

Semester-IV - Theory

CC-403 OFFICIATING AND COACHING

Unit-1 Introduction of Officiating and coaching

Definition of officiating and coaching, Importance and principles of officiating, Relationship of official and coach with management, players and spectators, Measures of improving the standards of officiating and coaching.

Unit-2 Coach as a Mentor

Duties of coach in general, pre, during and post game. Philosophy of coaching, responsibilities of a coach on and off the field, Psychology of coach in competition and coaching.

Unit-3 Duties of Official

Duties of official in general, pre, during and post game in (Hockey, Football, Handball, Volleyball, Basketball, Table Tennis, Kabaddi, Kho-Kho, Throwball, Tennis, Badminton, Ball Badminton, Cricket, Softball and Tennikoit). Philosophy of officiating, Mechanism of officiating, position, Signals and movement, Ethics of officiating.

Unit-4 Qualities and Qualifications of Coach and Official

Qualities and qualifications of good coach and good official, Layout of courts / fields and Rules of games, Layout of standard Track & Field and Rules, Eligibility rules of intercollegiate and inter-university tournaments.

References:

- 1) Bunn, J.W. (1968). *The art of officiating sports*. Englewood cliffs N.J. Prentice Hall.
- 2) Bunn, J.W. (1972). *Scientific principles of coaching*. Englewood cliffs N.J. Prentice Hall.
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UNIT- I - INTRODUCTION OF OFFICIATING AND COACHING

(Definition of Officiating and Coaching – Importance and Principles of Officiating, Relationship of official and coach with management, players and spectators, Measuring of Improving the Standards of officiating and coaching)

INTRODUCTION: A tournament or match is played among two teams or more than two teams. Every tournament or match in a competition, every team wants to win the match. The competitive spirit is also affected by the presence of spectators. On the other hand the players feel proud to be winners of a match from School level to University, National & International level competitions. The competition to keep the spirit and the healthy atmosphere up the game should be played according to the rules and regulations are implemented by the help of the officiating.

So, the definition of officiating means:- “The functioning of a qualified person in a specific sport, watching the sports being presented in all its finer technical details, offering instant and impartial decision complying the prevalent rules”.

Through the definition of officiating it is mentioned that the officiating is to conduct the matches in a smooth way, still there are other causes of officiating during a competition.

There are the following are the importance of officiating:-

1. Increasing the interest of the players.
2. Developing of the sports men spirit.
3. Developing of Healthy competition.
4. Developing of Friendship among players.
5. Development of Enjoyment.

1. **Increasing the interest of the players:** When the matches are conducted according to the rules and regulations the players enjoy better social environment. This good atmosphere helps the player to learn and interest the social aspects of education such as competition and co-operation, adjustment discipline etc.,

2. **Developing of the sportsmen spirit:** A particular spirit is achieved only when the atmosphere is congenial to the subject. This is also true in case of the development of sportsmen spirit of the players. When the game is conducted according to the rules and regulations of that particular game the true sportsmen spirit is achieved. The players learn how to play the game in the spirit of game. They also learn how to play with co-operation with other members of the opponent team.

3. **Developing of Healthy competitions:** A competition to be good should be played according to the rules and regulations of that game. On the other hand if the match is played by unfair means the spirit of the game is lost. Through officiating the healthy competition is developed. It is because the players are bound to play according to the rules and regulations. When the violence of rules arises, the officials give penalty to the team, which commit it. Hence, the competition becomes good & Healthy.

4. **Developing of friendship among players:** For a tournament the teams come from different parts of the country or continents. They are quite unknown to each other. But during and after the competitions this is diminished gradually and the friendship increases. Here it is worth remembering that the friendship does not increase itself. It requires atmosphere to increase it. When the match is according to the rules friendship is more and the vice versa.

5. **Development of Enjoyment:** Besides the above mentioned points another important aspect of competition is enjoyment and recreation. The spectators enjoy it more than the players, But this enjoyment is always limited to the application of rules and regulations of the game and competitions. The match which is played at the will of the players has no source of recreation.

In such a situation the spectators should at the players and officials. This spoils the atmosphere and enjoyment. On the other hand the match played according to the signals provides better enjoyment.

Definition of a Coach: A Coach is the person who imparts his/her Knowledge to those who wish to learn and benefit from his/her expertise. "Coach enables the athlete/trainee to achieve levels of performance to a degree that may not have been possible if left to his/her own endeavors".

"The wise coach develops not only the fullest physical potential in his charges, but also those capacities and habits of mind and body which will enrich and ennoble their later year" – Dyson.

Definitions of Coaching: "Coaching is the process of imparting Techniques, Skills, Knowledge and attitudes, which is aimed at improving the performance of the individuals by using Methods appropriate to their ability and aspirations".

Coaching is that training by the help of which a player or a team tries to reach the highest level of efficiency. Training in many skills is included in coaching such as technical skills of the game.

Scientific practice, facing any kind of new situations is created during the course of the game. The coach lets the players know the latest techniques of the game and helps them in having scientific practice in the game. He trains them in acquiring mental equilibrium in order to face any kind of hard situation and in maintaining self-confidence in all situations.

AIMS OF THE OFFICIATING:-

- Obtain and retain complete control of the game.
- Never allow a benefit to be gained by a branch of the rules.
- Protect the skills and persons and players.
- Co-operate at all times with colleague umpires to ensure consistency of interpretation, application, and effectiveness of the rules.

PRINCIPLES OF OFFICIATING:

1. **Knowledge of the Rules:** The rules and regulations vary from game to game. Hence for accurate officiating the current and up-to-date rules and regulations should be known to the officials. Sometimes the rules and regulations change. In such cases the concerned officials should take notice of the new rules.

2. **Personal Appearance:** Personal appearance is a part and parcel of the art of officiating. Personal appearance is affected by proper uniform. The uniform should be according to the games. The official should wear a neat and clean pressed dress to bring the attention of the spectators as well as players.

3. **Physical Condition:** While officiating the official has to run here and there to observe the situation so that a true and impartial judgment can be given. It requires good physical fitness, sound body, alert mind and quick reaction time. The official should be a healthy individual, free from diseases and any type of disorder of the body and mind.

Unless an official is physically fit, mentally stimulate, his act of officiating will never be accurate and appropriate.

4. **Use of Signals:** Signals are the language of officiating. Hence it is essential that all the officials must know this language. Signals are used to indicate the fouls, violence in rules and to declare any decision. The officials are restricted to talk more while the game is in progress. They use the hand signals and whistle signals.

Therefore, it is essential to have a mastery over the use of the signals of particular game to conduct the match in a smooth way. It is an important factor of officiating which requires more practical and less of theory.

5. **Immediate Decision:**

Every official must possess the ability to take decision immediately. It is very essential to know the rules and give the decision because during the game the judgments are given within no time. The decision should be right and appropriate to the game situation. Delay in taking the decision spoils the spirit of the match.

6. **Close Observation:** The officials should observe the game from a close quarter. From a near distance the official can observe the real situation which will facilitate him to give the correct judgment. The right observation is not possible from a distance place the game situation. For the close observation the official should run towards the actual game. Close observation is a must on the part of the officials. Without close observation the judgment given by the officials is biased.

7. **Decision Complete Acts:** Every decision should be given after the action is completed by the players. No judgment should be given unless the situation is made to do so. Some times what happens, the official anticipates an action to occur in sequence, but does not happen so. In this case the officials should not give decision before the completion of the action.

No decision should be given without complete action.

8. **Less Use of Whistle:** While officiating the officials should blow their whistles. But it does not mean that they would blow it always where it can be eliminated. Blowing a whistle indicates the fouls made by the players of the competition. Blowing the whistle when it is necessary puts the match in the right spirit and path. But misuse of the whistle puts a check to the smooth going on of the match and retards its normal speed which was achieved during the normal game situation.

