



Basic Scorer Clinic Outline

Have the following available:

- Clinic PowerPoint – current version
- LCD Projector
- Pens and pencils for attendees
- A few Applications
- Clinic Handout
- Score sheets – Two-up and deciding
- Test and Answer key – “Jr. & Prov Scorer”
- A current copy of the clinic Roll Call
- Single page summaries (Optional)
- Scorer Tips (Optional)

1) The day before the clinic (or earlier)

- a) Check with host on facility arrangement
 - i) Location of restrooms
 - ii) Location of outlets
 - iii) Where will presentation be projected – screen, wall, etc.
- b) Review presentation **BEFORE** you give it
- c) Make copies of all handouts
- d) Test all equipment – projector, computer, PA, etc.
- e) Retrieve your copy of the “Roll Call” report from USAV Academy

2) At the Clinic – Registration

- a) All registrations are conducted online prior to the clinic
- b) If allowed for your clinic, have walk-ins fill out and turn in applications
- c) Allow parents to attend for free (if space allows)
 - i) No paperwork, no test!
 - ii) If they want to be certified:
 - (1) they must pay for clinic and complete all paperwork
 - (2) register with USAV, complete a Background Check and Safe Sport training

3) At the Clinic – Start Presentation noting the following

- a) Cover facility logistics – location of emergency exits & rest rooms
- b) Quick review of Region contacts – emphasizing Scorer Chair information
- c) Review items necessary to complete certification
 - i) Register in Region
 - ii) Submit scorer application – pre-register online or at clinic
 - iii) Attend clinic
 - iv) Take and correct exam
 - v) Receive a passing evaluation on score sheets from two sets, at a live match where you are the scorer. (submissions may be electronic [email to: clcrane@swbell.net] or paper)
The absolute FINAL date for submission of score sheets is 8/31!
 - vi) Pay applicable fees
 - vii) A **COMPLETED** certification is good for two seasons

4) At the Clinic – Proceed through the presentation encouraging questions and having the attendees follow along on their score sheets



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- 5) At the Clinic – Administer the test
Note: Anyone who is applying for Regional Scorer must contact the Scorer Chair for a copy of the Regional Test. Encourage them to take the Jr. & Provisional Test at the clinic also
 - a) Allow collaboration and discussion
 - b) Be available to answer questions
 - c) Review and answer questions using the PowerPoint answer key
- 6) At the Clinic – Collect the fees, tests and applications (if any)
– this provides you three checkpoints to verify attendance
- 7) Have everyone pick up the room – leave it like you found it.
- 8) When you get home, while it is still fresh on your mind:
 - a) Add any paper applications to the “Roll Call/Roster” report
 - b) Count all money - does it agree with attendee counts?
 - c) Complete Financial and Roll Call reports
 - d) Send both reports via email to the Chair (within 48 hours of delivering the clinic)
- 9) Were there any special circumstances you need to share with the Chair?
- 10) Within 5 days, mail a copy of the financial report, checks, expense receipts and applications
(do not mail cash)