

A Basic Guide To Sports Announcing

In its simplest terms, sports announcing is story telling. It's you telling the viewer/listener at home about what you're watching. For you and your announcing partner, you're going to have a conversation about the game that other people are going to listen to.

A good broadcast is scripted and simultaneous. You plan and prepare to know your teams and sound informed on the air. That script meets simultaneous when you apply what you know about the teams and about the game, to what unfolds on the playing surface.

Too many broadcasts have become over produced and over announced. Folks at home basically want to know what's happening. If you're working a video broadcast, remember that you're in a visual medium – the pictures should do most of the talking – you don't have to. You don't have to describe in detail what Jones is doing, but you do have to let folks know that Jones is the person doing something. There's a big difference. If you're doing an audio broadcast, you need to provide the detail, but not fill up the airwaves with so much verbiage that your listener is exhausted at the end of the game. You're painting with words, and you need to give the listener a chance to see in their minds what you're saying.

With that said, here's a guide you can use to develop your own script to follow when working games.

Early The Week Of The Game

- **Get basic information about the teams.** The information you should always have in advance of the day of the game includes the following:
 - A numerical roster with first and last names, heights, weights (as appropriate), position, year in school.
 - The season schedule and results to date
 - Probable starting lineups
 - Season statistics to date (If it's the first game of the season, try to get last year's final stats)
 - Coaches background information

A kit you can send to a school to gather this information is included for football. A school may have some of this online or in a different format. Make sure the school understands they can submit information on their own forms or point you out to a location on the internet where it can be found. Start by contacting the athletic director at the school for this information. If you know your schedule well in advance, don't wait until the week of the game to make this request. Sometimes the best you'll be able to do is get a roster.

- **Go online.** There are different websites which host information about high school sports teams, and carry stories about the team. Some schools have dedicated web pages to each team, complete with all of the information mentioned above, and even links to articles from news outlets. You might even be able to watch video that's been archived online from previous games. Different examples are MHSAA.com, MaxPreps.com, MHSAA.tv, and newspaper websites. There may be some other locally run websites that cover high school sports you can find.

If you've already developed your schedule for the season in advance, you might want to download articles following each game. That way you have the archive at your fingertips. If you're assigned to cover the finals of a conference tournament, do the same thing with those teams which are considered to be most likely to be in the game. Once the tournament begins, track all the games and save information.

The more information you gather, the more you'll be able to recognize the achievements of the teams and the kids. You'll have to sift through everything and find the best "nuggets" of information to use. The other thing this backgrounding will do is prepare you for talking with the coach.

- **Talking to the coach.** When you can, talk to the coach by telephone prior to the day of the game. Set up a time to talk for 5-10 minutes to learn what the team basically does on offense and defense, how the season has

gone, things that the coach is proud of about the team and things that drive the coach crazy about the team, and what the coach thinks about the other team. If you can't get this done on the phone before you get to the game site, try to visit for a few minutes prior to the game – usually an hour or so before game time – and ask a few key things. Know that if you're covering the opposing team, the coach may be guarded with comments, and there's nothing you can do about that. But do try to talk to the coach.

- **Pro-announce-see-a-shuns.** You need to talk to someone –the coach, the AD, the AD's secretary – to get the pronunciations of those tough names on each team. Get them in advance, spell them out phonetically, practice them over and over before the game. It's best to put that phonetic spelling on your roster that you're referencing during the game.

Then during the game, stumbling once or twice is likely to happen, but however you pronounce it, settle on one way and keep it that way for the entire game. Better to be wrong and consistent than saying it different every time.

- **Prepare your charts.** Put your information like rosters, stats, etc., into something you can easily work with at the game. Some announcers just rip the roster pages out of the program when they get there. Many will create a chart for each game using a template so that information is always in the same place to reference for each game. Samples of the latter are included.

- **Prepare your basic format for the game.** This is an order of events. It includes when you're going to do the starting lines, features like keys to the games, when to do the halftime stats, when you do the player of the game, when you drop in "reads" like disclaimers or special thanks or other messages you don't have pre-recorded to insert. This is what the producer on any network broadcast follows for a road map. Watch or listen to the broadcast of a particular team over several games, and you see that there's a pattern to what they do.

- **Prepare your opening standup.** Standup is the term used in television for the short segment at the beginning of a broadcast where the announcers are on camera and they preview the game. This can be as quick as a setup to tell folks where you're at, who you are, who's playing and a quick nugget or two about the game before sending things to a commercial or the beginning of the game. Radio broadcasts are often longer than television broadcasts.

A basic formula is to do the welcome – where you're at, who you are, who's playing – followed by a general comment about the game, then a focus on each team with a highlight on a key player or two, then a wrap-up comment and sending things to a commercial or the beginning of the game. If you're doing a standup on camera, try to print out your notes so they can be taped to the camera so your eyes don't wander. It's a poor man's teleprompter, but it works.