Every whistle should be whistled when it is worth of whistling.

9. **Interpretation of Rules:** There are so many games in which two officials are appointed to carry on the officiating work. In such cases, sometimes arise where there is a difference in the interpretation of rules. Here no official should try to interpret his own rule. Rather the rules of the federation should be accepted as the final decision.

10. **Impartial Judgment:** The act of officiating should be an important one. The impartial and courteous officiating of the officials is very essential for the smooth and healthy conducting of a game.

In so many national and international matches, it has been observed, that the players rush towards the official to fight, because of partial judgment.

There is no measure to overcome such disturbed situation. Only impartial judgment can substantially do something for it.

11. **Firm Officiating:** Firm officiating means stable in one's decision. Once a decision is given, means it is given for ever. The official should not change his decision by the pressure of the strong party or great personalities.

Firmness of the officials helps them to conduct the match smoothly without any disturbances. Suppose, under the pressure of the higher power mentioned earlier the official changes his given decision or judgment, he becomes a man as if having no power. All players and spectators will laugh at him and underestimate him.

Decisions should never be changed.

12. **Use of Up-to-Date Rules:** In doing the act of officiating the officials should use up-to-date and advantageous rules and regulations in it. It provides prestige to them. The students of training colleges and players feel a sense of respect for the officials if they introduce the up-to-date rules in their duties.

If the old rules are enforced it is against the rules of the federation. Hence it worth is eliminating the old rules and enforce the up-to-date ones.

DUTIES AND RELATIONS OF A COACH: Coaching, these days, is a respectable profession. The glory which sports carry now in the national and international arena has brought a corresponding dignity to it. A coach does not only prepare a player for a superior performance but by arousing self – confidence in him he prepares him to become a better person. The more knowledgeable, efficient and systematic a coach is, the more he will be able to draw out from within a player.

A coach today is something of a kind of a salesman. Like a salesman, he has to be sincere to his profession. A coach should always Endeavour to bring glory and honour to his profession and observe the code of conduct because his behavior directly effects those players who are working with him. But his job does not stop with his activities on the ground. Surely his influence goes beyond. He is not merely a trainer giving training in the skills, but a friend and a guide who boosts his players very minute to reach nothing but the top place. A coach can turn his players into first rate performers on the one hand and good citizens on the other so that a player is able to bring glory to himself and to the society of which he is a part.

DUTIES OF A COACH: The circle of the duties of a coach has grown wide today. He is the one who touches the life of a player from several sides. His field of activity has extend from getting a first rate performance to his individual life beyond. Chiefly, his duties can be divided into the following three parts:

1. Pre- game Duties.
2. Duties during game.
3. Post game Duties.

1. Pre- game Duties. It is the foremost duty a coach to prepare the participating player (or players) for the Competition so that he should be able to put up a superior, first rate performance. The pre-game duties of a coach are as follows:-

1. To enable a player to acquire mastery by mastering the fundamental skills.
2. To educate regarding tactics both in a defensive and offensive game.
3. To educate a player about all the rules of the game.
4. To train to secure maximum benefit during play from the exiting circumstances.
5. To understand positions of different of players in different situations and when to interchange positions.
6. To develop them spirit among the players.
7. To develop sportsmanship among the players.
8. To give warming-up exercises and conditioning training.
9. To instruct all players to present themselves in time.
10. To secure dress and other equipment necessary for the game.
11. To inform the team (or individual player) about strong or weak points of rivals and also to get suitable advantage from the opponents” weak points.
12. To make choice of substitutes at the right time.

13. To educate players in all respects of the game.

2. **Duties during game.** During the game, a coach can intervene for such activities as substitutions of players, time-out for rest etc., But of course no coach can be allowed to go beyond the code of conduct. Too much of hints given to the players during the game can demoralize them and thus bring their standard of game down. He should be present on the ground throughout the game. His presence alone is sufficient to encourage and inspire the players. The duties of a coach during game are as follows:-

1. To keep an eye on a player who is below standard and make substitution if necessary.
2. To call for time-out for rest.
3. To watch the game and observe closely and if necessary to write down notes.
4. To encourage his players.
5. To keep an eye so that no player misconducts.
6. To give instructions during rest period.
7. To instruct what strategy to adopt during second-half of the game.
8. To guide the game from outside.
9. To instruct when to increase tempo of the game, or **vice-versa**.
10. To turn out any player who tries to disrupt or criticize.
11. To note down all experience for future guidance.

3. **Post-game duties:** Some people may say that a coach has no duties after the game is over. Often most of them walk away as the game finishes. This is not advisable. It is always necessary to examine the game afterwards. His duties, thus, are as follows:-

1. To felicitate the winning team and give consolation to the other team.
2. To analyze the game. There is no need for an immediate discussion every player is under a psychic pressure after the game. They need psychological and physical respite (rest). It is not advisable to sit down immediately afterwards and discuss.
3. Pick up the good points first, then the errors. That will make the players less desperate.
4. The coach should make the captain sit down with others players and allow each one to speak.
5. To take stock of the tactics used.
6. To take stock of the strategies, and system adopted by the rival team.
7. To discuss the game, but a coach should never try to hurt the self-respect of the captain, or of players. The analysis should be open and general.
8. To discuss the entire game, not one event.
9. A coach should examine it as a psychologist and with a bias.
10. One analysis should be a preparation for the next game. It should be a lesson to each player.
11. To prepare the next game from the display of the present game and to adopt new strategy if needed.
12. To inform about the next game and how to face it.

13. To deposit all equipment.
14. To check all injuries etc. and to attend to the injured players.
15. To discuss with the manager.
16. To save his players from unnecessary criticism from outside agencies like press, TV, Radio etc.

In this manner a good coach discharge his duties before, during and after the game. Such a coach is not only becomes popular but gets due respect and honor from all. A coach must never forget his profession is an all-time career and not one which would engage him for a few hours at a time.

RELATIONS OF A COACH: A coach is not merely coaching the players on the ground but his relations extend far beyond. He has to establish links with the guardians, trainers, teachers, manager and other coaches as well. He has to face several problems concerning each player working under him and all such persons provide him many solutions. His own initiative and efficiency are of great help in this regard. Any good coach should realize the importance and try to establish cordial links.

Relations with the Guardians: Cordial with the guardians of the players bring moral pressure upon them. If any player comes to join a camp, it is quite obvious that he has come with the permission of his parents. A player spends quite a lot of his time in the company of a coach. Any parent will be naturally full of anxiety to know about his son or daughter's progress. Again, no person can free himself of the environment in which he has been brought up. A coach, in order to understand fully about his players, must put himself in touch with the parents. He cannot understand a player fully without knowing all about his (or her) family background and that in turn can easily affect his (or her) performance.

It is imperative that a coach should maintain constant touch with the parents or guardians. He is sure to find solutions to several things about his player by coming to know about his (or her) background. There may be several reasons behind the poor performance of any particular player. For example, may be the parents do not have complete faith in each coach. The apprehension may be just a prejudice but the coach must understand, and then go about finding an appropriate solution. There can be many more similar problems. The solutions to must of them shall be provided by the information's which in some cases may come-forth from the parents. A coach must establish cordial relations with the parents (or guardians).

Relations with the Players: A coach is constantly in contact with the players. The more cordial relations he has, the more successful he is as the coach. A coach naturally to spend most of his time in the company of other student- players belonging to any category. A student naturally comes in close contact and his likely to be affected by the behavior, attitudes, ideas, ethics and in general the coach's personality.

