Since he is on the weak side, he is typically looking "off-ball".



## Joe DeRosa's Instruction, on the CENTER POSITION

Normal Center position must be in the area of the FREE THROW LINE EXTENDED. This allows an official to have an inside/out look at most plays from this position, a clear view of all ten players on the floor and a clear view of plays as they develop.

Center's primary responsibility will be off-ball until the ball enters his primary area of responsibility and the Lead official has not had an opportunity to rotate. As the ball enters your primary area of responsibility, do not be in a hurry to move to the Trail position. Wait until the Lead official has completed his rotation and assumes the Lead position on your side of the floor. Many times as the ball or pass enters your primary above the free throw line extended stepping down will allow you the best opportunity to continue to referee the defender. As the ball gets passed to the corner, back to the middle of the floor or a drive starts to the basket adjust your position accordingly.

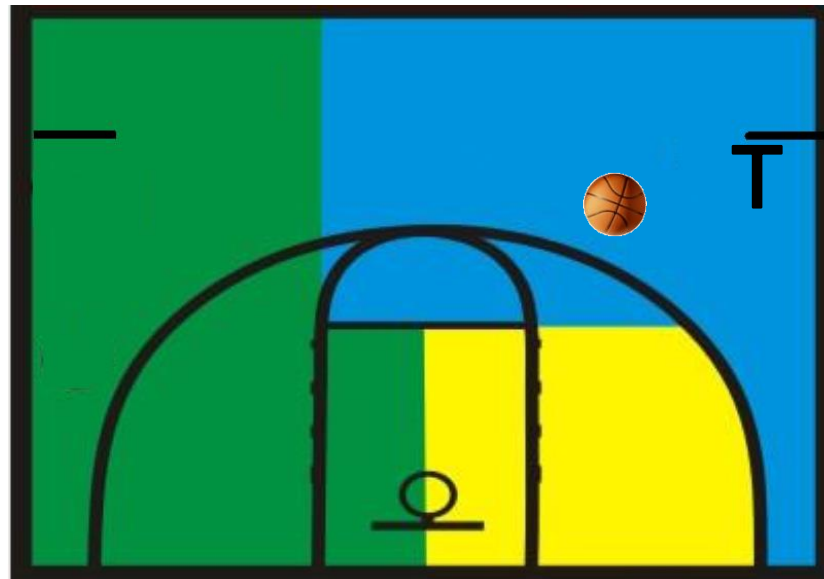
From the Center position, if there is a trap near midcourt, adjust your position to best referee the play. In most situations like this, the Lead official will rotate across the floor and you will assume the Trail position.

Primary rebounding coverage for the Center official will be the players on his side of the basket.



# Court Positions - the TRAIL

Trail is strong side, near the sideline and between the 28' line and the top of 3-point arc, depending on how he needs to "trail" the players on the floor and the angle he needs to be able to see between the players in the competitive matchup he's on. He may need to step onto the court a step or two to maintain good observance of a competitive matchup in his PCA. His Primary Coverage Area consists of the blue area below. It's his responsibility to view and adjudicate the main competitive matchups that occur there.



## Joe DeRosa's Instruction, on the TRAIL POSITION

Normal Trail position should be slightly behind and to the outside of all ten players on the floor. If the ball is in your primary, establish a position to clearly see the actions of the defender. From the Trail position, your movement to maintain a position to referee the defender is critical. Make every attempt to not get “straightlined” or “stacked” behind the offensive player, especially when the offensive player is taking a shot near the 3-point arc.

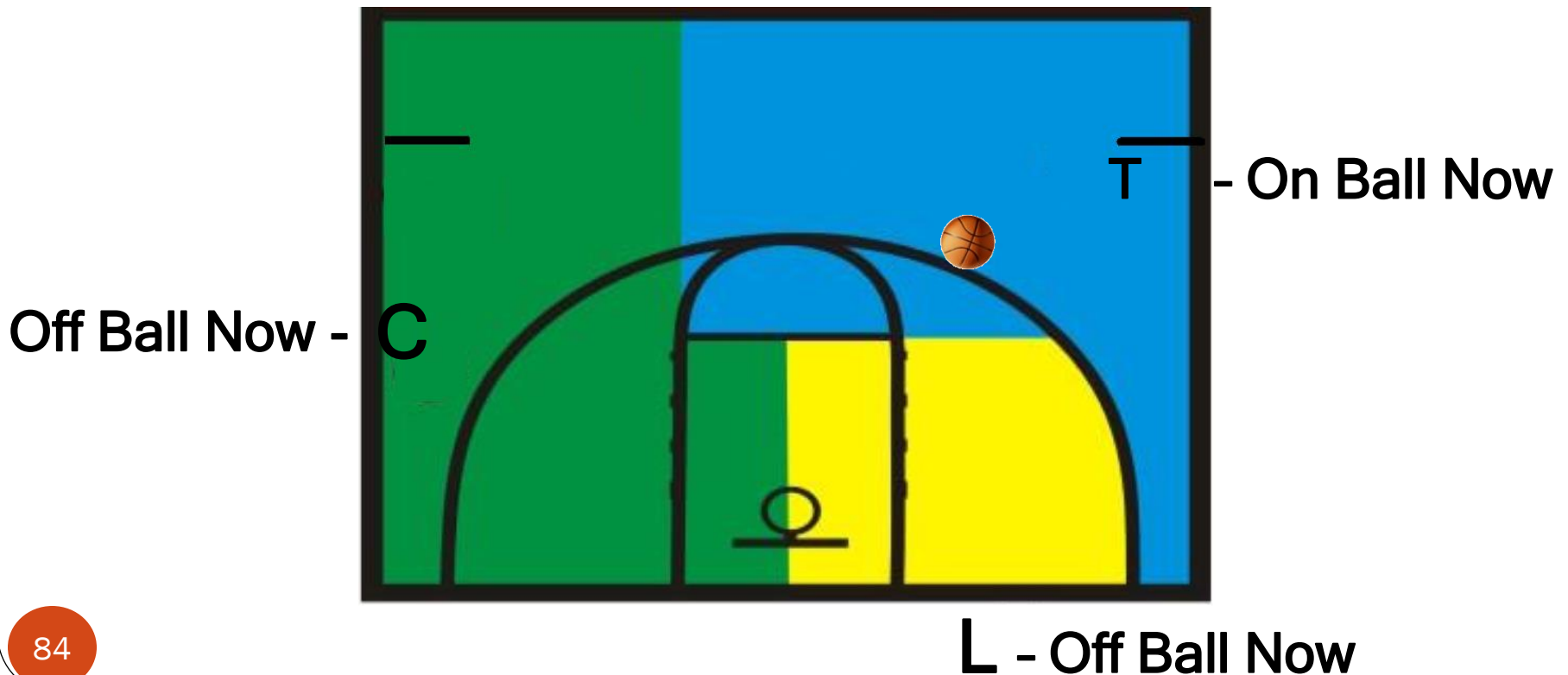
As an offensive player starts a drive toward the basket, the Trail official must stay “engaged” and “connected to the play” and help the Lead official with secondary or multiple defenders converging on the offensive player.

Rebounding coverage for the Trail official will be the players directly in front of the basket and on the weak side of the floor, as many times the Trail officials have the best look at illegal actions by rebounders on the weak side.



# On-Ball/Off-Ball

At any given time, based on in whose primary the competitive matchup is, there are four eyes providing surveillance on off-ball activity. Only one partner needs to be on-ball at any given time. Four or six eyes on-ball is called “ballwatching”. Ballwatching must be avoided.





## Joe DeRosa's Instruction, on the ON-BALL and OFF-BALL COVERAGE

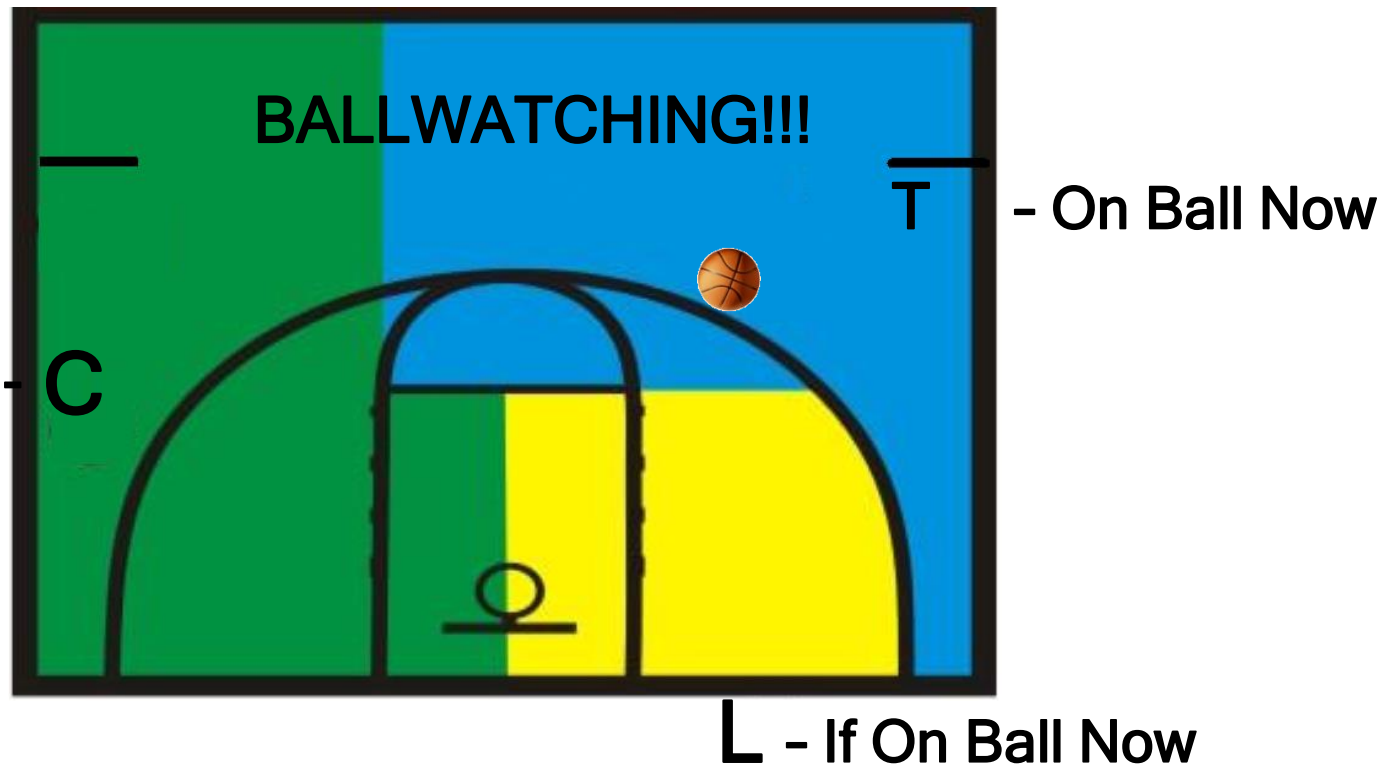
The “position of the ball” dictates whether an official referees on-ball or off-ball. An official must always attempt to be in a position where he can see all players who are not directly involved with play on-the-ball. An official must know the position of the ball and the location of his partners at all times, without having to look directly at either of them. This is absolutely essential when it is necessary for an official to adjust his positioning on the floor and changing his primary area of responsibility from on-ball to off-ball coverage.

