

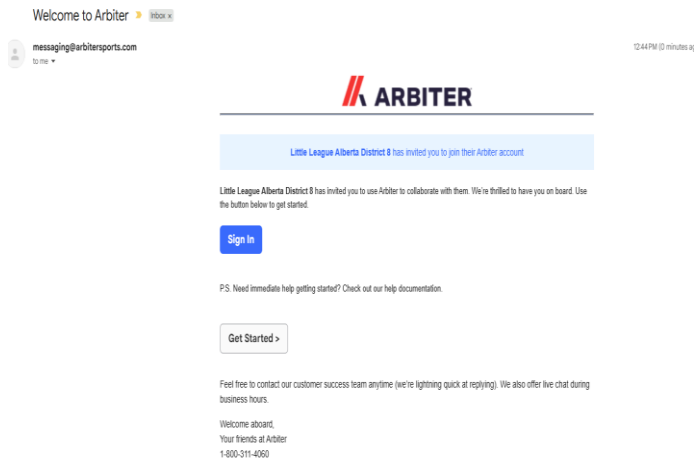
# Arbiter Umpire Booking System Training

District 8 uses the Arbiter Sports system to manage umpire assignments for all leagues within the district (including RMLL, CWLL, FCLL, and CSLL). The system is designed for umpires to self-assign games that have been entered by the leagues.

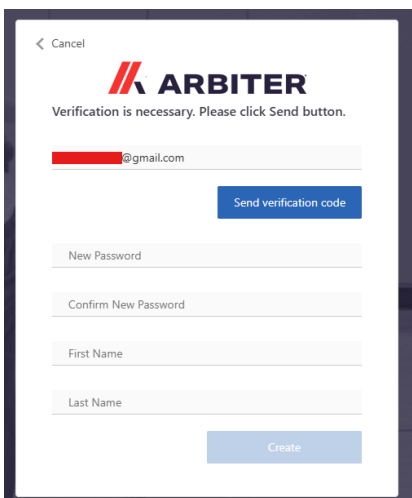
## Welcome Email and First Login

To get you set up as a new umpire in the Arbiter system You will sent an email from the Arbiter system on how to log in for the first time.

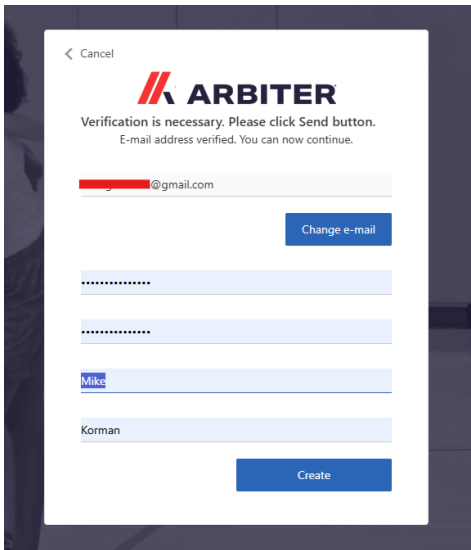
- Click the **Sign In** button in the email



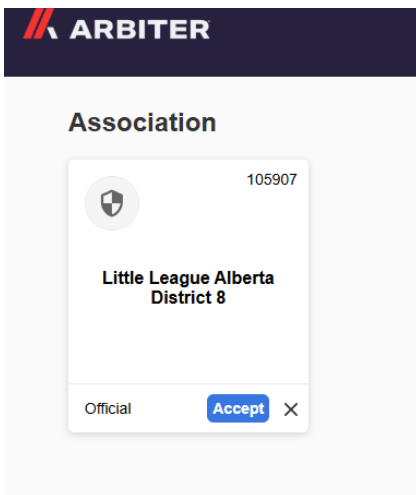
- You will be sent to the website and asked to verify your email address
- Enter the verification code sent to you via email and Click **Verify Code**