A really good coach should be able to inspire a player to display superior performance in the game as also to turn out to be an ideal citizen under influence of the coach. A coach is a person who combines in him the qualities of a guide, a philosopher, friend and a family doctor. To quote an example, consider Namibia's relations with P.T.Usha. Her coach was always seen accompanying her wherever she went.

Relations with the Headmaster / Principal: Good relations with the headmaster in a school or principal at the college level are important because no student can take up a game or do practice, without the due permission of his (or her) headmaster or principal. Again, in order to fully understand the educational background of the player, a

coach would do well to put himself in touch with the headmaster or the principal. If in a certain game a player does well, surely the credit goes to all the player, his coach as well as the institutions where studied. The coach should maintain close contact with the headmaster or principal. If possible, the coach should keep on informing them about the progress of their players.

Relations with the Teachers: A coach is not only a trainer and a teacher, but a true friend of the player. During training, a coach can pass on some of his responsibilities to the teachers. A class teacher knows his students well. The teacher and the coach can harmonize their job. That will be of great help to players in improving his performance.

Relations with the Administrator: The scope for employment is extending. Coaches are needed for clubs, industrial houses, sports councils, sports schools, sports hostels, etc. Wherever sports are played, coaches are in demand. But wherever a coach gets employment, there will be an administrator in one shape or the other. Any administrator has only one desire, viz., To bring glory to the institution through sports. A winning team outside is a good advertisement for the industrial houses. Even a coach works for the same objective, viz., to bring glory to the institution which has raised the team.

A coach should try to harmonize his work with the administrator. It is no use bringing in his ego or self respect. Such things are likely to come up. A coach should co-operate with the player on the one hand and with the administrator on the other. There is of course no point in yielding before an administrator just because he is employer. At the same time, it is not necessary to be unyielding either and turn every issue to a prestige issue. No coach should work or even speak against the administrator, but tackle problems on a higher level. There is no reason why those people will not listen to the coach if the demand is reasonable. Reasonableness then should be the foundation of his relation with the administration.

Relations with the Coaches: A coach must bear in mind that other coaches are all like brothers being in the same profession. No coach should himself go beyond his code of conduct nor allow any other coach to do so. But they must regard each other as friends and brothers. Often a certain coach may put blame upon other coaches. But he should remember that it is the entire community which gets a bad name. Even if there are differences of opinion which are bound to be there because they are all human beings. But such differences must be resolved through negotiations and discussions. It never pays to wash dirty linen in public. No coach should overlook this cardinal principle of life.

Along with above relations, a coach should also develop good relations with TV, Radio, Press and even the spectators. No coach in his profession can afford to overlook them, for they are all powerful media. It is in their interest and in the interest of the administrators (as organizers) and above all the game which will get a good name. T.V is seen almost in every home. Any interviews are views expressed after match are bound to reach every home. T.V should rather be employed to popularize the game. A coach may be frank but not derogatory. A coach is an important link in the chain where on one end sit the spectators and on the other, the players. A coach must not forget that he can, through his efforts, promote the game. That indeed should always be the objective.

TECHNIQUES OF OFFICIATING:

Positioning

- Umpires should be in a suitable position to see clearly all offences and face the players all the time.
- Umpires operate primarily in half of the field with the centre line to their left and to their right.
- In general, the most suitable position for umpires is ahead of and on the right wing of the attack.
- Umpires should be mobile to ensure an appropriate position for each part of the game and to be able instantly to judge the relative positions of players; it is impossible for static umpires always to give correct decisions.
- Umpires should not allow their positioning to interfere with the flow of play.

Whistling:

The whistle is an umpire's primary means of communication with players, a colleague umpire and others involved in the game:

- The whistle should always be blown decisively and loudly enough for all involved in the game to be able to hear it. This does not mean long loud whistles at all times. Players should be able to "hear" the seriousness of the offence.
- In rare cases it may be advisable to reverse a decision if it is obvious that a mistake has been made; the whistle must be blown and action taken at once. Players must then be allowed to get into a proper position.

Signaling:

Umpires should note the signals and apply it in appropriate time:

- Remember when signals are required.
- For signals in which the arm is horizontal, the arm should be straight with the open palm of the hand at eye level.
- Signals should be held up long enough to ensure that all players and the other umpire are aware of decisions.
- Umpires should not look away from the players when a signal or decisions made; this can otherwise result in further offences not being seen or in a loss of concentration, or can indicate a lack of self-confidence.
- Umpires should not signal across their bodies.
- Umpires should preferably be stationary when giving a signal.

ACHIEVING HIGH STANDARDS OF OFFICIATING: These notes are not intended to be comprehensive, but offer general guidance on achieving high standards of umpiring.

Good umpires:

- Practice regularly.
- Are mentally alert and decisive at all times.
- Develop a good and consistent sense of judgment.
- Are not discouraged by an occasional genuine mistake.
- Dismiss any mistakes from their mind and concentrate still more.
- Recognize that there is no such person as a perfect umpire.
- Continuously strive to improve their standards.
- Always umpire fairly, with a sense of justice and with integrity.

Co-operation:

- Teamwork and co-operation are very important.
- You are expected to support your colleague by taking responsibility when he/she is unsighted or has difficulty in seeing parts of the field of play.
- Be sure that you are as close as possible to the play, so do not hesitate to cross the centre-line and go as far as possible into your colleague's half to assist if necessary.
- Prior to the match you need to discuss and agree the assistance to be given or received.
- Remember and practice eye-contact.
- The not involved umpire is mainly responsible for control of the "off the ball" players and in case of misconduct must interfere as soon as possible as appropriate (advantage!) and penalize severally.

Match Control:

- Establish control (recognizing a need to understand what the players are trying to do).
- Encourage a flowing, open game, allowing a maximum of advantage and skill.
- Support and encourage skill.
- Deal promptly and firmly with foul play and direct abuse.
- Make your decisions understandable for all concerned.

Improving High Standards of Coaching: Success in sports is often equated with winning, but success can be defined in many other ways. If success means scoreboard victories, there are always losers. If success means achieving an objective, there are never losers. Here are some ways to create a successful programme in which everyone will "win":

1. Assess and reward Individual Progress: If coach evaluates at all, he should do so on an individual basis. He should compare the sportsperson to his/her own past performance, and praise any improvement.

2. Set Achievable Goals: He should make goals challenging but achievable so his athletes feel successful. Once achieved, goals should be progressively increased on an individual basis.

3. Scale down Games: For children or beginner adults, coach should reduce the demands of his sport/game by adapting rules, equipment, areas, goals etc. This way skill is easier to learn and therefore more fun.

4. Provide varied Opportunities: When planning a practice, coach should incorporate different kinds of "positive play" such as:

- Equal time for all participants.

- The opportunity to play all positions
- Individual, dual and team activities
- Non-competitive, self-paced activities
- Co-operative activities
- Time for free play with no direction

5. Encourages Self-Responsibility: The Coach should give Athletes increasing responsibility for making own decisions. He should encourage them to:

- Give him their ideas and advice
- Make up new games
- Do their own officiating
- Make their own rules
- Organise and lead parts of the practice
- Help one another improve.

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Unit-II – Coach as a Mentor

(Duties of Coach in General, Pre, During and Post Game – Philosophy of Coaching, Responsibility of a coach on and off the field – Psychology of coach in competition and coaching)

DUTIES OF A COACH: The circle of the duties of coach has grown wide today. He is the one who touches the life of a player from several sides. His field of activity has extended from getting a first rate performance to his individual life beyond. Chiefly, his duties can be divided into the following three parts:

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7. To develop sportsmanship among the players.
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- To inform about the next game and how to face it.
- To deposit all equipment.
- To check all injuries etc. and to attend to the injured players.
- To discuss with the manager.
- To inform press, TV, Radio etc. if necessary.
- To save his players from unnecessary criticism from outside agencies like Press, TV, Radio etc.

