

SCHEDULING ALIGNMENT IN ARBITER



Shared Best Practices for Athletic Directors & Assigners

When Athletic Directors enter schedules in Arbiter Game and Assigners manage assignments in ArbiterOne, both sides are working in a connected system. Early alignment helps reduce duplicate work, confusion, and rework later in the season.

HOW THE SYSTEMS WORK TOGETHER

Athletic Directors

- Enter games directly in Arbiter Game
- Manage how events are displayed, communicated, and reported


Assigners

- Access school-entered games directly in ArbiterOne
- Review and accept games (or enter manually — not recommended)
- Assign officials, with assignments visible to Athletic Directors

WHAT TO ALIGN ON EARLY

As schedules are built in Arbiter, some differences between assigning workflows and school needs may naturally surface. This is common and expected — and easiest to address early with shared agreement.

- **Event Structure** - Separate boys and girls events vs. combined or coed entries
- **Levels of Play** - Individual levels (Varsity, JV, Middle School) vs. combined levels
- **Game Locations** - Consistent site (location) naming for clarity and publishing
- **Account Structure** - How middle school and high school events are handled
- **Scheduling Responsibility** - Who enters games and when

 *Pro tip: Many leagues create a simple shared reference that outlines how each school, team, and level is labeled in Arbiter. This gives Athletic Directors and Assigners a common playbook and helps prevent confusion later.*

THE GOAL

- One shared source of scheduling information
- Fewer duplicate entries
- Clear expectations between schools and assigners
- Less cleanup during the season

A short conversation upfront saves time for everyone.



Need Support?

Help guides and resources are available to assist both schools and assigners with managing schedules and incoming games in Arbiter.

[Resource Library](#)
1-800-311-4060
support@arbitersports.com