- **Prepare some filler materials.** These can be public service type announcements that you can just grab and read when you need to fill 30 seconds, and available from places like the MHSAA website, or even those websites of non-profit organizations which have a message compatible with high school sports. If you find a longer hole that has to be filled for an injury or other extended delay, this is where going through those articles you gathered in advance of the game might help if there was a feature you use for filler fodder.

- **Other Stuff?** You might be able to find historical websites that can provide additional background information. For football, michigan-football.com, has game by game results back to 1950, so you can look at how a rivalry has played out over the years. Wikipedia can yield some interesting tidbits about a school or a town you might wish to use, but use sparingly and fact check what you find. For example, Coldwater, Michigan, is located on Heritage Route, a road between Chicago and Detroit, halfway between the two metro areas. That could be turned into a bit of filler information or even used in the open..."tonight we're on the historic Heritage Route at Coldwater High School..."

Game Day

- **Arrive at least 60 to 90 minutes early.** The earlier the better. Use this time to get equipment setup if you have to do that, layout the materials you'll use during the broadcast, walk the field for an outdoor event to see first hand what kind of shape its in, check last minute things with the athletic director or the coach, and if there's any kind of pre-game meeting to have with your producer.
- **Last minute things to check.** See if there's any number changes or roster scratches. If the coach said a certain player's status was a game time decision, see if that decision has been made. Visit with other media to see if there's anything else you can find out about your teams. If you don't keep your own stats, visit with the stats people in the press box to see if they can give you something to use at the end of the half and the game.

The Game

- **Format.** Included are sample formats for your evaluation. This will give you a general order of events from which you can build your own.
- **Tone.** The broadcast of a high school game has to have a tone about it that is compatible with the educational nature of the event. Here are key points:
 - **Professionalism.** It doesn't matter if this is a network broadcast or a webcast that only gets 100 pageviews. That means don't be a smart aleck or too cute on the air. That means treating everyone involved in the game with respect.
 - **Respect.** Respect the efforts of the players, coaches and officials. Don't second guess anyone. Your job is to report what's happening, give some analysis, but not to be critical of kids, coaches or officials.
 - **College recruiting.** Only one percent of high school athletes receive bona fide college athletic scholarships. These games and your broadcasts are about the 99 percent. This is the biggest stage they may ever play on. Focus on the efforts of everyone in a positive manner. If a kid is signed to a college, it's OK to acknowledge that. Don't say things like..."watch at the next level"..."that's why college recruiters are all over this kid"...etc.
 - **In-game controversy.** Unfortunately, things happen. You need to acknowledge if someone gets thrown out of a game, or if an altercation takes place, but you don't need to give a proverbial blow by blow. If you're covering the game for video purposes, it's not a good idea to show a fight, but if you can record it offline to assist the schools involved with disciplinary action, that would be helpful.
 - **Other controversy.** There will players suspended from games for off field behavior, and other things happen. Again, you have to acknowledge that a team is playing without some people, but don't belabor it. Say that it happened and then call the game you see without making comments about how the suspended players are being missed.
 - **Injuries.** Identify the injured player, but try not to speculate as to what the injury is so you don't upset the audience. Again, call what you see, but you're not a player, coach, official or trainer. You do your job and let those folks do theirs. HIPPA laws will likely prevent a school from commenting on injury specifics.
 - **The Rules.** Know the rules of the game you're calling. Many think that because they watch a college or professional game on television that they know the rules of game, and high school variations. You can purchase a copy of the rules books for high school sports from the MHSAA or the National Federation of State High School Associations.

MHSAA CHAMPIONSHIP TELEVISION NETWORK 1995 FOOTBALL FINALS GAME FORMAT

Program open & billboards - Roll with 2:00 on clock. National Anthem will be played with 7:00 on clock. Introductions begin at 0:00, with kickoff to follow. This may require a game or two to get the timing down

Pregame - Come out of billboards to cover shot of Silverdome with following graphic:

(MHSAA/ PASS & FARM BUREAU LOGOS)

Class __ Football Championship

School (Record)

vs.

School (Record)

Pontiac Silverdome

PBP: Farm Bureau Insurance is proud to present the MHSAA on PASS Sports. From the Pontiac Silverdome, this is the Class ___ championship game in the 1996 Michigan High School Athletic Association Football Playoffs between the (nickname) of (school name) and the (nickname) of (school name).

Go to two shot of talent, with names underneath. PBP introduces self and analyst, sets up analyst for brief overview of two teams. Not a lot of depth here. Stand-up runs 2 minutes. Talent closes with **..."and we'll be back with the opening kickoff in a minute. One of your network sponsors is Farm Bureau Insurance..."** Close with cover shot, possible bumper music and graphic of matchup.

Break #1 - MHSAA - :60

Farm Bureau Insurance

United Dairy Industry of Michigan

Come out of break with cover shot of Silverdome, come up with graphic of officials. PBP goes over list of officials. Go straight to kickoff.

First quarter

Following kickoff (no replay unless exceptional runback), PBP goes over starting lineup for offensive unit. Two pages of CG, one with line and one with backfield. Following first play (no replay unless exceptional play), PBP goes over starting lineup for defensive unit. Three pages of CG, one with line, second with linebackers, third with defensive backs.

