



**Concacaf**

# **COMET Referee Assessment Report**

An Intuitive Guide

# INTRODUCTION

Since 2018, Concacaf has been implementing such system designated to keep all records regarding football stakeholders, matches, and centralized competitions. In efforts to further our implementation and the use of the management of our competitions system, we would like to take the opportunity to announce that beginning October 1, 2020; all Referee Assessments will be conducted through COMET.

In the following pages is a five-part intuitive guide breaking down the essential sections of the innovative assessment form. It is important to reference the guide to properly submit the form and continue our pursuit for ***Excellence.***

## FIVE SECTION GUIDE

1. HOW TO FILL OUT
2. REFERENCING THE OFFLINE FORM AND FILLING OUT THE ONLINE FORM
3. CLIP CODE GENERATOR
4. EMBEDDING CLIPS TO COMET
5. SUBMITTING THE ONLINE FORM

# HOW TO FILL OUT

Detailed Instructions



Concacaf

# HOW TO FILL OUT

The screenshot shows the CONCACAF website interface. A red dashed line indicates the navigation path from the 'My competitions' link in the left sidebar to the 'Referee assessor' tab in the match details section.

**Left Sidebar:**

- Players
- Coaches and Staff
- Clubs
- Stadiums
- Competitions**
  - ★ My competitions
  - ★ My favorite competitions
  - Inactive competition
  - Search competitions
  - New competition
  - Search matches
  - My competition type
  - Search comp. types
  - New competition type
  - Search comp. mngr
  - New comp. mngr
  - Search ref. appointe
  - New ref. appointer
- Referees and Off
- Disciplinary

**Main Content Area:**

International

My competitions

Show all

Logo	Name	Season	Organisation	Team type	Discipline	Gender	ca
	Scotiabank Concacaf Champions League	2020	CONCACAF	Club team	Football	Male	Se

SCCL 2020 QF Round 1/4F CLUB AMERICA - ATLANTA UNITED FC 3:0

Match CLUB AMERICA ATLANTA UNITED FC Referee **Referee assessor** Match coordinator Match commissioner

Security officer Venue coordinator

Edit

Match Summary Match report Start List Club kits Confirmed team kits Countdown

ID: 43474329

Competition: Scotiabank Concacaf Champions League 2020 Qu

Round: 1/4F

Age category: Seniors

Stadium: ESTADIO AZTECA

Date/time: 11.03.2020 20:30 CST 11.03.2020 22:30

Attendance: 21,631

Match number: 19

Status: **PLAYED**

Craig Tornberg 11.03.2020 23:40:52 CDT

CLUB AMERICA (Mexico) 3:0 (3:0) ATLANTA UNITED FC (USA)

STEP 1:  
Visit  
[comet.concacaf.com](https://comet.concacaf.com)

STEP 2:  
Click On:  
"My Competitions"

STEP 3:  
Look at tabs and Click On:  
"Referee Assessor"

# HOW TO FILL OUT

Search

Search...

User: JOHN NIELSEN  
Organisation: CONCACAF

Home Messenger Wiki User settings Chat

SCCL 2020 QF Round 1/4F MONTREAL IMPACT - CD OLIMPIA 1:2

Match MONTREAL IMPACT CD OLIMPIA Referee Referee assessor Match coordinator Match commissioner

Venue coordinator

Edit Documents Print

Report status: IN PROGRESS

Referee assessor:

Marks (6.0 - 10.0)

Referee: ESCOBEDO GONZALEZ, ADONAI

1st assistant referee: ARRIETA BARRANTES, WILLIAM ANDRES (CRC)

2nd assistant referee: MARTINEZ CHAVARRIA, JOSE IBRAHIM

Fourth official: SANTANDER AGUIRRE, LUIS ENRIQUE (MEX)

Include in the yellow box what mark would have been applied without the clear refereeing mistake.

Level of difficulty

Referee: ESCOBEDO GONZALEZ, ADONAI

1st assistant referee: ARRIETA BARRANTES, WILLIAM ANDRES

2nd assistant referee: MARTINEZ CHAVARRIA, JOSE IBRAHIM

Fourth official: SANTANDER AGUIRRE, LUIS ENRIQUE

STEP 4:  
Click "Edit"

# HOW TO FILL OUT



## Filling in the assessment form

### Statistical Information

You need to list the number of cautions and sending-offs in the match, which ones were correct/incorrect and how many were missed.

For each Assistant Referee, list the number of offside decisions and the number of correct and/or missed offside calls. Close offside calls when no flag was correctly raised should be counted as well. Clear "wait and see" and important no flag situations should also be counted.

This information can only be obtained correctly by carefully examining the game video.

### Assessing the Referee

There are five categories of evaluation and measurement for the Referee:

1. Game control and foul/misconduct recognition
2. Personality and communication
3. Application of points of emphasis
4. Fitness, movement and positioning
5. Teamwork

For each of these categories, give an overall rating in the top row

Overall Rating - Game Control & Foul Recognition - Please mark with an X

6.0 - 6.9	7.0 - 7.4	7.5	8.0 - 8.1	8.2	8.3 - 8.4	8.5	8.6 - 8.7	8.8 - 10
					X			
UNACCEPTABLE	BELOW EXPECTATION	SATISFACTORY	GOOD	VERY GOOD	EXCELLENT			

PLEASE MARK WITH AN X EACH OF THE QUESTIONS BELOW

Dealt with the Misconduct Situations Correctly	N/A							
					X			

Answer the questions (by typing an X in the appropriate boxes) using the colored scale ranging from "Not Applicable" to "Excellent." Most answers, for a regular "Good" performance, should fall in the stronger yellow shades.

The Summary box for the Referee is for information related to the game observed that has not been previously mentioned. Only the score and the justification of the score for the Referee should be listed. Please do not mention the score or justification of the other Match Officials here.

SUMMARY							
CAUTIONS							
Given	2	Correct	1	Incorrect	1	Missed	1
EJECTIONS							
Given	0	Correct	0	Incorrect	0	Missed	0
PENALTY KICK							
Given	0	Correct	0	Incorrect	0	Missed	1

Cautions, red cards and penalty kicks are judged and entered in the appropriate boxes below the Summary box.

When a single incident is directly affecting the Referee's final score, information must be written in the space below, and video clips of the incident(s) must be submitted with the report.

POINTS DEDUCTED		
CLEAR ERROR (PK, RED CARD) MAX SCORE 7.9	Time	Type
Description		
CLEAR INCORRECT/MISSED CAUTION -0.1 DEDUCTION	Time	Type
Description		
CLEAR INCORRECT/MISSED CAUTION -0.1 DEDUCTION	Time	Type
Description		

At the end of each category for the Referee and at the end of the sections for the Assistant Referees and the Fourth Official, there are two text boxes:

Additional Positive Comments on Game Control

Additional Developmental Points with Solutions on Game Control

Please write both positive comments as well as comments for improvement in the top box, with recommended solutions in the box below. The lower the mark given, the more written solutions are expected.

## STEP 5:

Reference Chapter 6  
of Assessment Manual  
to complete it.

# **REFERENCING THE OFFLINE FORM AND FILLING OUT THE ONLINE FORM**

A Comparative Guide



**Concacaf**

# REFERENCING THE OFFLINE ASSESSMENT FORM

The first two blue buttons "Marks (6.0 - 10.0)" and "Level of difficulty" are on the "Info Tab" on the Concacaf Offline Assessment Form. Input that information and remember to input a number on the yellow boxes if there is a deduction for a single incident.

SCCL 2020 QF ▶ Round 1/4F ▶ MONTREAL IMPACT - CD OLIMPIA 1:2

Match MONTREAL IMPACT CD OLIMPIA Referee Referee assessor Match coordinator

Venue coordinator

Edit Documents Print

Report status: **IN PROGRESS**

Referee assessor:

**Marks (6.0 - 10.0)**

Referee: ESCOBEDO GONZALEZ, ADONAI

1st assistant referee: ARRIETA BARRANTES, WILLIAM ANDRES (CRC)

2nd assistant referee: MARTINEZ CHAVARRIA, JOSE IBRAHIM

Fourth official: SANTANDER AGUIRRE, LUIS ENRIQUE (MEX)

Include in the yellow box what mark would have been applied without the clear refereeing mistake.