An official will referee on-ball when the ball is in his primary area of responsibility. The referee with on-ball coverage must dictate his angle by positioning himself in a position to “referee the defender.”

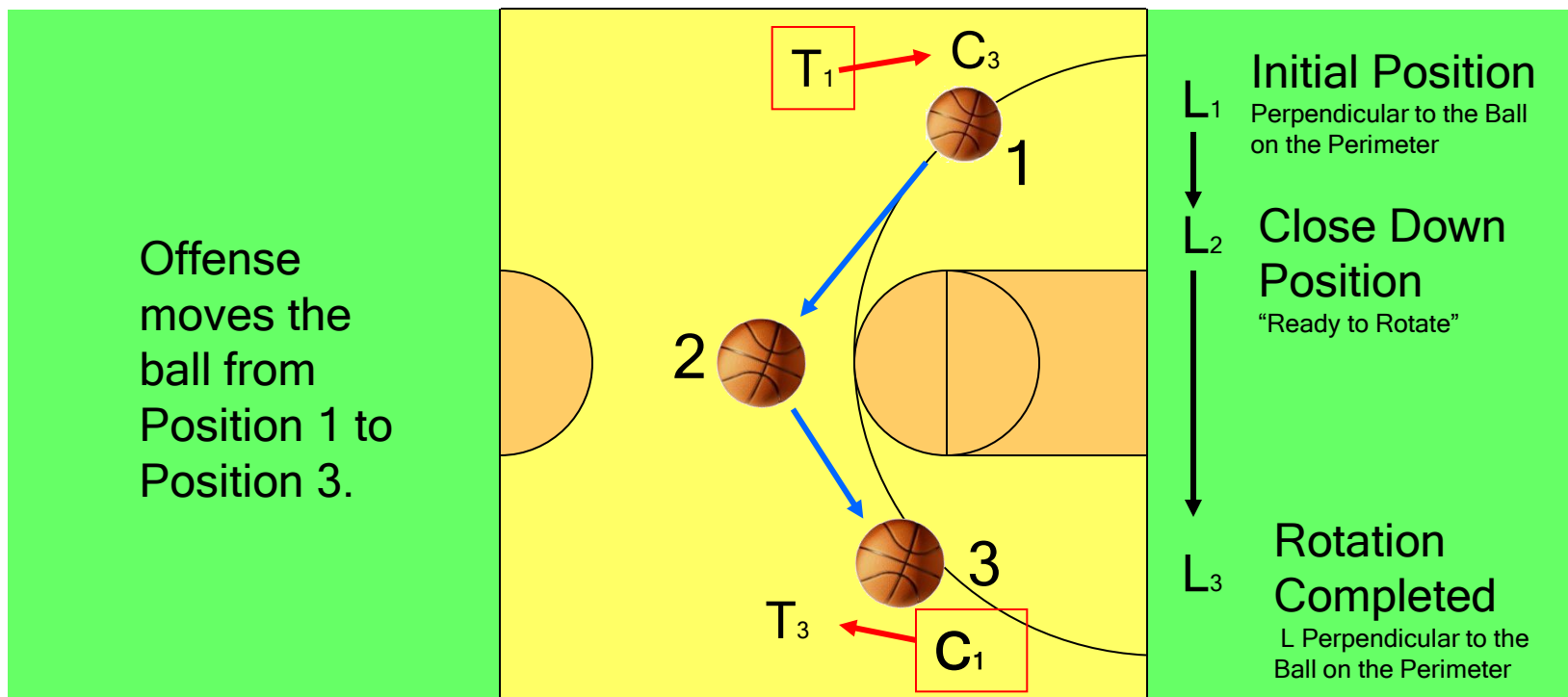


# On-Ball/Off-Ball

Watching the ball when it is outside one's PCA is called "Ballwatching", which is a serious error that must be avoided by all members of an officiating crew. Primary Coverage Areas must be intricately known and sensed at all times during the game so that correct off-ball coverage by two officials properly prevails and only one partner is on-ball at any given time.



## Rotation of Officials as Ball Moves From One Side to Another



As the ball has gone from strong side to the middle, L closes down, ready to rotate. When the ball penetrates the free throw lane line extended nearest C and it appears that is going to be strong side, L initiates the rotation by briskly and purposely moving across the lane. When the L rotates the T simultaneously rotates to C (as if "on a string"). L, having rotated, takes the low post matchup C could not handle due to the matchup in front of him. If/when old C's competitive matchup ends, then he rotates up to become new T.

# Rotation Principles



- Goal: two officials on strong side
- When Lead senses that he is on weak side and Center is overloaded with the ball on his side of the floor, Lead rotates from a “close down” position near the lane line to a good location on the other side of the lane. Lead then provides coverage of the first competitive matchup Center cannot handle, resisting doubling up on the matchup Center is watching at the time.
- Trail is pulled down to Center when Lead rotates (L and C “On a String”) and
- Center, after the competitive matchup before him becomes new Trail
- Exception: Center can initiate rotation if she “reads” a trap near division line when ball swings to his side. Lead then will come across when Center moves up to a position as  
new Trail to cover that play.

# Rotation Cautions and Suggestions



- Rotate avidly - look for reasons to rotate; rotate to provide better coverage as weak side becomes strong side
- There are times not to rotate or to go back from a rotation that had just been initiated: in the case of a sudden drive, a quick pass back to the original strong side, or a shot.
- After going across, Lead must resist the inclination to cover the competitive matchup Center already is focusing on. Pick up the next competitive matchup on that side of the floor that Center cannot handle. There's no reason to have four eyes on-ball after a rotation.
- Whereas Lead's rotation typically brings Trail down to a Center position as if "on a string", Center need not move to Trail position just because Lead came across on the rotation. Stay and retain the great look you have, and when the competitive matchup before you has dissolved, then move up to Trail. It's permissible to have two Centers in this situation.

> It's not correct to have two trails.

## Joe DeRosa's Instruction, on ROTATION

Rotation is dictated by the movement of the official in the Lead position. The location of the ball dictates the rotation of the Lead official. **LOOK FOR REASONS TO ROTATE!** When the ball is in the frontcourt and moves toward or outside the area of the free throw lane line nearest the Center official, the official in the Lead position must move across the lane to maintain a position in line with the ball. While rotating across the lane the Lead will referee the first competitive matchup that the Center official cannot referee. During rotation initiated by the Lead official, the Center official must maintain a position to referee the defender on-ball. This position is normally best maintained by “stepping down.” Once the Lead official has completed his rotation and there is no pressure on the ball or the ball has moved into the Lead official's primary area of responsibility, the Center official will rotate to the Trail position. During rotation initiated by the Lead official, the Trail official must immediately change his coverage to off-ball and referee the first competitive matchup that the Lead official cannot referee while in rotation.

At this time the Trail official will be moving toward the free throw line extended and assume the Center position.

When to NOT Rotate, and

When to STOP a Rotation even if One has been Initiated . . .

When L is moving across to the other side and a shot goes up or a dribbler suddenly begins to drive to the basket, then it's preferable for L to halt the rotation and quickly step back to close down position outside the lane line behind him. A rotation while the ball is in the air or while a drive is going to the basket puts rotating officials in questionable positions regarding who is going to be providing coverage for whom, and a turnover the other way will often result in officials not sensing the rotation by L and the crew getting caught with either two L's or no L's - a bad situation.

Therefore, if as L you begin your rotation and a shot goes up or a dribbler suddenly drives to the basket before you get across the other lane line, simply back yourself up and provide coverage as if you'd never begun the rotation. Chances are, because they were busy providing proper coverage prior to the attempted rotation, your partners likely would not have realized you started to go across anyway.

# POSITION ADJUST

Basketball is a fluid game. For a referee to find a spot on the floor and just stay there until the ball goes the other way deprives him of the best angles to be able to assess plays.

Both officials must move to improve in order to maintain a look through the “slot”, the space between defender and offensive player observed. This is called “position adjust”, and is accomplished most readily with just a purposeful step or two one way or the other. By position adjusting, officials strive to minimize the times they are “stacked” or “straightlined” and thereby unable to see the “slot” while focusing on the defender in the competitive matchup.

This mechanic is not to be confused with nervous-looking, purposeless wandering and meandering. “Position adjust” is especially purposeful movement that is of utmost necessity in order to be “in the right place at the right time able to make the right call”.