In this manner a good coach discharges his duties before, during and after the game. Such a coach is not only become popular but gets due respect and honour from all. A coach must never forget that his profession is an all-time career and not one which would engage him for a few hours at a time.

COACHING PHILOSOPHY: In light of the above discussion, the purpose of coaching may be centering around three essential points.

1. Providing a positive sports experiences to participants
2. Providing an opportunity for participants to achieve their full potential in and through sports.
3. Using sport as a means of helping participants to develop in a holistic way.

HOW TO DEVELOP A COACHING PHILOSOPHY: Being a new and inexperienced coach, one has to prepare well for in his/her first season. You as a coach most likely have

planned what you are going to do and believe that you are ready in coaching career. But are you truly ready? Have you thought about the why's and how's of everything you will do a coach? It is important as you get started in coaching to develop a philosophy. For that matter, even experienced coaches may want re-evaluate their philosophy.

Many coaches do not believe in the value of developing a coaching philosophy. They do not realize how a philosophy can have an impact on their daily coaching procedures and strategies. However, a coach's philosophy is actually a very practical matter. In fact, every coach, whether he/she's aware of it or not, follow certain principals based on his own playing experience. Most of basic coaching philosophy comes from former college/university or federations coaches. This is a natural beginning because it is the approach with which coaches are most familiar and comfortable.

It is also practical to assume that the philosophy of a person's everyday life, thinking, and actions would be applied when it comes to coaching. For example, a salesman discovers that one of his clients is dishonest. He decides to sell to a competitor despite the fact that he will make less profit selling the same product. This may not sound like good business practice, yet many people are willing to adhere to their principles even if it means making less money. How many coaches would stick to principles of sportsmanship or fair play rather than win the game? There may be a gap between what a coach thinks is the right thing to do in everyday life and the action he takes on the field or court.

In an effort to form or analyze one's own philosophy of coaching, first coach must know what a coach is. A coach can be many things to many different people. A coach is a mentor, a teacher, a role model, and sometimes a friend. Most of all, a coach must be positive.

RESPONSIBILITIES OF A GOOD COACH: One of the important responsibilities of a coach is to create the right conditions for learning to happen and to find ways of motivating the sportspersons. Most sportspersons are highly motivated; therefore the main task of the coach is to maintain their motivation and to generate excitement and enthusiasm among them. The roles that a coach is supposed to undertake as a coach will be many and varied and he/she will find at some stage in his/her coaching career that he/she will be assessor, instructor, friend, mentor, facilitator, demonstrator, advisor, supporter, fact finder, motivator, counselor, organizer, planner and the fountain of all knowledge.

Some of the responsibilities of a good coach are described as under:-

- ❖ **The Coach as an Assessor:** This is the responsibility of a coach to be an assessor of his/her athletes. The coach should assess the sportspersons on the following accounts:-
 - He should recognize the individual qualities, potential and requirements of each participant.
 - The coach should obtain the basic information from the sportsperson such as name, address, telephone number, age, gender, relevant medical history that may affect performance and previous general and specific participation.
 - The coach should identify the physiological, psychological, sociological, emotional, technical and tactical level of sportsperson and assess how these can be improved.
 - The coach should identify and study the sports structure i.e. international, national, regional, state, district governing bodies, local authorities, local clubs and local facilities etc. He should also know the funding agencies like sports authority of India, sports councils and educational bodies etc.

- The coach should assess sportspersons' performance in training and competition.
- ❖ **The Coach as Planner:** This is the important responsibility of a coach to be the planner of the coaching programme. He should take the following steps:
 - The coach should identify and evaluate the demands of the training load with respect to the factors like frequency, duration, intensity and volume and to the trainee's required physical conditioning programme, skill, tactics, current status, degree of commitment, general interest, equipment and other condition.
 - The coach must have a time schedule for achievements of activities in all areas of coaching programme.
 - The coach should ensure that requirements of the training programme are made clear to all the concerned persons.
- ❖ **The Coach as Fountain of Knowledge:** This is the responsibility of the coach to be a fountain of knowledge in his/her sports and other related activities. The coach must equip himself with latest trends, development and constraints within his sports. The coach should identify any possible source of expertise to provide input into his coaching programme in general as well as specifically that may be international and national bodies, national coaching organization, sports sciences bodies and facilities. The coach should also know his limitations with respect to time, socio economic status, finance, personnel, facilities and equipments. The coach will often be asked questions on any sporting event, events that were on the television or in newspaper, diet, sport injuries and many topics unrelated or related to their sport.
- ❖ **The Coach as an Advisor:** It is very essential for a coach to be an advisor of his/her trainees. The coach should advise sports-persons on the training to be conducted. He should also advice trainees on suitable kit as well as equipment and other coaching related factors.
- ❖ **The Coach as a Counselor:** The coach must act as a counselor to his trainees in resolving their emotional problems. He should resolve emotional problems of his trainees who are indicating symptoms of anxiety, stress and which can be relieving and reassuring. There problems if not tackled timely, may become hindrance in the training and competition programme.
- ❖ **The Coach as a Demonstrator:** This is the responsibility of the coach to be a good demonstrator for his trainee. The coach should demonstrate to the trainees the skill he/she requires them to perform. To archive this, it is important that coach should be skilful and also keep himself fit.
- ❖ **The Coach as a Friend:** Over the years of working with sportspersons a personal relationship is built up. While providing coaching advice a coach should also become a friend of his athletes, so that they can discuss their problems or share their success. It is important for a coach to keep personal information confidential because if he/she does not do that then all respect the sportspersons had for a coach as a friend and coach will be lost.

- ❖ **The Coach as a Facilitator:** This is the responsibility of a coach to be a facilitator for his trainees by identifying suitable competitions for them to compare in and to help them to achieve their overall objectives for the year.
- ❖ **The Coach as a Fact Finder:** The coach should act as a fact finder for his trainees by gathering data of national and international results and to keep abreast of current training techniques.
- ❖ **The Coach as a Mentor:** When sportspersons attend training sessions the coach is responsible as well as answerable to their parents and family for ensuring that they are safe and secure. The coach has to monitor their health and safety during training. He must give required support to his/her trainee if anyone sustains injury or any personal problem.
- ❖ **The Coach as a Motivator:** This is the responsibility of the coach to properly motivate his/her athletes/ sports-persons during training and competition. He should also maintain the motivation of all the athletes' sportspersons throughout the whole year round. Thus the coach must know all techniques of motivation.
- ❖ **The Coach as an Evaluator:** Evaluation is essential tool for improvement. The coach should also act as an evaluator of coaching/training programme. He should use evaluation tests to monitor training progress and predicting performance. On the basis of evaluation he should understand the causes and recognize the symptoms of over training.
- ❖ **Helping trainees/Athletes/Players Feel Good about Themselves:** A coach can help his trainees/Athletes/ Players to develop confidence and self esteem.

Here are some ways he can do it.