**Level of difficulty**

Referee: ESCOBEDO GONZALEZ, ADONAI

1st assistant referee: ARRIETA BARRANTES, WILLIAM ANDRES

2nd assistant referee: MARTINEZ CHAVARRIA, JOSE IBRAHIM

Fourth official: SANTANDER AGUIRRE, LUIS ENRIQUE

Concacaf  
REFEREE ASSESSMENT FORM

Competition	Match #
Team A	Team B
City:	Stadium:
Date:	Time:
Final score:	In favour of:
Half-time score:	In favour of:

	Country	Degree of Difficulty	Mark	* Mark
Referee:				
Assistant Referee 1:				
Assistant Referee 2:				
Fourth Official:				
Fifth Official:				
Referee Assessor:				

\* The Mark Without Clear Critical Match Incident Error by the Referee or the Assistant Referees

Date: ASSESSOR SIGNATURE:

Info Ref 1 Ref 2 Ref 3 Ref 4 Ref 5 Ref Summary AR 1 AR 2 4th 5th Official Scoring Guide



# FILLING OUT THE ONLINE ASSESSMENT FORM

The next blue button "+ Referee". When you click on that button, it opens to show the 5 tabs we have on the excel assessment form. Put all the X's in the correct place for each question on those 5 tabs. Remember each question must have an X (or a tick if you are on COMET).

Fourth official: KELLYS MARQUEZ, JOSE ANTONIO ☐ Normal ☐ Difficult ☐ Very difficult

**+ Referee**

**1. Game Control & Foul/Misconduct Recognition**

**Overall Rating - Game Control & Foul Recognition** ☐ 5.0-6.9 ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Dealt with the Misconduct Situations Correctly ☐ N/A ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Protected the Safety of the Players ☐ N/A ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Foul Recognition / Dissemination, Flow vs Control, Foul Consistency ☐ N/A ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Practical Refereeing, Football Understanding, Managing the Grey Areas ☐ N/A ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Identified the Moment(s) of Truth and acted upon them appropriately ☐ N/A ☐ 7.0 ☐ 7.4 ☐ 7.9 ☐ 8.0-8.1 ☒ 8.2 ☐ 8.3-8.4 ☐ 8.5 ☐ 8.6-8.7 ☐ 8.8-10

Date: \_\_\_\_\_ ASSESSOR SIGNATURE: \_\_\_\_\_

**Info** **Ref 1** **Ref 2** **Ref 3** **Ref 4** **Ref 5** **Ref Summary** **AR 1** **AR 2** **4th** **5th Official** **Scoring Guide** **+**

**+ Referee** **+ 1st assistant referee** **+ 2nd assistant referee** **+ Fourth official** **Fifth official** **+ Scoring guide**

# ASSESSMENT FORM

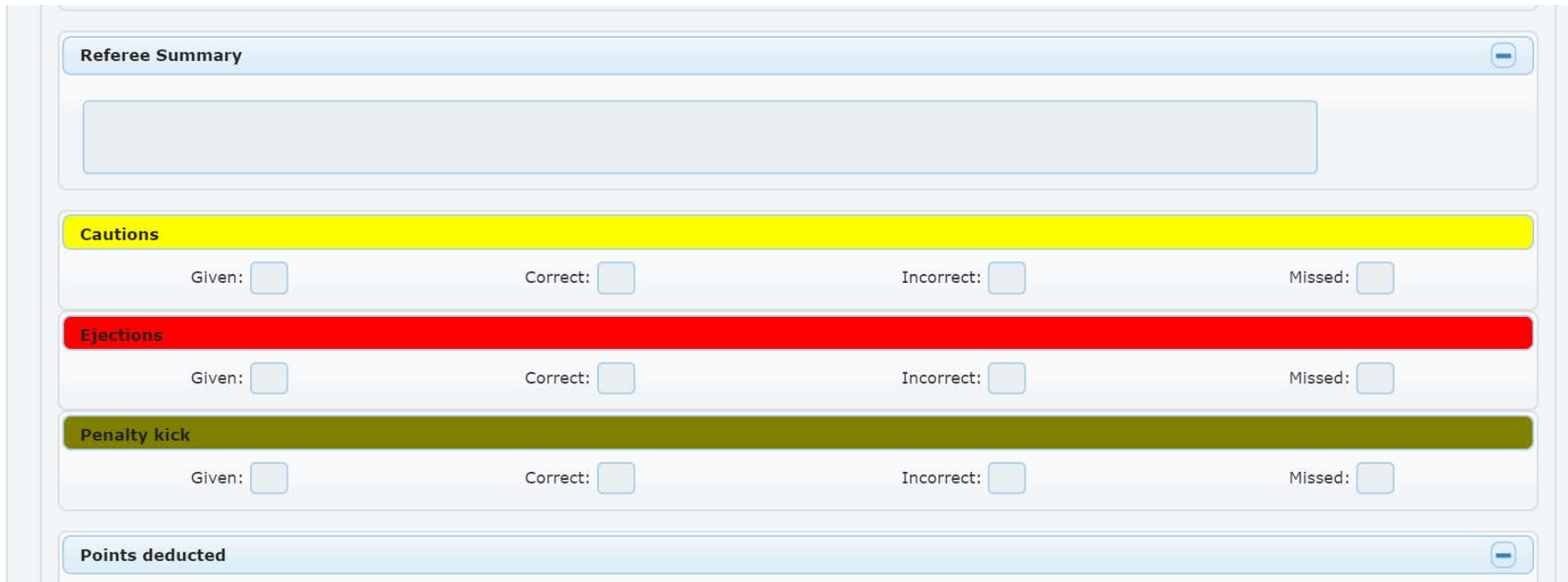
For each of the 5 text boxes "Additional Positive Comments" and "Additional Developmental Points" you can copy and paste the information straight from the excel spreadsheet into the text box in COMET.

	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10	
Protected the Safety of the Players	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Foul Recognition / Dissemination, Flow vs Control, Foul Consistency	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Practical Refereeing, Football Understanding, Managing the Grey Areas	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Identified the Moment(s) of Truth and acted upon them appropriately	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Used Proactive and Preventative Refereeing Techniques	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Decisions and Control of Penalty Area Incidents	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
Decisions and Control of Free Zone Incidents	N/A	7.0	7.4	7.9	8.0-8.1	8.2	8.3-8.4	8.5	8.6-8.7	8.8-10
<b>Additional Positive Comments on Game Control</b>										
<div></div>										
<b>Additional Developmental Points with Solutions on Game Control</b>										
<div></div>										

<b>FOUL</b>	<b>How was Control</b>	<b>N/A</b>										
<b>Practical Refereeing Football Understanding Managing the Grey Areas</b>	N/A											
<b>Identified the Moment(s) of Truth and acted upon them appropriately</b>	N/A											
<b>Used Proactive and Preventative Refereeing Techniques</b>	N/A											
<b>Decisions and Control of Penalty Area Incidents</b>	N/A											
<b>Decisions and Control of Free Zone Incidents</b>	N/A											
<b>Additional Positive Comments on Game Control</b>												
<b>Additional Developmental Points with Solutions on Game Control</b>												

