Distribution of copies: 1st page: to FIVB (Ref. Sub-Comm. Member);2nd & 3rd page: one to each team;4th page: to Organising Committee

Name of the Competition :

City | Country Code : | Date D M Y | Time H mn

Hall | Pool/Phase | Match N° | A or B | TEAMS vs | A or B

Division : Men ☐ Women ☐ Category : Senior ☐ Junior ☐ Youth ☐

FEDERATION INTERNATIONALE DE VOLLEYBALL

INTERNATIONAL SCORESHEET

SET 1

START time : H mn | TEAM | A | S R | POINTS | S R | B | TEAM | END time : H mn | POINTS

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 5	1 5	1 5	1 5	1 5	1 5	Service rounds 1st 5th	1 5	1 5	1 5	1 5	1 5	1 5	
2 6	2 6	2 6	2 6	2 6	2 6	2nd 6th	2 6	2 6	2 6	2 6	2 6	2 6	"T"
3 7	3 7	3 7	3 7	3 7	3 7	3rd 7th	3 7	3 7	3 7	3 7	3 7	3 7	:
4 8	4 8	4 8	4 8	4 8	4 8	4th 8th	4 8	4 8	4 8	4 8	4 8	4 8	:

POINTS: 1 13 25 37 / 2 14 26 38 / 3 15 27 39 / 4 16 28 40 / 5 17 29 41 / 6 18 30 42 / 7 19 31 43 / 8 20 32 44 / 9 21 33 45 / 10 22 34 46 / 11 23 35 47 / 12 24 36 48

SET 2

START time : H mn | TEAM | B | S R | POINTS | S R | A | TEAM | END time : H mn | POINTS

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 5	1 5	1 5	1 5	1 5	1 5	Service rounds 1st 5th	1 5	1 5	1 5	1 5	1 5	1 5	
2 6	2 6	2 6	2 6	2 6	2 6	2nd 6th	2 6	2 6	2 6	2 6	2 6	2 6	"T"
3 7	3 7	3 7	3 7	3 7	3 7	3rd 7th	3 7	3 7	3 7	3 7	3 7	3 7	:
4 8	4 8	4 8	4 8	4 8	4 8	4th 8th	4 8	4 8	4 8	4 8	4 8	4 8	:

POINTS: 1 13 25 37 / 2 14 26 38 / 3 15 27 39 / 4 16 28 40 / 5 17 29 41 / 6 18 30 42 / 7 19 31 43 / 8 20 32 44 / 9 21 33 45 / 10 22 34 46 / 11 23 35 47 / 12 24 36 48

SET 3

START time : H mn | TEAM | A | S R | POINTS | S R | B | TEAM | END time : H mn | POINTS

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 5	1 5	1 5	1 5	1 5	1 5	Service rounds 1st 5th	1 5	1 5	1 5	1 5	1 5	1 5	
2 6	2 6	2 6	2 6	2 6	2 6	2nd 6th	2 6	2 6	2 6	2 6	2 6	2 6	"T"
3 7	3 7	3 7	3 7	3 7	3 7	3rd 7th	3 7	3 7	3 7	3 7	3 7	3 7	:
4 8	4 8	4 8	4 8	4 8	4 8	4th 8th	4 8	4 8	4 8	4 8	4 8	4 8	:

POINTS: 1 13 25 37 / 2 14 26 38 / 3 15 27 39 / 4 16 28 40 / 5 17 29 41 / 6 18 30 42 / 7 19 31 43 / 8 20 32 44 / 9 21 33 45 / 10 22 34 46 / 11 23 35 47 / 12 24 36 48

SET 4

START time : H mn | TEAM | B | S R | POINTS | S R | A | TEAM | END time : H mn | POINTS