- The coach should greet each trainee individually when they arrive for each session and make them feel good about being there.
- He should show confidence in their ability to learn
- He should offer activities that suit their level of development.
- He should encourage their efforts without always focusing on result.
- He should avoid elimination games and other activities that may add undue pressure and create situations where there are lots of “**Success**”.
- He should be specific when telling them what do you like to know about their effort or performance.
- He should use a smile, or a nod, to acknowledge them.
- He should praise them for special things they have done. A pat on the back means a lot.
- He should give them responsibilities. Involve them in making decisions and give each of them a chance to be a leader/ a captain.
- He should ask them for their input and invite their questions.
- ❖ **Making Sports Better For Trainees/Athletes/Players:** Sports have many positive benefits. If a coach inculcates these benefits in his practices, then he can help by making sports a special experience for trainees/athletes/children in the ways suggested below:-

❖ **Friendships**

- The coach should call each trainee by name.
- He should have the trainees learn each other's names as well.
- He should speak to every trainee at every practice.
- He should help trainees who may be shy.
- He should use partner and small group activities.
- He should rotate partners and members.
- He should organize team games for them.
- He should involve parents.

❖ **Skill Development**

- He should “Talk an ounce practice a ton”
- He should design activities to minimize waiting.
- He should use various drills.
- He should create challenges.
- He should give trainees activities to practice at home.

❖ **Fitness**

- He should develop habits of warming up, and cooling down.
- He should set a good example.

❖ **Fun**

- He should make sure that every trainee experiences some feeling of achievement.
- He should scale down his sport/activity if necessary.
- He should provide sufficient equipment.
- He should have a rewards system.
- He should ensure that different trainees win each week.
- He should cultivate a sense of humor in them.

❖ **Success and self-worth**

- He should have realistic expectations.
- He should emphasize performance, not results
- He should measure and reward individual improvement.
- He should offer specific, honest praise,
- He should provide constructive “**Try this**” feedback.
- He should give personal attention to each trainee.

❖ **Positive values**

- He should stress team work.
- He should play by the rules on and off the “field”.
- He should discourage cheating and reinforce fair play.
- He should be happy but humble in victory, dignified in defeat.
- He should be proud of his efforts.

- ❖ **Enhancing Trainee' Self-Image:** Self-image refers to how people see themselves. It is molded by the reactions of others like parents, peers and coaches, and further shaped by experiences in life. People's view of themselves strongly affects motivation, learning, sports performance and personal relationships. The two most important things a coach can do to help trainees to develop a positive self-image are, to care about them and to manage them positively.
- ❖ **The Coach should show his/her care by:**
 - Calling trainees by name.
 - Paying them personal individual attention.
 - Asking about them, their interests and families.
 - Praising good effort, good behavior, and good performance – all the “goods”.
 - Encouraging them after a “mistake”.
 - Making them feel important as people.
 - Feeling accepted should never depend only on an athlete's performance.
- ❖ **The Coach should manage athletes/ trainees positively by:**
 - ✚ Emphasizing their self – responsibility, giving them time to try things practice skills and show what they can do well.
 - ✚ Showing confidence in their ability to take on and master tasks.
 - ✚ Encouraging them to ask questions and make suggestions, and by listening to them.
 - ✚ Making sure tasks are appropriate for their stage of development and ability.
 - ✚ Encouraging them to give each other positive comments.
 - ✚ Supporting them during difficulties.
 - ✚ Applying a clear set of rules fairly and consistently.
 - ✚ Dealing appropriately with unacceptable behavior (do not use physical punishments like extra work).

The coach must remember that, if he expects good things of people, good things tend to happen.
- ❖ **Effective Feedback vital to Learning:** In sports, feedback is the information trainees receive about their performance. The purpose of feedback is to compare present with desired performance – information athletes must have if they are to improve their skills.
- ❖ **The Coach should follow these tips to give effective feedback:**
 - He should make sure that he tells the athlete/trainee more about their performance than the result.
 - He should tell the sportsperson whether he or she is doing well.
 - He should be specific and precise about what the athlete/trainee should try to do to improve.
 - He should give direct feedback about changeable behavior. An error caused by lack of strength, for example, is not immediately perfected.
 - He should give feedback as soon as possible after performance.

- He should make sure that the athlete/trainee understands his feedback.
- With young and beginners, coach should keep feedback simple.
- ❖ **Fai play:** A coach is one of the most influential persons in a sportsperson's or athlete's life. When Prof. Ajmer Singh speaks to coaches. He tells them, **“As a coach, you’ve got to help young people to become all they were created to be. Your job is to produce good sports persons, but more importantly, good people.”**One of the greatest responsibilities of the coach is to develop in his trainee a sense of fair play.Fair play embodies the principles of integrity, fairness, respect and emphasizes the following:
 - Respecting the rule of the game
 - Respecting officials and accepting their decisions
 - Maintaining dignity under all circumstances.

These principles apply in all circumstance, and they apply to everyone in sports sportspersons, coaches, officials, parents, spectators.

- ❖ **Fair play aims of the coach should be to:**
 - Behave the way he wants his athletes/trainees and the spectators to behave
 - Respect the game in both letter and spirit.
 - Help his athletes to understand the reasons for rules and appreciate the job that officials do.
 - Teach his athletes to value opponents, because without them there would be no competition.
 - Teach his athletes/trainees to lose with dignity.
 - Emphasize that doing one's best is more important than winning
 - Help each of his athletes/trainees equally
 - Keep the fun in sport.

It is important to note for coaches that the skills which athletes/sportspersons learn from them may be used for only a short period but the attitudes they develop towards themselves and others will last a lifetime.

- ❖ **Being a Good Listener:** Is coach a good listener? Listening is a vital part of communication and is essential to coaching. Of course coach wants his athletes/trainees to listen to him, but he too must learn to his/her athletes, to their parents, to officials as listening is sharing.
- ❖ **Planning Practice-Seven Elements:**Practice should be well organized, safe and fun. There are seven elements to a good practice.

Coach should take some time before the practice to plan all seven.

1. **Goals:** He should decide what he wants the athletes/ sportspersons to achieve, based on evaluation of previous practices.
2. **Warm –ups:** He should prepare the athletes/sportspersons with calisthenics, stretching and simple. Familiar drills.

3. **Skill Instruction:** He should teach skills early in the session while the athletes/sportspersons are physically and mentally fresh. He should use short, clear demonstrations, and simple descriptive key words.
 4. **Skill Practice:** He should consider the number of athletes/trainees equipment, and space, then plan for maximum activity. He should progress, in both difficulty and organization, from skill to game –like drills, from twos to fours to eights. He should tell the athletes whether they are doing right, and give specific comments to correct errors.
 5. **Fitness:** He should challenge his athletes/sportspersons with conditioning activities that are suitable for his/her sport. He should set these up as circuits, relays, or modified games.
 6. **Fun:** He should include several fun times in every practice. Ties them into any part of the practice –warm –up, technique work, and conditioning. He should ask his athletes/trainee for ideas. He should always finish the sessions on a positive note.
 7. **Evaluation:** He should review the practice with his athletes/trainees. He should ask question like did you achieve the goals? Why, or why not? What went well? What needs to be worked on? The answers will help him/her to plan for the next practice. Perfect practice makes perfect performers. This applies to planning too so coach should make perfect planning for having excellent performers.
- ❖ **Five strategies for successful coaching programme:** Success in sports is often equated with winning, but success can be defined in many other ways. If success means scoreboard victories, there are always losers. If success means achieving an objective, there are never losers.

