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|       |  | <p>shoeshine kit, tape measure, clothes brush, etc. <b>Be sure to show only official equipment and clothing! (proper creasing, etc.)</b> Give tips on keeping the uniform clean. E.g. linen cloth or brush to dust off pants, folding of the hat, shining tips (wet or spit polish). Make note that SP CCs do not allow shorts but local leagues do. <b>Two ball bags</b> may be worn and they both may be crested or both may be without the crest (be the same). The <b>shoe colour and ``white`` letters and logos</b> needs to be clearly explained.</p> <p><b><i>Stress that you only get <u>one</u> chance to make a <u>first impression!</u></i></b></p> |
| 19-22 | <b><u>Drills</u></b>   | Reminder to go outside and DRILL – Signals/Plate Stance/SP and FP   |
| 23    | <b><u>Pitching Regulations – What a Pitcher Can or Can Not Do!</u></b> | <b><i>Title page for the section – stress the importance of knowing and understanding the legal pitching motion.</i></b>  |
| 24    | <b><u>Pitching Regulations Slo-Pitch</u></b>                           | <p>Go over the <b>6 components of the pitcher’s motion</b> and the rules governing them. <b><i>You need a Rule Book!</i></b></p> <p>Review of the key points for a Slo-Pitch strike zone.</p> <ol style="list-style-type: none"> <li>Must be 6 feet to 12 feet.</li> <li>Delivered underhand. <b><i>Stress - hand must pass the hip.</i></b></li> <li>Must be moderate speed.</li> <li>Judged when it passes over the plate. <b><i>Stress - picture the batter at the plate.</i></b></li> <li>Ball must pass through the zone. <b><i>Stress - it does not matter where the ball hits the ground.</i></b></li> </ol>   |
| 25    | <b><u>Slo-Pitch Arc</u></b>  | <p>This is an animated shot showing the flight of the ball through the legal SP arc. <b><i>Stress – 6’ minimum and 12’ maximum.</i></b></p>   |
| 26    | <b><u>Slo-Pitch Illegal Pitch - The Arc</u></b>                        | <p>Six (6) feet to twelve (12) feet from the ground and traveling in an arcing motion are the two requirements for a legal pitch. <b><i>Stress - Slo-Pitch is a hitter’s game and this is the most abused and uncalled rule in Slo-Pitch –</i></b></p> <p style="text-align: center;"><b><i>CALL IT OFTEN AND CALL IT CONSISTENTLY!</i></b></p>   |
| 27    | <b><u>Pitching Box</u></b>   | <b><i>Stress - position and size and where the feet can be legally.</i></b> Feet can both be in the box or touching the edge of the box/pitching rubber or behind the back edge as long as at least one foot is in or touching the box. <b><i>If a step is taken then the pivot foot must be in or touching the box.</i></b>  |
| 28    | <b><u>Slo-Pitch Strike Zone</u></b>                                    | For a “call strike zone” the umpire must “picture” the batter standing <b><i>even with the plate.</i></b> The top and bottom of the zone is determined by that batter position (even with the plate)  |
| 29    | <b><u>Moderate Speed – S.P.</u></b>                                    | Define what <b><i>Moderate Speed</i></b> is and go over the mechanic of making this call. By definition a SP pitch must have a perceivable arc. If it has an arc then the speed of the pitch is acceptable. <b><i>Stress – penalties for a pitch being too quick – 1<sup>st</sup> offence= warn the pitcher – 2<sup>nd</sup> offence to the same pitcher=removal from pitching position</i></b>   |
| 30    | <b><u>Pitching Regulations FP/Orthodox Stance</u></b>                  | Demonstrate legal “foot positions” for the FP pitcher. <b><i>Stress that both feet must be in contact with the pitching board and not off to the side. “Toeing Up” and “Heeling Up” are acceptable.</i></b>   |
| 31    | <b><u>Title Page</u></b>   | <b><u>Pitching Regulations FP/Orthodox</u></b><br>(Go over the FP rules for the pitcher with regards to: - next series of shots)  |
| 32    | <b><u>Taking the Signal</u></b>  | Review the 4 conditions to taking the signal legally. This is one rule that an umpire must be very cautious about recognizing and calling. It is seldom called!   |




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| 33    | <u>The Pause</u>   | It is important for a pitcher to pause. It allows the batter and the umpire to get ready for the pitch. <b><i>Stress – the difference between a SP and a FP pause.</i></b>  |
