



INSTRUCTIONS TO TIMERS

Prepared by the International Association of Approved Basketball Officials, Inc.

- You are an official and a vital part of the contest. Your cooperation with the game officials is greatly appreciated.
- As the official timer, please maintain your impartiality throughout the game.
- Be at the scorer's table a minimum of twelve (12) minutes prior to game time.
- Participate in pregame meeting with the Referee.
- Be seated next to official scorer.
- Be attentive, accurate and maintain focus during entire game; avoid distractions. (No cell phone usage during the game.)
- Maintain eye contact with the official responsible for putting ball in play.
- Ensure the officials and teams are notified three (3) minutes prior to start of second half.
- **Do not sound horn:**
 - When the official is ready to administer a free throw or throw-in.
 - Unless the ball is DEAD and the clock is STOPPED.

TIMING

- Four (4) quarters - Each quarter: eight (8) minutes (Can be shortened by mutual agreement)
- Extra (Overtime) periods: four (4) minutes (or half the time of the quarter, if playing shortened quarters)
- Half-time intermission: ten (10) minutes (special exceptions: 15 minutes). Notify officials with 3 minutes remaining.
- Between quarters and each extra (overtime) period: one (1) minute
- Ensure a secondary device is available for timing in case of a scoreboard malfunction

NOTE 1: Be alert during end-of-game situations and ensure you have a view of any last-second tries, since you may be asked whether the ball was in flight before time expired.

NOTE 2: A 15-second interval of time is allotted for required substitutions (disqualified, uniform infraction, bleeding, or injured player).

TIME-OUTS

- Each team is allotted three (3) 60-second and two (2) 30-second time-outs.
- Extra (Overtime) periods: one (1) additional 60-second time-out per team. Unused time-outs carry over to extra (overtime) period(s).
- Do not begin the time-out until an official's instructs you to start the timing device.

WARNING HORNS

- Sound first warning horn immediately for required substitutions, and with 15 seconds remaining in time-outs, quarter/half-time intermissions. (See Note 2 above)
- Sound second horn at end of interval of time for required substitutions, time-out or intermissions.

STARTING AND STOPPING THE CLOCK

Watch for the official's start time signal, and start the clock on a...

- **Jump ball:** when ball is legally tapped by either jumper.
- **Throw-in:** when ball legally touches or is touched by a player on the court.
- **Missed free throw:** When ball legally touches or is touched by a player on the court.

Stop the clock...

- When an official sounds the whistle and signals to stop the clock for a held ball, foul, violation, or time-out.

SUBSTITUTES

- Only sound horn for substitutes after reporting official and/or scorer have completed their duties.
- Sound horn for all substitutions unless they are legally made between quarters, during time-outs or half-time intermission.
- Before sounding horn, substitute must:
 - Properly report by announcing their entry to the scorer and be at the "X" ready to enter.
 - Report before the 15-second warning horn between quarters, halftime intermission, or time-outs.
- Ensure substitutes only enter game before FINAL free throw and/or AFTER a successful FINAL free throw for personal fouls resulting in multiple free throws.