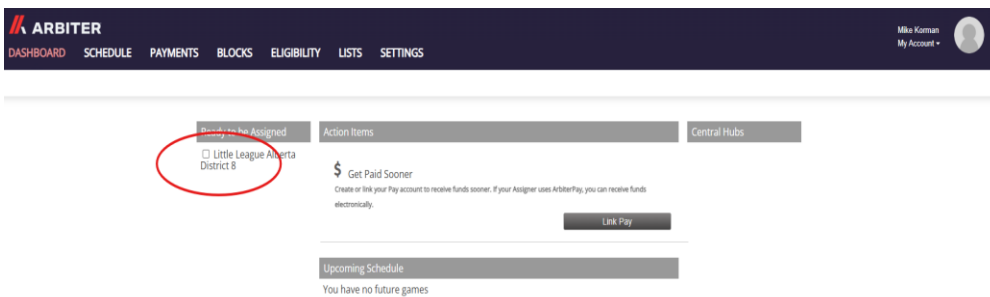
- Click **Create** and then **Accept** the Terms and Conditions of Service



- Click the **Accept** button to gain access to the District 8 umpire schedules

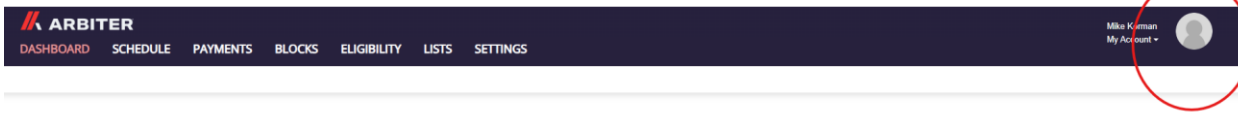


- You must click the button under the Ready to be assigned to see the games in the schedule. Although we don't assign you game this must be checked off.

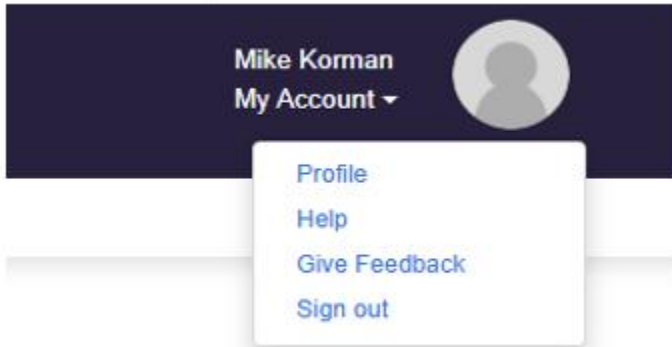


# Updating Your Profile in Arbiter

- From the Dashboard Page click on the circle at the top Right-hand side of the page

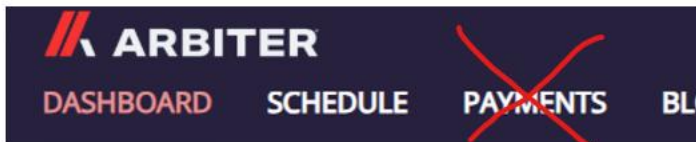


- Click on the profile Tab



- Please ensure that all the information is correct and all required fields are complete. It is important that you provide your Address with Postal code. We do not need you to fill out the Tax Information fields.

- The Arbiter system has a payments tab. District 8 does not use this feature
- Please **Do Not** enter any information in this section

