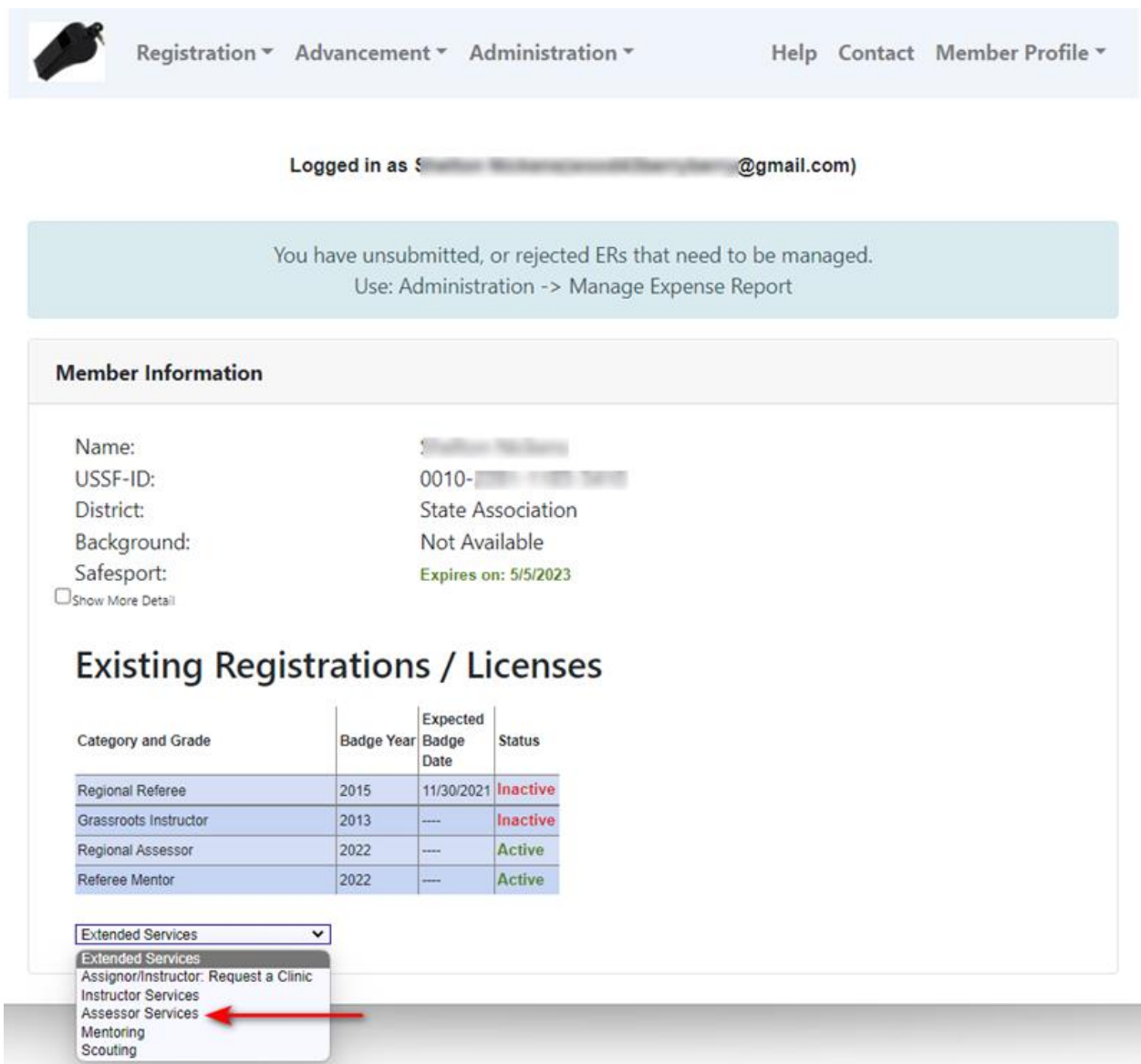


COMPLETING THE COACH REPORT FORM

A new standardized form is now in use for evaluations/assessments. It is the responsibility of the individual referee to keep their own copy of this form for future use (e.g. upgrading to National Referee level).

These instructions explain the steps involved in completing this form. Once the Referee Coach (Assessor) completes their evaluation on this, a record of it is kept within OMS.

1. After the coach/assessor is logged into their OMS account, on the Home page, select **Assessor Services** from the **Extended Services** drop down menu.



The screenshot shows the OMS user interface. At the top, there is a navigation bar with a whistle icon and several menu items: "Registration", "Advancement", "Administration", "Help", "Contact", and "Member Profile". Below this, a status bar indicates the user is logged in as "S [redacted] @gmail.com". A light blue notification box states: "You have unsubmitted, or rejected ERs that need to be managed. Use: Administration -> Manage Expense Report".