2-2-2 -- Football Format

Samples

Mendon Offense
TE - 88 Mark Crawford
T - 63 Joe Hook
G - 67 Bill Johnson
C - 50 Tom Kostrzewa
G - 61 Mark Andrews
T - 77 Bill Jones
SE - 1 Bill Crandell

Mendon Offense
QB - 10 Mark Wilson
FB - 44 Keith Byars
HB - 34 Archie Griffin
FL - 12 Anthony Carter

Ontonagon Defense
DE - 90 Bill Martin
DT - 76 Frig Perry
NG - 50 Bob Gross
DT - 65 Tim Staudt
DE - 88 John Roberts

Ontonagon Defense
LB - 55 Tim Markham
LB - 44 Brian Bosworth
LB - 51 Dave Ackerley

Ontonagon Defense
CB - 13 Jason Livengood
SS - 4 Chris Sigler
CB - 10 Mason Williams

After possession change, do the same thing again with the new offense and defense. Be sure we have a graphic for the head coach of each team, making sure the camera operators get a program to get a picture of the coach (pictures of coaches should be in program). Graphic should read as follows:

Joe Dokes
Mendon Head Coach
4th year - 18-4-2

Following second possession change, do a playoff scores graphic for each team that should read as follows:

Road To The Dome:
Mendon
Def. Sand Creek, 42-32
Def. Pittsford, 31-0
Def. Athens, 12-7

Ontonagon
Def. Lake Linden-Hubbell, 12-8
Def. McBain, 14-7
Def. Portland St. Patrick, 31-24

3-3-3 -- Football Format

Only other graphics after this point may be player ID's. Suggest doing these for starters or skill positions only.

Time Out/Score

Talent: .."with the score...we'll be right back. One of your sponsors is True Value Hardware..."
Bumper music up and out, 1/3 or full-page graphic with score.

Break #2 - MHSAA :60

United Dairy Industry of Michigan
Farm Bureau Insurance

We will do at least one reader per quarter.

End of first quarter

Talent: " ...that's the end of the first quarter...with our score...we'll be right back...you're watching the MHSAA on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #3 - PASS :60

Second quarter

Time Out/Score

Talent: .."with the score...we'll be right back. And now let's recognize some of the boosters backing (name of school) in today's championship game..." Lower third score prior to rollovers. Rollovers shown over a school logo with generic background music.

Break #4 - MHSAA :60

Rollover Ads - Home Team
United Dairy Industry of Michigan

End of second quarter

Talent: " ...that's the end of the first half...with our score...we'll be right back...you're watching the MHSAA on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #5 - PASS - 2:00

Halftime Billboards (Coming out of break)

4-4-4 -- Football Format

Stand-up. Go to cover shot of Silverdome with full-page graphic of score. PBP tells everyone what's to come. 60 seconds tops. Talent closes with ...**"and we'll be back in a moment. One of your network sponsors is Farm Bureau Insurance..."** Close with cover shot or band if a band has started to play, possible bumper music and graphic with score.

Break #6 - MHSAA - 2:00

Farm Bureau Insurance
United Dairy Industry of Michigan
Hilton Suites
Drury Inn

Coming out of break, PBP intros feature from script or does interview.

PBP closes with "**...there's more to come at halftime...we'll be right back...one of your network sponsors is the United Dairy Industry of Michigan...**" Close with cover shot, scoreboard graphic, possible bumper music.

Break #7 - MHSAA :90

United Dairy Industry of Michigan
Farm Bureau
MHSAA Promo
Farm Bureau

Come out of break to cover shot with stand-up of talent (2 minutes tops). Review scoring and stats from first half. Then PBP asks analyst for brief overview of half. PBP send it to a break with "**...the second half kickoff is coming up...you're watching the MHSAA on PASS!**" Bumper music up and out, cover shot of Silverdome, full page graphic with score.

Break #8 - PASS - 2:00

Third Quarter

Time Out/Score

Talent: ..**"with the score...we'll be right back. It's time now for a United Dairy Industry of Michigan Finals Flashback..."** Lower third score prior to flashback. Roll in tape of football flashback.

Break #9 - MHSAA :60

Flashback
United Dairy Industry of Michigan

End of Third Quarter

Talent: "**...that's the end of the third quarter...with our score...we'll be right back...you're watching the MHSAA on PASS!**" Bumper music up and out, full page scoreboard graphic.

Break #10 - PASS :60

5-5-5 -- Football Format

Fourth Quarter

Time Out/Score

Talent: **..''with the score...we'll be right back. And now let's recognize some of the boosters backing (name of school) in today's championship game...''** Lower third score prior to rollovers. Rollovers shown over a school logo with generic background music.

Break #11 - MHSAA :60

Rollover Ads - Visiting Team
True Value Hardware

End of Fourth Quarter

Show some of the celebration, we can take out time getting to the break.