| 34    | <u>Wind- Up</u>  | <b><i>Stress – time may be requested by the batter, catcher or pitcher any time up to and including the “Pause”.</i></b> Stress that only <b>1 step</b> is allowed and it must be <b>forward and in the chute.</b>  |
| 35    | <u>Delivery (4 parts)</u>  | Take the 4 points on the shot – Motion/Release/Hand/Wrist – and expand on the points given on the screen.   |
| 36    | <u>Non Pivot Foot – Heel</u>   | <b><i>Moving forward by going up onto the toe of the non-pivot foot is a natural motion and is Legal.</i></b>   |
| 37    | <u>Step – All Female/Male U16 and under</u>  | <p>Before the front foot touches the ground, the pivot foot may:</p> <ul style="list-style-type: none"> <li>a) <b>Remain in contact</b> with pitching rubber</li> <li>Or</li> <li>b) <b>Push and drag</b> away from pitcher’s plate <ul style="list-style-type: none"> <li>• - in contact with ground</li> <li>• - toe is pointed down</li> <li>• - does not come up above <b>plane of the ground</b></li> </ul> </li> </ul> <p><b><u>Pitching Regulations Stance</u></b></p> <p>Point out <b>the differences</b> between All Female and Male U16 and under and Adult Male, U21 and U18 with regards to the Step. What can each group of pitchers do and <b>be legal?</b></p> |
| 38    | <u>Step – Male U18, U21 and Senior</u>   | <p><b><i>Prior to the foot touching the ground,</i></b> the pivot foot may:</p> <ul style="list-style-type: none"> <li>a) <b>Remain in contact</b> with pitching rubber</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>b) <b>Push and drag</b></li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>c) <b>Drag, leap, or hop</b></li> </ul> <p><b><i>Note: If airborne from the pitching plate, he may land and throw.</i></b></p>  |
| 39    |  | There are 3 shots of a male pitcher in the motion of delivering the ball to the catcher. Describe each of them in sequence and entertain questions about the delivery. The delivery is legal!   |
| 40-42 | <u>Orthodox Pitching Regulations</u>   | Go over the rules for Orthodox pitcher under the headings suggested. Stress the <b><i>Delivery (# 41) and Release (#42).</i></b>  |
| 43    | <u>Violation – Illegal Pitch</u>   | <b><i>Stress the Mechanic including mirroring (signal) and echoing (verbal).</i></b>  |
| 44    | <u>Questions?</u>  | Review and answer any questions from the participants. <b><i>Encourage questions.</i></b>   |
| 45-49 | <u>Rule Book</u><br>Proper Use ...<br>Read to Understand<br>Studying ...<br>Have a Question... | Have your rulebook with you, and ask anyone else with a rulebook to take it out now. Refer to the actual book as you <b><i>stress the fact that the book is in two sections - Slo-Pitch and Fast Pitch.</i></b> Refer to the individual sections and the layout of the book - i.e. Rule, Section, Sub-Section and Notes. <b><i>Stress the use of the index at the front of each half of the book and the importance of knowing where to find the dimensions of the playing field.</i></b>   |
| 50    | <u>Rule Book – Playing Rules</u>   | Look at the Rule Sections – by <b>topic – Rule 1 to 9</b>   |
| 51    | <u>Rule Book - Procedures</u>  | <b>Rules 10, 11 and 12 – by topic – Duties of Umpires, Protests and Scoring</b>   |



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| 52       | <b><u>Sect. 7 Rules and Definitions</u></b>                      | Title Page   |
| 53       | <b><u>The Playing Field</u></b>                                  | The diagram is of an ideal field. It is completely marked and fenced. <b><i>Make note of the differences in the fields for Slo-Pitch (no pitcher's circle, commitment line for Co-Ed.) vs. Fast Pitch.</i></b> Note the on-field boxes for coaches and batters. Note their importance and relation to the game. <b><i>Inaccurate lines can cause problems in the game.</i></b>   |
