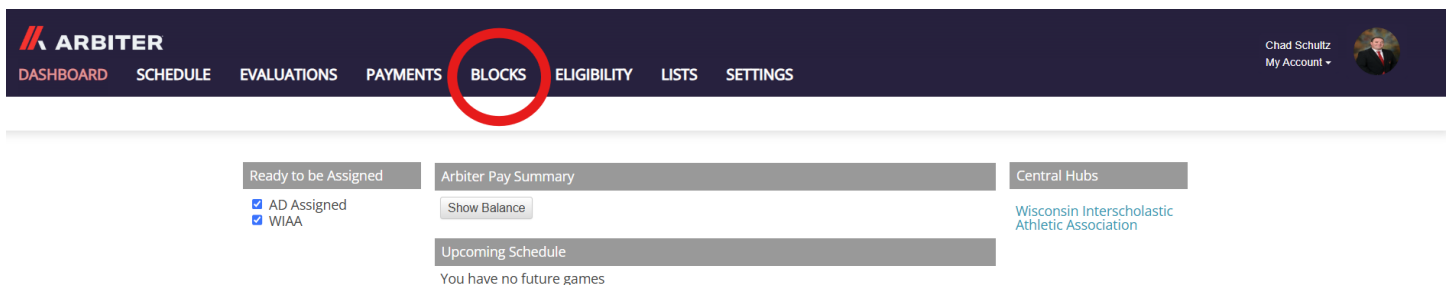


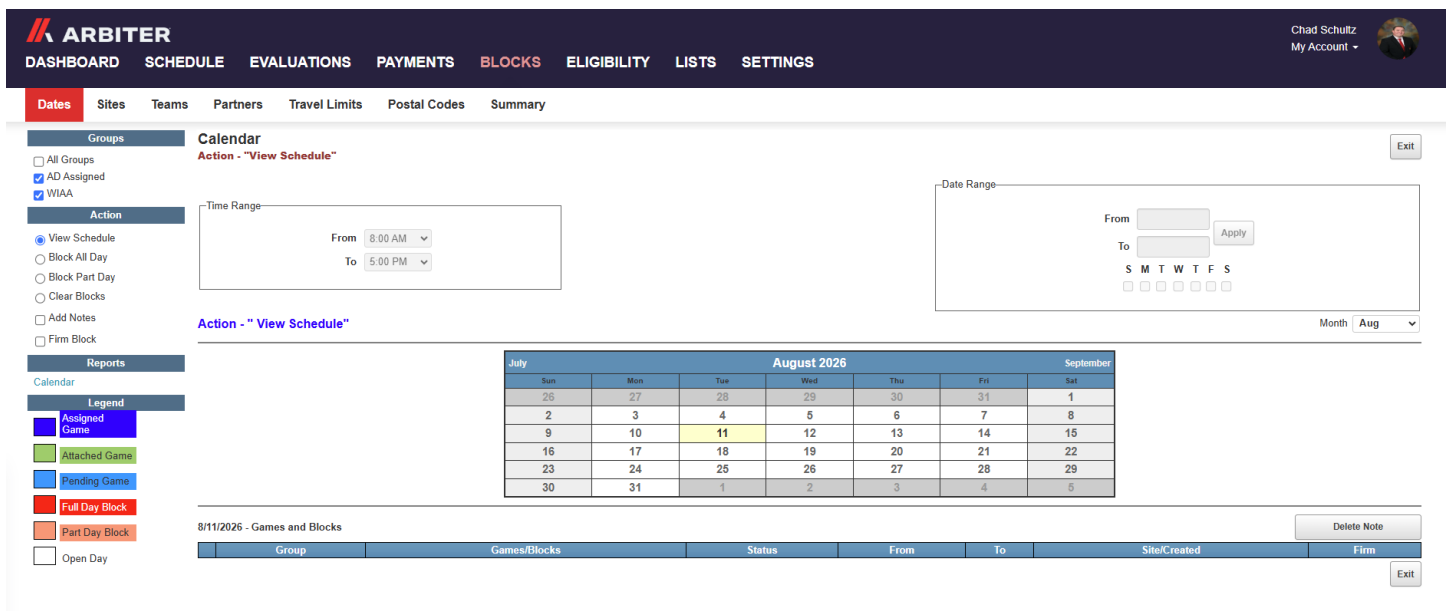
WIAA Tournament Availability Instructions for all officials in Arbiter

The following information is meant to be an overview of the necessary steps all WIAA officials need to complete in order to update their Arbiter profiles to ensure they are ready for the tournament series in their sport. One of the biggest changes will be officials updating their profile to show when they are **NOT** available. WIAA Sport Directors will follow up with an additional form to complete open ended questions related to the sport. You must complete the form in order to be considered for tournament assignments.

1. Log into your WIAA Official's profile in Arbiter
2. From the Dashboard, click on the Blocks heading in the blue banner.



3. Once on the blocks page you will be able to update each of the sub-headers in the white ribbon, starting with Dates and working your way through to the summary.