If we go to overtime, we take **Break #12** and come back out and stay with overtime to conclusion. If we have overtime, we will take **Break #13** at the completion of play; and then proceed as necessary to close the program, based on where we are on program time. If we need to use breaks to fill, make the breaks PASS breaks of 60, 90 or 120 seconds as necessary.

Talent: **"...the finals score...we'll be back with the awards presentation in a moment...you're watching the MHSAA on PASS!"** Bumper music up and out, full page scoreboard graphic.

Break #12 - PASS :90

Awards Presentation

Talent talks in general terms over presentation, name of trophy presenter on flip charts. We'll need graphics as follows:

(Sample)

Tom Rashid

Director of Physical Education - Archdiocese of Detroit

Member MHSAA Representative Council

We'll also need graphics for both teams:

Mendon

1996 Class D Runner-Up

Ontonagon

1996 Class D Champion

6-6-6 -- Football Format

After awards are over, PBP throws it to a break. **"...we'll be back to review the scoring and statistics in a moment...This is the M-H-S-A-A Championship Network..."** Close with close-up shots of winning team celebrating and full-page scoreboard. Bumper music up and out.

Break #13 - MHSAA - :60

Hilton Suites

Drury Inn

Come back to cover shot of Silverdome, stand-up with PBP and analyst (can go as long as necessary, depending on where we're at on time). Review scoring summary and stats in format like first half. PBP throws it to a break with **"...we'll wrap things up here from the Silverdome in a moment...you're watching the MHSAA on PASS..."** Close with cover shot of Silverdome and full-page scoreboard. Bumper music up and out.

Break #14 - PASS :60 (This is a bonus spot - Drop if necessary)

Come back to cover shot of Silverdome. If we need to fill, insert a feature from the reel as indicated. Otherwise, it's a quick stand-up close from the appropriate reader card

Closing Billboards & Credits. Roll credits over some videotape of celebration in slow motion.

TV97-015

**MHSAA CHAMPIONSHIP TELEVISION NETWORK
1997 BOYS BASKETBALL FINALS
GAME FORMAT**

TOC is responsible for starting 20:00 pre-game clock at 9:46 a.m. for first game; John Johnson to start clock (25:00) for second game; 3:46 p.m. for second game; 7:16 for third.

Pregame - Come out of billboards to cover shot of Breslin Center with following graphic:

(MHSAA & PASS LOGOS)

Class __ Boys Basketball Championship
School (Record)
vs.
School (Record)
Breslin Student Events Center, East Lansing

HOST: From the Breslin Student Events Center in East Lansing, Farm Bureau Insurance presents the MHSAA on PASS Sports. Today's game is the Class ____ championship in the 1997 Boys Basketball Tournament between the (nickname) of (school name) and the (nickname) of (school name).

Go to one shot of host, with name underneath. Host introduces self, sets up the session/game -- has 60 seconds tops once he's cued. On first game, put up schedule for the day; second game, it's a straight open; on third and fourth games include score of previous games/schedule for the games coming up. Host then throws it to floor talent for brief overview of two teams. Not a lot of depth here. Stand-up runs 90 to 120 seconds. Key names when we first see them. Talent picks a player for each team -- try to get either a mug shot or an iso of key players warming up with graphic. PBP throws it back to host with 1:10 on game clock. Hosts send it to a break with **... "and we'll be back with the starting lineups in a minute. One of your network sponsors is Farm Bureau Insurance..."** Close with cover shot, possible bumper music and graphic of matchup. We must be in this break by :50 on the game clock. Director should be monitoring clockcam throughout open, halftime and between games.

Break #1 - MHSAA - :60

**Farm Bureau Insurance
UDIM**

Come out of break with cover shot of Breslin with locator. TOC cues public address announcer who reads welcome statement and intros anthem singer. Need graphics on announcer and anthem singer. Tap into house system for sound. Cover anthem with variety of shots - including flag. Anthem singers for game one, three and four. Public address announcer comes back on at end of anthem. Get CU of announcer, graphic:

Eric O. Furseth
Public Address Announcer

2-2-2 -- Boys Basketball Game Format

House announcer will then introduce the two teams, alternating players beginning with visiting team (team on the right as looking down from Platform 127). Need reaction shots of team and/or fans cheering as their team name is read. Introductions then start, using the following order:

1. Low number forward - visiting team
2. Low number forward - home team
3. High number forward - visiting team
4. High number forward - home team
5. Center - visiting team
6. Center - home team
7. Low number guard - visiting team
8. Low number guard - home team
9. High number guard - visiting team
10. High number guard - home team

TOC will pace announcer to be sure we can follow players as they are being introduced. We will let truck know if a team has its players run directly out or to the opposite bench to shake hands with the coach.

Visiting team coach will be introduced, then home team coach. Officials will then be introduced. See if we can get a three shot with names to throw up on the screen when they are introduced. We will need graphics on all introductions. Follow introductions with all floor cameras, using up cameras to cover in case we miss something.

Graphic for coach can read as follows:

Joe Dokes
Mendon Head Coach
4th year - 18-4-2

Following introduction of officials, we immediately lose the P.A. announcer; give it to the floor talent, who identify themselves and we go to the opening tip.