# FILLING OUT THE ONLINE ASSESSMENT FORM

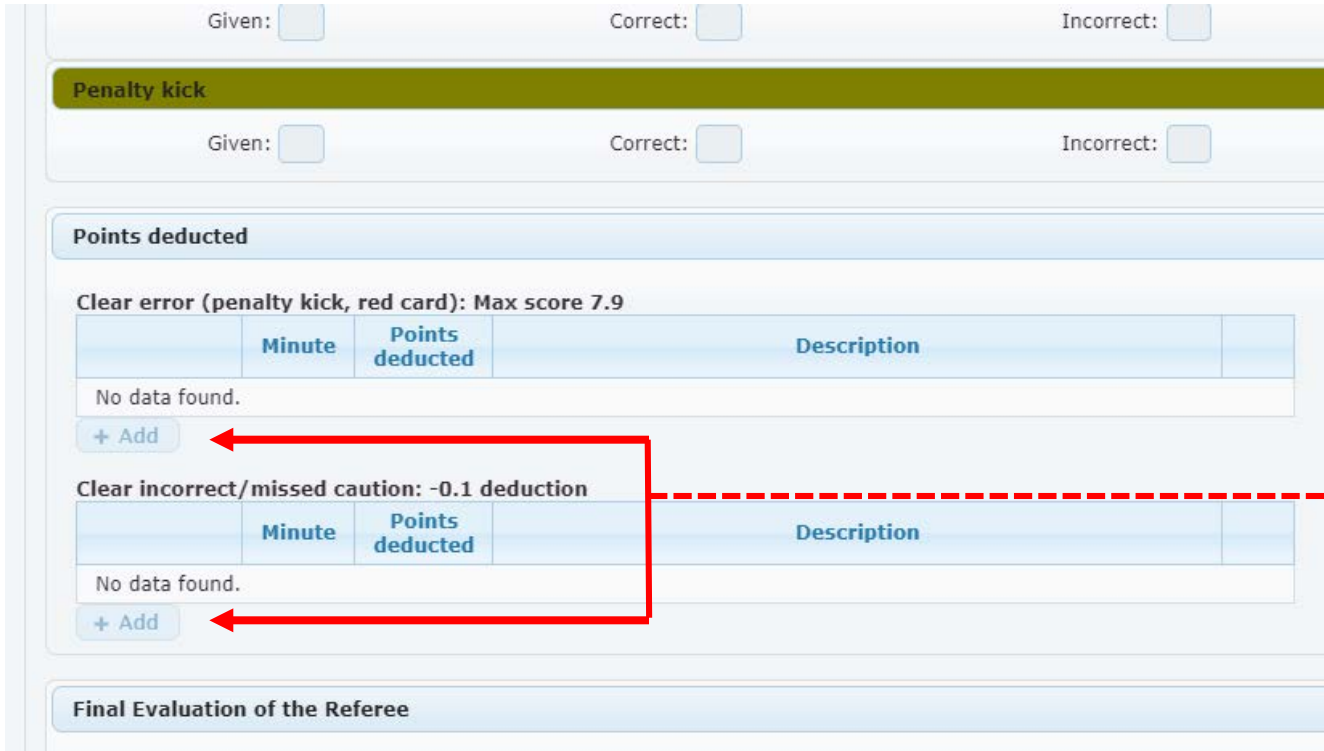
For the "Referee Summary" the number of Cautions, Ejections and Penalty Kicks awarded are already entered (this is not the case when you enter the assessment in the training phase). You must fill in the rest of the information: Correct – Incorrect – Missed; even if zero.



The screenshot displays a web-based assessment form. At the top, a light blue header bar contains the text "Referee Summary" and a minus icon. Below this is a large, empty light blue rectangular box. The form is organized into three main sections, each with a colored header bar: "Cautions" (yellow), "Ejections" (red), and "Penalty kick" (olive green). Each section contains four input fields labeled "Given:", "Correct:", "Incorrect:", and "Missed:". The "Cautions" section has a yellow header, "Ejections" has a red header, and "Penalty kick" has an olive green header. At the bottom, a light blue footer bar contains the text "Points deducted" and a minus icon. The right side of the image features a decorative graphic of overlapping yellow and orange leaf-like shapes.

Referee Summary			
Cautions			
Given: <input type="text"/>	Correct: <input type="text"/>	Incorrect: <input type="text"/>	Missed: <input type="text"/>
Ejections			
Given: <input type="text"/>	Correct: <input type="text"/>	Incorrect: <input type="text"/>	Missed: <input type="text"/>
Penalty kick			
Given: <input type="text"/>	Correct: <input type="text"/>	Incorrect: <input type="text"/>	Missed: <input type="text"/>
Points deducted			

# FILLING OUT THE ONLINE ASSESSMENT FORM



Given: ☐ Correct: ☐ Incorrect: ☐

**Penalty kick**

Given: ☐ Correct: ☐ Incorrect: ☐

**Points deducted**

Clear error (penalty kick, red card): Max score 7.9

Minute	Points deducted	Description
No data found.		
<a href="#">+ Add</a>		

Clear incorrect/missed caution: -0.1 deduction

Minute	Points deducted	Description
No data found.		
<a href="#">+ Add</a>		

**Final Evaluation of the Referee**

The "Points Deducted Section" has either an entry for Clear error (penalty kick, red card): Max score 7.9 or Clear incorrect/missed caution: -0.1 deduction . To add an incident for points deducted, click the + Add button to include your video clip.

# FILLING OUT THE ONLINE ASSESSMENT FORM

Once you have clicked on the +Add button a window will pop up where there are four entries to be made:

1. In the **Minute** box type the time of the incident. If it happened at 34 min 18 sec write 35 in this box. If it happened 1min and 28 sec in added time of the first half, write 45 in the first box, 2 in the +box.
2. In the **Points Deducted** box type either 7.9 or 7.8 for CMI or type 0.1 for missed/incorrect caution
3. For **Videolink** here is where you will embed your video clip to provide visual evidence.
4. For **Description**, please explain the incident briefly and write the correct time. For example, 34:18.

The screenshot shows a web interface for an online assessment. At the top, there are three input fields: 'Given: 0', 'Correct: ☐', and 'Incorrect: ☐'. Below these is a modal window titled 'Description' with a close button (X) in the top right corner. The modal contains four input fields, each with a red number and arrow pointing to it from the left: 1. 'Minute:  + ' 2. 'Points deducted: ' 3. 'Videolink: ' 4. 'Description: ' At the bottom of the modal are two buttons: 'Save' and 'Cancel'. The background of the page is a light blue and white striped pattern.

# CLIP CODE GENERATOR

An Introduction



Concacaf

# USING THE CLIP CODE GENERATOR

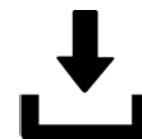
In our continued strive to provide uniformity in all areas of the game, we would like to introduce you all to the Clip Code Generator to name clips for your assessments. The generator is broken up into three tabs – Tournament Codes, Team Codes, and Topic Codes. Tournament and Teams Codes are Concacaf specific, whereas Topic Codes are a combination of Concacaf-specific and FIFA codes.

The documents are available in the Center of Refereeing Excellence as an Excel file, as well as, a Google Sheets link. The Google Sheets link can act as an online version, whereas, Excel as an offline version.

The Concacaf Clip Code Generator will be updated on a yearly basis.

## THREE TABS

1. Tournament Codes
2. Team Codes
3. Topic Codes



# USING THE CLIP CODE GENERATOR

For cells labeled Tournament through Topic 2 (cells A3 – J3) have dropdown menus. Use the listed description that is appropriate for the clip by clicking on the arrow.

Offside (Y/N) is only used when labeling a clip pertaining to Offside. If it is NOT Offside, please include the N. If it is Offside, leave it blank and put the description of the offside in Topic 1.

For cells labeled Official (K3) and Assessor (L3), enter the last name of the Official and your last name as the Assessor for this game.

Once the clip is named, copy the gold cell (E7) into the clip. To clear cells, selected cells Tournament through Topic 2 (cells A3 – J3), right click and select "clear content".

**Concacaf Excellence ASSESSORS CLIP CODE GENERATOR**

TOURNAMENT	YEAR	MATCH	HOME TEAM	AWAY TEAM	TIME	MAIN TOPIC	OFFSIDE (Y/N)	TOPIC 1	TOPIC 2	OFFICIAL	ASSESSOR

SAMPLE CODE

Copy and Paste the Gold Cell (E7) into the Clip.

**Concacaf Excellence ASSESSORS CLIP CODE GENERATOR**

TOURNAMENT	YEAR	MATCH	HOME TEAM	AWAY TEAM	TIME	MAIN TOPIC	OFFSIDE (Y/N)	TOPIC 1	TOPIC 2	OFFICIAL	ASSESSOR
CGC	20	M6	USA	CUW	36	- TF		SPA	- YC	HALL	NIELSEN

SAMPLE CODE

CGC20 - M6 - USA - CUW - 36 - TF - SPA - YC - HALL - NIELSEN

Copy and Paste the Gold Cell (E7) into the Clip.

**Concacaf Excellence ASSESSORS CLIP CODE GENERATOR**

TOURNAMENT	YEAR	MATCH	HOME TEAM	AWAY TEAM	TIME	MAIN TOPIC	OFFSIDE (Y/N)	TOPIC 1	TOPIC 2	OFFICIAL	ASSESSOR
WOQ	20	M11	CAN	CRC	27		N	OIO		LEAL	NIELSEN

SAMPLE CODE

WOQ20 - M11 - CAN - CRC - 27 - NOIO - LEAL - NIELSEN

Copy and Paste the Gold Cell (E7) into the Clip.