4. Blocking dates - When blocking dates you are managing your availability. The default is currently set to Open Day and shows as the color white in the legend. To mark the dates you are unavailable you must start in the Action portion on the left hand side of the web page. Once an action has been selected, use your cursor and click on the dates you want to block or unblock on your calendar. To add a series of blocks click on the Arbiter How-To-Guide at the end of this document.

ARBITER DASHBOARD SCHEDULE EVALUATIONS PAYMENTS **BLOCKS** ELIGIBILITY LISTS SETTINGS

Chad Schultz My Account

Dates Sites Teams Partners Travel Limits Postal Codes Summary

Calendar
Action - "Block Part Day"

Time Range: From 8:00 AM To 5:00 PM

Date Range: From To Apply

S M T W T F S

Month Oct 2026

October 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

10/30/2026 - Games and Blocks

Group	Games/Blocks	Status	From	To	Site/Created	Firm
AD Assigned	BLOCKED		All Day Block			
WIAA	BLOCKED		All Day Block			
WIAA	BLOCKED		8:00 AM	5:00 PM		
AD Assigned	BLOCKED		8:00 AM	5:00 PM		

- Blocking sites - click on the sites subheader. This allows you to block a school site. This will come into play with neutral site games in sports. You may have two teams you are able to work, but want to block a particular school for a specific reason. Make sure you have the WIAA selected as your account and in the upper right you are able to update and select sites. Click the sites you want to block and ensure you click save once completed.

ARBITER DASHBOARD SCHEDULE EVALUATIONS PAYMENTS **BLOCKS** ELIGIBILITY LISTS SETTINGS

Chad Schultz My Account

Dates **Sites** Teams Partners Travel Limits Postal Codes Summary

Block Sites: WIAA

Rows(1-200): 20

Save settings to default

Accounts
AD Assigned
WIAA

Site	Address	Date
☒ Algoma High School *	1715 Division St, Algoma, WI 54201	8/11/2026
☒ Alma High School *	S1610 High School Road, Alma, WI 54610	8/11/2026
☐ 1st National Bank Stadium *	800 Hanson Dr, River Falls, WI 54022	
☐ Abbotsford Junior/Senior High School *	Po Box 70, Abbotsford, WI 54405	
☐ Abundant Life Christian School *	4901 E Buckeye Rd, Madison, WI 53716	
☐ ADAMS-FRIENDSHIP HIGH *	1109 E North St, Adams, WI 53910	
☐ Adams-Friendship High School *	201 W 6th St, Friendship, Wisconsin 53934-9135	
☐ Albany High School *	309 Vinton Street, Albany, WI 53502	
☐ Alexander Hamilton High School *	S Goodwin Ave, Elmsford, New York 10523-0000	
☐ Almond-Bancroft High School *	1336 Elm St, Almond, WI 54909	
☐ Altoona High School *	711 7th St W, Altoona, WI 54720	
☐ Ameche Field *	26th Ave & 87th Place, Kenosha, Wisconsin 53143	
☐ Amery High School *	555 Minneapolis Ave S, Amery, Wisconsin 54001-1598	
☐ Amery Ice Arena *	1065 River Place Dr., Amery, Wisconsin 54001	
☐ Amherst High School *	357 N Main St, Amherst, WI 54406	
☐ Antigo High School *	1900 10th Ave, Antigo, WI 54409	
☐ Appleton East High School *	2121 E Emmers Dr, Appleton, WI 54915	
☐ Appleton North High School *	5000 North Ballard Road, Appleton, WI 54913	
☐ Appleton West High School *	610 N Badger Ave, Appleton, WI 54914	
☐ Aquinas High School *	315 11th St S, La Crosse, WI 54601	

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z A

Save Exit

- Blocking teams - click on the teams subheader. This allows you to block a particular team/school. What initially shows are all the teams listed by the sports you have licensed for. Before you get started, please make sure you have WIAA selected as your account.

- a. In the left hand column underneath utilities there is a filter function where you can filter your search criteria.

ARBITER
DASHBOARD SCHEDULE EVALUATIONS PAYMENTS BLOCKS ELIGIBILITY LISTS SETTINGS

Chad Schultz
My Account

Dates Sites **Teams** Partners Travel Limits Postal Codes Summary

Utilities
Filter
Display
Rows(1,200): 20
Save settings
Reset to default

Block Teams: WIAA

Home Away Apply

Team Name Filter
(Clear Team Name Filter)

Team	Sport	Level	Home	Away	Date
☒ Saint Croix Falls *	Football	Boys Varsity	☒	☒	8/11/2026
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Football	Boys Varsity	☒	☒	
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Adams-Friendship High School *	Football	Boys Varsity	☒	☒	
☐ Adams-Friendship High School *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ Adams-Friendship High School *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Albany School District *	Football	Boys Varsity	☒	☒	

- b. You have the choice to either filter by name, sport, or level the sport is offered. If typing in the name of a school you must follow the naming convention in the WIAA School Directory. Ex: Saint vs St.