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 5	1 5	1 5	1 5	1 5	1 5	Service rounds 1st 5th	1 5	1 5	1 5	1 5	1 5	1 5	
2 6	2 6	2 6	2 6	2 6	2 6	2nd 6th	2 6	2 6	2 6	2 6	2 6	2 6	"T"
3 7	3 7	3 7	3 7	3 7	3 7	3rd 7th	3 7	3 7	3 7	3 7	3 7	3 7	:
4 8	4 8	4 8	4 8	4 8	4 8	4th 8th	4 8	4 8	4 8	4 8	4 8	4 8	:

POINTS: 1 13 25 37 / 2 14 26 38 / 3 15 27 39 / 4 16 28 40 / 5 17 29 41 / 6 18 30 42 / 7 19 31 43 / 8 20 32 44 / 9 21 33 45 / 10 22 34 46 / 11 23 35 47 / 12 24 36 48

SET 5

START time : H mn | TEAM | S R | POINTS | S R | TEAM | END time : H mn | POINTS

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 4	1 4	1 4	1 4	1 4	1 4	Service rounds 1st 4th	1 4	1 4	1 4	1 4	1 4	1 4	
2 5	2 5	2 5	2 5	2 5	2 5	2nd 5th	2 5	2 5	2 5	2 5	2 5	2 5	"T"
3 6	3 6	3 6	3 6	3 6	3 6	3rd 6th	3 6	3 6	3 6	3 6	3 6	3 6	:
						4th							:

POINTS: 1 11 21 / 2 12 22 / 3 13 23 / 4 14 24 / 5 15 25 / 6 16 26 / 7 17 27 / 8 18 28 / 9 19 29 / 10 20 30

Change side

TEAM ☐ | POINTS AT CHANGE | TEAM ☐

I	II	III	IV	V	VI		I	II	III	IV	V	VI	
						Service order							
						N° of Starting players							
						Substitutes: N° of Player							
:	:	:	:	:	:	Substitutes: Score at change	:	:	:	:	:	:	
:	:	:	:	:	:		:	:	:	:	:	:	
1 4	1 4	1 4	1 4	1 4	1 4	Service rounds 1st 4th	1 4	1 4	1 4	1 4	1 4	1 4	
2 5	2 5	2 5	2 5	2 5	2 5	2nd 5th	2 5	2 5	2 5	2 5	2 5	2 5	"T"
3 6	3 6	3 6	3 6	3 6	3 6	3rd 6th	3 6	3 6	3 6	3 6	3 6	3 6	:
						4th							:

POINTS: 1 11 21 / 2 12 22 / 3 13 23 / 4 14 24 / 5 15 25 / 6 16 26 / 7 17 27 / 8 18 28 / 9 19 29 / 10 20 30

A or B ☐ TEAMS ☐ A or B

N°	Name of the player	N°	Name of the player

SANCTIONS

W (Warning)	P (Penalty)	E (Expulsion)	D (Disqual.)	A or B	SET	SCORE
						:
						:
						:
						:
						:
						:
						:
						:
						:
						:
						:

To record sanctions: Put the corresponding abbreviation (N° for player, C = Coach, AC = Assistant Coach, T = Trainer, M = Medical) or D for Delay sanctions, in the appropriate column and indicate the team, the set and the score at the moment of the sanction.

IMPROPER REQUEST

TEAM A : TEAM B

REMARKS

APPROVAL

Referees	Name	Country	Signature
1st			
2nd			
Scorer			
Assistant Scorer			

1	Line Judges	2	
3		4	
A	Team Captains	B	

RESULTS

TEAM ☐ A B ☐ TEAM

"T"	S	W	P (Points)	SET (Duration)	P (Points)	W	S	"T"
				1 ( )				
				2 ( )				
				3 ( )				
				4 ( )				
				5 ( )				
				Total Set Duration (mn)				

Match Starting Time __ h __ mn | Match Ending Time __ h __ mn | Total Match Duration __ h __ mn

WINNER ☐ 3 : __

LIBERO PLAYERS ("L")