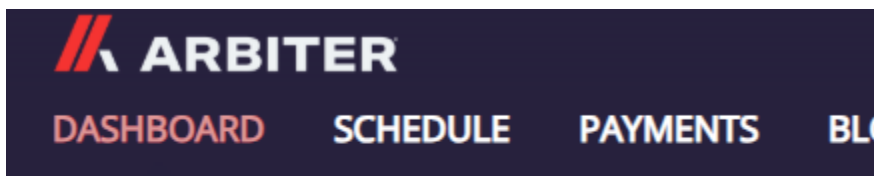


# Self-Assign Games

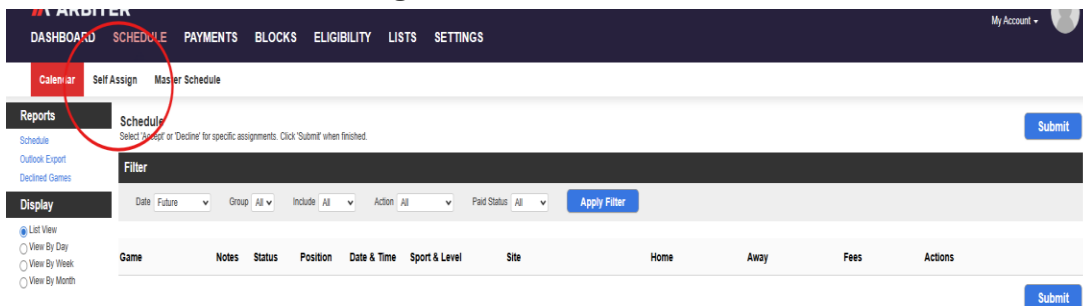
The games visible to you in Arbiter are determined by your level of experience as an umpire. Most first-year umpires will typically see Minors games, while returning umpires may see Majors and Minors. As umpires gain experience every year and demonstrate readiness, additional assignment levels may become available.

Because all leagues in the district use the same system, a large number of games and diamonds may be listed at any given time. Umpires are permitted to accept assignments from any league within the district however, your home Little League should always be your first priority when selecting games.

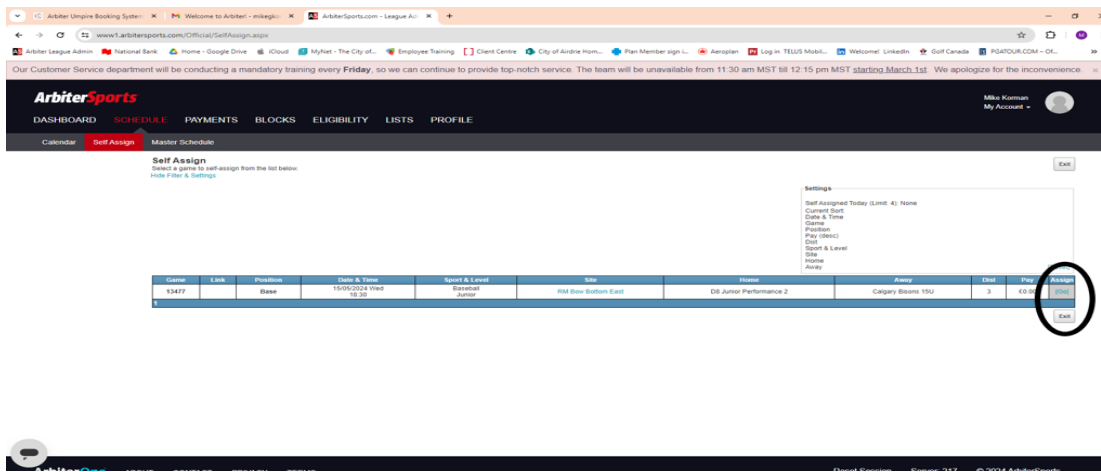
- Select **"Schedule"** in the main ribbon.



- Then select **Self Assign**



- Ensure that the calendar view is showing in **"List View"**
- If you would like to work a game, select the **"Go"** link in the last column
- Please note that there are separate listings for Plate and Field assignments for each game. If you cant see one or the other assignment then it has been taken by someone else.



## Turning Back Games

If you are unable to work a game you have already selected, you may return the assignment to the game pool so it can be picked up by another umpire. When a game is returned, the system will automatically block that date on your calendar to prevent scheduling conflicts. If you wish to accept another game on the same day, you must first remove the blocked date from your availability settings (see instructions below).

- Select **“Schedule”** from the main ribbon and **“Calendar”** from the sub ribbon to see the games you selected.
- Select the **“Turnback”** link on the game information and enter a reason for returning the game. This link can only be seen in **"List View"** on the Calendar Page.

## Blocking Sites

To help manage the volume of available assignments and focus on games assigned to your home league, Arbiter allows you to block specific diamonds. By blocking diamonds that are not used by your home Little League, the system will display only the fields relevant to you when viewing or self-assigning games. This simplifies the scheduling process and helps reduce confusion when multiple leagues are active on the same dates.