SAMPLE CODE


Copy and Paste the Gold Cell (E7) into the Clip.



# USING THE CLIP CODE GENERATOR

To search for a specific code within the three sections, click on the Gold search bar and the inquired word will show up in Gold as well.

Please reference the notes in on the side for specific details on how to correctly search a specific Tournament, Team, or Topic.

 <b>Concacaf</b> Excellence			
CODES BY TOPIC			
SEARCH			goal
CHALLENGES	TOPIC	CODE	NOTES
	No foul/Fair Challenge	NF	There is no specific main topic for Challenges in the code generator. Just leave it blank and indicate the topic with the appropriate coding.
	Careless	CAR	
	Reckless	REC	
	Serious Foul Play	SFP	
	Violent Conduct	VC	
	Dangerous Play	DP	
	Holding	HOL	
	Illegal Use of the Arms	IUA	
	Persistent Infringement	PI	
TACTICAL FOULS	Stopping a Promising Attack	SPA	If the incident involves a tactical foul please indicate as TF as the main topic.
	Holding	HOL	
	Denying Obvious Goal Scoring Opportunity	DOGSO	

# USING THE CLIP CODE GENERATOR

For Topic Codes, there are nine different topics under the Topic Code tab of the generator, and only five to choose from under Main Topic. If your clip does not fit one of the five main topics, leave it blank.

For Topic 1, there are nearly 90 different codes to choose from. For Topic 2, it is same codes as Topic 1 with the addition of the cautions. The most frequent ones are reflected below.

For Offside, (Y/N) is only used for offside, example. If it is **NOT** offside adding the N in the section. If it is offside, leave it blank.

Offside Codes	
OIP	= Offside interfering with Play
OIO	=Offside interfering with an Opponent
OGA	=Offside Gaining an Advantage
OLV	= Offside Line of Vision
OCH	= Offside Challenging for the ball

Main Topic	
	= Challenges, Restarts and Misc. are to be left blank
- TF	= Tactical Foul
- PAI	= Penalty Area Incident
- PR	= Positioning - Reading
- GM	= Game Management
- ISM	= Concacaf-isms

Topics #1	
NF	= No Foul
CAR	= Careless Challenge
REC	= Reckless Challenge
SFP	= Serious Foul Play
VC	= Violent Conduct
SPA	= Stopping Promising Attack
DOGSO	= Deny Obvious Goal Scoring Opportunity

Topics #2	
NC	= No Card
YC	= Yellow Card
RC	= Red Card
DFK	= Direct Freekick
IFK	= Indirect Freekick
DB	= Dropball

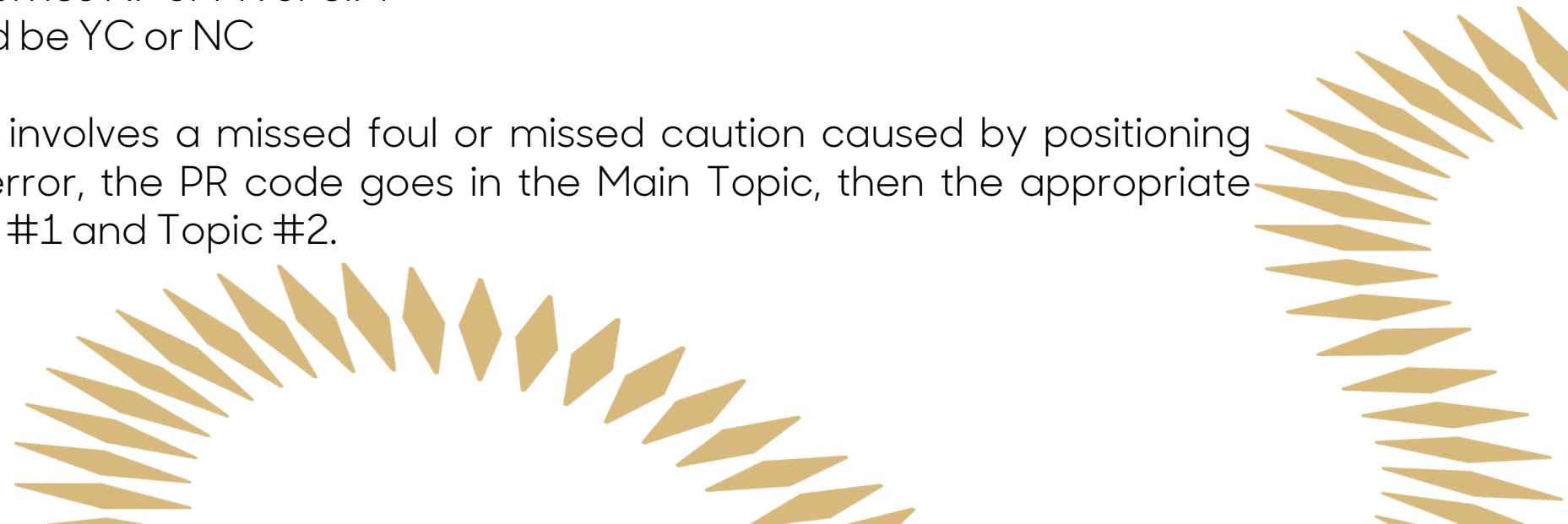
# USING THE CLIP CODE GENERATOR

## EXAMPLE:

For a DOGSO clip as an example, the Main Topic becomes TF = for Tactical Foul.  
Topic #1 becomes DOGSO  
Topic #2 depending on what the referee did, could be RC

For fouls/challenges, simulation – if inside the penalty area use PAI as the Main Topic  
Topic # 1 becomes NF or PK or SIM  
Topic #2 could be YC or NC

If the incident involves a missed foul or missed caution caused by positioning and reading error, the PR code goes in the Main Topic, then the appropriate codes in Topic #1 and Topic #2.



# EMBEDDING CLIPS TO COMET

Detailed Instructions



Concacaf

# EMBEDDING CLIPS

## IMPORTANT!!

Before embedding clips into COMET, you need make sure you have the following completed:

1. Your clip converted to MP4 format and preferably under 50 mb
2. Have your clip properly named (see clip code section)
3. Google Account with Google Drive

