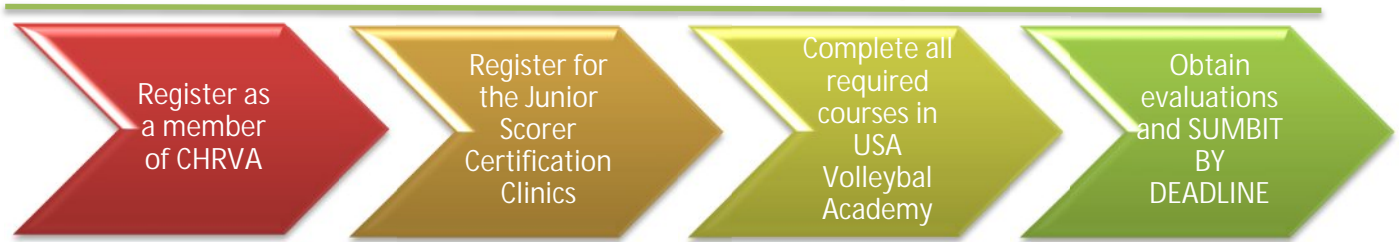


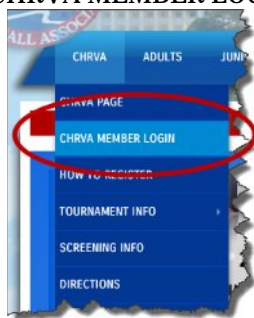
2016 – 2017 CHRVA Scorer Certification Process

Juniors – New Candidate & Recertifying Scorer Requirements

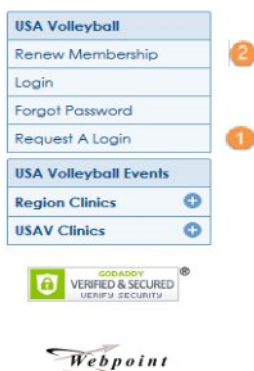


****STOP**:** These instructions detail how to register as a Junior Scorer ONLY. If you would like to be certified as a Junior Referee also, please use the Junior Level I or II instructions to be registered for both the Referee and Scorer clinics as they have been combined this season.***

1. You **MUST** be a current member of the [Chesapeake Region Volleyball Association \(CHRVA\)](http://www.chrva.org)
 - a) Go to the CHRVA website (www.chrva.org)
NOTE: Some versions of Internet Explorer are not compatible with the website. Try Firefox or Safari
 - b) select 'CHRVA MEMBER LOGIN' to log in



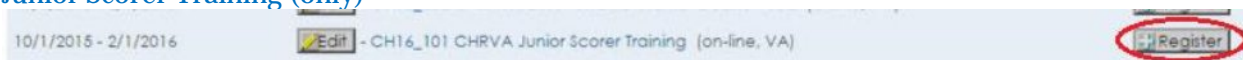
- i. If you are new to the region then select "Join USA Volleyball" 1
- ii. If you were a CHRVA member last season, select "Renew Membership" 2
- iii. If you have already registered, you may log-in 3



2. You **MUST** register and complete the on-line training clinic **no later than January 31, 2017**.
- a) **Register for the scorer clinics** go to the left hand toolbar under “USA Volleyball Events->Region Clinics” select “Region Ref/Score Clinics”



- b) Then under “USA Volleyball Events” select “Register Now” to the right of the “CH17_101 CHRVA Junior Scorer Training (only)”

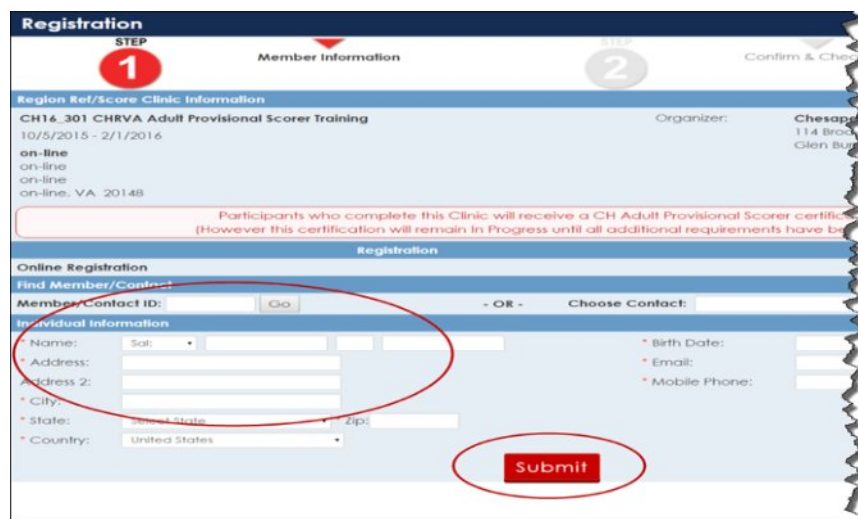


NOTE: This registration also includes a section to pay the Scorer evaluation fee. This fee covers the Scorer Certification ONLY. You only need to pay it **ONCE**.