OFFICIALS

	C	
	AC	
	T	
	M	

SIGNATURES

Team Captain	Team Captain
Coach	Coach

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INSTRUCTIONS FOR COMPLETING THE VOLLEYBALL SCORESHEET

I. BEFORE THE MATCH

The scorer must check that the lines or boxes identifying the match to be played have been properly filled in. If not, they must be filled in as follows:

A. - On the upper part of the form:

1.1 Name of the competition
1.2 Site (city) and Country Code
1.3 Hall (name of stadium or gymnasium)
1.4 Round to be played (indicate the phase as follows:
- Eliminatory round : **Elim.**
- Play-Off : **Seeding** or **Qual.**
- Final round: **Final**

1.5 Match number
1.6 Division : Men, Women (put an ✘ in the box)
1.7 Category : Senior, Junior, Youth (put an ✘ in the box)
1.8 Date (day, month, year)
1.9 Starting time (according to the programme of the day)
1.10 Teams- country codes (write the team names according to the order of the programme of the day and leave the circles for A or B blank: they must be filled in after the toss - see 2.3)

B. - In the square on the lower right-hand part of the form (Fig. 1):

1.11 Teams (one name on the left, the other on the right in the same order as in 1.10 above, leaving the circles for A or B blank)
1.12 Number and name of the players of each team (put a circle for the team captain). **If** the number and name of the Acting Libero Player **was determined and published previously**, **it** shall be recorded only in the first (top) special line reserved for it in the scoresheet. The Reserve Libero shall be recorded in the lower box.
1.13 Name of : **C** : Coach — **T** : Trainer
AC : Assistant Coach — **M** : Medical Doctor

A or B	U S A	TEAMS	J P N	A or B

N°	Name of the player	N°	Name of the player
1	X	1	X
3	X	2	X
5	X	4	X
7	X	5	X
8	X	7	
		15	X

LIBERO PLAYERS ("L")			
2	X	3	X
14	X	11	X

OFFICIALS		
X	C	X
X	AC	X
X	T	X
X	M	X

SIGNATURES	
Team Captain	Team Captain
Coach	Coach

Fig. 1

1.14 Signature of the team captains (after verifying 1.11, 12 and.13)
1.15 Signature of the coach of each team (after verifying 1.11,12 and 13).

C. - In the lower left part entitled "APPROVAL", write the names and countries of (Fig. 2) :

1.16 1st referee
1.17 2nd referee

Fig. 2

APPROVAL			
Referees	Name	Country	Signat
1st	X	X Y Z	
2nd	X	X Y Z	
Scorer	X	X Y Z	
Assistant Scorer	X	X Y Z	
X 1	Line Judges	2 X	
X 3		4 X	
Ⓐ	Team Captains	Ⓑ	

1.18 Scorer
1.19 Assistant scorer
1.20 Line judges (names only)

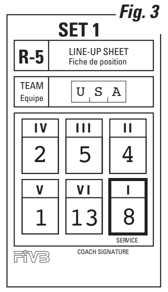
II. AFTER THE TOSS FOR SERVICE

but before starting the match, the scorer must obtain the following information:

2.1 From the 1st referee :
a) The side of the playing court where each team begins.
b) The team that serves first.

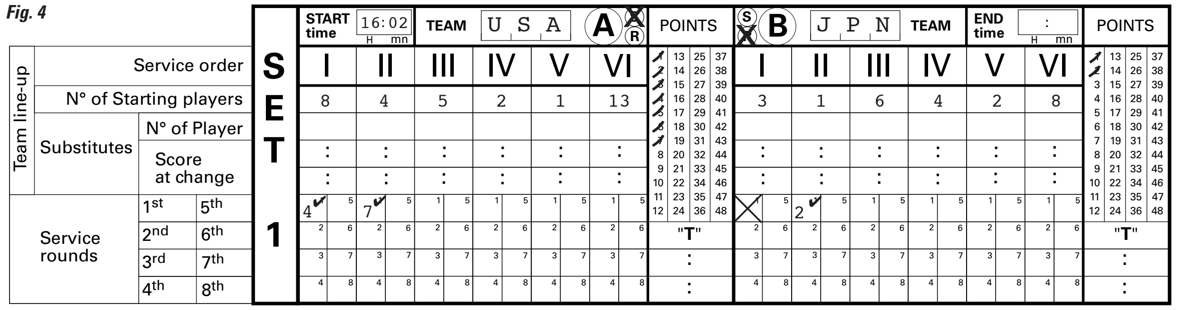
2.2 From the 2nd referee the line-up sheet for the first set (fig. 3) with the numbers of the players recorded in their starting positions.