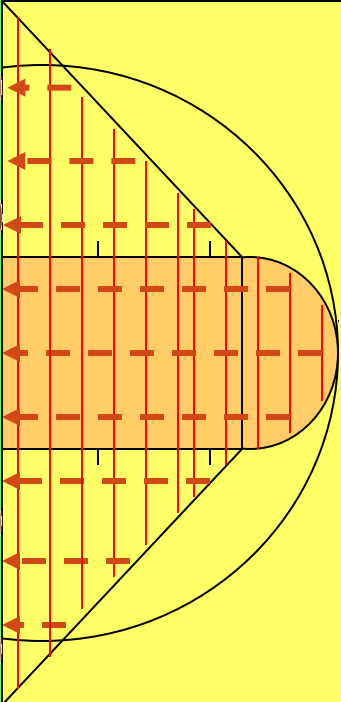


# THROW IN SPOT

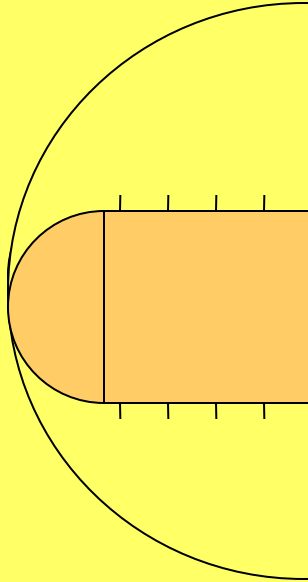
All designated spot throw ins on the endline in the frontcourt shall be outside the free-throw lane line extended and administered by handing the ball to the thrower on the frontcourt endline)



## LOCATION: DESIGNATED SPOT THROW-IN



If the ball goes OOB or the violation or held ball occurs anywhere inside this "rocket ship" area, the resulting throw in is at the endline



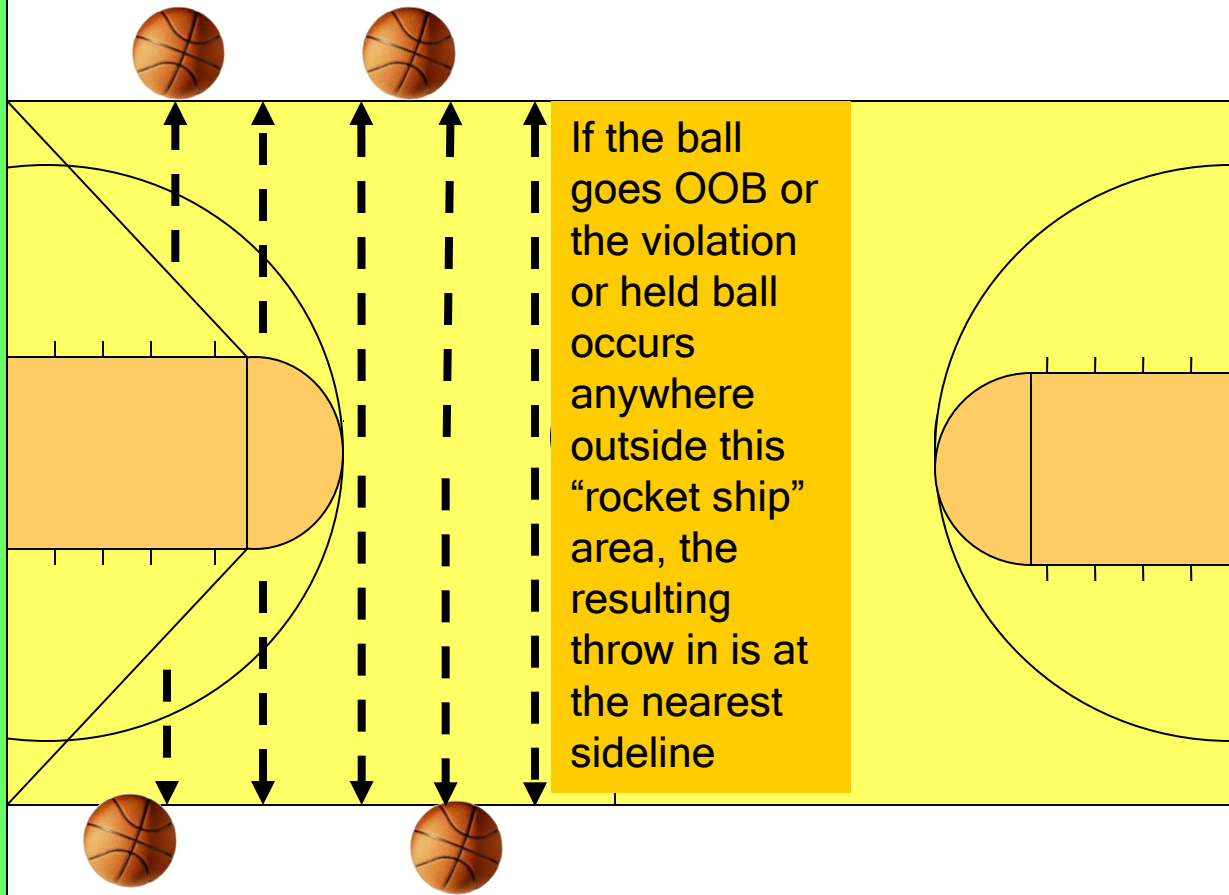
NEVER shall a throw-in EVER be administered within the lane lines extended underneath the backboard

**NOTE:** The precise location for a designated spot through-in is not merely a mechanic, but a rule. That spot should never be determined by the convenience of the officiating crew or by the whim of any official. It must be based on the location of the play that resulted in the throw-in.

# THROW IN SPOT

All designated spot throw ins on the endline shall be outside the free-throw lane line extended (administered with a bounce pass in the backcourt, handed to the thrower in the frontcourt)

## LOCATION: DESIGNATED SPOT THROW-IN



If the ball goes OOB or the violation or held ball occurs anywhere outside this "rocket ship" area, the resulting throw in is at the nearest sideline

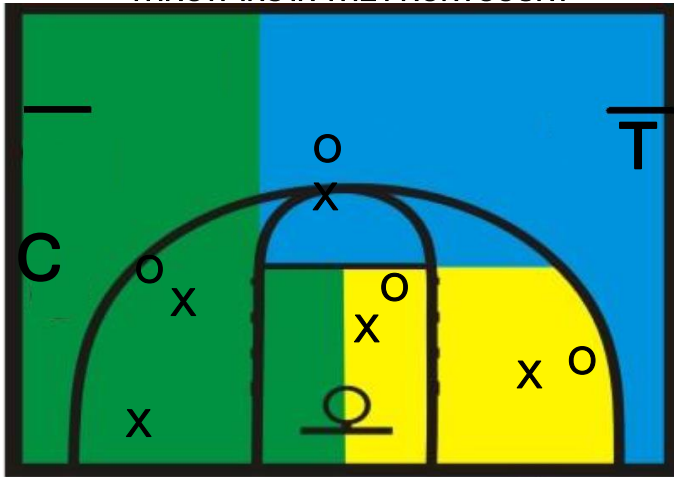
NO  
NO  
NO  
NO

NEVER shall a throw-in EVER be administered within the lane lines extended underneath the backboard

If the throw-in is anywhere on a sideline or an endline in the backcourt, that throw-in is administered with a bounce pass to the thrower.

# Throw-In Administration Situations

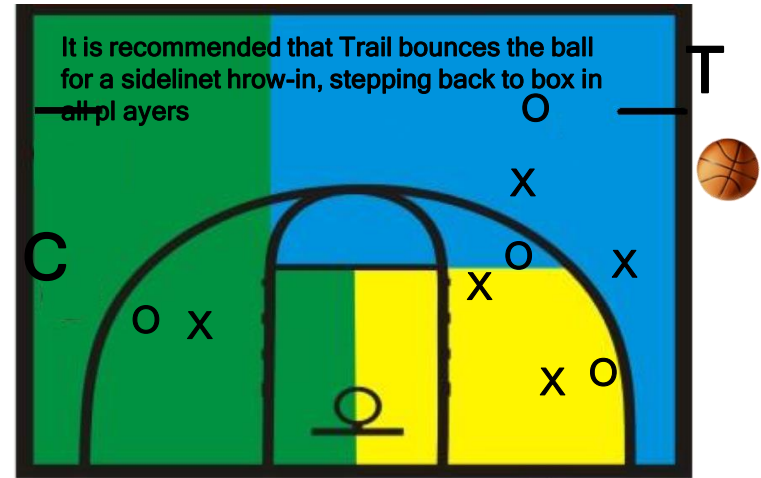
LEAD ADMINISTERS ALL ENDLINE THROW-INS IN THE FRONTCOURT



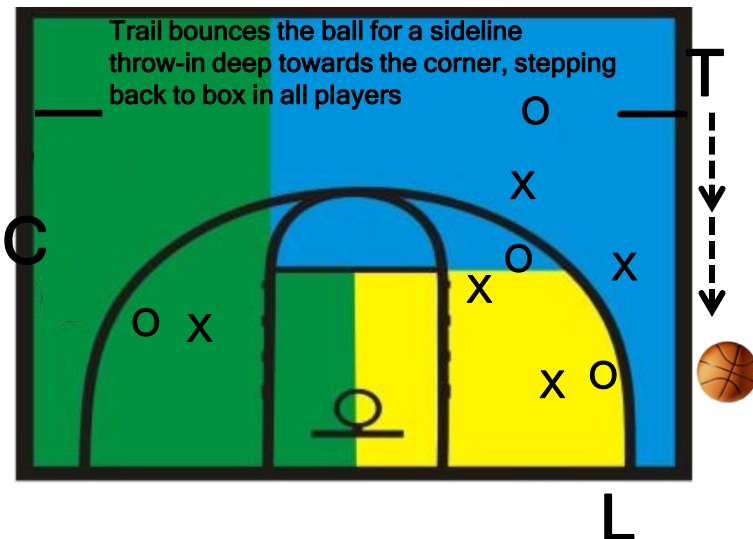
Lead hands the ball to the thrower for an endl ine throw-in in the frontcourt