ARBITER
DASHBOARD SCHEDULE EVALUATIONS PAYMENTS BLOCKS ELIGIBILITY LISTS SETTINGS

Chad Schultz
My Account

Dates Sites **Teams** Partners Travel Limits Postal Codes Summary

Accounts
AD Assigned
WIAA

Block Teams: WIAA

Get Results Exit

Filters

Team Name Example: B (returns team names that start with a 'B')

Sport Football Example: Football (returns only teams whose sport is 'Football')

Level Example: Varsity (returns only teams whose level is 'Varsity')

Get Results Exit

- c. Once you have your filter set as needed, select all of the teams you need to block and click save when finished.

ARBITER
DASHBOARD SCHEDULE EVALUATIONS PAYMENTS BLOCKS ELIGIBILITY LISTS SETTINGS

Chad Schultz
My Account

Dates Sites **Teams** Partners Travel Limits Postal Codes Summary

Utilities
Filter
Display
Rows(1,200): 20
Save settings
Reset to default

Block Teams: WIAA
Successfully save blocked teams.

Home Away Apply

Team Name Filter
(Clear Team Name Filter)

Team	Sport	Level	Home	Away	Date
☒ Saint Croix Falls *	Football	Boys Varsity	☒	☒	8/11/2026
☒ St. Mary's Springs Academy High School *	Football	Boys Varsity	☒	☒	8/11/2026
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Football	Boys Varsity	☒	☒	
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ ABBOTSFORD MIDDLE/SENIOR HIGH *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Adams-Friendship High School *	Football	Boys Varsity	☒	☒	
☐ Adams-Friendship High School *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ Adams-Friendship High School *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Albany School District *	Football	Boys Varsity	☒	☒	
☐ Albany School District *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ Albany School District *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Algoma High School *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ Algoma High School *	Track & Field - Outdoor	Girls Varsity	☒	☒	
☐ Alma Center Humbird Merrillan Lincoln High School *	Boys Varsity	☒	☒		
☐ Alma Center Humbird Merrillan Lincoln High School *	Girls Varsity	☒	☒		
☐ Alma High School *	Boys Varsity	☒	☒		
☐ Alma High School *	Girls Varsity	☒	☒		
☐ Almond-Bancroft High School *	Football	Boys Varsity	☒	☒	
☐ Almond-Bancroft High School *	Track & Field - Outdoor	Boys Varsity	☒	☒	
☐ Almond-Bancroft High School *	Track & Field - Outdoor	Girls Varsity	☒	☒	

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z All

- Blocking partners - click on the partners subheading. In the upper right of the window you can type in the last name of the official you are looking to block and not be assigned with during the tournament series. Make sure you click save before exiting off the screen.

ARBITER DASHBOARD SCHEDULE EVALUATIONS PAYMENTS **BLOCKS** ELIGIBILITY LISTS SETTINGS

Chad Schultz My Account

Dates Sites Teams **Partners** Travel Limits Postal Codes Summary

Display Block Partners: WIAA

Rows(1-200): 200 Save Exit

Last Name Filter (Clear Last Name Filter)

Partner	Date
☒ Blom, Robert	8/11/2026
☐ - Official is from outside the group. See assigner notes	
☐ A Walkowiak, Greg	
☐ Aalto, Michael	
☐ Abela, Frank	
☐ Abitz, Alvin	
☐ Abraham, Patricia	
☐ Abram, Chad	
☐ Achenbach, Chad	
☐ Achenbach, Lonnie	
☐ Achenbach, Ryan	
☐ Achterberg, Bret	

Accounts AD Assigned WIAA

- Setting travel limits - click on the travel limits subheading. Click on the pencil and update the days of the week you need to change/update travel limits. You can select a different postal code if you are consistently working or commuting from a different city than what you have on file in your Arbiter profile. Distance, type in the one-way mileage you are looking to stay within. ***This may impact your assignments if choosing a shorter distance***

ARBITER DASHBOARD SCHEDULE EVALUATIONS PAYMENTS **BLOCKS** ELIGIBILITY LISTS SETTINGS

Chad Schultz My Account

Dates Sites Teams Partners **Travel Limits** Postal Codes Summary

Edit Travel Limits: WIAA

Postal Code Distance Apply Exit

Day	PostalCode	Distance
Sunday	Stevens Point, WI 54482	999
Monday	Stevens Point, WI 54482	999
Tuesday	Stevens Point, WI 54482	999
Wednesday	Stevens Point, WI 54482	999
✓ Thursday	53714	50
Friday	Stevens Point, WI 54482	999
Saturday	Stevens Point, WI 54482	999

Accounts AD Assigned WIAA

- Once completed you can print off a summary of your blocks. Please make sure you go in and update this every sports season as necessary.
- Questions regarding the use of Arbiter can be directed to, officials@wiaawi.org. Sport specific questions should be relayed back to the WIAA sport director. Additional guides and YouTube clips can be found at the links below.

- [WIAA Tournament Availability - Arbiter Blocks Help Videos](#)
- [Arbiter How-To-Guide: Blocking Dates and Times](#)
- [Arbiter How-To-Guide: How do I block sites, teams, partners, travel limits, and postal codes?](#)