- Click the **BLOCKS** Link
- Click the **Sites Sub-tab**
- By default, the Sites page may only display the sites you have already blocked. To view the entire list, click the
- **“Show All”** button
- Check the Boxes to the left of any site that you need to block.
- Click **Save**

**ARBITER** DASHBOARD SCHEDULE PAYMENTS BLOCKS ELIGIBILITY LISTS SETTINGS Mike Korman My Account

Dates Sites Summary

Block Sites

Rows(1-200): 100

Site Name Filter

Site	Address	Date
<input checked="" type="checkbox"/> CS David Brash *	14812 Milrose Hill SW, Calgary, Alberta T2Y 2W6	5/12/2025
<input checked="" type="checkbox"/> CS Duncan McRae Fields *	81 Eversack Drive SW, Calgary, Alberta T2Y 0C6	5/12/2025
<input checked="" type="checkbox"/> CS Evergreen *	2603 Fish Creek Blvd SW, Calgary, Alberta T2W 4T5	5/12/2025
<input checked="" type="checkbox"/> CS Fish Creek *	1020 Suncliffe Drive, Calgary, Alberta T2X 2Z1	5/12/2025
<input checked="" type="checkbox"/> CS Mid Park *	65 Sun Valley Blvd SE, Calgary, Alberta T2X 3W7	5/12/2025
<input checked="" type="checkbox"/> CS Milrose Park *	67 Milrose Way SW, Calgary, Alberta T2Y 2M7	5/12/2025
<input checked="" type="checkbox"/> CW Battalion Park *	341 Sierra Park Dr, Calgary, Alberta T3H 5M3	5/12/2025
<input checked="" type="checkbox"/> CW Optimist Park *	5020 26 Avenue SW, Calgary, Alberta T3E 0R4	5/12/2025
<input checked="" type="checkbox"/> CW Richmond Green *	2538 33rd Avenue SW, Calgary, Alberta T3E 0V9	5/12/2025
<input checked="" type="checkbox"/> CW Roscombe *	4415 10 Ave SW, Calgary, Alberta T2C 8L3	5/12/2025
<input checked="" type="checkbox"/> CW Sierra Heights *	1187 Signal Hill Drive SW, Calgary, Alberta T3H 3S9	5/12/2025
<input checked="" type="checkbox"/> CW Westgate *	4943 8th Avenue SW, Calgary, Alberta T3C 3V4	5/12/2025
<input checked="" type="checkbox"/> FC Blackfoot South *	9500 R Blackfoot Tr SE, Calgary, Alberta T2J 1A7	5/12/2025
<input checked="" type="checkbox"/> FC Bow Bottom West *	1168 Lake Huron Crescent SE, Calgary, Alberta T2J 3E8	5/12/2025
<input checked="" type="checkbox"/> FC Bow River Diamonds *	139 Douglas Park Blvd SE, Calgary, Alberta T2Z 2M5	5/12/2025
<input checked="" type="checkbox"/> FC Chestnut Fields * 1985 *	586 Chestnut Drive SE, Calgary, Alberta T2M 6J8	5/12/2025
<input checked="" type="checkbox"/> FC Douglas Park *	33 Douglas Park Blvd, Calgary, Alberta T2Z 3B1	5/12/2025
<input checked="" type="checkbox"/> FC Douglassdale Swifts *	20 Douglas Woods Drive SE, Calgary, Alberta T2Z 1K4	5/12/2025
<input checked="" type="checkbox"/> FC New Brighton (Dr. Martha Cohen) *	116 Brightondale Park SE, Calgary, Alberta T2Z 2W1	5/12/2025
<input checked="" type="checkbox"/> FC New Brighton Athletic Park *	5801 130 Ave SE, Calgary, Alberta T2Z 0V5	5/12/2025
<input checked="" type="checkbox"/> FC New Brighton Comm. Assoc. *	33 Brightondale Parade SE, Calgary, Alberta T2Z 405	5/12/2025
<input checked="" type="checkbox"/> FC Sierra Hills Fields * 1985 *	993 Queenswood Drive Southwest, Calgary, Alberta T2J 5E5	5/12/2025
<input checked="" type="checkbox"/> Forebills Stadium *	2221 Creechhill Trail NW, Calgary, Alberta T2M 4R7	5/12/2025
<input type="checkbox"/> CS Father Doucet *	65 Shannon Drive SW, Calgary, Alberta T2Y2T5	
<input type="checkbox"/> CW Springbank *	3222AA Springbank Road, Calgary, Alberta T3Z 2L9	
<input type="checkbox"/> FC Prestwick (McKenzie Towne School) *	679 Prestwick Circle SE, Calgary, Alberta T2Z 4Y5	
<input type="checkbox"/> Stadlers Diamond *	1205 28 Ave SW, Calgary, Alberta T3E 0R8	
<input type="checkbox"/> Steverson Athletic Park *	5300 19 St SW, Calgary, Alberta T3E 0P1	
<input type="checkbox"/> Inland Athletic Park *	5563 112 Avenue NW, Calgary, Alberta T3R 1R6	
<input type="checkbox"/> RM Bishop Grandin *	8944 Elbow Drive SW, Calgary, AB T2V 1L2	