First quarter

If we get a break, keep it and review scores for each team going to the finals. Scores will be in program. Use brackets like last year.

We will do at least one reader per quarter. First reader should pertain to upcoming volleyball games on PASS and other basketball games that day. We also should get the disclaimer in during the first half.

End of first quarter

3-3-3 -- Boys Basketball Game Format

Talent: "...that's the end of the first quarter...with our score...we'll be right back...you're watching the M-H-S-A-A on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #2 - PASS - :60

Coming out of break, go to cover shot, cue host who will introduce Marshall Thomas as special analyst. Two-shot on set of host and Thomas, with names keyed. Will discuss the first quarter until first buzzer sounds, then host throws it back to floor talent for second quarter. **EXCEPTIONS: SECOND GAME -- Interview with Kevin Kelly, Vice-President of Marketing, Farm Bureau Insurance. Berkey will interview Kelly about Scholar-Athlete Award. THIRD GAME (Tentative) -- Walter Michael, a New Baltimore resident who is donating 50 years of MHSAA Boys Basketball Finals souvenir programs. This will be his 54th final. Let talk go over into play if necessary.**

Graphic for Kelly interview:

Kevin Kelly
Vice President - Marketing
Farm Bureau Insurance

Graphic for Michael interview:

Walter Michael
Attending 54th MHSAA Finals Today

Consider some kind of a quick stat to come out of stand-up with. Stats will be computerized, and we can do a print out, or if a production line can be run, we can talk it into truck.

Second Quarter

Readers for this quarter are the other upcoming games, and the sportsmanship reader. Also promo whatever is coming up at halftime.

End of second quarter

Talent: "...that's the end of the first half...with our score...we'll be right back...you're watching the MHSAA on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #3 - PASS - :90

Halftime Billboards (Coming out of break)

4-4-4 -- Boys Basketball Game Format

HAFTIME IS 15 MINUTES ON ALL GAMES!!!!

SECOND GAME - Come back to cover shot of Breslin with full page scoreboard. Host reads intro for Scholar-Athlete Award presentation and throws it to P.A. Announcer. Need graphic ID on P.A. Announcer. Follow presentation with at least three cameras -- one at end of court where kids walk out to get award. Up camera and camera at other end of floor get recipient receiving award. Font each kid as they walk across floor. Graphics attached. Stay with P.A. Announcer until end of script. At end of script, host throws it to a break. **..."and we'll be back in a moment. One of your network sponsors is the United Dairy Industry of Michigan..."** Close with cover shot, bumper music and graphic with score.

THIRD GAME - Come back to cover shot of Breslin with full page scoreboard. Host reads intro for Forsythe Award presentation and throws it to P.A. Announcer. Need graphic ID on P.A. Announcer. Follow presentation with at least two cameras at center court, plus up camera. Font presenter when introduced, and recipient when introduced. Graphics attached. Stay with P.A. Announcer until end of script. At end of script, host throws it to a break. **..."and we'll be back in a moment. One of your network sponsors is the United Dairy Industry of Michigan..."** Close with cover shot, bumper music and graphic with score.

FIRST & FOURTH GAMES - Stand-up. Come out of bills to cover of Breslin, full-page graphic of score. HOST tells everyone what's to come. 60 seconds tops. HOST closes with ..."and we'll be back in a moment. One of your network sponsors is the United Dairy Industry of Michigan..." Close with cover shot, bumper music and full page graphic with score.

Break #4 - MHSAA - :90

UDIM

Farm Bureau Insurance

Sheraton Lansing Hotel

Come out of break to cover shot, HOST reads intro to feature or does interview or stand-up. After feature, come back to cover shot, and host closes with **..."and we'll be back in a moment. One of your network sponsors is Farm Bureau Insurance..."** Close with cover shot, possible bumper music and graphic with score.

Halftime of Class D (First game) - U.P. Wrestling Highlights

Halftime of Class B (Fourth game) - Jack Roberts interview

Following all features, host throws it to a Farm Bureau break.

Break #5 - MHSAA - :90

Farm Bureau Insurance

UDIM

MHSAA Promo

5-5-5 -- Boys Basketball Game Format

Come back to cover shot, HOST welcomes everyone back; go to two shot of host with Thomas. Talk about first half for about 3 minutes with stats. Stats should be field goal and free throw shooting, rebounds, turnovers, etc. Go to individual stats with leading scorers, rebounders, foul trouble. HOST throws it to a break with 2:15 on clock, closing with "**...the second half is coming up...you're watching the MHSAA on PASS!**" Bumper music up and out, cover shot of Breslin, full page graphic with score.

Break #6 - PASS - :90

Come out of break to cover shot, host throws it back to floor talent for third quarter.

Third Quarter

Time Out Called (Any time in second half)

Talent: .."with the score...we'll be right back. And now it's time for a United Dairy Industry of Michigan Finals Flashback..." Bumper music up and out, 1/3 or full-page graphic with score.