- c) Verify that the clinic information is accurate on the screen



- d) Fill in the Individual information section to begin the registration and click “Submit”:



e) Verify the information :

The screenshot shows the 'Registration' page, Step 2. The event is 'CH14_301 CHRVA Adult Provisional Scorer Training' from 10/5/2015 to 2/1/2016. The participant's name is Lynette Muller, with address 21804 Wingfoot Ct, Broadlands, Virginia, 20148. A red circle highlights the 'Register' button at the bottom of the form. A note states: 'NOTE: this individual already has a pending Junior Scorer certification. Entry for this event is free.'

f) Scroll down to complete Step 2 by entering your payment information and click "Register." A pop-up window may be displayed confirming your credit card will be charged; click "OK"

The screenshot shows the 'Payment Information' form. The payment method is set to 'Credit Card'. Fields include 'Credit Card Type' (a dropdown menu), 'Credit Card Number', 'Security Code (Locate)', 'Expiration' (MM/YY), and 'Name On Credit Card'. A red 'Register' button is at the bottom.

g) You will see the Registration confirmation page once completed (an email will also be sent) and the link providing you access to the on-line training will be at the bottom :

The screenshot shows the 'Registration Confirmation' page. It confirms registration for the 'CH14_301 CHRVA Adult Provisional Scorer Training' on 10/4/2015. The participant's name is Lynette Muller. A red circle highlights the 'Login to USAV Academy' button at the bottom. The page includes a reminder to register for a fee and provides login information: User Name: lpmuller, Password: [redacted].

h) All clinics are now accessed via Webpoint. To log-in to USA Volleyball Academy from WebPoint, click on either the "USAV Academy" button on the left or the "Login to USAV Academy" button in the middle, both on the Member Home screen (your webpoint user/password will be used automatically):

Support USA Volleyball

USAV Academy

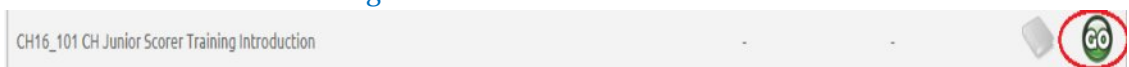
Login to USAV Academy



- i) Once logged in you will ONLY see the training you have registered for under “Enrolled” on the “My Account” page :



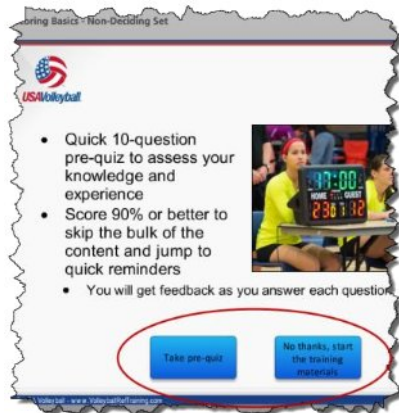
- j) Click on the green “Go” sign to reveal the description and learning activities for “CH17_101 CHRVA Junior Scorer Training”:



- k) To launch the course click on the “Go” icon in the “Action” column:



- l) For each section of the training you will be given the option to take a “Pre-Quiz.” If you pass the quiz you will advance to the next session of the training. If you do not pass the quiz then you will watch the materials for that section.



m) When you have completed each of the courses it will move to the “Completed” section of the My Account page showing the “Date Completed” :

Course	Date Completed
CH16_101 CH Junior Scorer Training Introduction	Oct 9, 2015

3. Evaluation(s) to be **submitted by the deadline:**

a) Requirements:

- i. New Junior Scorers – two evaluations are required
- ii. Recertifying Junior Scorers – one evaluation is required

b) **Deadline: April 1, 2017**

c) Send to Adult and Juniors Scorer Certification Assistant via:

- i. E-mail: scorer.certification@chrva.org [Preferred method]

4. When you have completed **ALL** of the requirements (Steps 1 – 4) and we have processed your certification you WILL receive an e-mail notifying you that your WebPoint profile has been updated and provide you instruction for printing your membership card.