## Blocking Dates

Blocking dates in the Arbiter system is an important tool for managing your availability and ensuring you do not accept games when you have other commitments. By keeping your availability up to date, you help prevent last-minute cancellations, reduce scheduling conflicts, and maintain reliability as an umpire.

- Click the **BLOCKS** Link
- Click the **Dates** Sub-tab
- Click the **Block All Day** or **Block Part Day** and then click on the day you want to block.
- Click on the date you want to block. The day will turn colour based on the legend on the left-hand side of the page. This means you will not be able to see any games on that day. Or self-assign games on that day

**ARBITER** DASHBOARD SCHEDULE PAYMENTS BLOCKS ELIGIBILITY LISTS SETTINGS Mike Korman My Account

Dates Sites Summary

Action

Calendar - "View Schedule"

View Schedule  
 Block All Day  
 Block Part Day  
 Clear Blocks  
 Add Notes  
 Firm Block

Time Range: From 8:00 AM To 5:00 PM

Date Range: From To Apply

Legend

- Assigned Game
- Attached Game
- Pending Game
- Full Day Block
- Part Day Block
- Open Day

Action - "View Schedule"

Month: Apr

April 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

4/17/2025 - Games and Blocks

Group	Games/Blocks	Status	Group	From	To	Site/Created	Firm

- To Unblock a day, click on the X at the bottom of the page under **Games and Blocks**

The screenshot shows the Little League website interface. At the top, there is a legend with various colored boxes representing different game statuses: Assigned Game (blue), Attached Game (green), Pending Game (yellow), Full Day Block (red), Part Day Block (orange), and Open Day (white). Below the legend is a calendar for April 2026. The calendar shows dates from 1 to 30, with the 17th highlighted in red. Below the calendar is a table titled 'Games and Blocks' with columns for Group, Games/Blocks, Status, From, To, Site/Created, and Form. The first row in the table shows '105907' in the Group column, 'BLOCKED' in the Games/Blocks column, and 'All Day Block' in the From column. A red circle highlights the 'Games and Blocks' table.

If a game you want to book doesn't appear in the self-assign section and you know it's at your umpire level, the most likely reason is that you have either a block on the day of the game or you have blocked the Site that the game has been played.

## Mobile App Access

Arbiter Sports offers a mobile app that allows umpires to view their schedules and receive notifications about assigned games. The app is available for download on both major platforms:

- **Apple App Store:**  
<https://apps.apple.com/ca/app/little-league-rulebook/id1464594539>
- **Google Play Store:**  
[https://play.google.com/store/apps/details?id=com.littleleaguerulebook&hl=en\\_US&gl=US](https://play.google.com/store/apps/details?id=com.littleleaguerulebook&hl=en_US&gl=US)

The mobile app allows you to view games you have already accepted and provides reminders and notifications for upcoming assignments. However, the app does **not** allow you to book or self-assign games. All game assignments must be accepted through the Arbiter website. The mobile app should be used as a convenient reference tool to keep your schedule accessible while on the go.