Flashback -- Lansing Everett v. Birmingham Brother Rice - Class A Boys Basketball Final - 1977

Break #7 - MHSAA - :30 (Following Flashback)

UDIM

Readers for this quarter are game balls, upcoming games, video tapes and Get Back In The Game!

End of Third Quarter

Talent: " ...that's the end of the third quarter...with our score...we'll be right back...you're watching the MHSAA on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #8 - PASS - :60

Coming out of break, go to cover shot, cue host who talk with Thomas about third quarter. Will discuss the third quarter until first buzzer sounds, then host throws it back to floor talent for fourth quarter.

Fourth Quarter

Readers for this quarter are special thanks and educational athletics.

End of Fourth Quarter

Show some of the celebration if the game is over, but we need to get into the spot **quick.**

6-6-6 -- Boys Basketball Finals Format

If we go to overtime, we take break #9, and come back out and stay with overtime to conclusion. If we have overtime, we will give PASS a :60 break at the completion of each overtime.

Talent: "...the final score...we'll be back with the awards presentation in a moment...you're watching the MHSAA on PASS!" Bumper music up and out, full page scoreboard graphic.

Break #9 - PASS - :90

Come out of break to cover shot. TOC cues P.A. announcer for presentation right out of break. Need locator and graphic for announcer. Script directs attention to center court, introducing individual presenting trophies. Graphics attached:

Get establishing CU of presenter. Focus on losing team and fans as introduced. Try to get reaction from cheering fans first. Use all floor cameras to follow each kid getting a medal, and coach getting trophy. Use up cameras for back-up. At conclusion, team will gather behind prop. Should have following graphic:

Mendon Hornets
1997 MHSAA Class C Runner-Up

Cue P.A. announcer to pause for shot of above. Then to start again. Get cheering fans from winning team and reaction from bench. Follow kids out as they get medals; then coach with trophy. As team gathers behind prop, show winning team with following graphic:

Mendon Hornets
1997 MHSAA Class C Champions

After winning team gets trophy, keep cameras on winners, lose the P.A. announcer after final congratulations. Cue HOST to sets up interviews to come and throws it to a break. Closes with "**One of your network sponsors is Farm Bureau Insurance...**" Cover shots of winning players, graphic of final score, bumper music up and out.

Break #10 - MHSAA - :90

Farm Bureau Insurance
MHSAA Promo
Sheraton Lansing Hotel

JJ or Walter Dell will assist getting winning coach and a player in front of floor talent position. Light it and keep all action as close to table as possible so we can get teams on floor for warm-up for second game (Class D game only).

Come out of break to cover shot, host throws it to PBP to begin interview. Depending where we're at on time will dictate how long we go. PBP throws it back to host. HOST sends it to a break with:

"We'll wrap things in just a moment...one of your network sponsors is the United Dairy Industry of Michigan..." Cover shot, bumper music up and out.

7-7-7 -- Boys Basketball Television Format

Break #11 - MHSAA - :60

UDIM

Farm Bureau Insurance

Billboards coming out of break

Come back to cover shot of arena, go floor talent for final stats. Throw it to Host and Thomas for wrap-up comments. HOST promos next game and says goodbye.

Roll credits. Credits can roll over slo-mo of winning team celebrating.

Break #12 - LOCAL - :90

FOLLOWING IS BETWEEN GAMES FORMAT (D-C Session)

Out of local break to cover shot. HOST begins telling everyone what's to come. Get at least one one-shot of host during this period. 30-45 seconds tops. HOST sends it to break with: **"...one of your network sponsors is Farm Bureau Insurance."** Bumper music up and out. Graphic of game coming up.

Break #13 - MHSAA - :90

Farm Bureau Insurance

UDIM

MHSAA Promo

Come back to cover shot. HOST reads does interview with UDIM representative. Graphic as follows:

Donna Hensey
Staff Nutritionist - United Dairy Industry of Michigan

Coming out of feature, HOST sends it to a break with: **"...you're watching the MHSAA on PASS!"** Bumper music up and out. Graphic of game to come.

Break #14 - LOCAL - :90

Cover shot coming out of break. Back to HOST, who finishes interview with Hensey and intros feature on tape..

Following feature, come back to host who closes with: **"...we'll preview the Class C game in just a moment...one of your network sponsors is the United Dairy Industry of Michigan..."** Bumper music up and out. Graphic of game to come. We should be hitting this break with about 6:00 on the clock. If we're not on time, instruct TOC to hold clock at 6:00 until program open rolls. We'll put 25 minutes on clock for between games.

8-8-8 -- Boys Basketball Television Format

Break #15 - MHSAA :90

UDIM

Farm Bureau Insurance

MHSAA Promo

Roll program open and bills coming out of break. Go back to beginning of format for second game of session.

Basketball Information Form

This information must be submitted so that it reaches us no later than two days prior to the date the game is to be played.

You may use these forms, submit your own forms with the same information, or give us the address of a website which is kept current with the same information.

AD & Head Coach -- Please include cell telephone numbers in case our production staff needs to contact you for additional information.

