



Timekeeper Training Manual

Score Clock Operation





Introduction

Welcome to LSJBA and thank you for working with us this season.

It is important to LSJBA to provide players, coaches and parents with an enjoyable basketball experience every game. And it all starts with the people who work hard to make the season a success and you are a part of the team.

It is important that each person on the LSJBA team know how to best do their job. The following training manual has been created to help you better understand your role and how to best work with others around you to assure the job gets done right.

If at anytime you have questions, please feel free to contact LSJBA by sending an email to Score.Timekeepers@LSBasketball.com



GETTING STARTED

NOTE: For convenience and ease of operation, the unit does not have an *ON/OFF* switch. To turn the unit ON, supply power to the scoreboard using the included 10-volt DC wall transformer, as illustrated below. To turn the unit OFF, simply unplug the scoreboards wall transformer.

To supply power to the scoreboard:

1. Plug the appropriate end of the supplied DC wall transformer into the power receptacle on the back of the scoreboard. See Figure 2-1 below.
2. Plug the wall transformer into a standard 120-volt AC outlet. See Figure 2-2 below.

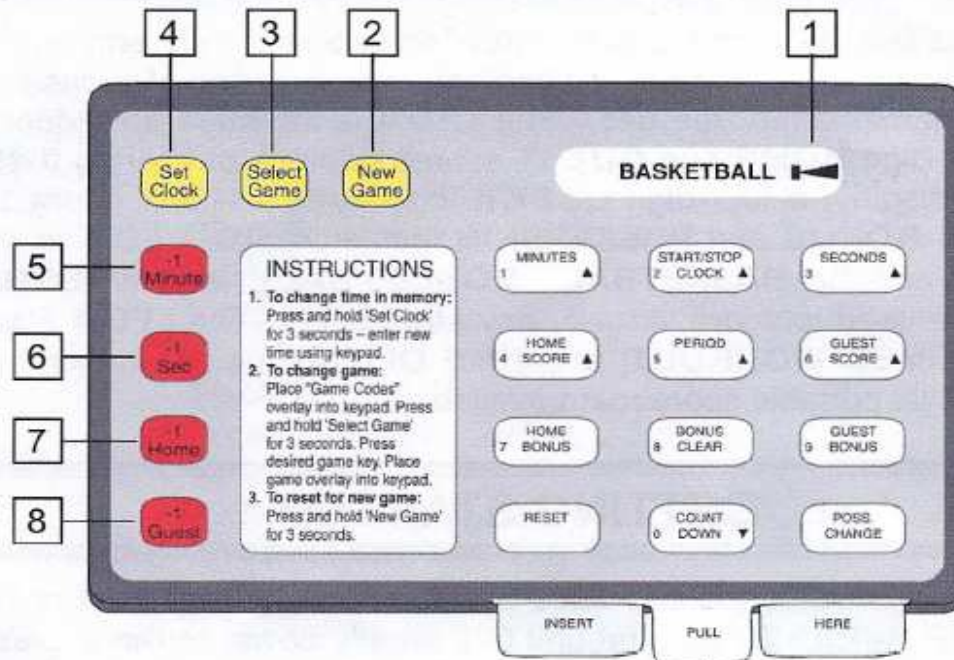


Figure 2-1



Figure 2-2

KEY FUNCTIONS



1. **HORN**
Press this key while in any game mode to manually sound the horn.
2. **NEW GAME**
Press and hold this key for three seconds to reset the scoreboard for a new game.
3. **SELECT GAME**
Press and hold this key for three seconds to select a different game to score. See CHANGING GAME MODES below for more information.
4. **SET CLOCK**
Press and hold this key for three seconds to set the game clock. See CLOCK OPERATION on page 4 for more information.
5. **- 1 MINUTE**
With the game clock stopped, press this key to subtract one minute from the clock.
6. **- 1 SECOND**
With the game clock stopped, press this key to subtract one second from the clock.
7. **- 1 HOME**
Press this key to subtract one from the HOME score.
8. **- 1 GUEST**



CLOCK OPERATION

To set the game clock:

1. Press and hold the **SET CLOCK** key for three seconds (or until the clock display clears).
2. Use the numeric keypad to enter the desired game clock time in minutes and seconds in a four-digit format. For example, to enter a time of 6:00, press 0, 6, 0, 0. To enter a time of 12:00, press 1, 2, 0, 0.
3. Press the **SET CLOCK** key to save the entered time.

NOTE: The clock must be stopped in order to set the game clock or to add or subtract minutes or seconds. If the clock is running, press the **START/STOP CLOCK** key to stop the clock before pressing the **SET CLOCK** key.

Clock Operation:

- To start the clock, press the **START/STOP CLOCK** key.
- To stop the clock, press the **START/STOP CLOCK** key.
- To add minutes to the clock, stop the clock then press the **MINUTES** key once for each minute you wish to add
- To add seconds to the clock, stop the clock then press the **SECONDS** key once for each second you wish to add
- To subtract minutes from the clock, stop the clock then press the **—1 MINUTE** key once for each minute you wish to subtract
- To subtract seconds from the clock, stop the clock then press the **—1 SECOND** key once for each minute you wish to subtract



BASKETBALL

NOTE: Ensure that the **BASKETBALL** keypad insert is inserted into the keypad and that the unit is in **BASKETBALL** mode. See "CHANGING GAME MODES" on page 4 for more information.

- To increase the *HOME* score by 1, press the **HOME SCORE** key.
- To increase the *GUEST* score by 1, press the **GUEST SCORE** key.
- To decrease the *HOME* score by 1, press the **—1 HOME** key.
- To decrease the *GUEST* score by 1, press the **—1 GUEST** key.
- To increase the *PERIOD*, press the **PERIOD** key.
- To indicate a Home *BONUS*, press the **HOME BONUS** key.
- To indicate a Guest *BONUS*, press the **GUEST BONUS** key.
- To clear both the Home and Guest *BONUS* displays, press the **BONUS CLEAR** key.
- To change the *POSSESSION* arrow from the Home team to the Guest team or vice versa, press the **POSS. CHANGE** key.
- To sound the *HORN* at any time, press the **HORN** key located at the top of the keypad.
- To reset the scoreboard for a new game, press and hold the **NEW GAME** key for three seconds.



Important Things to Know

- 1) **No Cell Phone use while the game is being played. This includes texting.**
- 2) **Before the game starts:**
 - a) Familiarize yourself with the score clock. Make sure you know where all the Key Functions are and how they work.
 - b) Determine if the upcoming game is a Recreation or Competitive League game (Ask Coach or Referee).

For a Recreation League Game:

- a) Quarters are 8 minutes in length
- b) Stop the clock when:
 1. A Time Outs has been granted by the Referee.
 2. A Shooting Foul has been called by the Referee.
 3. In the 4th quarter, during the last 2 minutes of the quarter, on every Referee whistle.
- c) Start the clock when the ball touches a player or on the referee's signal (drop of his arm)
- d) Do not change the possession arrow until the ball touches a player and possession is established. The initial possession is established with the tip-off to start the game and then changes with each called jump ball.

For a Competitive League Game:

- a) Quarters are 6 minutes in length
- b) Stop the clock when:
 1. A Time Outs has been granted by the Referee.
 2. On every Referee whistle.
- c) Start the clock when the ball touches a player or on the referee's signal (drop of his arm)
- d) Do not change the possession arrow until the ball touches a player and possession is established. The initial possession is established with the tip-off to start the game and then changes with each called jump ball