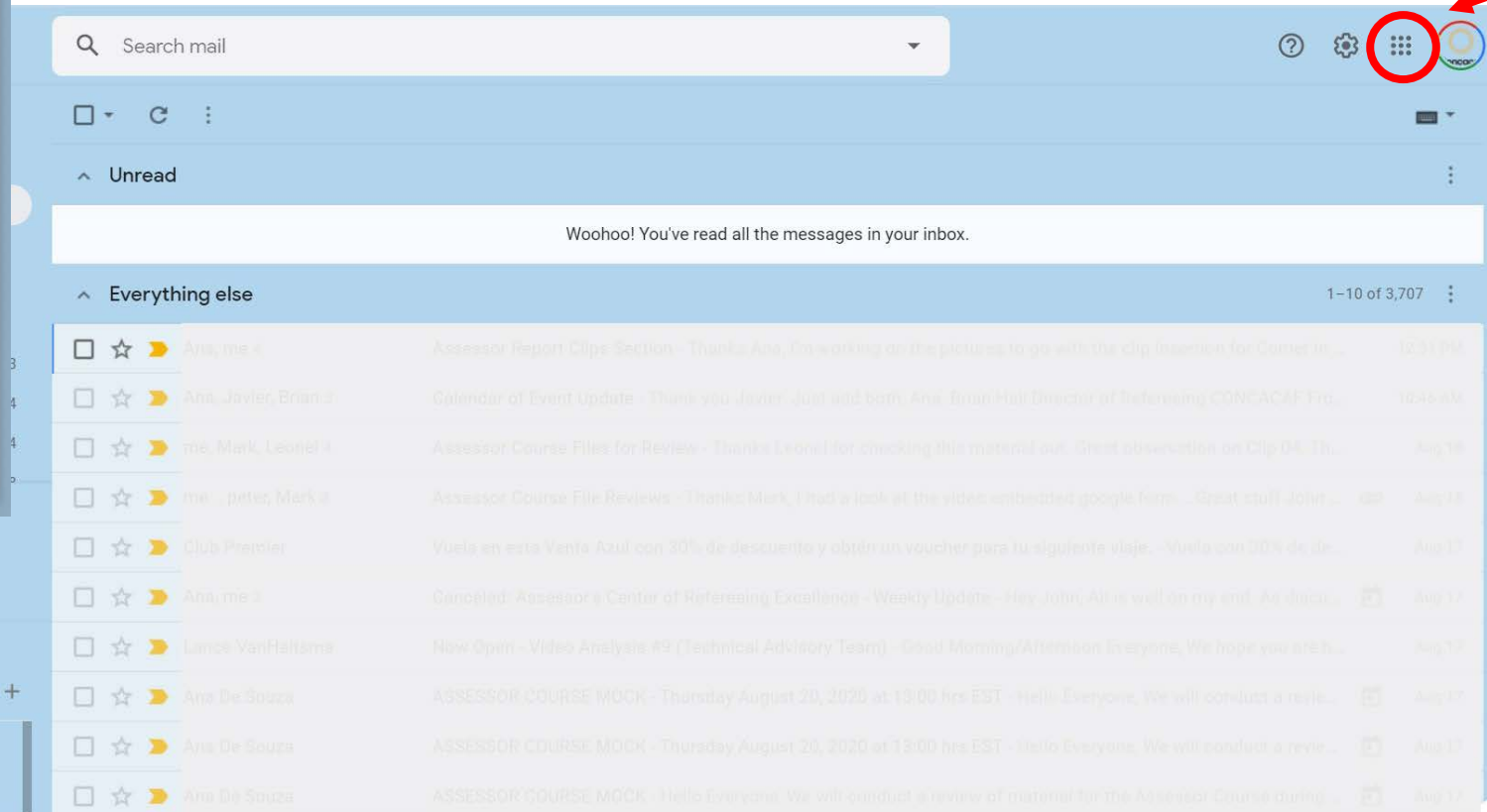
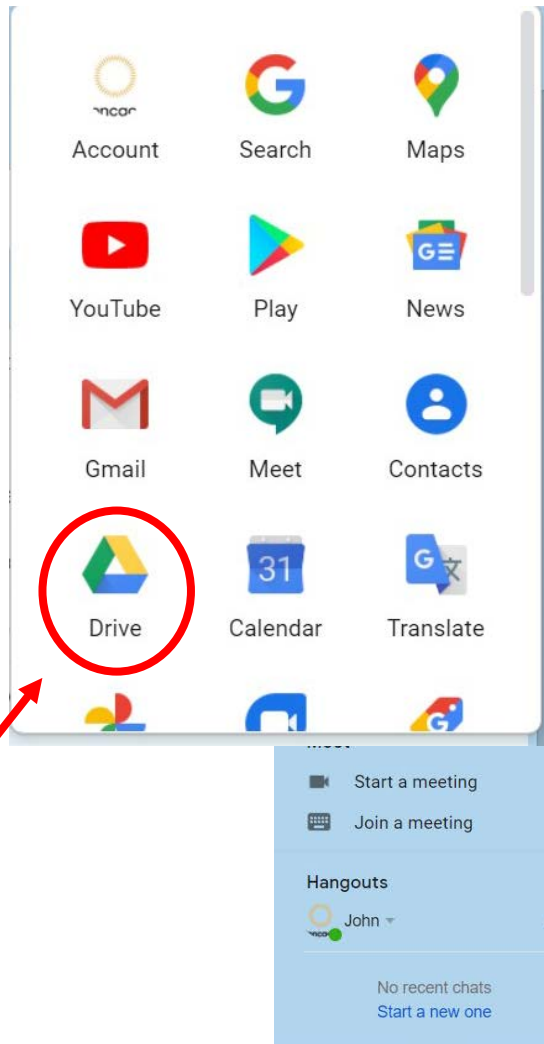


Google Drive

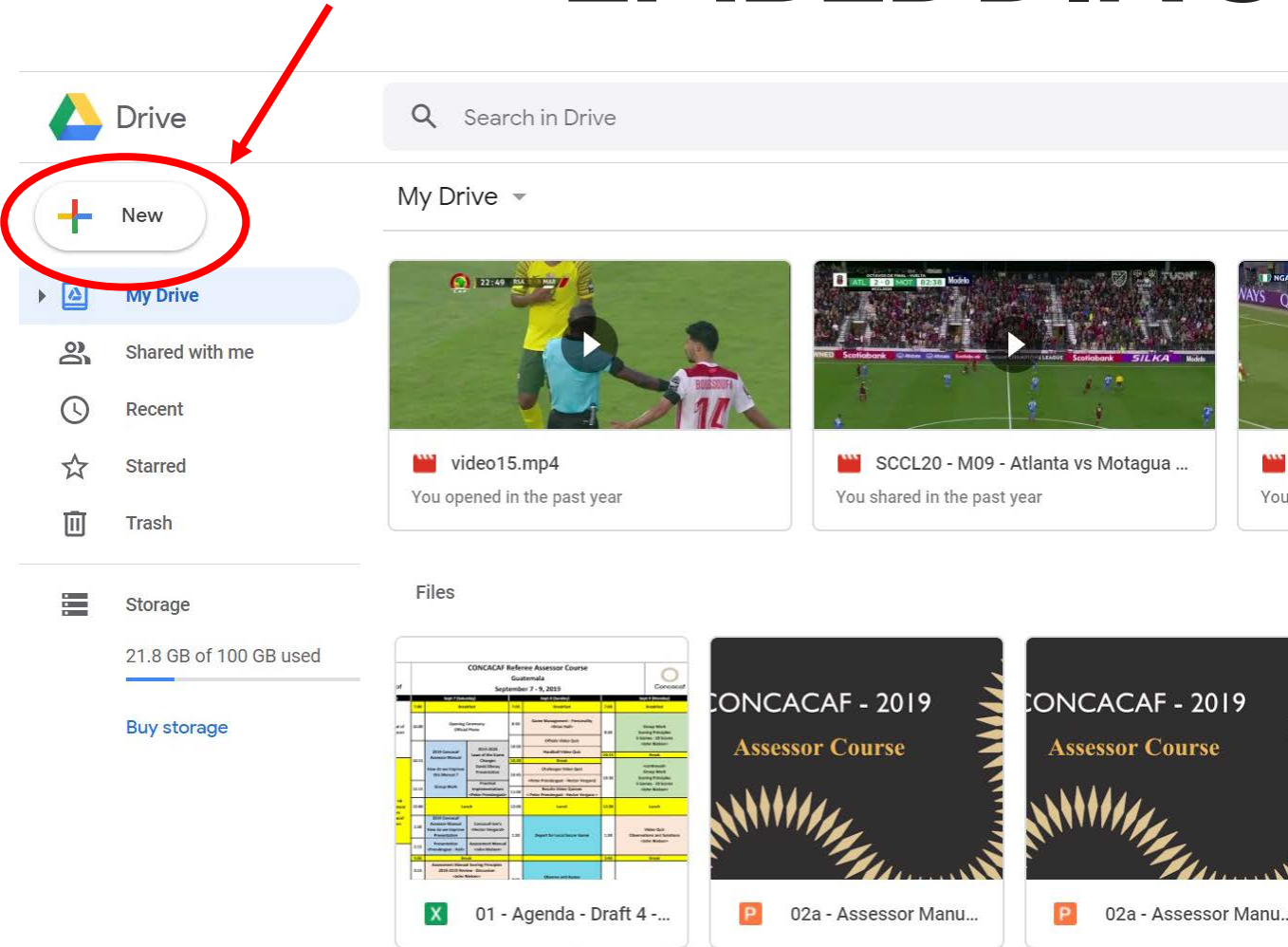


# EMBEDDING CLIPS

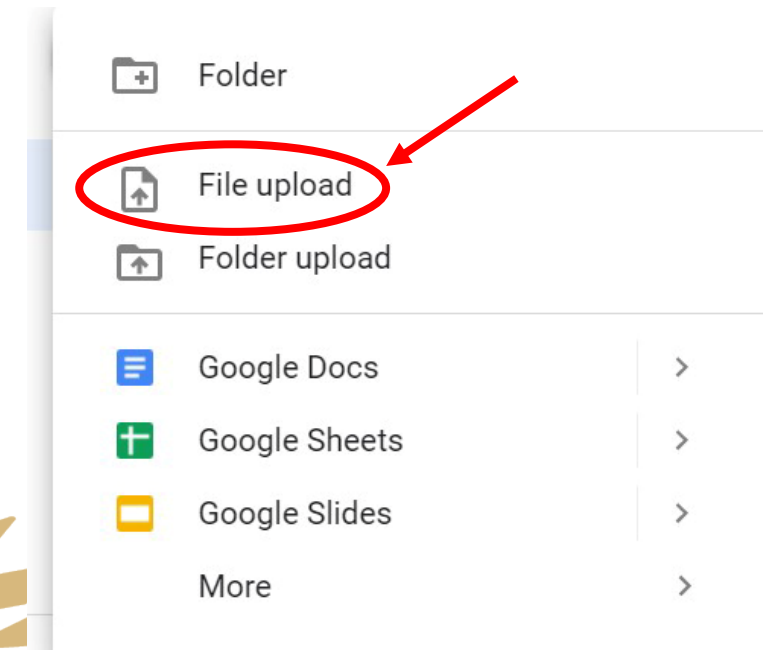
To access your drive, open your email and Click on the Google App icon in the upper right side to open your Google Drive. Then select "Drive".



