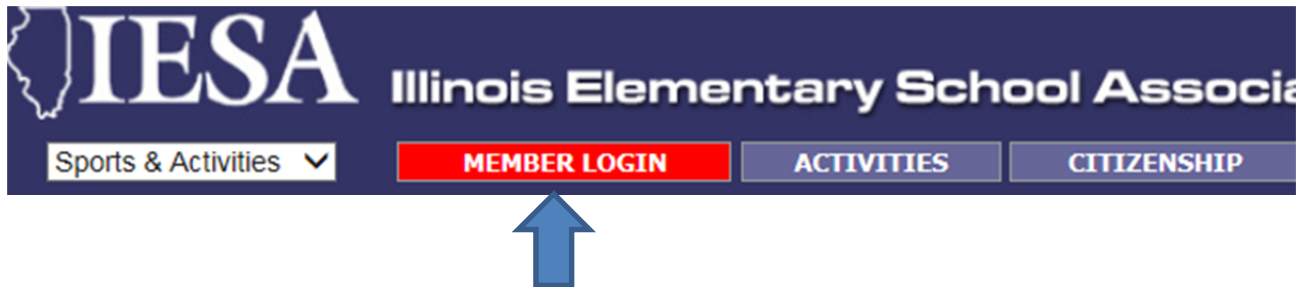


Instructions for On-line Ratings

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. Click on "Member Login" at the top of the page.



Enter your IHSA 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 IHSA Official ID and password to log in." in green. Below this are two input fields: "IHSA Official ID" and "Password". A "Click here to log in" button is located at the bottom right of the form. A blue arrow points from the left towards the input fields.


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 callout box on the left contains the text "Click here to access the Sportsmanship Rating" and 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 ▾				
	Superior		Average		Poor
	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"/>					