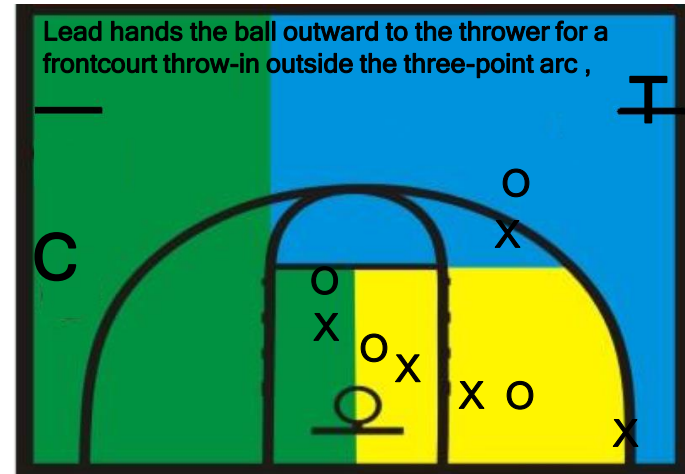
TRAIL ADMINISTERS ALL SIDELINE THROWINS



TRAIL ADMINISTERS ALL SIDELINE THROWINS



LEAD ADMINISTERS THROW-IN TO THE OUTSIDE

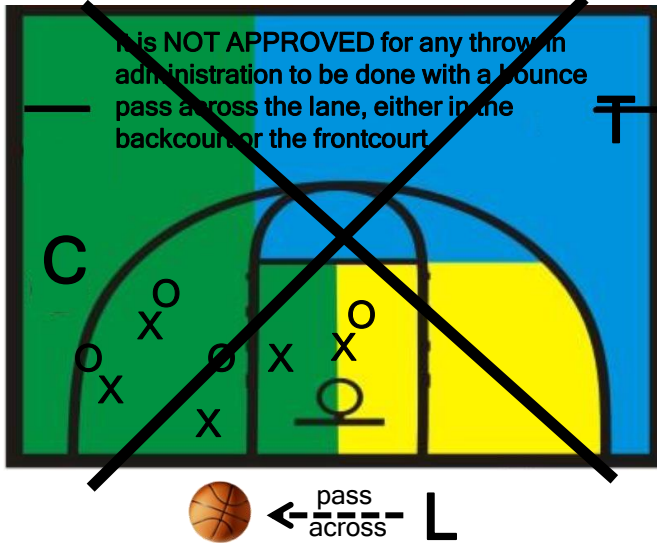


(EXCEPTION TO THE LEAD "BOXING IN" PRINCIPLE . . . FOR BOTH 2- AND 3-PERSON)

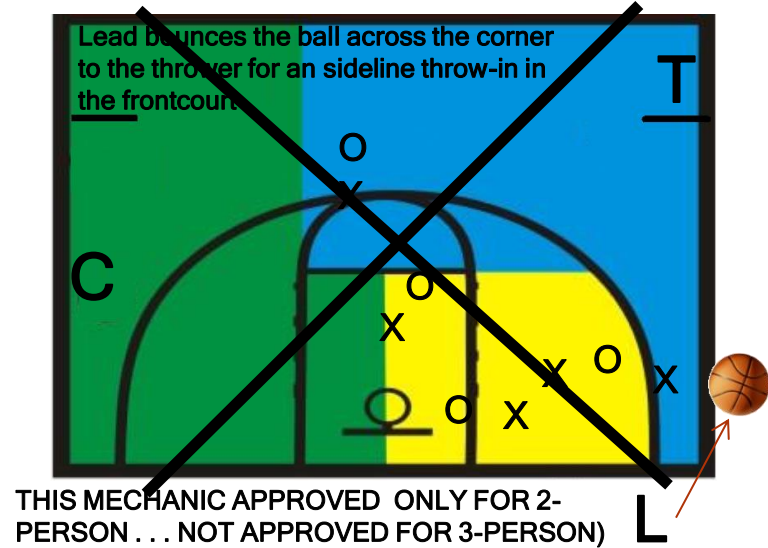


# Throw-In Administration Errors

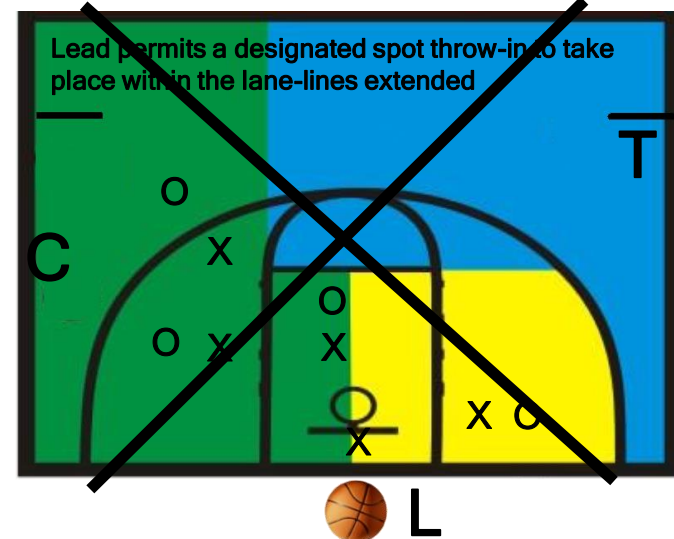
**WRONG -- UNAPPROVED**



**WRONG -- UNAPPROVED**



**WRONG**



## BOUNCE PASS OR HAND-THE-BALL?

When administering throw-ins on either sideline or in the backcourt, a bounce pass is recommended, though handing the ball to the thrower will sometimes, though infrequently, be better.

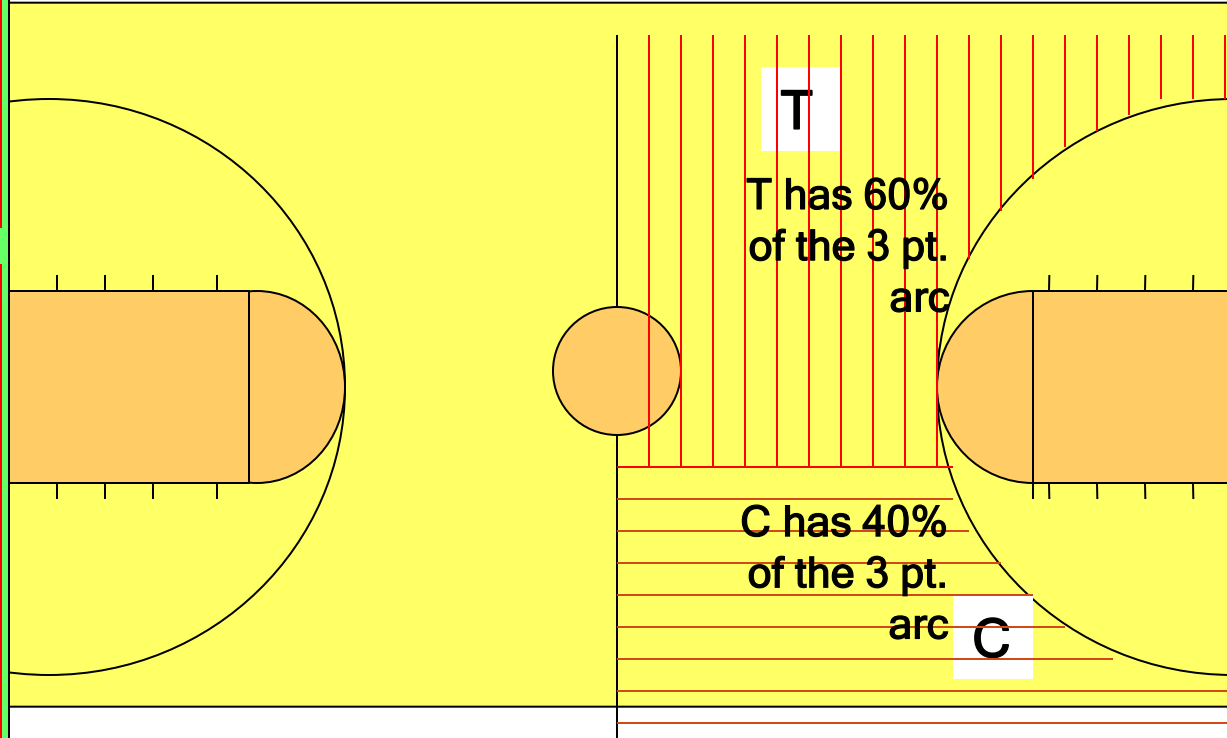
When administering throw-ins on the frontcourt endline, the ball shall be handed to the thrower.

# THREE POINT ATTEMPTS

## AREAS OF COVERAGE and RESPONSIBILITY

Covering official -- and there must only be ONE - is either T or C -- the one from whose PCA the 3 point try is taken. That ONE covering official gives the INITIAL ATTEMPT signal.

The INITIAL ATTEMPT signal means, "I've got the shooter's foot, the shooter going up, coming down, and then the flight of the ball." The non-covering official does not double up coverage on the shooter, but instead focuses on off-ball and off-shooter surveillance.



**L**  
 RARE: L assists C or T in transition when the trailing official isn't yet in position to judge the 3 point try. Very rare. That's the only time T ever even looks at a three point shooter.

Covering official ONLY gives the INITIAL ATTEMPT signal. Then gives SUCCESSFUL signal if good, which the other outside (non-L) official mirrors. The L will never signal either the attempt (rare exception at right) or the successful 3 pt. shot.

**MORE THAN ONE INITIAL SIGNAL = BALLWATCHING. BAD. VERY BAD.**

# When Violations Occur . . .

- Whistle with accompanying open hand up in the air to stop clock ON EVERY VIOLATION.
- Move toward the area of the violation, stop, and give an approved signal showing the nature of the violation.
- Do not turn your back when indicating direction - “Be alive while the ball is dead”, maintaining constant visual contact with the players. Do not turn and get the ball if it bounces away - tactfully ask a player to retrieve it for you.
- Indicate the direction of the throw-in team’s basket and verbalize the jersey color.
- Point to the spot of the designated throw-in.
- Make sure your partner is ready prior to you making the ball live for the administration of the throw-in.
- If your partner will be administering the resulting throw-in, be sure he has all necessary information (designated spot, color of throw-in team, direction) prior to you switching to your new position.

