

SAMPLE PAPERWORK

Instructions for Scorer ... Recorders - Figure Event



SCORER-RECORDER IN MIDDLE

- work on graph sheets with marks recorded on "Horizontal" Lines
- record each judge's mark ... DO NOT CROSS OFF HIGH AND LOW SCORES
- DO NOT ADD SCORES... Copy TOTAL from other recorders when they have agreed upon their 'sum'
- record PENALTY points in last column (complete with referee's initials) ... DO NOT DEDUCT FROM TOTAL ... This is done by computer.

SCORER - RECORDERS ON OUTSIDE

- work on graph sheets set up to record marks in VERTICAL COLUMNS ... N.B. dotted lines are there simply to help you line up decimal points to ease addition
- DO NOT CROSS OFF HIGH AND LOW MARKS
- SUM OF ALL MARKS REGARDLESS OF NUMBER OF JUDGES ON PANEL

***** DO NOT COPY ANYONE ELSE'S TOTAL**- compare your total with the other recorder AFTER you have yours ... resolve any difference by checking your own calculations.

ALL THREE SCORER-RECORDERS

- enter competitor numbers in the SAME SEQUENCE on correspondence sheets (e.g. if there are 2 pre-swimmers, all three recorders should have the pre-swimmers' results and the results of the first 18 competitors on the first sheet you should all finish each sheet at the same time.

*****DO NOT PRE-NUMBER SHEETS AHEAD OF TIME - ONLY THE SHEET YOU ARE WORKING ON**

- scratches should be included in their normal place on the score sheets with "SCRATCH" written prominently where the marks would go.

IF A JUDGE BLANKS, LEAVE THE BOX BLANK

LISTEN TO THE CALLER ANNOUNCE EACH COMPETITOR'S NUMBER as you record the marks to make sure you are in the right place ... if you get out of step, inform the caller IMMEDIATELY so you can be given time to sort out your difficulties

IF A SWIMMER DOES NOT SHOW UP AND IS NOT A SCRATCH, ENTER ZEROS - DO NOT SCRATCH THEM if you do not hear a mark clearly, ASK LOUDLY FOR A 'RE-READ' .. do not be shy... it's important to get the marks right

-NEVER EVER COPY MARKS FROM OTHER SCORER-RECORDERS!!!!.

revised May, 1999