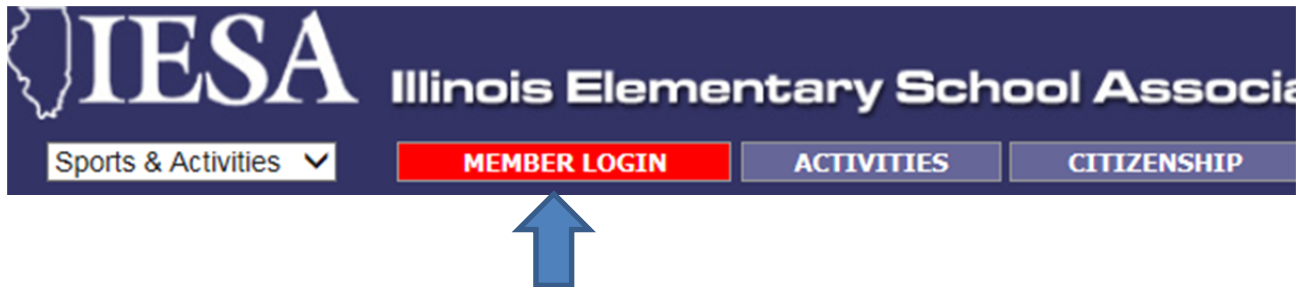


# Instructions for On-line Ratings

Ratings of schools' sportsmanship may be completed on-line for each level at which you officiate – Regional, Sectional, State. Ratings are accessed through the **IESA Officials Website**, accessed via the IESA website.

## I. LOG-IN THROUGH IESA WEBSITE TO ACCESS RATING FORMS

Go to the IESA, [www.iesa.org](http://www.iesa.org). Click on "Member Login" at the top of the page.



Enter your IESA Official ID and password to log in to the IESA Officials center.

A screenshot of the "IESA Officials Login" form. The form has a dark red header with the text "IESA Officials Login". Below the header is a light gray bar with the text "IESA officials log in here.". The main content area has a yellow background with the text "Enter your IESA Official ID and password to log in." in green. Below this are two input fields: "IESA Official ID" and "Password". A blue arrow points from the left towards the "IESA Official ID" field. At the bottom right of the form is a button labeled "Click here to log in".


The following page will appear. You will click on "Sportsmanship Ratings".

A screenshot of the "Secure IESA Officials Forms" page. The page has a dark red header with the text "Secure IESA Officials Forms". Below the header is a table with three rows. The first row has a green square icon and the text "Register for IESA Text Alerts". The second row has a green square icon and the text "Sportsmanship Ratings". The third row has a green square icon and the text "Special Report Form (Ejections, concussions, etc.)". A red-bordered box on the left contains the text "Click here to access the Sportsmanship Rating" with a black arrow pointing to the "Sportsmanship Ratings" link in the table.

## II. COMPLETING RATING FORMS

- A. Enter all fields for the first school you wish to rate and click "Submit survey" when rating is completed.
- B. You will be able to rate multiple schools for each level of play you officiate for – Regional, Sectional and State.
- C. For your convenience, the form will "remember" the contest date and location after you submit your first evaluation, but may be changed as needed.
- D. Your name will be recorded automatically, however this field does not display to the school.
- E. Ratings are submitted to the IESA as soon as you click "Submit survey".
- F. If "Poor" (4 or 5) ratings are given, please use the comment section to explain the low rating.

### Sportsmanship Rating Form

School Year, Activity & Contest Level	2015-2016 ▾	Basketball, Boys ▾	Sectional ▾		
Contest Date	<input type="text"/> 				
Contest Location	<input type="text"/>				
Evaluated School	Choose School ▾				
	<b>Superior</b>		<b>Average</b>		<b>Poor</b>
	1	2	3	4	5
COACH BEHAVIOR	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PLAYER BEHAVIOR	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FAN BEHAVIOR	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Did evaluated school win this contest?	<input type="radio"/> Yes		<input type="radio"/> No		
Brief Comment	<input type="text"/>				
<input type="button" value="Submit"/>					