# EMBEDDING CLIPS

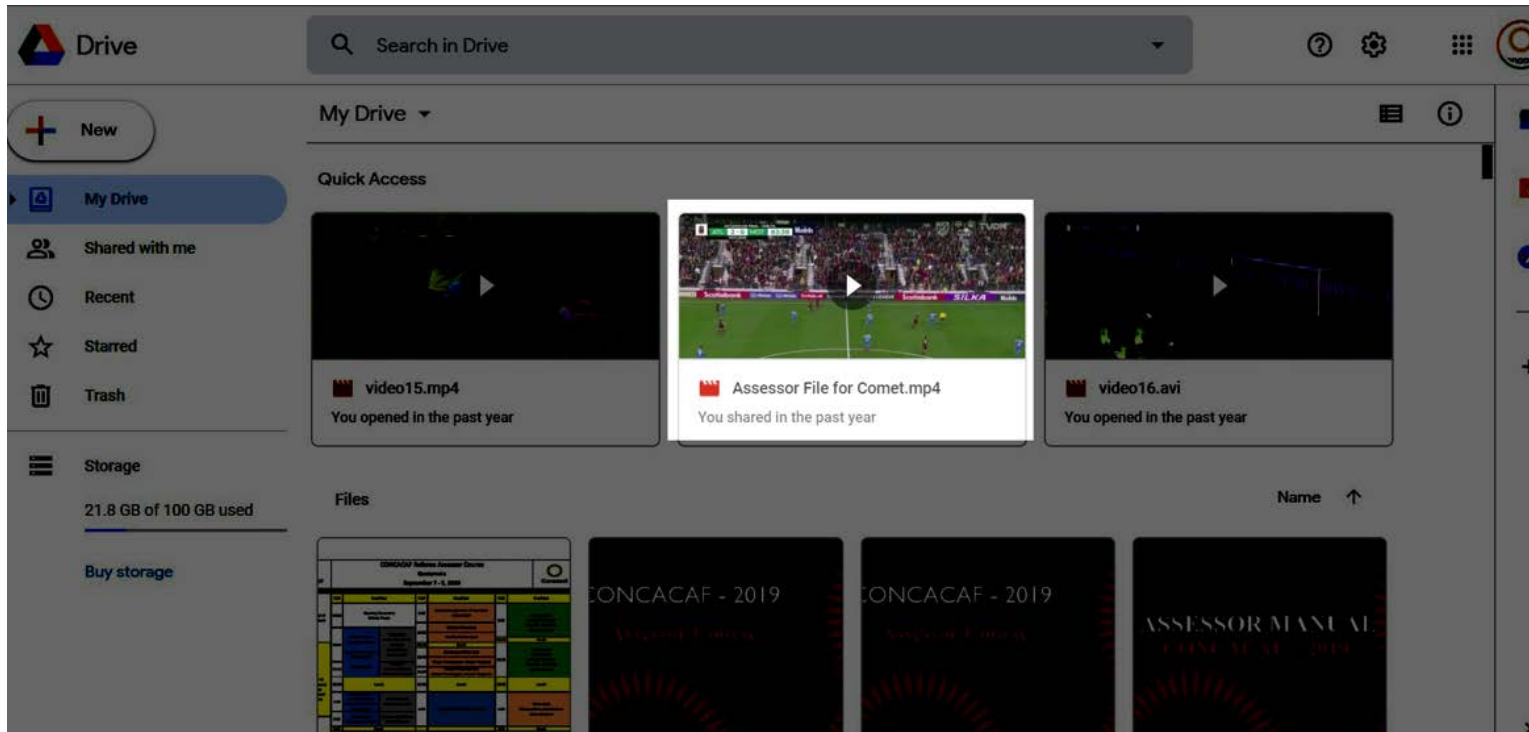


When Google Drive opens you will see a + New button on the left side. Click that. It opens options for you. Click "File Upload". Once clicked, a search function opens showing folders and files on your computer. Find the file you want to use for the assessment and select it.

