

Arbiter Instructions to Block Teams:

Some reasons to block teams:

- Your son/daughter goes to school there;
- Your wife/husband or a relative teaches there
- You are affiliated with the school in some manner
- Your child/children are a member of the school team
- You can't get to a school for levels of games at a time that conflicts with your work schedule

To Block a Team:

1. Click **BLOCKS** at the top of the homepage
2. Click **TEAMS** on the sub bar (top of the page) to view a list of all of the teams.
3. Click on the "Show All" check box located at the top right side of the page to display all the teams. If you have previously blocked a team, you will see that team check marked on the team page. Note: You will notice that the overall list of teams also includes non-YAIAA teams because the YAIAA plays those teams at home during the season. Therefore, you will only have to block those teams who play in the YAIAA.
4. To assist you in locating a team you wish to block, an A-Z alphabetical guide is available at the bottom of the page to assist you. Just click on the first letter of the school name you wish to block and it will take you to all of the schools that begin with that letter.
5. To **BLOCK** a team, simply click to the left of the team of the appropriate school - sport - level you wish to block. Remember, there are 2 levels of Jr. High games – Freshman and 8th grade. You must block both levels if you don't wish to go to that school for any Jr. High games.
6. Next, locate the "Home" and "Away" columns on the far right. Default blocks have already been set up with check marks in the home and away columns. If you only want to block the team at home because you can't get there for a 4:00 PM game, simply click in the "away" column and that will remove the checkmark; thus only blocking the team at home. If you don't want to see that team either home or away, simply do nothing as both "home" and "away" boxes are already checked. Whether you only want to block "home" or both of those columns, you must still click to the left of the team, sport, level you want to block. Without the block in the far left column, the "home" and "away" blocks will not work.
7. To **UNBLOCK** a team you have previously blocked, simply click to the left of that team you wish to unblock to remove (or uncheck) the checkmark. Don't worry about the checks in the home and away boxes.
8. When you are finished blocking and unblocking teams, click on "SAVE" and then EXIT. To ensure your changes were recorded, log back into Arbiter to view all the teams you blocked/unblocked.