

How to Navigate spokaneref.org: Getting games & filing match reports

Logon to spokaneref.org. NOTE: Important information is always listed in the "What's New?" section on the right of this screen. Check it frequently!

WELCOME TO THE INLAND EMPIRE SOCCER REFEREES WEBSITE!

Welcome to the **Inland Empire Soccer Referees Association Site** on Friday March 30th, 2012 at 1:49:23 pm. We hope that you find the information you are seeking here associated with our services and programs.

LOGON! You can navigate to the various categories and pages on our site by clicking on any of the [active hyperlinks marked like this](#) or any of the graphical elements like the [Information graphic](#) or subtopics in the [Table of Contents](#) you'll see at the left of every Site page. Clicking the IESRA Logo in the upper left corner of any page will bring your Browser back to this Home Page.

If you cannot locate the information you are seeking on our Site or have a general question about the Inland Empire Soccer Referees Association, please contact us as described under [Information](#), [About IESRA](#).

Otherwise, we hope to see out on the pitch!

What's New?

- 2012 Referee Registration
 - 2012 Referee re-registration requirements can be found on the state referee site.
 - DEADLINE to turn in paperwork 3/26/2012
 - Mo 3/26 Spokane Soccer Ctr 8:10 p
- WOA Link to latest Newsletter
 - Link for the MARCH high school officiating newsletter.
- IESRA Monthly Training Meeting Apr 15
 - IESRA Monthly Training Meeting
 - Sunday, 4/15/2012, 5:30 - 7:00pm;
 - Location: Plantes Ferry Park
 - Training topic: AR Involvement & Job Promotions
 - Quick link to register.
- High School Tie Procedures
 - GSL/GNL/NEA TIE Games
 - Varsity: 2 X 5 minute golden goal overtime, shots from the Mark. Anyone on roster can kick.
 - Junior Varsity/C Squad/Freshman: Straight to shots from the Mark
- 5-a-side checks
 - 5-a-side checks will be handed out at the April monthly meeting. Make sure you fill out all your match reports for your games or you can't get paid for them. Thank you to all of you that came out to...
- New Referee Classes - "How to"
 - Click on the link below (arrow) for a detailed explanation of the new referee on-line clinic. The Spokane clinic number is #4295, not the Pasco clinic listed in the "how-to" manual.
 - Prospective refer...
- High School Officiating
 - Interested in high school officiating?
 - Download a risk management form from this link and mail to Merle Iverson.
 - Once cleared, officials must annually complete 3 on-line requirements.

Searching for open games you can ref:

Once you have logged on, open the Referee tab on the far left. Click on Inquiry under this opened tab.

Inquiry

Default Criteria has been set from Site defaults

Please set the *criteria* for the Matches that you would like to list and click "Show".

Matches Criteria			
Referee	<input checked="" type="checkbox"/> Mine	ARs	<input checked="" type="checkbox"/> Mine
Match#	<input type="text"/>	4th	<input type="text"/>
		Organization	<input type="text"/>
		Area	<input type="text"/>
Date	<input checked="" type="checkbox"/> today	League	<input checked="" type="checkbox"/> All
Day	<input checked="" type="checkbox"/> All	Location	<input checked="" type="checkbox"/> All
Time	<input checked="" type="checkbox"/> All	Field	<input checked="" type="checkbox"/> All
Gender	<input type="checkbox"/> All	Sort By	Date, Time, Field
		Action	Show All

There are no Matches that meet the criteria you have specified!

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This is the screen you will use to search for available games. The green box titled “Matches Criteria” is where you will be designing your search according to what games you want and where you want to referee.

By checking the small square next to each label, you are telling the system to show that information in the search. By using the drop down menus you can narrow your search. When you are finished, click “Show” and matches fitting your criteria appear. An example of a search is below.