Fig. 3



2.3 With the information obtained, the scorer proceeds as follows (fig. 4):
a) In the upper left square, entitled **"SET 1"**, he/she records the country codes of the teams "**A**" and "**B**" in the boxes corresponding to the sides of the playing court in which each team begins the set (team "**A**" is to the left of the scorer and "**B**" to the right) and marks with an ✘ the encircled **S** of the team serving first and the **R** of the team receiving first.
The corresponding letters "**A**"or "**B**" are placed in the blank circles:
i) in the Teams section (see 1.10) in the top portion of the scoresheet;
ii) in the **"Teams"** section in the bottom right portion of the scoresheet (see 1.11).

Fig. 4



b) Then, in the square on the right entitled **"SET 2"** he/she writes on the right side the name of team "**A**" and on the left side the name of team "**B**". The scorer marks with an ✘ the encircled **S** or **R** of each team to indicate that for this set the serving team is the team which received the first service of the previous set and vice versa.
c) Below the square **"SET 1"** is the square **"SET 3".** Here he/she records the names of the teams and marks the encircled letters **S** and **R** in the same way as for set 1.
d) If necessary, on the right, under the square **"SET 2"** is the square **"SET 4"**, in which the names are recorded and the circled **S** and **R** are marked as for set 2.

2.4. With the line-up sheet obtained from the 2nd referee, the scorer proceeds before each set as follows *(fig. 4):*
a) He/she records in the boxes under the Roman numerals **I** to **VI** on the line entitled **"STARTING PLAYERS"** on the side of each team, the numbers of the recorded players following the order determined by the Roman numerals **I** to **VI** of the respective line-up sheet.
b) Example (*fig. 4*):

For the team "A":	Under I	no. 8
	Under II	no. 4
	Under III	no. 5 etc.
For the team "B":	Under I	no. 3
	Under II	no. 1
	Under III	no. 6 etc.

* * *

III. DURING THE MATCH

During the match, the scorer proceeds as follows (fig.4):

3.1 At the top of the square **"SET 1",** in the box **"START time"** he/she marks the time at which the referee whistles for the 1st service. Example: 16:02 (actual starting time in hours and minutes).

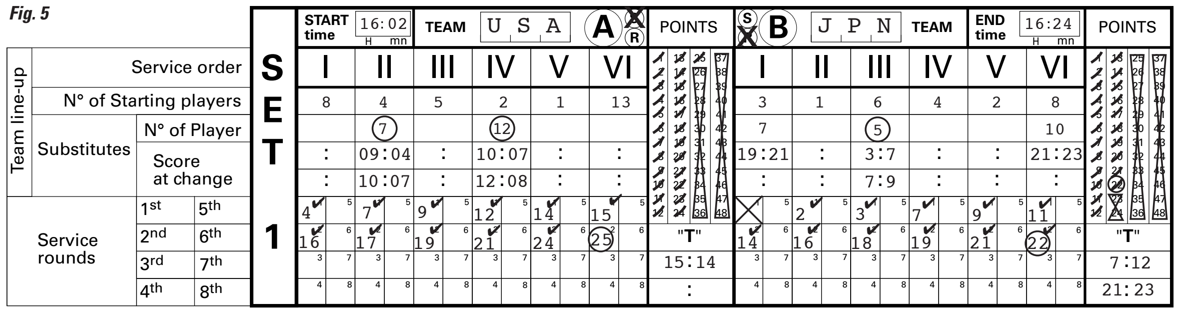
3.2 **Before each service** he/she checks the order of service printed on the second line of the square of each set and which they must follow as the order in which the players were recorded under the Roman numerals **I** to **VI**.