# Foul Calling and Reporting

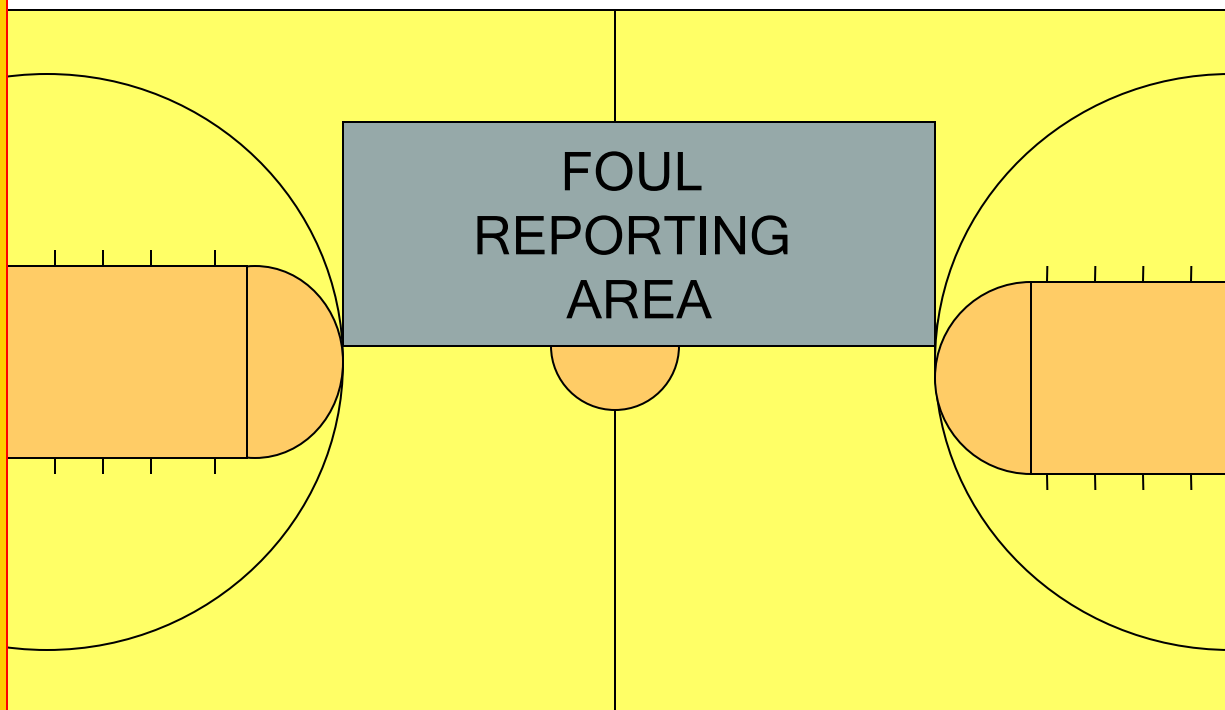
- Whistle with accompanying fist up in the air to stop clock ON EVERY FOUL
- At site of foul, give preliminary foul signal, if necessary
- Designate throw in spot or clarify number of free throws
- Identify and verbalize the correct shooter (if applicable)
- Do not leave the site until your partner knows what's next, where, and with whom
- Move briskly around players to reporting area
- STOP somewhere in the foul reporting area
- Make eye contact with table
- From a stationary position, verbalize the jersey color of the fouling team (do not point to the bench - the “accusatory point”), with one hand give the number of the player who fouled, giving an approved signal to express the nature of the foul while verbalizing the foul clearly, succinctly, and loudly
- Turn, remain tableside, and await the next play

# REPORTING A FOUL

TEAM BENCH



TEAM BENCH



## COMMON UNAPPROVED PRACTICES TO AVOID:

- Leaving the site of the foul without communicating to your partner “what’s next”
- Walking through players to get to the reporting area or outright running there
- Not verbalizing clearly, loudly, and succinctly at the site of the foul or to the table when reporting
- Two-handed reporting of the jersey number to the table
- Reporting to the table while “on the move” and not within the reporting area
- Unapproved signals to communicate the nature of the foul
- Rushing through the reporting process

From a stationary position within the foul reporting area, verbalize the jersey color of the fouling team (do not point to the bench - the “accusatory point”) while with one hand at chest height, giving the number of the player who fouled, then an approved signal communicating the nature of the foul (example: “Blue . . . Forty-Two . . . Hold” or “White . . . Twenty-Five . . . Block”), indicate what happens next and where (“Two Shots” or “One-and-One” or “Throw-In, Endline”, etc.)



# Dead Ball Switch

- Whereas a “Rotation” happens during live ball, a “Switch” occurs during a dead ball period after an official calls a foul or violation
- When a foul is reported, the reporting official usually remains tableside and the tableside official takes his place
- Exception: When Lead calls a foul resulting in a throw-in for the team “going the other way”, he may proceed part way to the reporting area, report the foul, then return to administer the throw-in (“long report”)



# FOUL SWITCHING

## STANDARD DEAD BALL SWITCH

TEAM BENCH



TEAM BENCH

Calling official reports and remains tableside

C

T

FOUL REPORTING AREA

L

Lead official remains

T



Previous tableside official replaces calling official

# STANDARD DEAD BALL SWITCH

FOUL SWITCHING

TEAM BENCH



TEAM BENCH

Previous tableside official replaces calling official

L

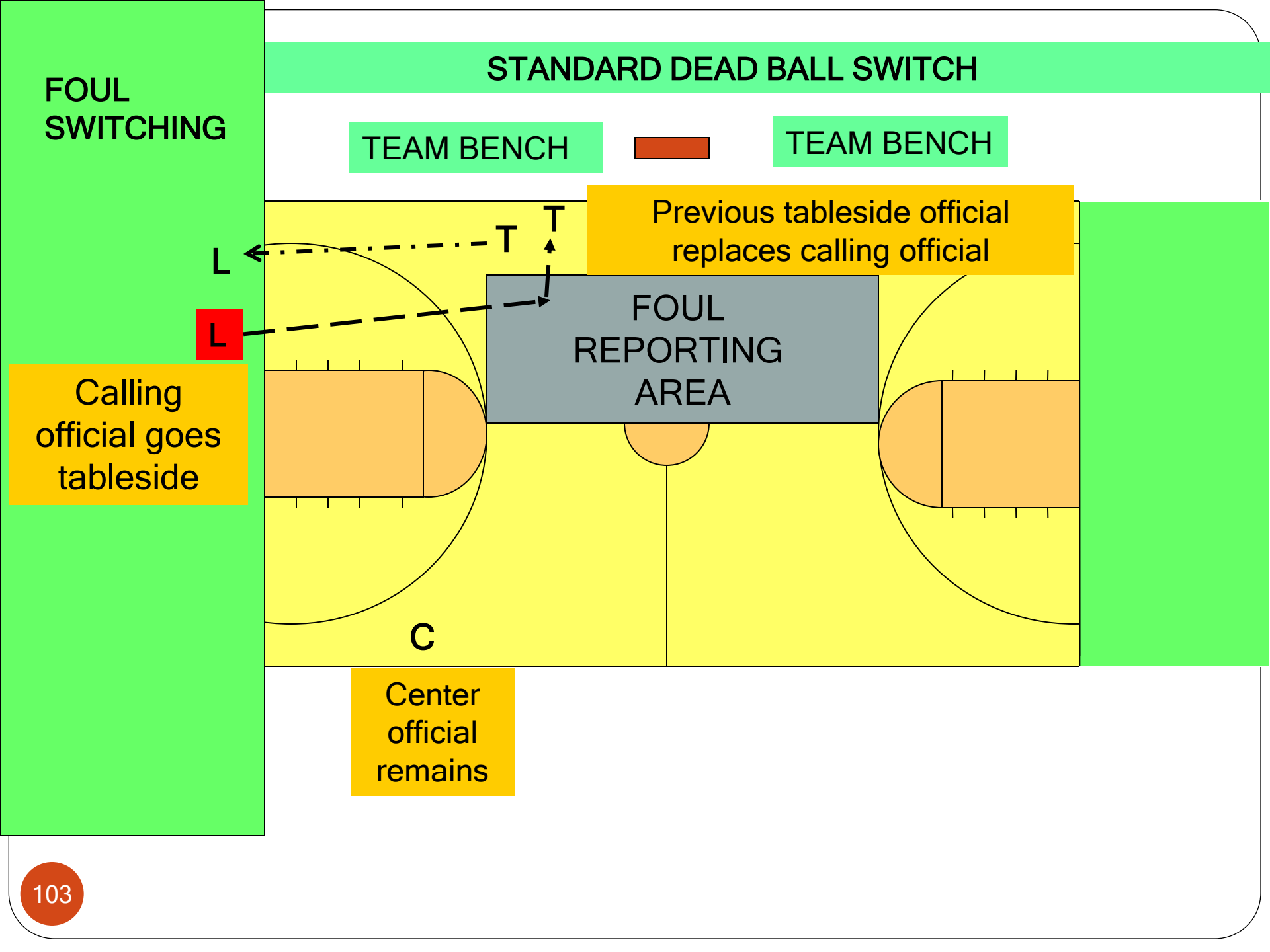
L

FOUL REPORTING AREA

Calling official goes tableside

C

Center official remains



# FOUL SWITCHING

FOUL IN FRONT COURT, CENTER CALLS FOUL W/O FREE THROW,  
BALL REMAINS

TEAM BENCH



TEAM BENCH

CENTER CALLS FOUL

Center becomes Trail  
after reporting foul.

T

C

C

REPORTS  
FOUL  
GOES TO  
TRAIL

L

Lead  
remains  
Lead, goes  
Tablesides.