The screenshot shows the 'Inquiry' page on the SpokaneReferee.org website. A green box titled 'Matches Criteria' contains a search form with various filters. Below the form, a message says 'You can also view the detail for any Match by clicking on the numeric value you'll see in the "Match" column of the Results List.' Below that is a table with one row of results. A red arrow points to the 'AR2' column in the results table.

Key	Date	Time	Gender	League	Level	Division	Field	Home	Away	Ref	AR1	AR2
40708	4/7/2012	4:00 pm	Girls	WYSAD6 HS	Select	Plantas Ferry #7	RCSC Selle	Moscow		Marcos A Maldonado	Matthew Walton	

Displayed 1 to 1 of 1



This search tells me there is only one open spot on 4/7 at Plantas Ferry Park.

The symbols you will see in game searches are:

This means this position is open

This means this position is only available to you through “manual assign”. By clicking the envelope you can send a message to the assignor requesting the match. You may also e-mail or call the assignor to request the game. ALL premier games are manual. Games also appear with an envelope if they are above your ranking or if the assignor has set the game to manual assign for a specific reason (holding it for mentoring, the game is a long ways away, schedule changes are pending, etc)

This means you can “self assign” the match. By clicking on this symbol you automatically assign yourself this game.

This symbol gives you the chance to “turn back” a match the assignor has assigned you or you accidentally assigned yourself and are not able to do the match. If it is too close to the day of the game, the system will not let you turn back the game and you would have to contact the assignor.

Once you are assigned a match:

When you are assigned a match (based on request or the assignor manually assigning you games) you must accept or decline the game so the assignor knows if you are able to do the match. When you logon to the website and the Referee tab is open, you are given a message letting you know if you have unconfirmed matches, upcoming matches or match reports that need to be filed.

Referee

[Inquiry](#) | [Assignment](#) | [Assignments](#)

You have 90 Unread messages in your inbox

Ashley, welcome to the **Referee** portion of SpokaneRef.org on Saturday, March 31st, 2012 at 4:54pm PDT.

You have not indicated if you will Accept the following Assignments

1. SpVJSA Match #41426 on Saturday (April 14th) at Planes Ferry #10A starting at 8:00 am

Accounting
View the accounting information associated with services rendered for Inland Empire Soccer Referees Association

Agreement
The Usage Agreement describes and establishes the formal relationship between IESRA and you

Availability
Respond to questions posed by the Chapter personnel to establish your own Availability for Assignments

Calendar
Display the scheduled IESRA Events and Meetings

Directory
Represents an online Directory of SpokaneRef.org participants and provides you access to contact information about them (under their control, of course)

FAQ
Frequently Asked Questions contains a series of Topics that are intended to provide information about how a Referee interacts with IESRA or SpokaneRef.org

Inquiry
Search for and view all of the matches currently defined at IESRA

Match Report
File a Match Report with appropriate match information about a completed Assignment.

Membership
Become a Voting Member of IESRA

Misconducts
Review and/or process Match based Misconducts and/or Supplemental Reports associated with Misconduct

New Referee
Documentation and information of use to New Referees

By clicking on the match number, you are taken to a screen that allows you to accept/decline the match. Your screen should look something like the screen below.

Inquiry

[Inquiry](#) | [Assignment](#) | [Assignments](#)

Default Criteria has been set from Site defaults

Match #41426

The following information is associated with Match #41426. Note: This information is current on Saturday, March 31st, 2012 at 4:55pm PDT, but is subject to change by an authorized User of the Site.

Match #41426			
Date	Saturday, April 14th, 2012	Time	8:00 am
Field	Planes Ferry #10A	Organization	SpVJSA
League	SpVJSA	Gender	Boys
Level	U10	Season	Spring
Division	Rec	Status	Normal
Rank	4		
Home	BU10 Torre	Away	BU10 Davis
Officiating Crew			
Ref	Ashley M Hamlin	Status	Unconfirmed

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This means you are accepting the match