Here are some ways to create a successful programme in which everyone will “win”

1. **Assess and reward individual progress:** If coach evaluates at all, he should do so on an individual basis. He should compare the sportsperson to his/her own past performance, and praise any improvement.
2. **Set achievable goals:** He should make goals challenging but achievable so his athletes fell successful. Once achieved, goals should be progressively increased on an individual basis.
3. **Scale down games:** For children or beginner adults, coach should reduce the demands of his sports/game by adapting rules, equipment, areas, goals, etc. this way, skills are easier to learn and therefore more fun.
4. **Provide varied opportunities:when planning a practice, coach should incorporate different kinds of “positive play” such as:**
 - Equal time for all participants
 - The opportunity to play all positions
 - Individual, dual and team activities
 - Non-competitive, self – paced activities
 - Co-operative activities
 - Time for free play with no direction

5. Encourages self-responsibility: The coach should give athletes increasing responsibility for making their own decisions. He should encourage them to:

- Give him their ideas and advice
- Make up new games
- Do their own officiating
- Make their own rules
- Organize and lead parts of the practice
- Help one another improve

Psychology of Coach in Competition and Coaching:

It is a recognized fact that sports today has grown very competitive. The level of games has gone up high in the international arena and it is becoming difficult to hold on to established records. In the international sports arena, that spirit reigning is “**to win at all costs, or not to play at all**”.

What is sports Psychology: The word consists of two words consists of two words ‘sports’ and ‘psychology’. Sports include playing games, either for entertainment or in a competitive spirit. In recent year, the competitive aspect of games has emerged more prominently. The word ‘psychology’ in sports signifies the science of behavior.

In the words of Mr. Singer, ‘Sports psychology explores one’s behavior in athletic’ (Here athletics means all sports.)

Role of sports psychology in preparing players for competition: It is recognized today that there is need to prepare the players for any competitive meet with the help of a sports psychologist, failing which the coach should take care to treat the players in a psychological way.

A coach should bear in mind the following points while preparing his players from a psychological point of view:

1. Level of arousal.
2. Motivation.
3. Role of will-power.
4. Mental load capacity.
5. Development of Specific Psychic Characteristics.
6. Psycho – regulative techniques.
7. Realistic goal- setting.
8. Information about the rivals and external competitive conditions.
9. Hints for competition and analysis of performance.
10. Rehabilitation of players.

1. Level of arousal: A coach should arouse the competitive spirit in a player on the day of the meet keeping in view the standard and the personality of the players. A coach has to be careful that the optimum level of arousal should be reached on a certain day and at a certain hour. It is a recognized psychological fact that each person has a bio-rhythm of work during the day. When this bio-rhythm is its peak, a person is likely to show the best results. If the optimum level is low, the player will realize that a certain level of self-confidence is lacking in him. There will be a tendency to escape.

2. Motivation: It is due to proper motivation that a player may sometimes make possible something which had seemed impossible. According to the psychologist Frost, “Motivation is the key to fast learning and for arising the level of understanding”. A coach can and must congratulate his players and thus motivate them from time to time. He may even reward them or grant prizes. A coach can motivate with the help of external rewards and/or internal rewards, keeping in view the players age, caste, sex and field of interest. The external rewards can take the form of certificates, medals, shields, cups, trophies etc.

3. Role of will-power: will –power has an important role to play in making progress in any game. A coach should provide opportunities to the players to develop will-power in themselves and realize its true worth. For example, a coach can ask a player to do some ‘extra’ work and then watch him carefully if he willingly does the work or not. A player will develop the quality of ‘will-power’ if he is ever willing to undertake any work and then if he does it willingly and without complaining or grumbling.

4. Mental load capacity: Today it has been proved beyond doubt that unless a player does not train himself with optimum training load, he will not make an excellent display at any competitive meet. The load of work at any given time must first of all be accepted mentally. Its initial impact is mental; physical impact comes later, that is when he actually begins to start with the load. Then, it is the work of the coach to prepare a player mentally before he asks him to carry the load physically.

5. Development of specific psychic characteristics: Beside the physical characteristics, every game has its own specific characteristics. A coach along with the psychologist should work together to develop the specific psychic characteristics in a player. In my games like boxing a player requires ‘distance perception’.

6. psycho-regulative techniques: It is absolutely essential that a player should be able to stay relaxed before, during and after the competitive meet. There are certain relaxation techniques as also activation techniques which can help any player to say relaxed, or stay active. Such techniques can help him to feel relaxed and not be under strain before, during and after a meet. He can also maintain his optimum level of arousal.

7. Realistic goal setting: Success is in itself a wonderful tonic. If success is the desirable result (as it always is), then the objectives must be realistically set. The goal should be neither too high that it remains unattainable and work more or less as an ideal, nor should it be set so low that while achieving it a player may feel no great difficulty. A coach must consult the psychologist and the player before setting the target and in this regard they must keep in view the individual’s limitations and efficiency.

8. Information about the rivals and external competitive conditions: A coach must realize that unless the players get opportunities to draw comparisons with their rivals or teams, they cannot evaluate themselves properly. No player can put up his superior performance if this comparative analysis is lacking. It is necessary that a coach must tell them about the weaknesses and also strong points of the rivals, their techniques, tactics and strategies.

9. Hints for competition and analysis of performance: in any team-game, it is absolutely essential that each indivional player must realize his duty and responsibility and set up a rapport with the other players. Each player must know what are the strategies, and tactics to be adopted and when the tactics, are to be changed. The coach must constantly discuss the tactics during training and before the meet.

10. Rehabilitation of players: Any player will find it necessary to retire after a certain period of time. It usually takes about 5-6 years to reach the top form. But having remained there for some length of time, it is always time for every player to retire and relax. Invariable, coaches lose contact with player of high level and may meet him (or her) only at intervals, or at the next national meet. This is not a happy situation. It is important that a contact should be maintained. They may not be working in the same camp but must continue to follow the instructions of the coach and the sports psychologist

Unit – 3

DUTIES OF OFFICIAL

PHILOSOPHY OF OFFICIATING:Get prepared mentally and physically before the season, stay prepared throughout the season. Get in the book! A good official keeps his cool, when those around him are losing theirs. Get the obvious...see everything you call, but don't call everything you see. Don't be too technical...let 'em play! Don't reach for your flag unless you intend to toss it. Get a number! Keep officiating! Remember, when you toss a flag on the field, you and your crew's integrity are at stake. Do not throw sup Port flags, or blow support whistles. Always see the ball before blowing the whistle...avoid inadvertent whistles. Bean bag fumbles...know that it is a loose ball, don't guess! Is a good "dead ball" official...keeping players in view until they are out of jeopardy? Use preventive officiating when possible...doesn't coach. Don't try to "make-up" for a bad call...use that feeling as incentive to work harder...be ready for the next call. Don't look for a call...let them come to you. Crisp ball movement on dead balls...keeps it off the ground. Show "it", and then throw "it". Count players every down. All crew members no committee meetings...don't congregate on every dead Ball. Hustles...don't hurry. And don't walk! Communicate with courtesy...treat coaches and players with Respect.

Officiating Style: This chapter addresses the following:

- The four styles of officiating, with reasons for their application
- How game context affects officiating style
- How style communicates your purposes to participants
- The personal characteristics and performance principles that lead to success
- The importance of image

In sports officiating, there are preferred ways of operating that tend to lead to success, although there are no guarantees. The ways you choose to operate are revealed in the style you adopt. The

four styles described in this chapter are not mutually exclusive, though. You may find yourself justifiably adopting a particular style to fit the occasion. A good official adapts to the age of participants, their skill level, their maturity, their grasp of the game's protocols, the complexity of their strategy, and the overall context of game situations. A preteen, early-season contest may feature participants who are just learning the rudiments of the sport. On the other hand, a late-season game between skilled competitors and a substantial (and partisan) audience poses another set of challenges. Your style should fit the circumstances of the competition. This chapter also contains suggestions for beneficial personal behavior—ways of responding that are shaped by your attitude, performance principles, and the 10 commandments of style. This chapter should help you react positively to game situations.

Four Styles of Officiating: The officiating styles discussed in this section are somewhat arbitrary, in that no official operates entirely in one mode all the time. In fact, the key to successful officiating is flexibility in adapting your style to the situation. Officiating is very much governed by context, which means that you must adapt your approach to the type of game being played. Styles can change, even during a single game. By knowing how to change your style, you can adapt to fit the circumstances.