L

T

C

Trail becomes  
Center

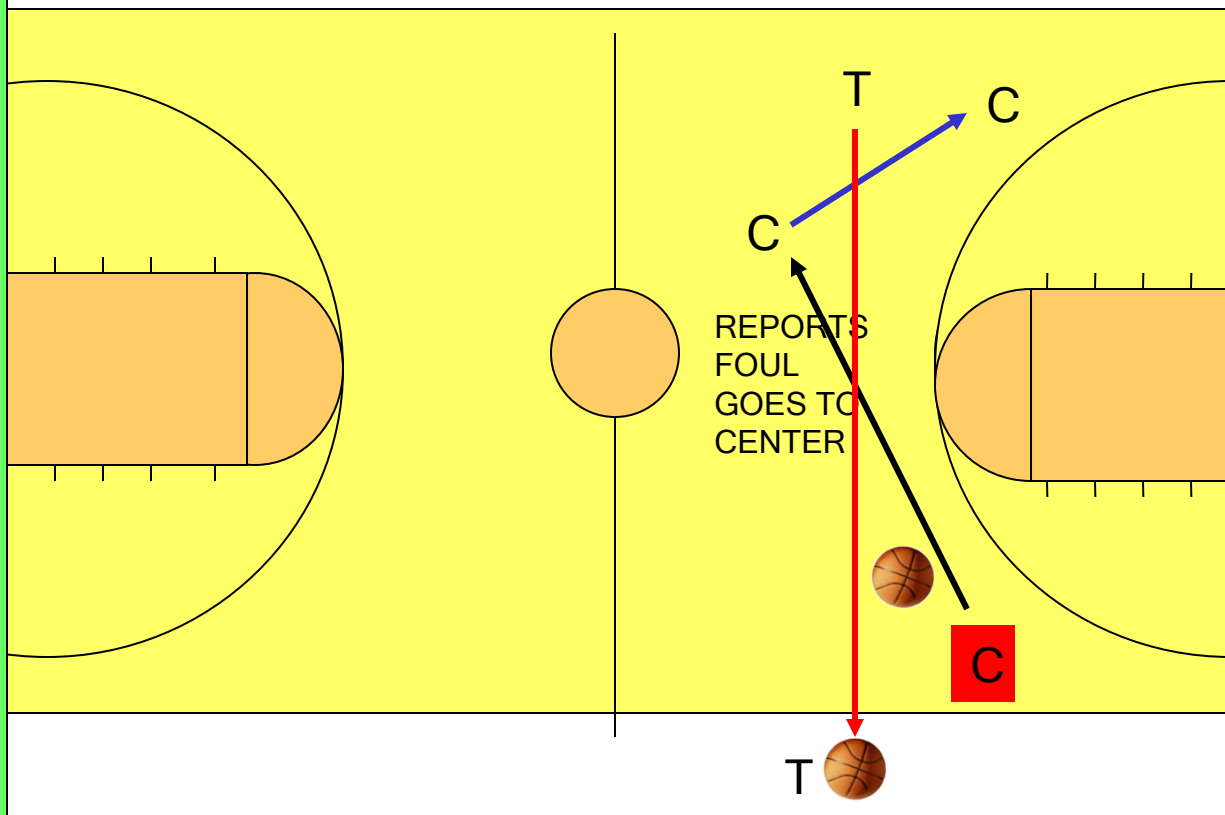
FOUL IN FRONT COURT, BALL REMAINS CENTER CALLS FOUL

WITHOUT FREE THROW

TEAM BENCH



TEAM BENCH



REPORTS  
FOUL  
GOES TO  
CENTER

C

T

L  
L

Center calls and reports foul, then stays tableside as Center.  
Trail replaces calling official and remains Trail to administer the throw-in.  
Lead switches to Lead on ballside.

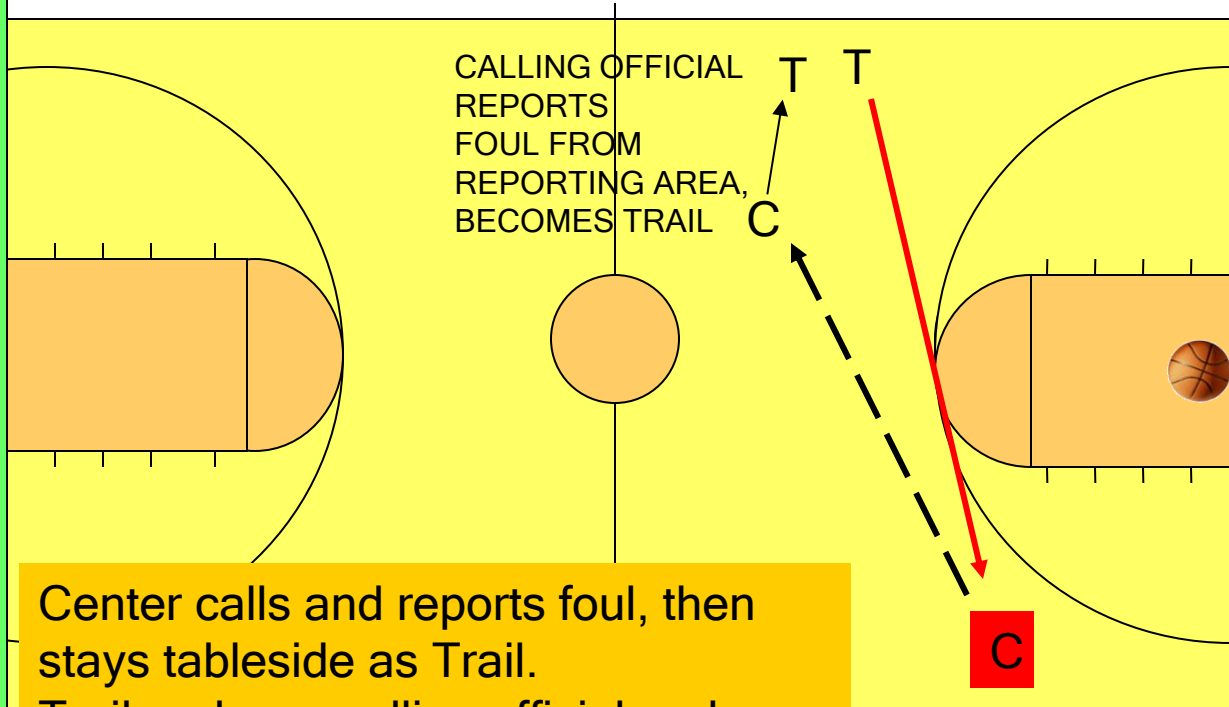
# FOUL SWITCHING

## FOUL IN FRONT COURT, BALL REMAINS CENTER CALLS FOUL WITH FREE THROW

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TEAM BENCH



CALLING OFFICIAL REPORTS FOUL FROM REPORTING AREA, BECOMES TRAIL

T T  
C

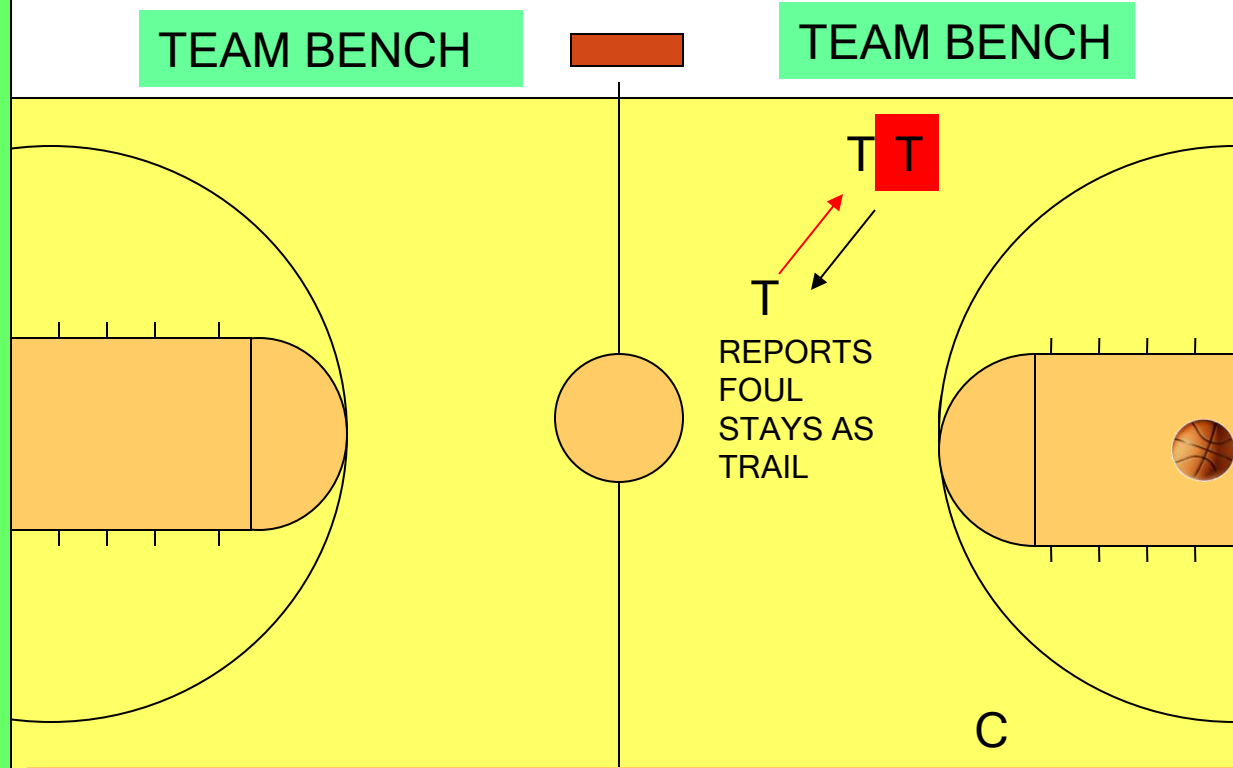
L

Center calls and reports foul, then stays tableside as Trail.  
Trail replaces calling official and becomes Center.  
Lead remains Lead and administers free throw(s).

CENTER CALLS FOUL

# FOUL IN FRONT COURT, BALL REMAINS TRAIL CALLS FOUL WITH FREETHROW(S)

## FOUL SWITCHING



Trail calls foul, reports, and stays tableside as Trail. Center and lead keep their positions with Lead administering free throw(s).