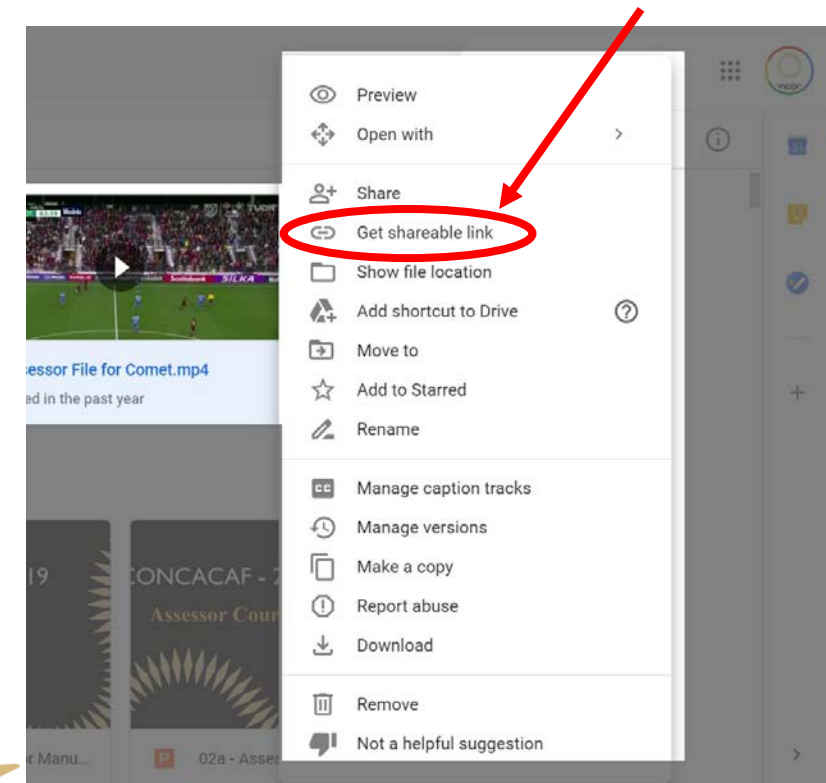




# EMBEDDING CLIPS

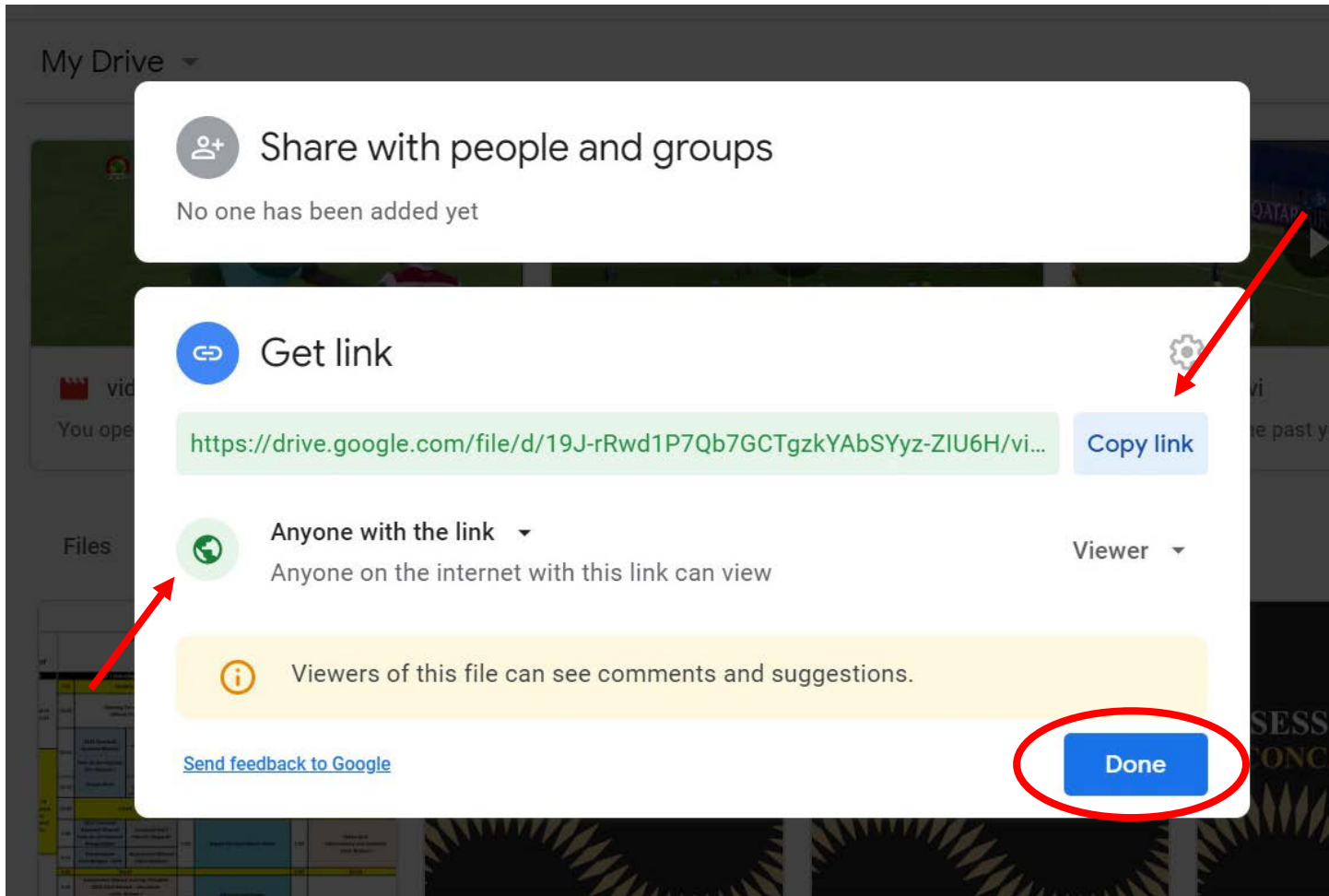


In Google Drive, select the file you would like to put into COMET. Right click on the file and then select "Get shareable Link"





# EMBEDDING CLIPS



Once clicked, make sure you change your sharing options to "Anyone with the link".

Once complete, Select "Copy link", then press "Done".

# EMBEDDING CLIPS

Once you have the link, go back to COMET and paste the link in the "Videolink Box".

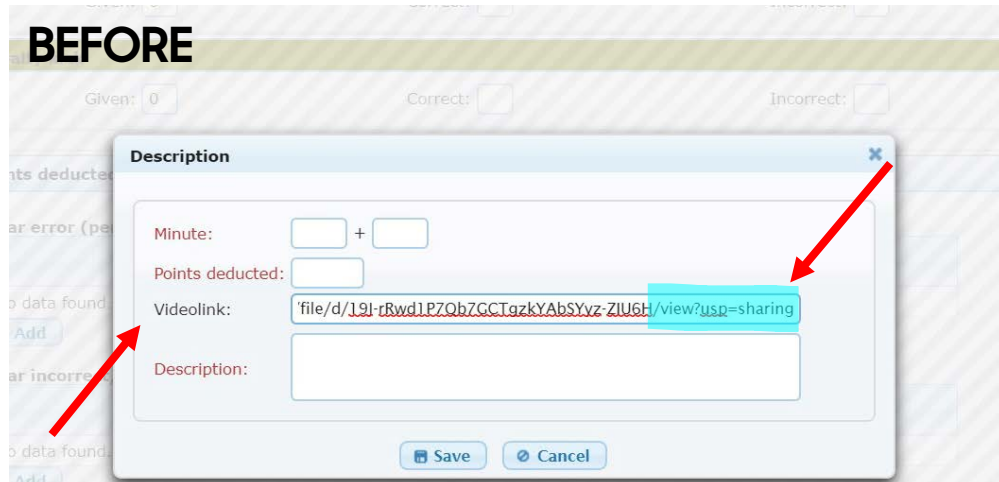
## IMPORTANT

In order for COMET to preview the clip directly, the text following the last forward slash (/), must be replaced with the word "preview".

Before (highlighted in blue): /view?usp=sharing  
After (highlighted in yellow): /preview

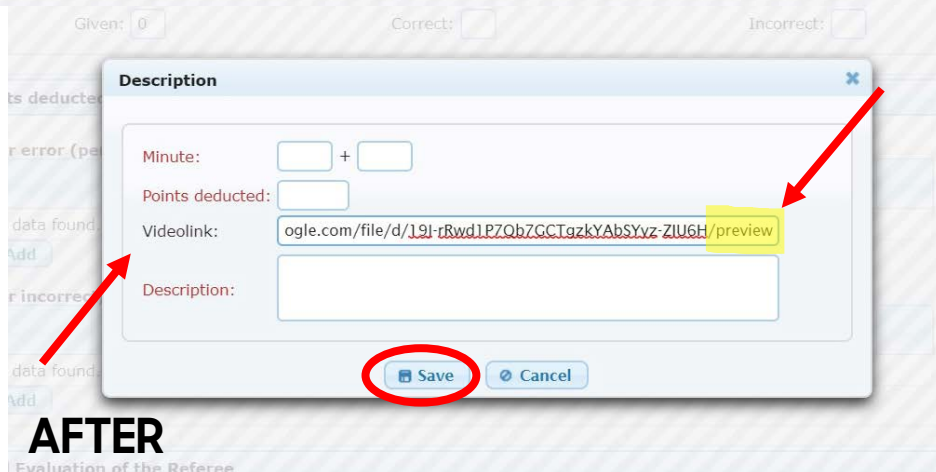
Once complete, press Save

**BEFORE**



The screenshot shows the 'Description' dialog box in the COMET interface. The 'Videolink' field contains the text 'file/d/19l-rRwd1P7Qb7GCTgzkYAbSYvz-ZIU6H/view?usp=sharing'. A red arrow points to the 'Videolink' field, and another red arrow points to the end of the link, specifically the part '/view?usp=sharing' which is highlighted in blue.

**AFTER**



The screenshot shows the 'Description' dialog box after the link has been edited. The 'Videolink' field now contains 'ogle.com/file/d/19l-rRwd1P7Qb7GCTgzkYAbSYvz-ZIU6H/preview'. A red arrow points to the 'Videolink' field, and another red arrow points to the end of the link, specifically the part '/preview' which is highlighted in yellow. The 'Save' button at the bottom is circled in red.

# EMBEDDING CLIPS

Once saved, click on the blue radio button to make sure the clip is properly embedded.

If successful you will see the video as shown below with a play button in the middle to activate.

To add more clips, click "Add" follow the same process.

*Note: Make sure your browser is updated to the latest version.*

The screenshot displays a web interface for managing sports incidents. At the top, there are sections for 'Ejections' and 'Penalty kick', each with input fields for 'Given', 'Correct', 'Incorrect', and 'Missed'. Below these is a 'Points deducted' section with a table. A red circle highlights a blue radio button in the first row of the table. To the right, a video player shows a soccer match with a large play button in the center. A red arrow points to the play button. At the bottom, another red arrow points to a '+ Add' button.

