

OFFICIALS ONLINE PART 2 BASEBALL TESTING INSTRUCTIONS

EXAM LINK:	https://www.eofficials.com/pages/affiliates/NFHS/index.aspx (also available as link off of the Hot News section of http://officials.khsaa.org)
REGISTER:	If you are not an existing member of EXCEL SPORTS OFFICIATING, you <u>MUST</u> register before continuing. Click on the blue "REGISTER NOW" button in the middle of the page.
STEP ONE	You will be asked to set up a profile and fill in the appropriate user information in the first section. Record/write down this information for your records...we will have no record of this should you forget the information.
STEP TWO:	Fill in the appropriate reasons for Registering: (a) Click "OFFICIAL" (b) Click the appropriate sport that you are wanting to register. Click all sports that you register for with the KHSAA (be sure and click baseball)
STEP THREE:	In the next section(s), you will want to choose your affiliations: (a) "Affiliations: Please indicate all affiliations for which you are a member" – NFHS MUST BE CHECKED (b) "NCAA Officials only..." – DO NOT CHECK THESE (c) "NFHS Officials Only" – (1) Primary Officiating States-- Enter KENTUCKY (2) Secondary Officiating State-- NO ENTRY (3) NFHS ID Number— NO ENTRY (4) Primary State ID Number— YOUR 5 DIGIT ID NUMBER FROM YOUR ID CARD (PUT IN 0 BEFORE THE NUMBER IF NUMBER LESS THAN 1000)
STEP FOUR:	Create your ESO login and click the "Submit" button: (a) USER NAME (Create easy name to remember) (b) PASSWORD (Must be more than 7 characters) (c) RETYPE PASSWORD (Same as above)
STEP FIVE:	Click on "Login" button at top right or bottom left of page to proceed.
STEP SIX:	After logging in click on "NFHS" in the Affiliates Area on the left hand side of the website.
STEP SEVEN:	Click on the appropriate sport for which you will be taking a test.
STEP EIGHT:	Access the 2007/08 EXAM. This will not be accessible until the test dates (March 16 to March 28).
STEP NINE:	When you have completed the EXAM click the " End Test " button at the bottom of the webpage.

SEE REVERSE SIDE FOR SPECIFIC DATES AND TIMES FOR YOUR EXAM.

2007-2008 KHSAA BASEBALL PART II EXAM

EXAM MAY BE TAKEN ONLINE BEGINNING SUNDAY, MARCH 16 AT 8 AM.

END DATE FOR ONLINE TESTING IS FRIDAY, MARCH 28 AT 12:00 AM.

YOU CAN ONLY TAKE THE EXAM A MAXIMUM OF TWO (2) TIMES.

YOU MAY PAUSE THE EXAM FOR BREAKS UP TO TEN (10) TIMES.

THE QUESTIONS YOU RECEIVE WILL BE RANDOMLY SELECTED FROM A BANK OF QUESTIONS.

THERE ARE ONE HUNDRED (100) QUESTIONS AS PART OF THIS EXAM.

YOU WILL RECEIVE YOUR ACTUAL SCORE IMMEDIATELY UPON SUBMITTING THE "END TEST" BUTTON.

AFTER THE END DATE FOR ALL TESTS, WE WILL BE ABLE POST THE QUESTIONS AND CORRECT ANSWERS FOR YOUR REVIEW.