**Tips for Scorekeeping**

* **Scorekeeping rules and guidelines** - It is recommended that all scorekeepers review the rules as well as the documents entitled ‘Score sheet commentary’ and ‘sample\_score\_sheet’ before each meet.
* **Fully completed scoresheets** - The scorekeepers MUST complete the entire scoresheet including team scoring at the top right corner.  This is very important as incomplete score sheets will significantly slow down the stats room.
* **Proper names and team names** – Names used on the scoresheet should match the current ***ECD Lineup*** document. Please CLEARLY mark the names of quizzers and teams on the sheet and avoid using nicknames like Lizzy  Clarity is of the utmost importance.
* **Individual Scores** – please ensure that the points are accurately attributed to the correct quizzers and a minor mistake could impact the individual ranking of a quizzer. Have the coaches double-check the individual scores before signing off as well as the final score.