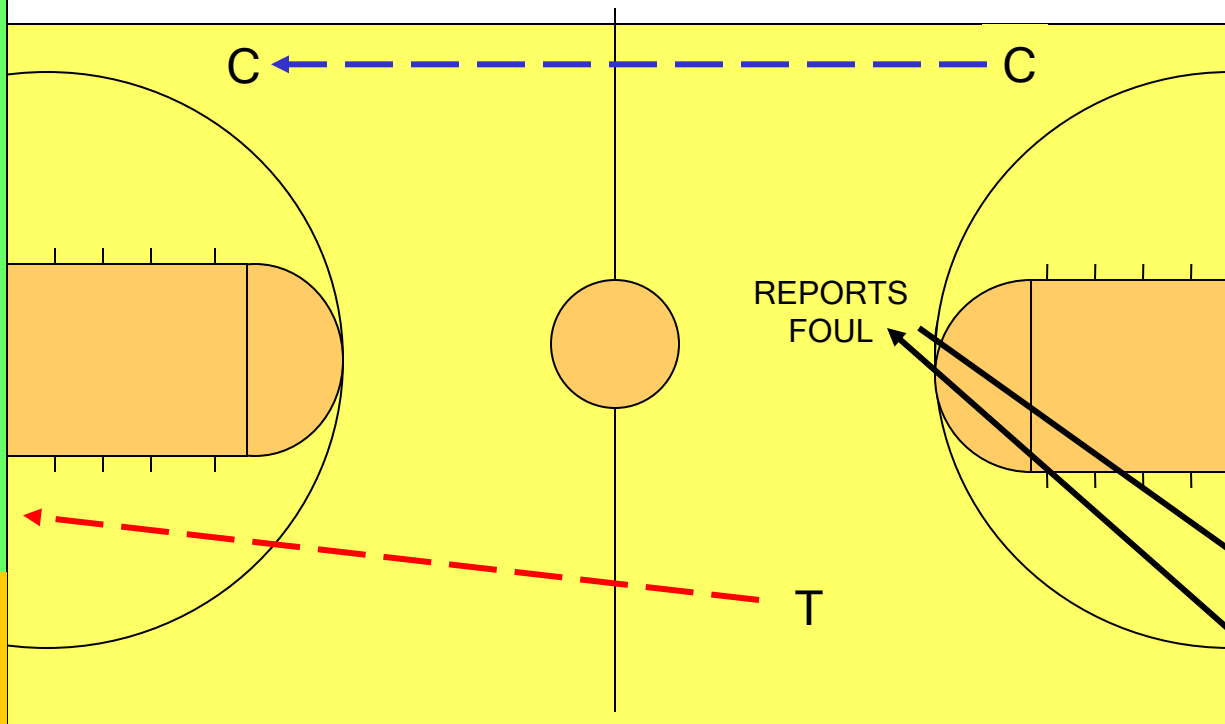
LEAD CALLS OFFENSIVE FOUL IN FRONT COURT, BALL GOES LONG THE OTHER WAY

TEAM BENCH



TEAM BENCH

# *“Long Report” (No Long Switch)*



This mechanic would be the same if Lead called an offensive foul from this side of the lane



T

L

Lead calls offensive foul, allows players to clear downcourt, proceeds halfway to reporting area, does a “long report” from a stationary position, then returns to endline to administer the throw-in

This is one of the rare instances where MHSAA has not adopted an NFHS mechanic, preferring the “No Long Switch” and the “Long Report” in this one common situation.



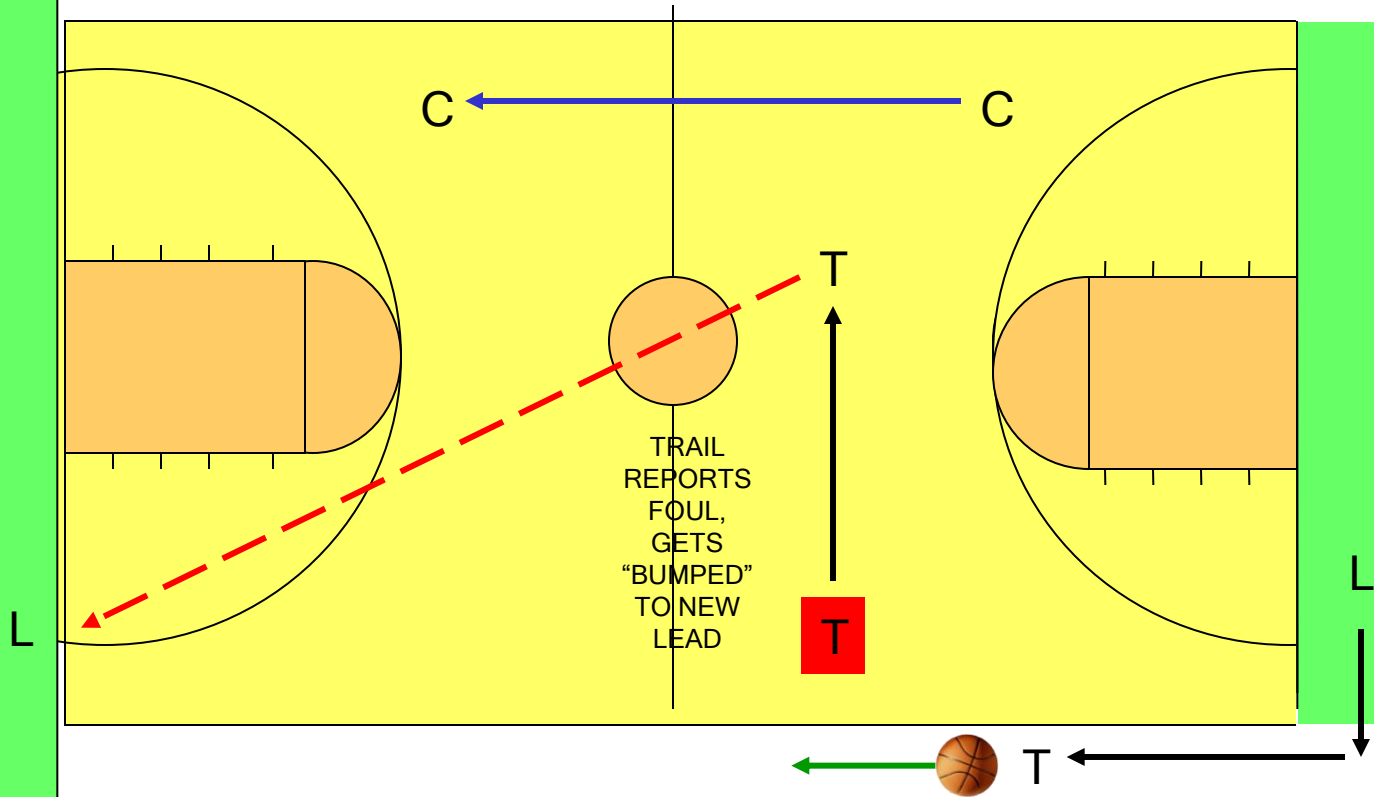
TRAIL CALLS FOUL, BALL GOES LONG THE OTHER WAY

# *“Bump And Run”*

TEAM BENCH



TEAM BENCH



Trail calls and reports foul and instead of administering the sideline throw-in, the new Trail “bumps” him downcourt to become new Lead and new Trail then administers the throw-in. The old Center naturally becomes new Center going the other way.



# INITIAL POSITIONING ON FREE THROWS

Illustration below may not be perfectly to scale; intended to illustration explanations

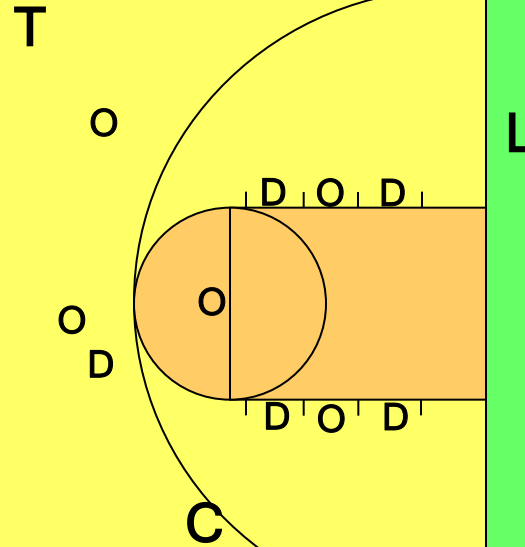
TEAM BENCH



TEAM BENCH

## TRAIL OFFICIAL :

**WHERE** - Tableside, at or just below the 28' mark, inside the sideline enough so as not to be right next to the coach's area, with a wide angle view to observe all players behind the arc  
**NOT** - at halfcourt, right next to the coach's box



## LEAD OFFICIAL:

**WHERE** - After administering the free throw from a position under the basket, the Lead backs up to stand about three or four feet outside the lane line opposite table and off the endline enough to have an unobstructed view of the four players he is primarily responsible for  
**NOT** - in the vacated lower block on the first of multiple free throws

## CENTER OFFICIAL :

**WHERE** - Opposite table, just above the free-throw line extended and halfway between the nearer free-throw lane-line extended and the sideline, positioned to have an unobstructed view of the free thrower and the two lane spaces he is primarily responsible for  
**NOT** - out on the sideline

# FREE THROWS: OFFICIALS' RESPONSIBILITIES

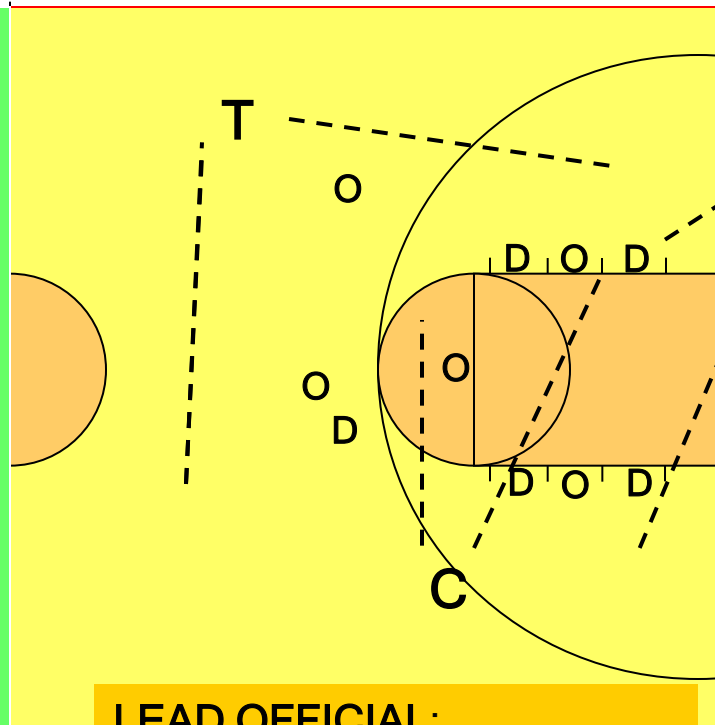
Illustration below may not be perfectly to scale; intended to illustration explanations