3.3 He/she records the services of each player and controls the result of each service following the order of the boxes numbered **1** to **8,** in the column in which is recorded the number of the server which correspond to the 4 lines marked **"SERVICE ROUNDS"** in the left part of the square of the set. The scorer proceeds as follows :
a) The first service is indicated by ticking (✔) off the number of the box marked **1** in the column of the serving player. Once the team has lost the service, the total number of points scored by the serving team to that point in the game are recorded in this box.
b) The scorer then passes to the other team section of the square of the first set and puts an ✘ in the service box **1** of column **I** of the opponent team. The team must then rotate and the player whose number is recorded in column **II** serves. The number in box **1** column **II** must be ticked off (✔).
c) On the right of columns **I** to **VI** of each team there is a **"POINTS"** column, numbered from **1** to **48.** This is the column to record from top to bottom the score of the corresponding team by slashing **(/)** the number of points scored. When the team loses the service, the last number marked in the **"POINTS"** column is recorded under the box whose ticked off (✔) number (in this case **1**) corresponds to the player who had the service.

3.4 Example of recording of points and control of service in a set:

a) The team "**A**" wins the right to serve first and No. **8** who was recorded in position **I** serves first. Team "**A**" wins the rally and also a point, the scorer slashes off **(/)** the **1** of the **"POINTS"** column. The following rally is also won by team "**A"**, the scorer slashes off (**/**) the **2** of the column, etc.
After winning **4** consecutive points, Team "**A**" loses the service. The scorer writes the number **4** in the box **1** of the column **I** of player No **8** of Team "**A**". Thus we know that this team won 4 points when player No. 8 had the service.
b) The scorer then passes to the section corresponding to the team "**B**" After winning the rally and the right to serve, the team "**B**" gains one point and the point **1** of the **"POINTS"** column of that team is to be slashed off (**/**). Next, the scorer cancels with an ✘ the box **1** of column **I,** since this team must now rotate for its first service to be made by the following player. The scorer then ticks off (✔) No. **1** of the box corresponding to column **II.** This shows that player No. **1** of the team "**B**" serves first (cf. 3.3.b). Team "**B**" wins the next rally and gains a point. The **2** of the **"POINTS"** column of that team is slashed off (**/**).
The team "**B**" loses the next rally and thus loses the service. The scorer writes the number **2** in the box of player No. **1** of the team "**B**", which had the service. This indicates that the team "**B**" has scored two points when player No **1** finished his first service.
c) Immediately the scorer returns to the section of the team "**A**" and slashes off (**/**) the next point (**5**) in the column **"POINTS",** since to win the rally means to win a point. He/she then ticks off (✔) the figure **1** in the box in column **II** to show that player No. **4,** recorded in this column, is the one who now serves. Player No. **4** wins two points before losing the service. The scorer writes the number **7** in the box **1** of the column **II** of player No. **4** of the team "**A**" etc.
d) The scorer continues in this way successively until the end of the set, which finished on the score of **25:22** for the team "**A**". At this moment, he/she notes down the time (e.g. **16:24)** in the box **"END time"** reserved for this purpose *(fig. 5).*
e) If there is a tie **24:24,** the set continues until a **2** point lead is achieved **(26:24; 27:25...**).
f) The numbers not slashed off **(/**) in the **"POINTS"** column of each team are cancelled and the last point scored is noted by circling in the service round box of the player who served last. If the receiving team won the set, the last point is noted in the service round box of the player who would have served, without "✔".