| 54       | <b><u>Fair Ball</u></b>  | Discuss the factors that determine a fair ball. <ul style="list-style-type: none"> <li>a. <b><i>Beyond the base:</i></b> A ball <b><i>hitting the ground or a player beyond 1<sup>st</sup> base or 3<sup>rd</sup> base.</i></b> In fair territory is a fair ball; in foul territory is a foul ball.</li> <li>b. <b><i>Before the base:</i></b> A ball <b><i>settling in fair territory</i></b> before the base is <b><i>a fair ball</i></b> or <b><i>settling in foul territory</i></b> before a base <b><i>is a foul ball.</i></b></li> <li>c. <b><i>Home plate:</i></b> A ball <b><i>settling on home plate</i></b> is <b><i>a fair ball.</i></b></li> <li>d. <b><i>First touched:</i></b> A ball <b><i>first touched in fair</i></b> territory and then rolling foul <b><i>is a fair ball.</i></b></li> <li>e. <b><i>Touching a base: Hitting a base</i></b> (1<sup>st</sup> base or 3<sup>rd</sup> base) and then bounding away <b><i>is a fair ball</i></b> regardless of where it goes or where it ends up.</li> </ul> |
| 54 cont. | <b><u>Foul Ball</u></b>  | <b><i>Stress the points that will make the ball a foul ball.</i></b> Striking an object or player in foul, first striking the ground beyond first or third, coming to rest before first or third. <b><i>Point out the differences between before and after the bags (1<sup>st</sup> base and 3<sup>rd</sup> base).</i></b>   |
| 55       | <b><u>Diamond Diagram – for use with Fair Foul Scenarios</u></b> | Using #55 and describe situations that are either fair or foul. See the L1 manual. <b><i>Better yet, go out onto a diamond or into a gym where you have set up a diamond and demonstrate Fair/Foul situations.</i></b>   |
| 56       | <b><u>Catch -Legal Catch and No Catch</u></b>                    | Review the five points that determine a Legal Catch or No Catch. <b><i>Stress - Control of the Body and Control of the Ball!</i></b> No one deliberately falls down or runs into a fence and then drops the ball – therefore no control shown – therefore no catch!  |
| 57, 58   | <b><u>Foul Tip</u></b>   | Review the two criteria of ‘No higher than batter’s head’ and ‘directly to glove of catcher’. Remember that the ball <b><i>can</i></b> bounce off or touch the catcher’s glove first, then contact his chest, mask or shins and then go back to the glove and <b><i>it is</i></b> a Foul Tip. <b><i>Stress - No higher than the batter’s head. (#66) Stress - FP - Live Ball. SP - Dead Ball.</i></b>  |
| 59       | <b><u>Foul Tip</u></b>   | Starting with the ‘bat’ on the diagram, review all of the points that make a hit ball a ‘Foul Tip’. <ol style="list-style-type: none"> <li>1. Goes <b><i>directly to catcher’s hand or glove</i></b> (bat to glove/hand).</li> <li>2. <b><i>Not higher</i></b> than the batter’s head.</li> <li>3. <b><i>Must be caught</i></b> – Must be controlled by the catcher in the glove or bare hand.</li> <li>4. It is <b><i>a strike</i></b> and not an out unless it is the 3<sup>rd</sup> strike.</li> <li>5. <b><i>In FP</i></b> - a live ball. <b><i>In SP</i></b> - a dead ball.</li> <li>6. In FP - <b><i>runners may advance</i></b> at their own risk.</li> </ol> It is <b><i>no catch if</i></b> the ball hits the ground first or if the ball hits some part of catcher (mask, chest, shins, etc.) before ending up in glove or hand<br><b><i>Note: Demonstrate the signal for Foul Tip.</i></b>  |
| 60       | <b><u>Foul Tip - review</u></b>                                  | Go over points made and ask for questions.   |
| 61       | <b><u>Infield Fly</u></b>  | Review each ‘ball’ on the diagram. Discuss what constitutes an “Infield Fly”.  |

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|       |   | <ol style="list-style-type: none"> <li>1. <b>Fair</b> - must be a fair ball.</li> <li>2. <b>Not a bunt or Line Drive.</b></li> <li>3. <b>Runners</b> - On 1<sup>st</sup> and 2<sup>nd</sup> or 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>.</li> <li>4. <b>Outs</b> - less than 2 out.</li> <li>5. <b>Ordinary effort</b> - can be caught with ordinary effort.</li> <li>6. <b>Who can catch</b> - all infielders and possibly an outfielder?</li> <li>7. <b>Live Ball</b> - Runner hit by the ball on base is not out. If off the base - out.</li> <li>8. <b>Out</b> - batter is out. (Even if ball is not caught)</li> <li>9. <b>Peak</b> - at the peak of the flight of the ball the umpire will say, "Infield Fly, batter is out if fair."</li> <li>10. <b>Foul</b> - if ball rolls foul, it is a foul ball and no out occurs.</li> </ol> <p><b>Stress runners can run, but can be appealed for leaving a base before a catch.</b></p>   |
| 62    | <u>Infield Fly - review</u>                 | Go over points made and ask for questions.   |
