

OFFICIALS PREGAME

1. Synchronize watches
 2. R/U meet with coaches
 3. Officials on field - 30 minutes before kickoff, inspect field
 4. Coin Toss
 5. All officials at center of field (after coin toss)
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1. PRE-GAME

1. R/U meet with coaches - ball, captains, equipment, tape, pads, unusual plays
2. HL/LJ meet with chain crew - inspect equipment. Use TWO clips and instruct chain crew how to use during the game.
3. HL/LJ/BJ meet with/instruct ball persons

2. TOSS

1. Officials designated to get captains
2. Time and procedure for toss
3. Options marked on cards, signals by R
4. Hustle to kick-off positions
5. Review 2nd half procedure and options

3. FREE KICKS (SAFETY)

1. Review basic positioning - short kick adjustments Blocked kicks
2. Instructions to teams
3. Count players
4. Clear sideline and end lines
5. Legality of tee, restraining lines, type of kick
6. Ready signals - officials
7. Starting the clock
8. Watch for short kick legally or illegally touched - coverage
9. Out-of-bounds kick - touching - foul signals
10. Blocking below the waist
11. Fair catch, interference, signals, dead ball
12. Forward hand-off, reverses
13. Coverage on returns
14. Onside kick - illegal touching and when can K can legally block.
15. Free kick after safety - review basic positioning

4. SCRIMMAGE PLAYS

1. Positions
2. Communication between crew
3. Substitutions - count players - signal Tick Mark (9-yard mark)
4. Legality of offensive line - wing officials signals
5. Shifts - one second pause

6. Man in motion
7. False starts
8. Coverage on plays up the middle
9. Coverage on sweeps and reverses - clean up behind (R/U - late hit on QB)
10. Unusual formations - coverage
11. Forward progress
12. Coverage out-of-bounds action
13. Goal line and short yardage coverage - signals
14. Retrieving and spotting ball on sweeps
15. Movement of chains
16. Fumbles

5. PASS PLAYS

1. Initial responsibility - lineman, ends, flankers
2. Eligibility - rules governing
3. Legality of pass - where thrown passer/pass behind/beyond line of scrimmage forward/backward pass/fumble
4. Coverage deep pass, flat pass, behind line
5. Simultaneous catch
6. Interference rules - contact
7. Intentional grounding - jurisdiction
8. Ineligibles downfield
9. Coverage on interception and runbacks

6. SCRIMMAGE KICKS

1. Officials positions, coverage
2. Legality of lineup - lineman used as backs, ends
3. Coverage of kicker - running into/roughing
4. Kicks out-of-bounds - mark spot
5. Returns, reverses, hand-offs
6. Illegal touching
7. Kick catch interference
8. Fair catch
9. Blocked kicks

7. GOAL LINE PLAYS

1. Initial positions
2. TD signals
3. Prepare for try
4. Penalties – live-ball and dead-ball fouls

8. TRY - FIELD GOAL ATTEMPT

1. Initial positions of officials - swinging gate (**Madison Central's is legal**)
2. Coverage of kicker/holder - running into/roughing
3. Signals
4. Fakes

5. Coverage when defense gains possession on missed Field Goal
6. Retrieving the ball
7. Fouls after TD, during, or after try
8. Spot of ball after miss FG

9. FOULS - PENALTY ENFORCEMENT

1. Reporting - who, what, where, when, status of ball
2. Recording fouls
3. Cover - discussion, foul spot, dead-ball spot
4. Get number of player - report to coaches
5. Options
6. Signals
7. Position of chains and box
8. Down and distance after penalty

10. TIMEOUTS

1. Position of officials, ball
2. Substitutions, sideline conference
3. Timing
4. Notice to captains to resume play

11. MEASUREMENTS

1. Signals
2. U has forward stake, LJ has spot on line
3. Movement of ball and chains if in side zone
4. Review procedure for starting clock

12. PROGRESS

1. Square it off
2. Pinch in hard for any close or goal line plays
3. Hustle - show your presence
4. LJ kill clock on any apparent 1st down

13. COMMUNICATION WITH COACHES AND SIDELINE CONTROL

1. Report all fouls to head coach
2. Communicate any coaches' concerns to R and U (R will stop clock for conference if warranted)
3. Give sideline warning signal - record warning
4. Wings - toss flag for sideline warning

14. REVIEW MECHANICS IF CREWMEMBER IS INJURED DURING GAME

15. FINAL THOUGHTS

1. Each official must first take care of his business, concentrating thoroughly on his primary area(s) or basic responsibility.

The Four C's:

1. Concentration – Erase everything from your mind, but the task at hand. Take no mental breaks at all during the game. Know the situation and anticipate the play.
2. Consistency – Consistency separates a good official from a great official.
3. Common Sense – Rules understanding and a feel for the game.
4. Communication – Continually and effectively with players, coaches and each other. Be the best team on the field. Get it right no matter how ugly it looks. Concentrate on every play. Enjoy the game---HAVE SOME FUN