Fig. 5



3.5 In the case of a deciding set (5th set):

a) After the toss, the scorer writes down in the blank circles the letter **A** or **B** assigned to each team, putting in the left section the team playing on his/her left.
b) The scorer then follows the same procedure established for the first set, using the first two sections of the square entitled **"SET 5"**. **All data for the team starting on the left side of the scorer must be recorded <u>only in the first section of "SET 5" at this stage</u>**.
c) **NB:** The change of courts is effected after the **8th** point has been scored. The line-up of left team is repeated in the far right section.
d) Upon the change of court after point 8, the scorer continues in the third section on the far right to record the service order and the points of the team which were originally recorded in the 1st section on the left.
The total number of points scored by this team at the moment of change is recorded in the box entitled **"POINTS AT CHANGE"** on the top line of the same third section. Any points scored after the change must be marked in the column **"POINTS"** on the far right.

e) When there is a change of service, the team which obtains the right to serve marks a point: the scorer slashes out (**/**) the next point in the column headed **"POINTS"** and ticks (✔ the number of the small box in column **II** (cf: 3.4.c).
f) If there is a tie **14:14,** the set continues until a team obtains a two points lead on the other.

3.6 SUBSTITUTIONS:

The procedure for recording the substitution of a player who begins a set is the following:
a) The number of the substituting player must be put in the box below the number of the player leaving the court.
b) In the same column, in the upper box of the **"SUBSTITUTES SCORE",** the scores of both teams up to that moment must be recorded (the score of the substituting team on the left, the other on the right).
When the substituting player is, in turn, replaced:
c) The scorer ensures that the number of the player replacing him/her is identical to that recorded above the number of the player leaving the court. The latter's number is **circled** to show that he/she may not legally reenter the court in the same set.
d) The number of points scored by the teams up to that moment must be recorded in the lower box of the line **"SUBSTITUTES SCORE".**
e) ***Example:*** Player No. **5** of the team "**B**" replaced No. **6** when the score was **3:7** and No. **6** returned to his place when the score was **7:9.** The first digit of the score is always the number of points scored up to that moment by the team that makes the substitution.
f) Exceptional substitutions for an injured player or redesignation of an injured Libero Player must be recorded in the **"REMARKS"** section. The scorer must indicate the set, the team's name, number and name of the injured player or libero and that of the new player or Libero and the score at change.

3.7 TIME-OUTS:

Below the **"POINTS"** column of each team, are two boxes headed with a **"T":**
a) When a team obtains its first time-out, the scorer records, in the upper box, the points scored by both teams up to that moment.
b) When the same team obtains its second time-out, the scorer records, in the lower box, the points scored by the teams up to that point.
The first digit of the score is always the number of points scored up to that moment by the team that requested the time-out.
c) ***Example*** : The team "**B**" requested its first time-out when the score was **7:12** and its second time-out was taken when the score was **21:23.**

3.8 RECORDING OF SANCTIONS *(Fig. 6)* :

a) For **Improper Requests**:
Any kind of improper request, at the moment of its rejection by the referees, must be recorded by putting an ✘ over the letter corresponding to the team at fault in the section labelled **"IMPROPER REQUEST"** (next to the sanctions box).
b) For **Misconduct Sanctions**:
1. All sanctions must be recorded in the lower left part square of the sheet, by marking the N° of the sanctioned player or the initial of the function as in the **"OFFICIALS"** section of the lower right hand square (see 1.13) for sanctions in the corresponding column : "**P**" for a penalty, "**E**" for an expulsion and "**D**" for a disqualification. "**A**" or "**B**" is put in the column of the teams to indicate the team, and the N° of the set and the score at the moment of the sanction are indicated in the respective columns.
2. Points scored due to a sanction for misconduct of the opponent must be **circled** in the **"POINTS"** column.