The main content area is titled "Member Information" and displays the following details:

- Name: [redacted]
- USSF-ID: 0010-[redacted]
- District: State Association
- Background: Not Available
- Safesport: Expires on: 5/5/2023


There is a checkbox labeled "Show More Detail" which is currently unchecked.

Below the member information is a section titled "Existing Registrations / Licenses" containing a table:

Category and Grade	Badge Year	Expected Badge Date	Status
Regional Referee	2015	11/30/2021	Inactive
Grassroots Instructor	2013	----	Inactive
Regional Assessor	2022	----	Active
Referee Mentor	2022	----	Active

At the bottom of the page, a dropdown menu for "Extended Services" is open, showing the following options: "Extended Services", "Assignor/Instructor: Request a Clinic", "Instructor Services", "Assessor Services", "Mentoring", and "Scouting". A red arrow points to the "Assessor Services" option.

2. On the **Assessment List**, select the View/Edit link next to the appropriate game.

 [Home](#) [Help](#) [Contact](#)

Assessment List

Sort By: Assessment Type:

Assessment Status Game Year Record Count = 2

Your Completed # of Formals for year	Your Completed # of Developmentals for year
1	0

Assess Number	Member	Assess Type	Assess Status	Report Number	Game Location	Game Date	Time	Assessor	Amount	Paid Status	ER Paid	
221	Luttr... ande...	2023: Upgrade:Regional Referee	Assigned		Long Bridge Park , VA	5/22/2022	7:15 PM	Nic...	\$75.00	CCPD	False	View/Edit ER
235	Ar...	2023: Maintenance:Regional Referee	Assigned		Centreville , MD	12/31/2022	1:00pm	Nic...	\$75.00	CKNP	False	View/Edit ER

My Assessment Report List

Sort By: Report Status

Report Year Record Count = 0

Report Number Referee Game City Game Date Report Final

[Create External Assessment Report](#)

[Create New Developmental Assessment](#)

[Exit Assessment List](#)



3. Below the **Assessment Information** section, which includes the particulars for this assessment, you will see the **Assessment Status**. Select the **Create Report** button.

Edit Assessment

Assessment Information

Officials Name:

Assessment Type Assessment Badge Year
 2023
 2024

Position Being Assessed Target Level of Assessment

League Director of Assessments

Game Date Game Location, City

Game Time Game State


Assessment Status

Report #

Assessment Number: 235


Assessment Status/Result

4. In the **Game Information** area, fill in the game summary details from the completed match.

Game Information			
Competition:	Maryland Summer Soccer		
Team A:	Rockville FC	Team B:	AFC Dobes
City:	Windsor Mill, MD	Location:	Milford Mills HS
Game Date:	08/07/2022 	Game Time:	11:00 AM
Final Score:	3-1	In favor of:	AFC Dobes
Half-time Score:	1-0	In favor of:	AFC Dobes


5. Complete all details in the **Lookup Official** section.
 - a. Choose the correct **Position** (Referee, AR1, AR2, 4th Official) from the dropdown menu.
 - b. Choose the **Degree of Difficulty** from the dropdown menu and enter information in the **Justification of Difficulty** area.
 - c. Enter the Last Name and/or USSF ID number to find the appropriate official.
 - d. Click the **Select** button next to the correct official for the correct position.

Lookup Official for Referee,AR, 4th Official

Position: 


The degree of difficulty should reflect the demands made on the official during the whole match and the assessor should take into consideration the circumstances during the match. Previous expectations or incidents should not be born in mind. The behaviour of players, coaches, officials, and spectators as well as special incidents, etc. have to be taken into consideration. The degree of difficulty has a direct link with the final mark.

If the match became high difficult because of the referees' blatant errors or lack of control his/her performance has to be considered POOR. On the contrary, the referee's and/or assistant referees' marks benefits if, because of their good performance, both teams behaved well and fairly after a high difficult start. In this case the performance will be considered GOOD or VERY GOOD.


Degree of Difficulty 

Justification of Difficulty

Very hot weather. Both benches were somewhat boisterous throughout the match, AFC more so than Rockville. Bench management was definitely needed to help keep this game under control.




Last Name and / or USSF ID

Name	USSF ID	Location	Select Official
[Redacted]	079252	My City	<input type="button" value="Select"/> 
[Redacted]	790042	My City	<input type="button" value="Select"/>

- On the next screen, you will see the names populated for each of the positions. Verify the accuracy before proceeding.