Rule Book Style: Some officials say, “You can always hide behind the rule.” If a player's action is borderline, you have the option of applying the most stringent interpretation of a rule and thereby have a bona fide excuse for ruling against the player. A stringent interpretation of the rules, however, may not always be the fairest way to judge the action.

Consider the slide in baseball or softball. The rule states that a runner must slide into home plate if a fielder is in position to make a play there. The runner is not permitted to come in standing up, because the catcher is in a stationary, vulnerable position and a collision may result. Therefore, the runner can be called out for failing to slide. Let's say that a runner is trying to score on a hit to the outfield, but the throw toward home plate forces the catcher to move up the third-base line. The ball and the runner arrive in the vicinity of the catcher—who is several feet up the line—at nearly the same time. To avoid the catcher, the runner deftly pirouettes around the fielder and steps on the plate without being tagged. The umpire could call the runner out for

not sliding. However, if the runner slides and causes the catcher to topple over, then a player could be hurt. In effect, the runner is in a no-win situation.

A dozen scenarios about collisions or near collisions on plays at home plate could be described. The rules cannot cover all these situations succinctly. They can only describe parameters. If you take those parameters and apply them to the letter, you, in effect, penalize players unfairly. Applied in an overly rigid manner, rules of play can actually be used to sabotage their intent. Some officials operate in this stringent way. They believe that by applying rules in a punitive manner, they are fulfilling their role as the game's guardian. But the rules of any sport are subject to wide interpretation simply because there are so many variations in game circumstances.

Rules governing blocking in football also allow considerable latitude in interpretation. Blocking used to be done with the shoulder pads. Players kept using their hands to push, however, and finally the rule makers made pushing legal. But the shoving had to be done within the frame of the body of the player being blocked. What is within the frame? An official who wants to apply the definition precisely can call "illegal use of hands" a lot, even if the contact has no bearing on the result of a play. In other words, a rule-book-style official could interrupt play almost at will, and some officials do just that, believing themselves to be conscientious. Players, coaches, and fans often find their overly strict judgment annoying, even counterproductive.

Some rules, however, do not permit any deviance. The clearest examples are the rules regarding the boundary lines that confine a sport and define its critical areas. When a ball possessed by a runner crosses the plane of the goal line in football, it is a touchdown, with no room for equivocation. When a batted ball hits a base in softball or baseball, it is a fair ball. When a basketball bounces on a sideline, it is out of bounds. Accurate judgment (which is not always easy) is the determining factor in these cases. Another area in which you must follow the letter of rules

MECHANISM OF OFFICIATING: Officiating can be challenging, exciting and rewarding. On the other hand, officials can also feel frustrated, abused and unappreciated, whether you experience the positive or the negative rests on your mental approach to officiating. Most officiating books and instructional camps emphasize the importance of positioning, mechanics

and knowledge of the rules. Yet top official's identity, confidence, judgment, rapport and decisiveness as the qualities most essential, though more difficult to learn for successful officiating.

Many officials know all the rules, use proper mechanics and are technically skilled. What separate the best officials from the rest of the pack is psychological skills, which few officials take time to develop.

Discusses the qualities consistently found among top officials, including confidence, rapport, decisiveness, judgment, integrity, focused concentration, and motivation. All of these qualities are in fact psychological skills that you can learn through practice. The challenge is to take the necessary time to develop such skill – not only to become a better official, but also to enjoy your officiating experience.

MAJOR OBJECTIVES FOR THE MACHANICS OF OFFICIATING ARE:

1. To establish the importance of training and motivate you to begin a systematic program of your own.
2. To describe the qualities and skills of top officials.
3. To discuss the skill-relaxation, concentration, imagery, confidence, communication, goal setting-that will help you reach your full officiating potential.
4. To inform you of the specific techniques, strategies, and programs that will develop your skills.
5. To demonstrate that effective skills will bring you both better performance and greater enjoyment.
6. Enduring that every game is played in the right spirit
7. Helping to increase the enjoyment of the game for players, spectators, and others.

MENTAL PHYSICAL DEMANDS OF OFFICIATING:

A strong relationship exists between the psychological skills and the physical performance of officials. Therefore a Umpire's success or failure depends on his physical abilities (e.g. conditioning for the demands of a particular sports, techniques and mechanics, visual skills) and mental abilities (e.g. confidence, concentration, emotional control).

The relationship between the physical and psychological aspects of officiating is an interesting one. Officials most of the talk about the importance of mental, rather than physical,

skills in performing their difficult tasks – making the unpopular call, not letting the game get out of hand, staying cool, and not becoming vetted. Similarly supervisors of officials in various professional sports who assign and evaluate the work of Umpires emphasize consistency, fairness, mental toughness, quick and accurate decision-making and calmness as the most important assets for good officials.

It appears then, that a certain combination of physical and mental skills is necessary to become clearer the most important qualities of a good official.

JOB OF THE OFFICIALS:

1. The potential of presence – Be felt not heard, as much as possible.
 2. Official – player – Rapport – Be with friends but don't violate principles.
 3. Good – public relations – Be pleasant but firm and fearless.
- Official should remember that the sport was created for the players and not for the official; that his success can be measured by the degree to which he keeps the gauge going within the rules, with as little interference as possible on his part.

GOOD UMPIRES:

- Practice regularly.
- Are mentally alert and decisive at all time.
- Develop a good and consistent sense of judgment.
- Dismiss any mistakes from their mind and concentrate still more.
- Always Umpire fairly, with a sense of justice and with integrity.

Positioning

- Umpires should be in a suitable position to see clearly all offences and face the players all the time.
- Umpires operate primarily in half of the field with the centre line to their left and to their right.
- In general, the most suitable position for umpires is ahead of an on the right wing of the attack.
- Umpires should be mobile to ensure an appropriate position for each part of the game and to be able instantly to judge the relative positions of players; it is impossible for static umpires always to give correct decisions.

- Umpires should not allow their positioning to interfere with the flow of play.

Whistling: The whistle is an umpire's primary means of communication with players, a colleague umpire and others involved in the game:

- The whistle should always be blown decisively and loudly enough for all involved in the game to be able to hear it. This does not mean long loud whistles at all times. Players should be able to "hear" the seriousness of the offence.
- In rare cases it may be advisable to reverse a decision if it is obvious that a mistake has been made; the whistle must be blown and action taken at once. Players must then be allowed to get into a proper position.

Signaling: Umpires should note the signals and apply it in appropriate time:

- Remember when signals are required.
- For signals in which the arm is horizontal, the arm should be straight with the open palm of the hand at eye level.
- Signals should be held up long enough to ensure that all players and the other umpire are aware of decisions.
- Umpires should not look away from the players when a signal or decisions made; this can otherwise result in further offences not being seen or in a loss of concentration, or can indicate a lack of self-confidence.
- Umpires should not signal across their bodies.
- Umpires should preferably be stationary when giving a signal.

ETHICS OF OFFICIATING:

❖ **General Standards:** These General Standards are applicable to the United States Amateur Confederation of Roller Sports activities of all competitive officials.

❖ **Applicability of the Ethics Code:** While many aspects of personal behavior and private activities seem far removed from official duties of officials, should be sensitive to their position as role models for athletes as well as other officials. Private activities perceived as immoral or illegal can influence the officiating environment and officials are encouraged to observe the standards of this Ethics Code consistently.