Fig. 6

IMPROPER REQUEST
TEAM Ⓐ : TEAM Ⓑ (crossed)

SANCTIONS						
W (Warning)	P (Penalty)	E (Expulsion)	D (Disqual.)	Ⓐ or Ⓑ	SET	SCORE
D				A	1	17:15
	D			A	1	24:21
	5			B	3	15:6
D				B	3	15:7
		AC		B	3	15:7
	13			A	3	22:20

c) For **Delay sanctions**:
1. Delay sanctions must be recorded in the lower part square of the scoresheet, by marking a "**D**" for delay sanctions in the corresponding column: "**W**" for a warning, "**P**" for a penalty. "**A**" or "**B**" is put in the column of the teams to indicate the team. The N° of the set and the score at the moment of the sanction are indicated in the respective columns.
2. The delay penalty entails the **<u>opponent team gaining a point and next service</u>**. The scorer shall record it following the normal procedure by **circling** the extra point in the "**POINTS**" column, **<u>after</u>** having recorded the sanction in the penalty box as indicated above.

* * *

IV. AFTER THE MATCH

At the end of each set and match, the scorer records in the square **"RESULTS"** *(Fig.7)*:

4.1 the name of team "**A**" in the left-hand section of the square and the name of team "**B**" in the right-hand section;
4.2 in the column entitled **"SET(duration)"**, opposite the number of each set played, he/she puts in brackets the time the set lasted, and in the box marked **"TOTAL SET DURATION"** he/she records the total length in minutes of all the sets played:
a) duration of a set:
a set starts from the referee's whistle for the first service of this set and ends with the referee's whistle for the last point of that set;
b) total duration of a match:
a match starts from the referee's whistle for the first service of the first set and ends with the referee's whistle for the last point of the final set;
4.3 in the column marked **"POINTS"** of each team, he/she writes, in the box corresponding to each set, the points scored by the respective teams, and in the box corresponding to the line **"TOTAL"** he/she records the sum of the points scored in all the sets played;
4.4 in the column marked "**W**", he/she writes **1** in the box corresponding to each set on the side of the team that won the set, **meanwhile marking 0 on the side of the team that lost the set**. He/she then records the sum of the sets won by each team in the box corresponding to the line "**TOTAL**";
4.5 in the column market "**S**" (Substitutions), he/she writes in the box corresponding to each set the number of substitutions **(including any exceptional substitutions)** made by the respective teams. In the box corresponding to the "**TOTAL**" line, he/she records the sum of the substitutions made by each team during all of the sets played. **If a team did not make any substitutions, he/she writes 0 in the respective box**;

Fig. 7

RESULTS								
TEAM U S A			Ⓐ		Ⓑ	J P N		TEAM
"T"	S	W	P (Points)	SET (Duration)	P (Points)	W	S	"T"
1	4	1	25	1 (22)	22	0	4	2
1	3	0	23	2 (28)	25	1	6	2
1	5	1	33	3 (37)	31	0	5	2
1	1	1	25	4 (18)	15	0	4	1
				5 ( )				
4	13	3	106	Total Set Duration (105 mn)	93	1	19	7
Match Starting Time 16h 02mn				Match Ending Time 17h 56mn	Total Match Duration 1h 54mn			
WINNER				U S A	3 : 1			

4.6 in the column marked "**T**" (time-outs), he/she records, in the box corresponding to each set, the number of time-outs granted to the respective team. In the box corresponding to the "**TOTAL**" line, he/she records the sum of the time-outs granted to each team during all of the sets played, **if a team did not use any time-outs, he/she writes 0 in the respective box**;
4.7 the scorer then records the **starting time** and **ending time** of the match on the two corresponding boxes in the lower section, and indicates the **total duration of the match** in the right hand section;
4.8 on the last line, he/she records the name of the winning team, and on the right side he/she writes the number of sets that they have lost;
4.9 he/she records (or allows with the permission of the first referee the recording of) any protests presented in due time. The team captain will dictate or write the protest in the section **"REMARKS";**
4.10 finally, in the respective square *(Fig. 2),* the signatures of **APPROVAL** are recorded in the following order :
a) the scorer and/or the assistant scorer
b) the two team captains
c) the second referee
d) the first referee

* * *