Position	Name	State	Degree of Difficulty	Mark	Action
Referee:	Gabriel [redacted] lo	MD	Medium	0.0	View/Edit Referee Evaluation
Assistant Referee 1:	Travis [redacted] Miller	MD	Medium	0.0	View/Edit AR1 Evaluation
Assistant Referee 2:	Mc [redacted] [redacted]	MD	Medium	0.0	View/Edit AR2 Evaluation
Fourth Official:	None			---	
Referee Assessor:	Sh [redacted] [redacted]	VA			

- To begin write-up, select the [View/Edit Evaluation](#) link next to the appropriate position.

Position	Name	State	Degree of Difficulty	Mark	Action
Referee:	[redacted]	MD	Medium	0.0	View/Edit Referee Evaluation 
Assistant Referee 1:	[redacted]	MD	Medium	0.0	View/Edit AR1 Evaluation
Assistant Referee 2:	[redacted]	MD	Medium	0.0	View/Edit AR2 Evaluation
Fourth Official:	None			---	
Referee Assessor:	Sh [redacted] [redacted]	VA			

8. Starting with the next page, complete all of the sections for each of the positions. On these pages, you should use the following procedures:
 - a. Select the **Performance** level from the dropdown menu.
 - b. Add comments in the **General Points on Game Control** section.
 - c. Select the first **Positive Point** using the dropdown menu. Fill in the appropriate **Example Minutes** for this point. Select the **Add Positive Point** button to add this to the assessment.
 - d. Repeat steps b. and c. to add other positive points.
 - e. Follow the same procedure to add **Area for Improvement Point(s)**.
 - f. Add any information in the **Additional comments on Control of the Game** area.
 - g. Repeat this procedure for all areas.

1. Control of the Game

Performance: Good 

General Points on Game Control

Overall solid player management using all tools at your disposal.

Good foul discrimination. You allowed the players to play through many minor fouls, which allowed the game to flow smoothly.

Positive Points	Example Minutes	
Recognition of fouls (e.g. kicks, trips, strikes, handball, etc.)	3', 12', 42', 66'	Delete point
Recognition of breaking up promising attack situations	40'	Delete point
Recognition of situations of denying a goal or an obvious goal scoring opportunity	90+3'	Delete point

Positive Point


Recognition of situations of denying a goal or an obvious goal scoring opportunity 

Example Minutes:

Add Positive Point

Areas For Improvement	Example Minutes	
Usage of the whistle	15', 754'	Delete point

Area For Improvement Point

Usage of the whistle 

Example Minutes:

Add Improvement Point

Additional comments on Control of the Game.

Very good use of Advantage, including in situation where the Advantage did not ensue where you then called it back and awarded the restart based on the original foul.

Please keep in mind that a whistle is required in order to restart at a ceremonial free kick. Even if the attacking team does not actually verbally ask for the 10 yards, just the action of standing over the ball waiting for a signal still indicates their expectation of it.

9. After completing all of the sections, use the **Evaluation Scale** and guide line directions to determine the score for the assessment.

Evaluation Scale					
Evaluation Scale		Overall performance			
		Poor	Satisfactory	Good	Very good
Degree of difficulty	High	7.5 - 7.9	8.0 - 8.4	8.5 - 8.9	9.0 - 10
	Medium	7.0 - 7.5	7.6 - 8.0	8.1 - 8.5	8.6 - 9.0
	Normal	6.0 - 6.9	7.0 - 7.5	7.6 - 8.0	8.1 - 8.5

Mark (score)

The mark should be justified in detail in this report.
 A mark of 8.0 means that match officials did their job according with standard expectations.
 The assessor should refer to the Laws of the Game in order to assess the performances of the match officials.
 The assessor may use TV footage to analyse the crucial decisions (e.g. offside, penalty area situations, disciplinary matters) to complete the report form.
 If an error influences the outcome of the match, the mark given must not exceed 7.5 in any circumstances.

10. You may **Save** the incomplete assessment at any time and return to it for further editing or completion. Once you have completed the form, check the **View Final** box and **Save**. If you are satisfied with the report, select the **Finalize and Exit** button on the next page.

Instructions to complete the report

General Instructions

The referee assessor must complete his report form in an independent manner and not be influenced by third parties.
 The assessor should write two or three strong points and points for improvement. The assessor should set priorities based on actual incidents from the match.
 The assessor may analyse briefly the overall performance (strong points and points for improvement) with the referees after the match.
 The analysis of the crucial decisions has to be done afterwards with the TV evidence if possible.
 Frequent saving should be done while filling out the report to avoid loss of data.
 When report is complete, check the **View Final** checkbox review the report and then press the **Finalize and Exit** Button

View Final Delete Evaluation