❖ **Boundaries of competence:**

- a) Officials provide service to the sport of roller skating only within boundaries of their competence, based on their education, training, or appropriate roller sports and officiating experience
- b) Officials may provide service as an official involving new techniques only after first undertaking appropriate study training, supervision and/or consultation from persons who are competent in those areas or techniques
- c) In those emerging areas in which generally recognized standards for preparatory training do not exist, officials nevertheless take reasonable steps to ensure the competence of their work and to protect athletes and other participants from harm.

❖ **Maintaining expertise:** Officials maintain a reasonable level of expertise of current scientific and professional information in their field of activity and undertake ongoing efforts to maintain competence in the fields where they are used.

❖ **Basis for Judgments:** Officials maintain a reasonable level of expertise of current scientific and professional information in their field of activity and undertake ongoing efforts to maintain competence in the fields where they are used.

❖ **Describe The Nature And Results Of Officiating:** When Officials provide services to an individual group or an organization they should provide this using language that is reasonably understandable to the recipient of those services, communicating appropriate information beforehand about the nature of such services and appropriate information later about results and conclusions.

❖ **Honoring commitments:** Officials take reasonable measures to honor all commitments they have made to organizations.

❖ **Respecting Others:** Officials respect the rights of others to hold values, attitudes and opinions that differ from their own.

❖ **Non-Discrimination:** Officials do not engage in discrimination based on age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, socioeconomic status or any basis prescribed by law.

❖ **Harassment:** Officials do not engage in behavior that is harassing or demeaning to persons with whom they interact in their duties based on factors such as those people's age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language or socioeconomic status.

RESOLVING ETHICAL ISSUES:

❖ **Familiarity with Ethics Code:** Officials have an obligation to be familiar with the Ethics Code, other applicable ethics codes, and their application to the official's work. Lack of awareness or misunderstanding of an ethical standard is not in itself a defense to a charge of unethical conduct.

❖ **Confronting Ethical Issues:** When an official is uncertain whether a particular situation or course of action would violate the Ethics Code, the official ordinarily consults with other officials knowledgeable about ethical issues, with USA Roller Skating or USOC ethics committees, or with other appropriate authorities in order to choose proper response.

Conflicts between Ethics and Organization Demands: If the demands of an organization with which officials are affiliated conflict with the Ethics Code, the officials clarify the nature of the conflict, make known their commitment to the Ethics code and to the extent feasible, seek to resolve the conflict in a way that permits the fullest adherence to the Ethics Code.

Informal Resolution of Ethical Violations: When officials believe that there may have been an ethical violation by another official, they attempt to resolve the issues by bringing it to the attention of that individual if an information resolution appears appropriate and when intervention does not violate any athlete's rights that may be involved.

Reporting Ethical Violations: If an apparent ethical violation is not appropriate for informal resolution under Standard or is not resolved properly in that fashion, officials take further action appropriate to the situation, unless such action conflicts with athletes' rights in ways that cannot be resolved. Such action might include referral to USA Roller Sports or USOC committees on professional ethics.

Improper Complaints: Officials do not file or encourage the filing of ethics complaints that are frivolous and are intended to harm the respondent rather than to protect the public.

Unit-4

QUALITIES AND QUALIFICATIONS OF COACH AND OFFICIAL:

1. **Age:** The desirable age of an official is supposed to be 20-55 years. The ranges of age vary as per the nature of the game. He should start at the younger ensuring the longer phase of working life and achieving professional weight age.
2. **Physical fitness:** Since a wide range of body postures of variable duration is related to the conducting of the events associated with muscular strain. It takes time to form habit, and be comfortable with situation. All the above situations are fairly demanding, so the physical fitness is an essential requirement of being an official.
3. **Academic Eligibility:** The field and the scope of the sport is global, it is a common-knowledge. The Olympic, Asian and Common wealth games do not official capacity one must be adequately qualified academically. To be able to communicate with his counterparts one must have the working knowledge of languages being spoken and understood at the venue of the events. Thus an official will be entitled to due professional courtesy.
4. **Efficiency & Consistency:** Each considered judgments based on certain related facts express ones consistency. Every crystallized judgment shows the efficiency of a person. In the sports events day in and day out one is exposed to such situation so the concerned person should be well equipped with the above characteristics.
5. **Dress Code:** Since the official among the participants has distinct and well defined responsibilities and official recognition, he must be dressed distinctly. In each category dress code is recommended and defined. To be dressed as per means compliance of rules and regulation. That is why it is mandatory.
6. **Courtesy & Well-mannerism:** The conduct of a sports official should be exemplary for teachers, players and spectators. At time a quarrelsome situation arises. The rage and temper upsets the entire set up. The mob-like situation develops. In such flare-ups officials are the on

only hope. They should come forward to take up the cause pacifying the parties concerned and restore harmony.

7. **Avoid Shouting and Prattling:** An over talkative and self projecting man is hardly appreciated. People are receptive when something to say and that has too at a hearing distance. One should be physical active. An official is supposed to be a central figure among the crowd. Keeping his professional dignity in view one must conduct himself. One losses ones professional weight age when one tries to be over assertive.

8. **Fully equipped:** All the necessary equipment should be placed at the disposal of an official prior to the starting of the game e.g. spare units of foot balls, hockey balls, and wickets in the event of breakage. In its absence the match is disrupted at its peal performance. The sense of participatory thrill is missing and very purpose of game is defeated. The cards shown to the offenders of the rules is an important part of his equipment.

9. **Conversance:** To be expert in the art of being a successful official in sports field one has to put in the concentrated academic excellence, through discretionary appliance of rules and regulations, arriving at mutually acceptable situations. Besides ensure his place in carrier. One must be conversant in rising to the occasion.

In nut shell one must be conversant in ones to trade.

10. **Co-operation:** The success of a sports event is a co-operative effort. The proper timely applause of the spectator excites the player to put his best foot forward. The situation in play field is fast changing. Each of the players is out to convert each change in his favour. Official is conducting the affair with an absolute assertiveness. Till all the three act in unison there is no problem.

11. **Precise knowledge:** Precise knowledge of ever-changing rules, along with its justified interpretation is a tool of trade for an official. In the entire setup of sport he is a central figure. He enables player to chart the play strategy. There could be a resistance to the change, interpretation of the changed rules. One has to face the situation, and be very clear headed about presentation of interpretation.

12. **Guidance & Instructions:** He is friend, philosopher and guide of the sports arena. It is desirable that he should sound the basic of rules to the management & other sports officials. All the prevalent rules and regulations must be implemented. The working knowledge of the rules makes it easy to conduct sports event.

13. **Reaction – time:** A sports event is a sum total of fast changing situations in quick succession requiring, instant spontaneous response officiating officials must have quick reflexes to asser them at proper juncture. An oversight in checking the violation may change the nature

of ultimate outcome, loss of credibility and erosion of rapport with team and spectators. So the element of alertness in self assertion in the event is an outstanding virtue. Its absence can spoil the entire set up.

14. **Co-ordination among Colleagues:** In some events a number of officials participate. Their collective contributions crystallize in final decisions. Each of the participating officials must be aware of it. The co-ordination among the participating officials is a must to ensure better outcome, in a befitting manner.

15. **Courage:** Based on absolute knowledge of latest rules and regulations of sports, one should have conviction of courage. The element of courage supported by the faith in one's capabilities places him above his cadre. Lack of courage reflects his inability to take up the situation. It is an essential quality of a sports official.

16. **Personality:** Everybody in the totality of his physical appearance exercises influence among his juniors. This is known as personal aura. It plays an important role in seeking the cooperation of the people in professional sphere. This trait helps an official a lot.

17. **Punctuality:** The significance of punctuality does not need any elaboration. The sports official ought to observe it except in event of something beyond their control. One should not let others pressurize oneself without adequate justified ground.