

Purpose:

Regarding the use of Free Substitution in the 16U-19U Division, National Rules require the use of a Time Monitor Form. This form will be especially useful for teams with 4 or more substitutes.

Prep before game:

Team Identification Information	The Time Monitor volunteer fills out the top of the form with the information to properly identify the team. It is recommended but not required, that the Time Monitor is a volunteer from the opposing team.
Player Identification Information	It is recommended that the Time Monitor lists the players in Jersey number order. It will speed up finding the players on the form when it is time to record a substitution. Ideally, the coach will have a Time Monitor Form with the players already listed in jersey number order. If not, then the Time Monitor will have to write the numbers and names manually. The head coach should have an AYSO computer generated roster that can be shared with the Time Monitor. Allow 10-15 minutes to complete the roster.
Time Monitor Location	It is recommended that both Time Monitors situate themselves at mid-field where players should be instructed to enter and exit the field. The critical time for a Time Monitor volunteer is the start and end of a half, stoppages in play, and recording substitutions.

Entry Instructions:

1st Half and 2nd Half Start and End Times	For each half, fill in the start time and end time. The Start and End Times should be 40 minutes, example 9:00 and 9:40. However the End Time could be later if the referee paused the game for any reason.
Stoppages due to injury,	If the referee pauses the game (ex. Injury), record the start and end time of the stoppage. If a player was sitting out during a stoppage, the amount of the stoppage should be subtracted from their Total column.
Player Time Monitoring - The Time Monitor volunteer will track the player substitutions for a team.	The columns are organized in groups of 3, OUT, IN, "CALC. IN - OUT". Each of these groups represents times that a player "sat out" or "rested". They have nothing to do with quarters or halves. OUT columns - write down the current time that a player is sitting out. IN columns - when a player that was sitting OUT , now enters the game, write down the current time. CALC. IN - OUT columns - difference between the preceeding columns (OUT minus IN).
Total	At the end of the game, the Time Monitor would sum the "CALC. IN - OUT" columns and write the number in the last column. If that last number is more than 40 (assuming an 80 minute game), then that player sat out more than half the game. You can do this calculation for every player however it only needs to be done for the players that "sat out" the most. The recommendation is to select the 2-3 players that "sat out" the most, then do the calculation for them. If their time sitting out is less than half the game then it is not necessary to do the calculation for the rest of the team. NOTE: If it looks like a player sat out more than half the game, then the Stoppages Due to Injury should be considered.
Signature	The Time Monitor prints his/her name at the bottom of the time card, then signs to confirm that they have performed the time monitoring duties. The time monitor then turns in the time card to the designated tournament official at the conclusion of the game.

Example	<ul style="list-style-type: none"> - if the game starts at 9:00 and there are 5 players sitting out at the start of the game, write down 9:00 under the OUT column for these 5 players. NOTE: You do not have to record anything for the players that are starting the game on the field. - at the first substitution, for those players that were sitting out and are now entering the game, record the current time (ex.9:15) under the IN column. For the players that started the game on the field and are now being subbed out, write down 9:15 in their first column (OUT). - the difference between the OUT and IN columns should be written into the CALC. IN - OUT column. This represents the minutes that a player sat out. In the example given, that would be 15. - for the players sitting out at the end of the half, fill in their IN column. Calculate their IN - OUT column.
Notes:	<p>During the game, the helpful Time Monitor will keep the coach apprised of any players who are in jeopardy of not receiving their minimum 50% playing time, giving the coach a chance to correct it during the game. The goal is to help the coach make sure each player gets at least 50% playing time.</p> <p>If you have concerns regarding the playing time for a particular team, then you should submit a report to your Regional Commissioner and Area Director who wil take corrective action if necessary.</p> <p>Write a note on the form if:</p> <ul style="list-style-type: none"> - a player is on the roster but does not participate in the game - a player arrives late for the game or leaves early