

Where to find the page to show the AD or site administrator for a varsity MSHSL game.

Instead of an ID Card, officials are supposed to take a screen shot of their Profile page in the MSHSL site in Arbiter. Here is how you do that:

The screenshot shows the user profile page for Matt Dempsey. The page title is "Matt Dempsey" and it includes a sub-header "Which Account would you like to sign into?". Below this is a table with the following data:

OrganizationID	Organization Name	Account Type	Sign In
1099	ArbiterSports, LLC	Official	
102767	MCLA	Official	
103385	MSHSL	Central Hub	
103385	MSHSL	Admin	
103385	MSHSL	Official	
107528	NCAA Men's Lacrosse	Central Hub	
107528	NCAA Men's Lacrosse	Official	
102390	Upper Midwest Lacrosse Officials Association (UMLO)	Admin	
102390	Upper Midwest Lacrosse Officials Association (UMLO)	Official	
102390	Upper Midwest Lacrosse Officials Association (UMLO)	Contact	
108525	US Lacrosse	Official	

When you log into Arbiter you usually see something like this. Click on the link for the MSHSL Official site.

The screenshot shows the ArbiterSports website interface. At the top, the user is logged in as 'Matt Dempsey (Generic)'. A dropdown menu is open, listing various organizations and their associated roles. The 'Official' role for 'ArbiterSports, LLC' is highlighted with a red circle and an arrow. Below the dropdown, a table lists the user's registered organizations.

OrganizationID	Organization Name
1099	ArbiterSports, LLC
102767	MCLA
103385	MSHSL
103385	MSHSL
103385	MSHSL
107528	NCAA Men's Lacrosse
107528	NCAA Men's Lacrosse
102390	Upper Midwest Lacrosse
102390	Upper Midwest Lacrosse
102390	Upper Midwest Lacrosse
108525	US Lacrosse

At the bottom of the page, the footer contains the following information:

ArbiterOne ABOUT CONTACT PRIVACY TERMS Reset Session Server: 4 © 2021 ArbiterSports

If you don't see the list of Organization IDs when you are logged in, you can also just click on your name next to your picture and get a list as well. Be sure to pick MSHSL Official (NOT Central Hub)

ArbiterSports Matt Dempsey (Official) MSHSL (103385)

MAIN SCHEDULE PAYMENTS BLOCKS LISTS REPORTS **PROFILE**

Arbiter Pay Summary

Upcoming Schedule

Thu Apr 15	5:30 PM - 6:30 PM	Chanhassen vs Jefferson	Chanhassen High School
Thu Apr 15	7:30 PM - 9:30 PM	Chanhassen vs Jefferson	Chanhassen High School
Fri Apr 16	5:30 PM - 6:30 PM	Academy of Holy Angels vs Providence Academy	Canceled Academy Of Holy Angels-R
Fri Apr 16	7:00 PM - 9:00 PM	Academy of Holy Angels vs Providence Academy	Academy Of Holy Angels-Richfield
Sat Apr 17	4:00 PM - 6:00 PM	North Dakota State vs Montana State	St Mary's Central High School Bismark
Sun Apr 18	9:00 AM - 11:00 AM	North Dakota State vs Montana State	St Mary's Central High School Bismark
Mon Apr 19	6:00 PM - 8:00 PM	Sartell vs Rocori	Sartell HS

When you click on the MSHSL Official link, you come to this page. From here you have two options:

- 1) Click on the Profile link the top navigation bar (Skip the next step if you do this)
- 2) Click on your picture (follow the next step if you do this)

The screenshot shows the ArbiterSports Official Dashboard. At the top right, the user is identified as Matt Dempsey (Official) with ID MSHSL (103385). A navigation menu includes MAIN, SCHEDULE, PAYMENTS, BLOCKS, LISTS, REPORTS, and PROFILE. A dropdown menu is open over the user profile, with 'My Account' circled in red and an arrow pointing to it. Below the navigation, there are sections for 'Arbiter Pay Summary' and 'Upcoming Schedule'.

Day	Time	Match	Location
Thu Apr 15	5:30 PM - 6:30 PM	Chanhassen vs Jefferson	Chanhassen High School
Thu Apr 15	7:30 PM - 9:30 PM	Chanhassen vs Jefferson	Chanhassen High School
Fri Apr 16	5:30 PM - 6:30 PM	Academy of Holy Angels vs Providence Academy	Academy Of Holy Angels-Richfield
Fri Apr 16	7:00 PM - 9:00 PM	Academy of Holy Angels vs Providence Academy	Academy Of Holy Angels-Richfield
Sat Apr 17	4:00 PM - 6:00 PM	North Dakota State vs Montana State	St Mary's Central High School Bismark
Sun Apr 18	9:00 AM - 11:00 AM	North Dakota State vs Montana State	St Mary's Central High School Bismark
Mon Apr 19	6:00 PM - 8:00 PM	Sartell vs Rocori	Sartell HS

If you clicked on your picture, a menu will pop up. Click on “My Account”

The screenshot shows the 'Update My Information' page on ArbiterSports.com. The user is Matt Dempsey (Official MSHSL 103385). The page includes sections for Account, Status (Ready), and Update My Information. The 'Update My Information' section has a 'User Identification' form with fields for First Name (Matt), Middle Name, Last Name (Dempsey), and Suffix. Below this is an 'Email Address' section with a Username (MNLaxRef@gmail.com). A 'Phone Numbers' table is also present with columns for Phone Numbers, Ext., Type, Carrier, Public, Note, and Test. A red circle highlights the 'Eligibility' section, which contains a small green icon. A red arrow points from the 'Eligibility' header to this icon. A vertical red button on the right says 'Click Here For Help'.

Whether you clicked directly on Profile or clicked your picture and then My Account, you end up here, your Profile page. This is the page you are supposed to print out or show on your phone to the AD or site supervisor. You may be able to just print this page or you can take a screen shot.

The two important pieces to include are your picture – and make sure you have a decent picture showing your face – and the little image under the Eligibility header. That is what shows you have completed your MSHSL requirements.

To grab a screen shot:

- 1) For Windows, look for the “Snipping Tool” program.
- 2) For a Mac, hold down Command+Shift+4
- 3) For a Chromebook, hold down Shift+Ctrl+”show windows” (look at the image below)