| 63    | <u>Definitions and Rules</u>                | <p>Stress the importance of <b>knowing the definitions</b> with regards to making correct rulings.</p> <ul style="list-style-type: none"> <li>• Strike Zone</li> <li>• Time</li> <li>• Dead Ball</li> <li>• Blocked Ball</li> </ul>  |
| 64-66 | <u>Signals – Drills</u>                     | This set of Shots is included to illustrate the correct signals. They are not meant to be used in place of field Drills but are included for the instructors use and as a reminder of correct techniques.  |
| 67    | <u>Batter-Runner Interference</u>           | <b>Stress - the Batter-Runner does not have to be hit with the ball and this is the Plate Umpire's call.</b> PU is trailing the BR towards first and watching for swipe Tag, pulled foot, being hit with the ball but straddling the line, etc. - <b>where does the ball hit the BR - over fair or over foul territory.- there must be a defensive player in position to catch the ball at first.</b>  |
| 68-71 | <u>Interference - Caused by the Offence</u> | <p>Review the definition of Interference.</p> <p><b>#68</b> Interference by the Batter-Runner or the Batter demands a call. <b>Who is out?</b> What do you do with the runners on base?</p> <p><b>#69</b> Interference by a runner - Three scenarios to be reviewed. <b>Who is out?</b></p> <p><b>#70</b> Six Types of Interference - Review the types with brief interpretations/scenarios. <b>Note: A ball that hits a base umpire in fair territory before passing an infielder results in a dead ball (no play) and the batter is awarded 1<sup>st</sup> base.</b></p> <p><b>#71 Review the Actions necessary on all interference calls.</b></p> <p>Look at Coaches Interference - <b>Live Ball situation.</b> Plate Umpire's Interference - Let all play finish because it is a <b>Delayed Dead Ball</b> and if the runner is thrown out (steal in FP where catcher inadvertently touches umpire), there is no interference. But if the runner is not thrown out, then the runner must return to the last base occupied at the time of the pitch.</p> |
| 72    | <u>Plate Umpire Interference</u>            | <b>Stress the following – Delayed dead ball</b> Do not kill the play but rather wait for the outcome. If the R is <b>thrown out</b> then <b>the out stands</b> but if the runner is <b>safe</b> then <b>the runner must go back and is not out.</b>  |
|       | <u>Obstruction - Types</u>                  | Give the definition of Obstruction and review the types. Review the mechanic.  |

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|        |  | <p><b>Note: All Obstruction situations result in a <u>Delayed Dead Ball</u> - signal and verbal.</b></p> <ol style="list-style-type: none"> <li>1. Play on a Runner - <b>Delayed Dead Ball - Time</b> - Award base.</li> <li>2. Run Down - <b>Delayed Dead Ball - let play continue</b> unless runner is being tagged immediately after obstruction - then Time and Award.</li> <li>3. No play on Runner - <b>Delayed Dead Ball - let play finish and award</b> extra base(s) if necessary. <b>Note: Runner cannot be called out between the bases where the obstruction occurred.</b></li> <li>4. Catcher Obstruction - <b>Delayed Dead Ball</b> (PU - get arm back down quickly) - <b>Manager's Option</b> to take the result of the play or if BR advances to 1<sup>st</sup> base safely and all other runners advance at least one base - the obstruction is nullified.</li> <li>5. Fake Tag - <b>Delayed Dead Ball</b> - After the completion of the play - warn both benches. <b>There could be an immediate ejection</b> (player who faked a tag). <b>There will be an ejection for the next fake tag</b> by either team.</li> </ol> |
| 73, 74 | <p><b><u>Obstruction - Actions</u></b></p>  | <p><b>Give the definition.</b></p> <ol style="list-style-type: none"> <li>1. Signal and Call - Delayed Dead Ball - <b>every time</b> you see obstruction.</li> <li>2. Ball is alive.</li> <li>3. Runners may advance further at their own risk. This means that you <b>may have them protected up to the next base but if they try to go another base they can be tagged out.</b></li> <li>4. After the play is finished or immediately when a runner is going to be called out - call "Time" and award bases.</li> <li>5. Other runners are in jeopardy during a Delayed Dead Ball situation. They may advance at their own risk.</li> </ol>   |