Minute	Points deducted	Description
43	0.1	DOGSO missed to #13 Blue. Foul committed just outside the Penalty Area minute 42:25

Clear error (penalty kick, red card): Max score 7.9

+ Add

Clear incorrect/missed caution: -0.1 deduction

# **SUBMITTING THE ONLINE FORM**

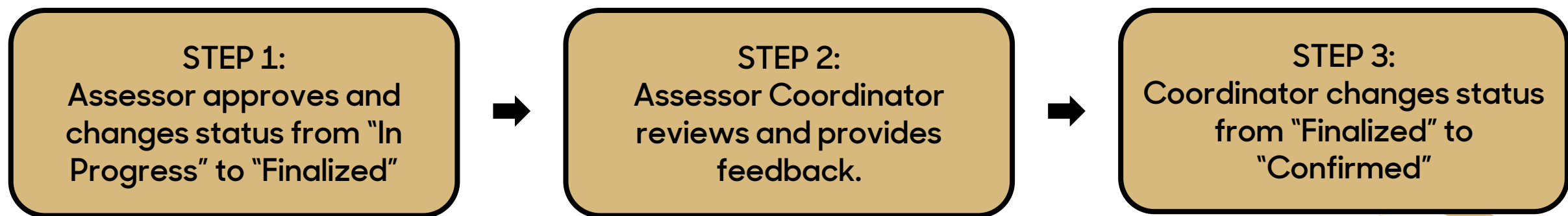
Detailed Instructions



**Concacaf**

# SUBMITTING THE ONLINE FORM

Before the assessment process completed, the report must go through a three-step approval process, prior to sending the report to Referees and their respective Member Association.



# SUBMITTING THE ONLINE FORM

When the assessment is classified as : "In Progress" – that means the report is being edited.

Under Reason/Description, assessors can write "completed" or "submitted" before finalizing. If the assessment has been returned for changes, this can serve as a conversation box between the assessor and assessor coordinator.

Once the assessment is complete, click "Finalized" to submit the report to the Assessor Coordinator and the assessor will receive an email.

The screenshot displays the 'MONTREAL IMPACT - CD OLIMPIA' assessment form. The 'Referee assessor' tab is active. A red circle highlights the 'FINALIZED' button, with a red arrow pointing to it. Below the buttons, the 'Report status' is 'IN PROGRESS'. A red arrow points to the 'Referee assessor' field. A 'Change status' dialog box is open, asking 'Are you sure you want change status from IN PROGRESS to FINALIZED ?'. The 'Reason/description:' field is empty, with a red arrow pointing to it. The dialog box has 'FINALIZED' and 'Cancel' buttons. The background shows the 'Marks (6.0 10.0)' section with referee names: ESCOBEDO G, ARRIETA BARRANTES, MARTINEZ C, and SANTANDER. The 'Level of difficulty' section is also visible.



# SUBMITTING THE ONLINE FORM

Once the Assessor Coordinator receives and reviews the assessment, the following two might occur:

1. The assessment gets returned from "Finalized" to "In Progress" – meaning there are corrections to be made and the assessor needs to go back, make changes as described, and finalize it again.
2. The assessment is completed and approved, meaning that the status gets changed from "Finalized" to "Completed". The assessor's job is now complete.

Notification of referee observation report status change:

Competition: Scotiabank Concacaf Champions League 2020 Quarterfinals

Round: 1/4F

Match: [NEW YORK CITY FC - TIGRES UANL](#)

Date/time: 11.03.2020 20:06:00

Stadium: RED BULL ARENA

Place: Harrison

Previous status: FINALIZED

Current status: **IN PROGRESS**

Description: Thank you Dave for doing this. The minute should be 81 in the box to the left, nothing in the + box. I was just asking for the minute and seconds in the written part. Now for the picture The links you attached are different on neither is working. Try using the Google Drive Having a Google email account (I use gmail) gives you access to Google Drive. Upload your video to google drive then hit share and copy that link into the Comet Link. Hopefully that will work

Notification of referee observation report status change:

Competition: Scotiabank Concacaf Champions League 2020 Quarterfinals

Round: 1/4F

Match: [NEW YORK CITY FC - TIGRES UANL](#)

Date/time: 11.03.2020 20:06:00

Stadium: RED BULL ARENA

Place: Harrison

Previous status: FINALIZED

Current status: **CONFIRMED**

Description: Yes. This should be a good test.

# SUBMITTING THE ONLINE FORM

SCCL 2020 QF ▶ Round 1/4F ▶ NEW YORK CITY FC - TIGRES UANL 0:1

Match NEW YORK CITY FC TIGRES UANL Referee Referee assessor Match coordinator

Venue coordinator

Edit Documents Print

Report status: **CONFIRMED** Dave Meikle 06.07.2020 12:18:02 EDT  
JOHN NIELSEN 06.07.2020 15:42:20 EDT

Referee assessor: MEIKLE, DAVE ST AUBYN (JAM)

Marks (6.0 - 10.0)

Referee:	CALDERON PEREZ, JUAN GABRIEL (CRC)	<input type="text"/>	<input type="text"/>
1st assistant referee:	JARA, OCTAVIO ROBERTO (CRC)	<input type="text"/>	<input type="text"/>
2nd assistant referee:	LOPEZ CASTELLANOS, GERSON OTONIEL (GUA)	<input type="text"/>	<input type="text"/>
Fourth official:	HERRERA VILLALOBOS, KEYLOR ANTONIO (CRC)	<input type="text"/>	<input type="text"/>

Include in the yellow box what mark would have been applied without the clear refereeing mistake.

Level of difficulty

Referee:	CALDERON PEREZ, JUAN GABRIEL	<input checked="" type="radio"/> Normal	<input type="radio"/> Difficult	<input type="radio"/> Very difficult
1st assistant referee:	JARA, OCTAVIO ROBERTO	<input checked="" type="radio"/> Normal	<input type="radio"/> Difficult	<input type="radio"/> Very difficult
2nd assistant referee:	LOPEZ CASTELLANOS, GERSON OTONIEL	<input checked="" type="radio"/> Normal	<input type="radio"/> Difficult	<input type="radio"/> Very difficult
Fourth official:	HERRERA VILLALOBOS, KEYLOR ANTONIO	<input checked="" type="radio"/> Normal	<input type="radio"/> Difficult	<input type="radio"/> Very difficult

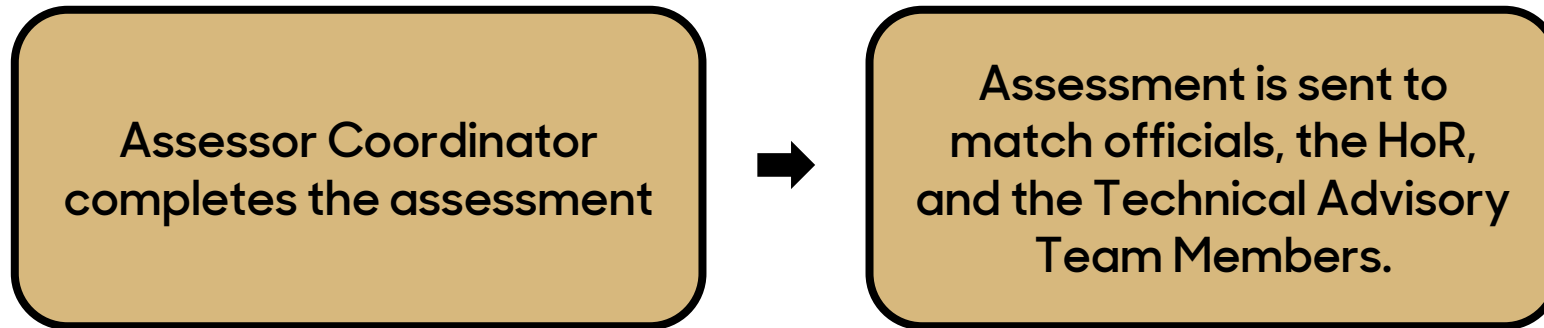
As previously mentioned, if there are no changes are needed to the assessment, the Assessor Coordinator will approve the assessment by changing the Report Status to "Confirmed".

Once confirmed, the assessment can no longer be modified.



# SUBMITTING THE ONLINE FORM

Once the status of the assessment is changed from "Finalized" to "Confirmed", the following people will receive a notification:



*Please note that the officials can only see their own section, the Head of Refereeing can only see sections of their own country.*

# Contact

For questions please contact [refereeing@concacaf.org](mailto:refereeing@concacaf.org)

The background consists of several large, overlapping triangles in black and a metallic gold color. The triangles are arranged in a way that creates a dynamic, abstract pattern. The text is centered horizontally and vertically over this pattern.

**Love For Our Game.**