City:		School Name:	
Team overall record to date:			
Conference:			
Conference Record This Season:		Conference Place:	

School Nickname:	
School Colors:	

Head Coach:			
Years as varsity head coach in this sport at your school:			
Record as varsity head coach in this sport at your school:			
Head Coach Office/ Work Telephone:		Cell Telephone:	
Head Coach e-mail:			

Athletic Director:			
AD Office/ Work Telephone:		Cell Telephone:	
AD e-mail:			

If your roster, schedule & scores, and statistics are up-to-date and kept on a third-party website, list that address here:	
---	--

Team Website (If different from above):	
---	--

Return this form, if possible, via e-mail to _____ If you must fax this form, the number is XXX-XXX-XXXX. Thanks for your help!

TEAM ROSTER

(Use first & last names - Please type all information - **Do not type in all caps**)

List players in **numerical order**, beginning with the **lowest jersey number**.

IF YOU HAVE YOU OWN FORM YOU WOULD LIKE TO SUBMIT WITH THIS INFORMATION, PLEASE E-MAIL OR FAX IT. IF THE INFORMATION IS ON A WEBSITE, LET US KNOW THE ADDRESS.

NUMBER		NAME (Use Full Names) First Name - Last Name	Pos.	Ht.	Wt.	Class (Fr.- Sr.)
Lt.	Dk.					

Head Coach:	
Assistant Coaches:	
Captains:	
Athletic Trainers:	
Managers:	

HEAD COACH INFORMATION

Head Coach:	
Years as varsity head coach in this sport - career:	
Record as varsity head coach in this sport - career:	

<i>Is the coach on the staff at the school?</i>	
<i>If yes, please list administrative position and/or classes taught</i>	

YEAR-BY-YEAR RESULTS\VARSIITY HEAD COACH\THIS SPORT\CURRENT SCHOOL

YEAR	WINS	LOSSES	TIES	NOTES (Use following codes): C-Conference Title; D-District Title; R-Regional Title; F-Finals Title; RU-Finals Runner-Up

High School Attended-Year Graduated:	
College Attended-Year Graduated:	
Additional Education:	
Athletic/Coaching Background:	

PROBABLE STARTERS

(Please type all information)

Please list in the following order

Position	Number	Name
Forward		
Forward		
Center		
Guard		
Guard		

TOP RESERVES

Position	Number	Name

TEAM STATISTICS

Please send by either e-mail or fax (XXX.XXX.XXXX) your season statistics following the contest just before we'll be covering your team. If the stats are available through a website, list us know the address of that website. Thanks!

Football Information Form

This information must be submitted so that it reaches us no later than Wednesday of the week the game is to be played.

You may use these forms, submit your own forms with the same information, or give us the address of a website which is kept current with the same information.

AD & Head Coach -- Please include cell telephone numbers in case our production staff needs to contact you for additional information.

City:		School Name:	
Team overall record to date:			
Conference:			
Conference Record This Season:		Conference Place:	

School Nickname:	
School Colors:	

Head Coach:			
Years as varsity head coach in this sport at your school:			
Record as varsity head coach in this sport at your school:			
Head Coach Office/ Work Telephone:		Cell Telephone:	
Head Coach e-mail:			

Athletic Director:			
AD Office/ Work Telephone:		Cell Telephone:	
AD e-mail:			

If your roster, schedule & scores, and statistics are up-to-date and kept on a third-party website, list that address here:	
---	--

Team Website (If different from above):	
---	--

Return this form, if possible, via e-mail to _____ If you must fax this form, the number is XXX-XXX-XXXX. Thanks for your help!

SCHEDULE & RESULTS
 (Please type all information)

IF YOU HAVE YOUR OWN FORM YOU WOULD LIKE TO SUBMIT WITH THIS INFORMATION, PLEASE E-MAIL OR FAX IT. IF THE INFORMATION IS ON A WEBSITE, LET US KNOW THE ADDRESS.

Sport: _____ **School:** _____

IMPORTANT!!! -- The city of each opponent must precede the school name if not included in the school name (Examples: Livonia Stevenson, not Stevenson; Grand Rapids Union, not Union)

YOU	OPPONENT	OPP
	MHSAA DISTRICT GAMES	
	MHSAA REGIONAL	

HEAD COACH INFORMATION

Sport: _____ **School:** _____

Head Coach:	
Years as varsity head coach in this sport - career:	
Record as varsity head coach in this sport - career:	

(Be sure to include your Regional championship game in the win total)

YEAR-BY-YEAR RESULTS\VARSIITY HEAD COACH\THIS SPORT\CURRENT SCHOOL

YEAR	WINS	LOSSES	TIES	NOTES (Use following codes): C-Conference Title; D-District Title; R-Regional Title; F-Finals Title; RU-Finals Runner-Up

High School Attended-Year Graduated:	
College Attended-Year Graduated:	
Additional Education:	
Athletic/Coaching Background:	

FOOTBALL TWO-DEEP LINEUPS

(Please type all information - You may change the position abbreviations)

