



NMAA BASKETBALL OFFICIAL TIMER, SCORER & ANNOUNCER GUIDELINES



- All table workers should be at the table 15 minutes before the start of the game with the book filled out completely and ready for review by the head official.
- The scorer and timer shall be located at the scorer's and timer's table and it is recommended that they be seated next to each other (Rule 2-1-3).
- The scorer, timer and announcer should be appropriately dressed to ensure an appearance of neutrality. *The official **scorer** is required to wear a black and white striped garment* (Rule 2-11-12).

Timer's Responsibilities

Before the Game & at Halftime	<ul style="list-style-type: none"> a) Horn at three (3) minutes prior to tipoff. b) Horn at three (3) minutes prior to the start of the 2nd half. c) Horn at 15 seconds before expiration of intermission or timeout.
Jump Ball	<ul style="list-style-type: none"> a) The clock shall start when the tossed ball is touched by a player. b) If maintaining possession arrow, ensure it is correctly pointed to the team next in possession on a held ball.
Between Quarters & Any Overtime	<ul style="list-style-type: none"> a) Set timer for 60 seconds. b) Horn at 15 seconds before time expires.
Timeouts	<p>Officials will signal a full or 30-second timeout and will signal when to start the timeout timer:</p> <ul style="list-style-type: none"> a) For a full (60-second timeout) . horn at 15 seconds before timeout expires. b) For a 30-second timeout . horn at 15 seconds before timeout expires.
Player Fouls Out & Injured Player	<ul style="list-style-type: none"> a) Sound the horn to announce 15 seconds (maximum) permitted for replacing a disqualified or injured player or for a player directed to leave the game. b) The official shall signal the timer to begin the 15-second interval for replacing an injured player after the injured player has been removed from the court and the coach has been notified that a replacement is required (exception Rule 3-3-6).

Running Clock Guidelines

From **NMAA Handbook 7.13.1.G**: When a team is ahead at half-time by 35 or more points or becomes 35 or more points ahead in the second half, the clock will stop only for time-outs and for two and three shot free throws. If the point differential becomes less than 35 points, regular timing resumes.

Situation 1: With Team A leading by 35 points in the second half and shooting a 1-and-1, Team A makes the front end of the bonus situation.

Ruling: The clock would start, as Team A has gone ahead by 35 points and it is not a two or three shot free throw situation.

Situation 2: With Team B trailing Team A by 35 points in the second half and Team B shooting free throws, Team B makes the first free throw of the bonus situation.

Ruling: The clock would not continue to run because the point differential is less than 35 points.

Situation 3: Team A makes a basket and is now ahead by 35 points in the second half. While making the basket, a Team A player is fouled and will shoot one free throw.

Ruling: The clock would continue to run and Team A would shoot one free throw. The clock will only stop on two and three shot free throws.

Situation 4: Team A is leading by 35 points in the second half and Team B double dribbles.

Ruling: The clock would continue to run because the mercy rule takes effect in the second half.

Scorer's Responsibilities

Notify officials of infractions such as:	<ol style="list-style-type: none">Infraction of the rules pertaining to submission of the roster.Notify official on player's fifth foul.The second technical is charged to any team member or bench personnel (other than the head coach).The second direct technical is charged to any head coach, or combination of any three direct and indirect technical fouls is charged to the head coach.
Notify officials during when reporting:	<ol style="list-style-type: none">Number of timeouts left, especially when a team has used its last timeout.On a common foul, when the bonus has begun (7th or 10th team foul).
Items that shall be recorded in the book:	<ol style="list-style-type: none">Names and numbers of starters and all substitutes who enter the game.Record field goals made, free throws missed and made, running summary of points by team.Personal and technical fouls charged to any player or coach.Record timeouts (who and when).Any warning issued by the official to coach/bench personnel.
Other items that should be maintained by the scorer, where possible:	<ol style="list-style-type: none">A log of substitutions (if live statistics are not being maintained by another individual) in the case of needing to specifically know who was in the game at a moment in time.

Announcer's Responsibilities

- An announcer's comments should be made only during a dead ball.
- Announcers should only announce basic information that does not potentially affect play in general, the players, the coaches or the officials.
- Announcers can influence the atmosphere of the contest by what is said and how it is said. The announcer who performs professionally promotes good sportsmanship by what he/she says and how he/she acts upon saying it.

Announcers should report items such as:	<ol style="list-style-type: none">Player who scored.Player charged with a foul.Player attempting a free throw.Team charged the timeout (of note officials' timeout, if applicable).Length of timeout.Player entering game.An explanation of an unusual situation, as directed by the officials.
Announcer should not report items such as:	<ol style="list-style-type: none">Number of points scored by a player.Time remaining.Type of foul or violation.Number of baskets by a specific player.

It is important that the scorer, timer and announcer remain neutral at all times, as they are members of the officiating crew. These positions are key components of game management. If, for any reason, a member of the table crew cannot remain neutral (either through word or through action), game management should be notified and that crew member shall be replaced.