This means you are declining the match

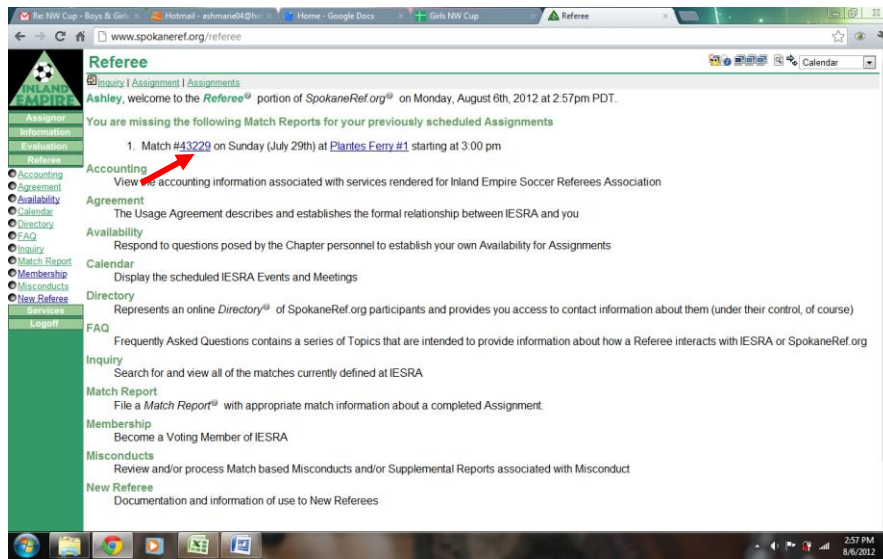
This means you have not confirmed whether you will do the match or not.

This means you have accepted the match

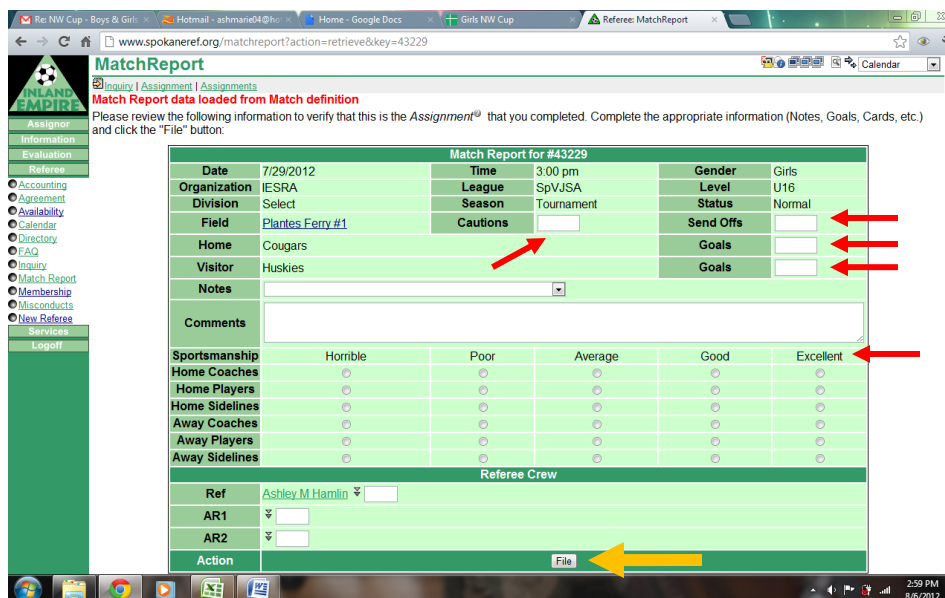
This means you have declined/turned back the match because you are unable to do it

Filing a Match Report

In order to get paid for a match you do, you must file a match report. Once you are logged on, click on the green Referee tab on the left. A message will appear for each game you have completed informing you that you are missing a Match report. Click on the Match number to file a report.



From this screen (pictured below) you need to file an accurate report. Only include or comments if necessary. When you are finished click "File." If you were the center referee and there were cautions or



send offs, you need to file a misconduct report(s) after you file your match report.