



# Bowling Tournaments

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# Agenda

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# Overview

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Running a bowling tournament involves many moving parts. It takes great communication, coordination, and volunteers to help make the day successful.

Consistency in how a bowling tournament is ran is vital to not only the coaches and bowlers, but to the overall integrity of NSAA.

We want to share with you how the Grand Island Senior High Bowling Team coordinates and executes a successful bowling tournament.

To run a successful tournament, communication between all parties is key. This includes your Athletic Directors, Coaches, Bowling Proprietors, Tournament Directors, Volunteers, and NSAA Directors.

# Tournament Checklist



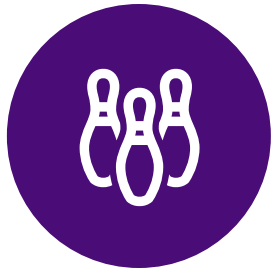
# Before Season Begins:



AD selects date for Tournament hosted by HS Program



AD contacts Bowling Center to determine time of Tournament - keeping in mind potential number of teams and format needed (full tournament of 14 teams takes up to 8 hours to complete).



AD secures teams that will attend basing it on the number of lanes available. This determines the amount of Varsity Boys/Girls Teams and if JV Boys/Girls can be hosted as well.



AD contacts Bowling Center with approximate number of teams and lanes needed.

# 4 Weeks Out:



AD/Bowling Coaches touch base with Bowling Center to confirm date and time and make any adjustments needed.



AD/Bowling Coaches confirm with teams attending for final head count for teams.



Order Plaques/Medals for Varsity Boys, Varsity Girls, JV Boys, JV Girls (if applicable) for first and second place.



Secure Certificates for All-Tournament Teams for all levels.

## 1-2 Weeks Out:

- Coaches begin securing volunteers to help with the following:
  - Take money at doors (if AD does not have workers)
  - Scoring monitors for score corrections
  - Score Runners
  - Check in table and master scorekeeper.
- Reach out to A.D.s and coaches from schools for rosters for all teams.
- AD/Coaches give final head count to bowling center.
- Determine Bracket Format needed based on number of bowlers.
- Follow up with Bowling Center to ensure bowling pattern has been received (if applicable)



# Week of Tournament:

- Collect supplies:
  - Scoring sheets for each team – color coordinated, two copies for each team.
  - Pens
  - Medals and Plaques for top two teams
  - Bracket Posters
  - Certificates for All Tournament Teams (all levels)
  - Computer with scoring template
  - iPad or tablet to help with mobile scoring if possible.
  - Final Score Sheet to send to NSAA Director
- Confirm volunteers/workers from tournament.
- Assign Teams Lane assignments.
- Give Teams and Lane Assignments to Bowling Center for Scoring System Entry.
- Send out Tournament overview to ADs and Coaches with starting lane assignments, bracket format, and other tournament guidelines based on NSAA rules.
- Confirm announcements needed and National Anthem Version needed for tournament.

# Day Of Tournament

- Arrive at Bowling center min. 2 hours ahead of time to set up check in area and bowlers' area.
- Hold meeting with volunteers to assign duties.
- Determine where bowling equipment storage will be to minimize the clutter of equipment on the lanes.
- If available, connect to TV or scoring system to keep running updates of results for spectators/coaches.
- Coaches/Team Check-in begins 1 hour before bowling begins.
- At check-in, have packets for each coach that includes:
  - Lane Assignments and Bracket Format
  - 2 Scoring Sheets color coded based on classification of team.
  - Tournament Rules and Guidelines including format in case of a tie.
- Hold Coach's meeting to discuss:
  - Tournament Format
  - Scoring Sheets
  - Introduce Scoring Monitors/Runners
  - Introduce Tournament Director (if other than coach or AD)
  - Discuss any special circumstances if necessary.
  - Discuss timing needed to determine team rankings, all tournament teams, final results.
- Start National Anthem and announcements 15 minutes before start of tournament.
- Start Practice 10 minutes before start of tournament.

# During Tournament:

- Collect scoring sheets after each game to update master scoring spreadsheet.
- Update Results and Print or display on TV if applicable.
- Between qualifying and brackets, determine All-Tournament Teams, create certificates, and present awards. Announce Team Rankings and lane assignments.
- Ensure score runners are tracking scores through bracket play to ensure smooth transition between games.
- Collect Final Score Sheets from Teams after Qualifying and Bracket – keep copy for AD in case of questions post tournament.
- Double check all scoring is correct, check for any ties during qualifying games for potential roll offs.

# At the Conclusion of Tournament:

- Thank all teams for participating.
- Announce Winners of Tournament for all divisions and hand out awards
- Collect scoring sheets from all teams.
- Enter final results in master scoring sheet.
- Send final results to NSAA Director, School AD and Coaches.
- Give all documentation to AD/Coaches for records.
- Clean up center, reorganize bowlers seating area and ensure all equipment was taken by teams.

# Best Practices:

Here are some best practices that has worked for GISH Bowling in the past:

- ▶ Find a Tournament Director(s). This frees up the coaches to coach the teams.
- ▶ Score Sheets on different color paper. This allows for ease of entering scores.
- ▶ Assign monitors to each division. They will collect and return score sheets, correct scores as needed, and help keep tournament pace of play.
- ▶ Ensure all entrances are covered for entry fee if unable to block off section.
- ▶ Use google docs to allow for multiple people to enter scores if able.
- ▶ Work with center to have a TV screen to keep running tally of scores for Coaches and Spectators.
- ▶ Ensure concession stands/food areas are communicated and well staffed.
- ▶ Stay in constant contact with the Bowling Center throughout the process. Overcommunication is key to the success of the tournament.
- ▶ Allow yourself time in the day for tabulation of scores, All-Tournament Team, and final awards.
- ▶ Check, double-check, and triple-check all information to not miss anything.

Score Sheets,  
Master Score  
Sheet and NSAA  
Score Reporting



Questions?