Division: _____

School: _____

OFFENSE

POS	FIRST TEAM <small>(Number-First Name/Last Name)</small>	SECOND TEAM <small>(number-First Name/Last Name)</small>
SAMPLE	20 Brad Johnson	5 Josh White
LT		
LG		
C		
RG		
RT		
TE		
SE		
QB		
RB		
FB		
FL		

DEFENSE

POS	FIRST TEAM <small>(Number-First Name/Last Name)</small>	SECOND TEAM <small>(number-First Name/Last Name)</small>
SAMPLE	12 Ryan Skaggs	10 Chad Wroblewski
DE		
DT		
NG		
DT		
DE		
LB		
LB		
LB		
DB		
DB		
DB		

SPECIALISTS (Please type in number of player first, then first name/last name)

Punt Returns:	
Kickoff Returns:	
Punters:	
PAT-FG Kickers:	
Holders:	
Long Snappers:	

TEAM STATISTICS

Please send by either by e-mail or fax (XXX.XXX.XXXX) your season statistics following the contest just before we'll be covering your team. If the stats are available through a website, list us know the address of that website.

Thanks!

The pages that follow are samples of rosters you can create in your word processor; and if you're doing an on-camera standup to open a game, a notes sheet in type large enough to be seen several feet away. It is suggested that you tape these notes to the just below the lens of the camera so you can maintain better eye contact.

Okemos Chieftains (8-4, 5-1 CAAC Blue)

Coached by Brian Guggemos (10th)

13-4-3

1	Landon Collier ©*	Jr.	GK		3Y STARTER, 2Y CAPTAIN	All State
2	Sean Sorenson-Abbott	Jr.	MF	0-2		
3	Aakash Bhargava	So.	MF	0-3	a-KOSH Bar-ga-va	A-kosh Bar-ga-va
4	Colin Patrick	Jr.	F	3-0		
5	Lou Plascencia*	So.	D	0-4	2A Sexton	Pla-sen-sa
6	Jacob Meschke	So.	MF	1-3		
7	Soham Mishra	So.	MF	0-1		
8	Jacob Chappelle	Jr.	MF			
9	Josh Robison ©*	Jr.	MF	11-6	3 Sexton	ROW-ba-son
10	Connor Johnson ©*	Sr.	F	6-3	1-1 St. Johns	
11	Eli Miksicek	Jr.	D			Mick-sa-chick
12	Marcos Junior	Sr.	F	1-0		
13	Alex Eason	Jr.	MF	1-0		
14	Scott Hughes	Jr.	D			
15	Carson Covell	Jr.	D	3-0	Mason	
16	Charlie Peters	Jr.	F	1-0	GW Eastern	
21	Greg Hickox*	Jr.	D			
23	Michael Eason*	Jr.	D			
24	Tyler Bailey	Fr.	D			
25	John Heo	Sr.	D			
27	Dean Bloembergen	So.	MF			
30	Kevin Corbett	So.	GK	1-0		

East Lansing Trojans 8-2-3 (4-0-2 BCCA Blue)

Coached by Nick Archer (35th year) 10-6-4

2	Sam Lofgren	Sr.	MF	3-3		
3	John Downs*	Sr.	MF	2-1		
4	Noah Rademacher*	Sr.	B	0-2		
5	Grant Uecker	Jr.	F/MF	4-4		
6	Connor Pearsall*	Sr.	B	0-3		
7	Ethan Preuss	Sr.	B			
8	Nick Wheeler	Jr.	B/MF	2-0		
9	Tommy Lammers	So	MF	2-3		
10	Daniel Coulter	Jr.	F	8-0		
11	Ben Swanson-Ralph	So	F	3-2	2 Williamston 2 Jackson	
12	Julian Birge	Sr.	MF	2-3		
13	Aaron Beckett*	Sr.	B	0-1		
14	Cam Dotson	Jr.	MF	0-1		
16	Alex Lindsey*	Sr.	MF	5-5		
17	Tim Hirschel-Burns	Jr.	F/MF			
18	Uba Anyadiegwu	Sr.	MF/B	1-0	Anna-die-gwu	
19	JP Navarro	Jr.	B			
20	Grady Schneider	Sr.	B			
21	Josh Richardson*	Sr.	F	5-1		
22	Brian Dunham*	Sr.	MF	2-0		
23	David Munroe	Sr.	B			
24	Jordan Fleming	Jr.	MF			
25	Andrew Jennings*	Sr.	GK	.795 0.89	4 so	
26	Brad Petrowitz	Sr.	GK			
27	Kellon Johnston-Roeper	Jr.	GK			
28	Connor Danigelis	Jr.	GK			

Okemos – 8-4 – 5-1 CAAC Blue

East Lansing – 8-2-3 – 4-0-2 CAAC Blue

Setup:

- Annually the biggest rivalry in mid-MI
- Dedication of The Final Touches on ELSC
- Winner gets at least a share of the Blue

Okemos – History of good strikers

9 – Junior captain Josh Row-ba-son – 11 goals

EL – Three straight shutouts

Great senior class – GK – Andrew

Jennings, 80% saves percentage an 0.9 GAA