| 75     | <p><b><u>Substitutions</u></b></p>  | <ol style="list-style-type: none"> <li>1. All starting players may re-enter once.</li> <li>2. Report to Plate Umpire.</li> <li>3. Re-entered players must go back <b>into the same batting spot.</b></li> <li>4. <b>Substitutes may not re-enter.</b></li> </ol> <p><b>Note: Starting Players and their substitutes may never be in the game at the same time.</b></p>  |
| 76     | <p><b><u>Re-entry</u></b></p>   | <p>Any of the starting players, including the "DP" or "EP", may be <b>withdrawn and re-enter once</b>, provided players occupy the <b>same batting positions</b> whenever he is in the line-up.</p> <p>EXCEPTION: When the defensive player bats for a "DP", the "DP" is temporarily suspended.</p> <p><b>Note: The original player and the substitute cannot be in the line-up at the same time.</b></p>   |
| 77     | <p><b><u>Replacement Runner</u></b></p>   | <p>-legal for the <b>catcher</b> who gets on base with <b>2 out</b></p> <p>-always optional</p> <p>-must be the person who is the last scheduled to bat in the inning and who is not on base (see pg. 43)</p> <p><b>Fast Pitch Rule only!</b></p>   |
| 78     | <p><b><u>Flex Player</u></b></p>  | <p>The Flex Player is the player for whom the DP is batting and whose name appears in <b>the tenth (10) position</b> in the starting line-up.</p>   |
| 79     | <p><b><u>Extra Player (EP) S.P.</u></b></p>                                       | <p>Go over the <b>8 conditions</b> that apply to the EP and what happens in <b>Co-Ed SP if an</b></p>   |

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|        |   | <i>EP is used.</i>  |
| 80-84  | <b><u>This Year on the Diamond</u></b>            | Talk about the <b>2 year Rule Book cycle</b> . Any rules that need to be introduced (because the group has umpired before and need to know about changes) should be done here. Have them <b>write down the new rules</b> (point form) directly into the manual.   |
| 85     | <b><u>Drills</u></b>                              | A series of drills should have been worked into the clinic by now and many of the systems and mechanics are available in the manual in the section on Plate and Base Signals and Positions. One and Two Umpire Systems must also be introduced and practiced. The Drill Sessions should take up approximately 50% or more of the clinic.  |
| 86     | <b><u>New Umpires</u></b>                         | It is a tough job! - <b>adult and teenage coaches</b> . It is a demanding job with <b>lots to do!</b>   |
| 87, 88 | <b><u>Qualities of a good umpire</u></b>          | Review the qualities of a good umpire – <b>Good attitude, Good position, Good judgment, and reaction under pressure</b> are the qualities we all need. These along with <b>rapport, communication skills, feel for the game and knowing and applying the rules</b> are all important.   |
| 89     | <b><u>Qualities of a good umpire- Never</u></b>   | Stress the negatives – <b>fraternization, hurry to make calls, guessing at a call</b> Refer to the manual for more information.   |
| 90     | <b><u>Qualities of a good umpire- Never</u></b>   | Continue with the <b>Never</b> category – <b>change a strike to a ball/safe to an out – only get help when you are blocked out on a strike or ball call – get help with tag or force plays if coach asks for a check</b> on your part if they are arguing that the ball was on the ground or if you were blocked out.   |
| 91     | <b><u>Coaches may try to intimidate you!</u></b>  | Take the 4 points individually and spend a couple of minutes discussing the key points of <b>respect, pre-game meeting, role of coach, polite with all</b>  |
| 92     | <b><u>Umpire Etiquette for the New Umpire</u></b> | What is “fraternizing”? – being overly friendly and beyond polite. <b>Never threaten</b> a coach or <b>show up</b> a coach and always <b>respect a coach’s style</b> – it is not your business how a coach talks to players.  |
| 93     | <b><u>The Coaching Staff</u></b>                  | Leave the past in the past. <b>Every game is a new start</b> . Understand that to a coach <b>you may be part of the strategy to getting his team “up”</b> . When a coach asks you <b>a question</b> , answer him quickly and accurately. They have <b>the right to ask!</b> Above all <b>never criticize the strategy</b> of coaches. It is their team and their game!  |