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**TRAIL OFFICIAL:**  
INITIALLY WATCHES - All players above the arc



**LEAD OFFICIAL:**  
INITIALLY WATCHES - players in the two lower blocks and players in all lane spaces opposite

**LEAD OFFICIAL:**  
INITIALLY WATCHES - free thrower and the players in the upper two lane spaces opposite

ACTUAL POSITIONING of each official prior to the free throw is determined by the unobstructed view each is able to achieve based on their initial positioning

# FREE THROWS: ON THE RELEASE

Illustration below may not be perfectly to scale; intended to illustration explanations

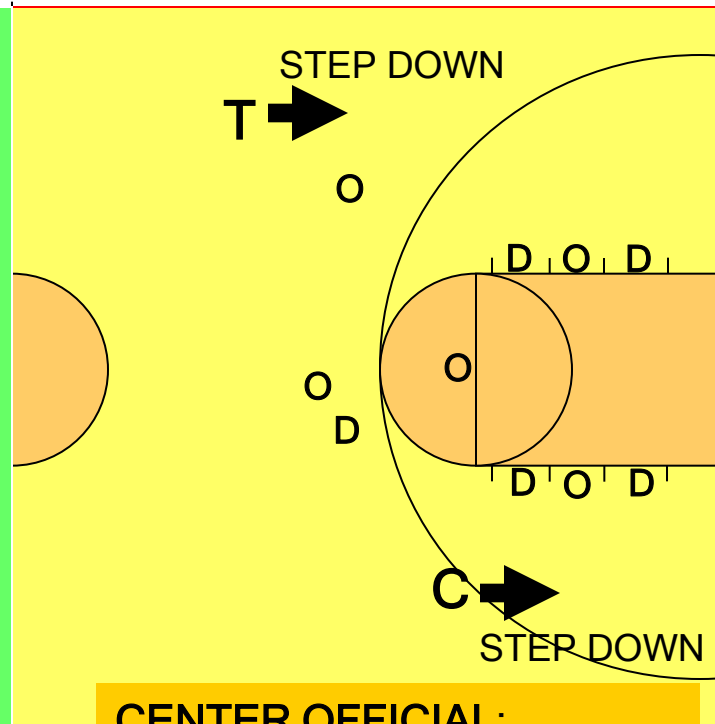
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## TRAIL OFFICIAL:

Steps down a step toward the basket ready to assist the Center and Lead with violations, alert to officiate rebounding action



## LEAD OFFICIAL:

Identifies violations by players he's responsible for, focuses low on torsos, arms, hips, and elbows as players contend for the rebound

## CENTER OFFICIAL:

Steps down a step toward the basket, ready to identify violations by players he's responsible for, observe rim/no rim status of shot

**COMMON ERRORS AND UNAPPROVED MECHANICS TO AVOID:** > Lead watching the flight of the ball. > Poor positioning, having to look through players to see assigned players. > Trail and Center "bailing" the other way upon release of the shot. > Lead standing in the empty lower lane space for the first of multiple free throws. > Center near the sideline and Trail toward midcourt, disengaged from any meaningful involvement in the ensuing action.

# When a Shot is Released . . .

- Observing official follows shooter to the floor, careful to note any illegal contact by the defense upon the player in the act of shooting or after landing
- Trail official, then following the flight of the ball, watches for basket interference and goaltending
- Lead steps back, away from the lane area to get a wide angle of the action in and near the lane
- Trail, stepping down a step or two upon release of the shot, covers especially the backside players within his view for illegal action prior to and after the ball hits the rim
- Lead resists looking upward and maintains observance “down low” at torsos, arms, and elbows of players in the lane area

## STEPPING DOWN on the SHOT

Trail and Center must avoid “bailing” early to the other end on free throw or field goal attempts. Don’t worry about getting beat to the other end. Instead, “step down” one or two steps toward the endline on all shots to cover rebounding action. Your partners need you to be officiating what you can see before, during, and after every attempted shot.

When a drive goes to the basket from your PCA, take a step toward the basket with your match up on the drive so as to remain engaged in that play - it’s yours to the rim.

Then, when it’s obvious that team control has gone over to the other team -- and there is no press -- transition yourself down to the other end, carefully monitoring the play out on the floor as you run there. (If there is a press, Center has obligations to assist the new Trail as the ball advances through the backcourt to the frontcourt.)

# COVERAGE ON "NORMAL" TRANSITIONS

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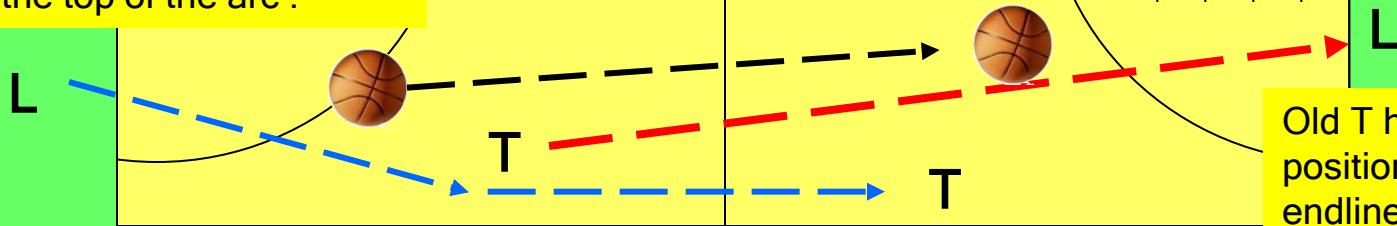


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C — — — — — C

C, after verifying there is no press, sprints to new home position at the other FT line extended, not allowing an advancing play to go past him in transition, not looking back at what the new T is covering.

Old L, trailing the play as the ball advances upcourt, settles into a position as new T between the 28'line and the top of the arc .



Old T hustles to a position on the endline in line with the ball as it crosses the division line and advances into frontcourt.

**KEYS:** Trail always trails the play in transition, never getting ahead of it. C and T hustle downcourt but with their eyes looking inward at players on the court, never with their heads down or looking at the far wall as they run. Since C and T, prior to the transition, may have stepped down on a shot or a drive, will need to be conditioned enough to get to their new positions without letting the advancing play pass them up, putting them in a straightlined position. On a quick transition, it is acceptable to get a good view of the play from the side.



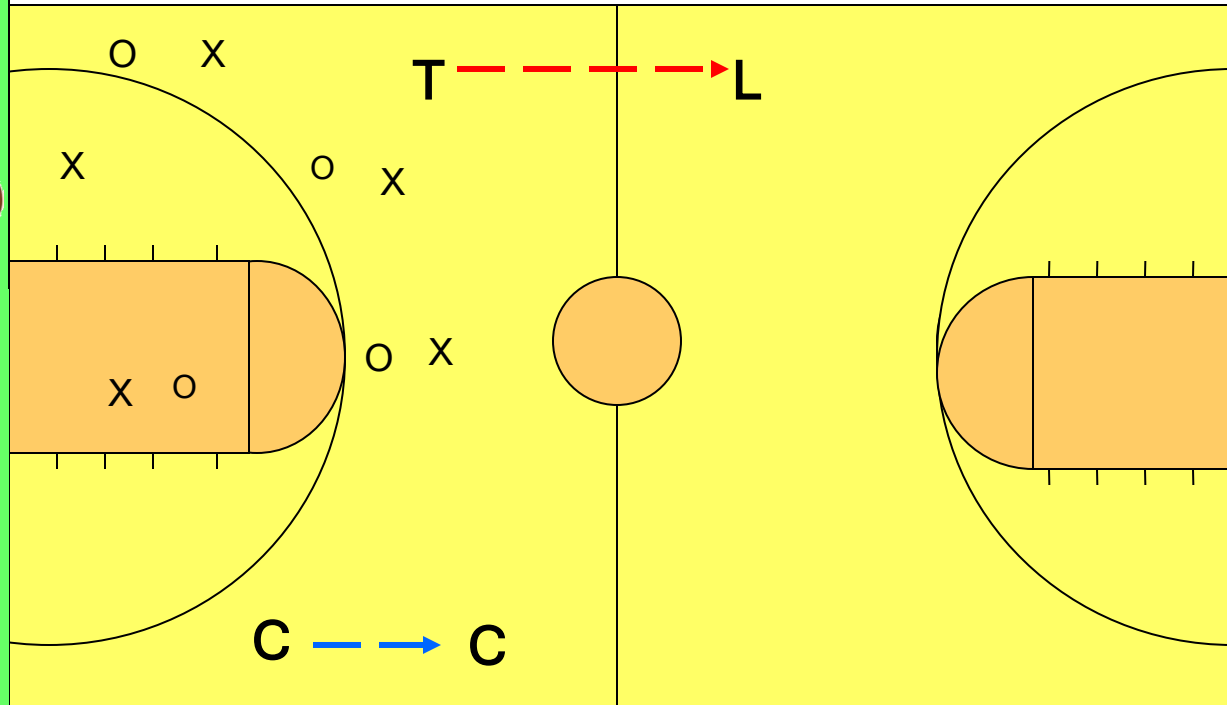


# PRESS COVERAGE - ALL PLAYERS IN BACKCOURT

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New Lead does not go all the way to the endline until the advancing play and players move into the frontcourt.

New Trail has 10 second count in backcourt, remains with play action in a trailing position and is alert to the possibility of a quick turnover.

Center is careful not to abandon all the backcourt players to the new Trail alone. Center covers those matchups the new Trail cannot, covers the division line for any potential backcourt violation, and has any ruling that needs to be made all the way across the court to the opposite sideline.

# Last second shot

- There will usually be a T.O. prior
- Official opposite table has last shot responsibility
- With one minute left, all officials raise one arm straight up, extending one finger in the air to confirm time left
- With 15 seconds left, the responsible official signals with hand-on-chest signal to confirm that he has the last shot
- Official has whistle at the buzzer
- If a non-calling official has information regarding the allowing or disallowing of a goal, s/he should go directly to the calling official for a brief discussion.