



## WPBSA Tournament Director Course Programme

**Date** - Saturday 8<sup>th</sup> March 2025

**Venue** - Club 200 – First Floor, 3-9 Hyde Road, Hardwick, Manchester, M12 6BQ [Club 200 | The Best Snooker Club in Manchester](#)

**Times** -11.00am till 5.00pm

**Please note – the competent use of a laptop is a mandatory aspect of the course together with the digital scoring system, will you please bring a laptop fully charged initially and your charger to both aspects of the course to enable access to print documents before an event takes place.**

### Part 1

**Led by James Chambers & Chris Lovell**

- Introduction and welcome – 5 mins
- Ice breaker & delegate introductions – 10 mins
- Course learning agreement & objectives – 5 mins
- The role and responsibilities of the Tournament Director – 15 mins
- Tournament administration  
(how to use efficiently and correctly paperwork pre & post events) – 15 mins
- WPBSA SnookerScores - introduction
- How to use SnookerScores for:
  - Knockout events – 15 mins
  - Group events – 15 mins
  - Match scheduling – 10 mins
  - Printing match sheets – 5mins
  - Allocating referees – 5mins
  - Allocating tables – 5min
- Event guidance  
(General advice & guidance with an opportunity for discussion on how to deliver TD a successful EPSB event) – 30 mins
- Use of SnookerScores on the tablets & remotes - 30mins
- Managing and supporting experienced, new & trainee referees at EPSB events – 30 mins
- EPSB Referees Code of Conduct – 15 mins
- Review course learning agreement and objectives together with an opportunity for questions – 5 mins
- Course feedback – 10 mins

**Please note that timings are a guide for delivery and content purposes**

## Part 2

**At an EPSB event led by an experienced current EPSB Tournament Director (e.g. James Chambers, Stuart Barker or Graham Mason)**

- Set up of venue – 15mins
- Briefing of referees – 10mins
- Welcome/introduction to players – 10mins
- Starting matches, live scoring & scores updaters – 45mins
- General running of the event – 30mins

**Initial events that Part 2 can be completed are . . .**

12<sup>th</sup> April – English Under 16 Championship – Club 200, Manchester

13<sup>th</sup> April – English Under 16 Championship – Club 200, Manchester

26<sup>th</sup> April – English Under 21 Championship – The Winchester, Leicester

27<sup>th</sup> April – English Under 21 Championship – The Winchester, Leicester

**Part 2 MUST be completed by no later than 1 July 2026. Additional events during the 2025/26 season will be announced in due course.**

### **Post Course**

Achievement will be via attendance and competence on both parts of the course.

Certification will be via email within seven days of the part 2 aspect of the course being completed.

An online evaluation will be offered following the course.