| 94-95  | <b><u>The Players</u></b>                         | In the two slides, go over all of the points listed. They will come up on the PP individually, so <b>take a few minutes to explain each and the importance of each</b> . At the end of the page all points will again come up for review.   |
| 96-97  | <b><u>The Fans</u></b>                            | Two pages of points to have a look at will make the importance of fans obvious but also the <b>etiquette of dealing with fans</b> . On slide 96 there is a statement that says, <b>“You cannot eject a spectator.”</b> Can you? <b>Yes you can, under certain circumstances</b> . In minor ball do not allow fans to swear at you or at players. In any ball do not allow fans to enter the field area. Stop the game and get help to settle the issue. Just because a fan is loud or obnoxious is not a reason to remove them. |
| 98     | <b><u>General Information for Umpires</u></b>     | The title page for the next Section.  |
| 99     | <b><u>General Information for Umpires</u></b>     | Requirements for umpires – <b>mask Required for FP but Optional in SP- review mechanics</b> .<br>Review pregame duties and the Plate Conference. <b>Stress the importance and reasons for always having a Plate Conference</b> .  |
| 100    | <b><u>Pre-Game Duties</u></b>                     | <ul style="list-style-type: none"> <li>✓ Check field area.</li> <li>✓ Check bases.</li> </ul>   |

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|           |  | <p>✓ Check equipment (bats/helmets)<br/>Stress the <b>Why</b> of doing each pre-game duty with the <b>emphasis on safety and liability</b>.</p>  |
| 101       | <b><u>Pre-Game Meeting</u></b>             | <p><b>Part 1 - <u>With Partner(s)</u> -uniform check-equipment check-go over coverage-review ground rules.</b> Be sure to stress <b>the importance</b> of this because you may have different ideas of coverage etc.<br/><b>Part 2 - <u>At the Plate-coaches, captains</u></b> This is the part that we usually think of as the pre-game meeting and it is important to <b>establish your control</b> and also to review with the coaches and captains any unusual issues with ground rules.</p> |
| 102-103   | <b><u>Always have a plate meeting!</u></b> | <p>Take each of the points as they appear on the screen and explain why they are necessary. Slide 102 is very straight forward and to the point. This is the <b>routine and procedure</b>. Slide 103 is important to stress the <b>exchange of the line up cards</b> and that they <b>may make changes up to and including this point</b> before they become official.</p>   |
| 104       | <b><u>Handling Confrontations</u></b>      | <p>Title page for new section in manual.</p>   |
| 105-109   | <b><u>Confrontations</u></b>               | <p>How to Stay out of Trouble – go over the <b>5 keys</b> of achieving that goal.<br/><b><u>Know the rule, Be in position , Stay focused, Set the tone, Spectators</u></b></p> <p>For each of the slides points will cycle up onto the screen that are the key points under each general heading. At the end of the page all points will again appear as a review. <b>Quickly go over the section remembering that you are dealing with Level 1 umpires.</b></p>                                 |
| 110 - 114 | <b><u>Handling Players and Coaches</u></b> | <p>The key points of handling players and coaches are found in the manual. Go over them before the clinic starts.</p> <ol style="list-style-type: none"> <li><b>1. Four tools used to communicate</b></li> <li><b>2. Dealing with insults and criticism</b></li> <li><b>3. Be a good listener</b></li> <li><b>4. Other key elements to know</b></li> </ol> <p>Over the next 4 slides the points are expanded upon.</p>   |
| 115       | <b><u>Ejections</u></b>                    | <p>Do not run from an ejection – they have to happen. But, <b>try to keep players and coaches in the game</b>. Let them talk. Review the Ejection responsibilities and routines. Know them and then use them calmly.</p>   |
| 116       | <b><u>Credits</u></b>                      |  |