



## HANDBOOK TO THE MANUAL JUDGING SYSTEM FOR DOCKDOGS®

**On Behalf of DockDogs® and all of our Affiliated Clubs, we are pleased to have your participation in the training and support for Manual Judging services. While the program is designed to be fair, yet discretionary, its integrity and success can only be held up by the individuals who have so graciously volunteered their time and services as certified Manual DockDogs® Judges.**

### Manual Judges Certification Training Overview

- o All Club Affiliate Judges will be certified through the Worldwide DockDogs® program.
- o Club affiliate judges will receive a certificate as proof of successful completion of the required training.
- o The Rules & Policies written test will need to be retaken every year due to yearly Rules clarifications, changes & additions in order to maintain your status as an active Manual Judge.
- o Full Re-Certification will be required after 24 months; and you must manually judge at a minimum of one event each year, with a minimum of 50 jumps to maintain your accreditation.
- o Manual Judges must hold a valid Worldwide Membership each year to remain an Active Manual Judge.
- o The 1 main certified judge should judge throughout the entire event in order to help maintain consistency in scoring, if needed the Primary judge can be replaced by another certified judge for one wave per day. The 2nd judge can be switched out as needed, keeping in mind that the more changeups there are between judges the less consistent the overall event judging will be. The scorekeeper used for averaging purposes can be replaced or switched out as needed.

### Certification Process

There is a 2 part certification process:

1. 1<sup>st</sup> part consists of an open book Test based on the current DockDogs® Rules & Policies document. This is to ensure the event judges' understanding of the Rules & Policies as it applies to all aspects of competition.
2. The 2<sup>nd</sup> part is a Manual Judges test which consists of manually judging a **minimum of 50 jumps** (*if a team times out – this is not considered a jump*) and **you must judge complete waves** (all groups within the wave(s), at a National DockDogs® event which is being scored electronically. In the case of **Manual Judges who are completing their re-certification** within their 2<sup>nd</sup> year of certification, they are required to judge a **minimum of 30 jumps**, same conditions as above. You must have a designated Scorekeeper writing down your scores on the wave scoring sheets for you. The more practice you have scoring jumps, the better your accuracy & consistency, which aids in the consistency of judging across the Nation and Worldwide.

Onsite you must notify the National Event Administrator at least 30 minutes prior to the start of a designated wave, that you will be doing your Onsite Judges Test. The Administrator will issue you a Manual Judges application form to fill out and will give your scorekeeper the scoring sheets for the Wave(s) you will be testing. The scoring sheets will be available for pick-up by your scorekeeper approx 5 – 10 mins prior to the wave starting.

Make sure your Full Name is printed on the top right corner of the scoring sheet in the space beside "Judge" and that your Scorekeeper prints & signs their name in the space beside "Administrator". During the designated wave you will tell your scores to your scorekeeper for each team's jump prior to the electronic score being announced. If you do not provide your score before the electronic score is announced then your scorekeeper will mark an "X" in the appropriate box. ***Scorekeepers are not permitted to record the announced electronic scores on the test or Grade the testing Judge's wave sheets onsite.*** Upon completion of each judged Wave, your score sheet must be submitted immediately to the Event Administrator.

Upon receipt of the post event files in the National office your application & test will be processed & graded. You will be notified of your score & status via email. Once all criteria are met for the Certified Manual Judges program, you will be issued your Judge's certificate.

**The onsite certification test requires that a minimum of 60% of your scores be within 6" of the electronic score.**

To help assist you in your efforts, we would like to suggest a few ways to help in the process of identifying the distances and communicating them to your fellow event staff.

### **1. Positioning:**

For the most part when a dog approaches the dock for competition we have already witnessed them jump at a previous time, either in a practice or a competition. This is important in that if the opportunity is available and time allows, Judges should try to watch all the dogs practice for future reference.

This in itself is a great way to identify the starting point at which you should position yourself parallel to the pool; *i.e. if the dog's title or practice and or competition jumps are known as "Junior" then this is a good indicator for you to position yourself in the area of the appropriate "Judging Zone" 10' to the 14'11" area.* If you have noted the average distance in previous practice or jumps, then you can position yourself in the general area.

The Key to success in positioning is to not remain stationary. Your ability to move up & down through the "Judging Zone" will determine your consistency in accuracy!

*\*\* The Judging Zone is relative to the jumping distance/divisional distance.*

### **2. Splash Circle:**

The splash Circle is the reference point at which the base of the dog's tail breaks the surface of the water.

As the dog breaks the surface of the water a "circle" or rippling effect is created. The center point of this ripple is what should be used to determine the break in the water's surface or the mark for distance.

### **3. Visual Scribing:**

Upon locating the break point or center point of the splash circle or ripple, line it up diagonally between the number banners and mark the distance point. In other words you'll visually scribe a line across the pool between two equal hash marks on the banners. This is then communicated to your scorekeeper during

testing. (Once you become a certified judge you will record the score and then provide the score to your scorekeeper)

#### **4. Consistency:**

While Manual Judging is for the most part discretionary, it depends a lot on the honor system. We recommend always marking your distances to the plus vs. the negative benefit of the competitor. Similar to other Judging or referee sporting activities, consistency in making the call, or in our case "marking the distance", is what keeps it fair for everyone in your competition. As long as you score each jump in the same method or fashion then it is as fair as you can make it.

#### **5. Knowledge:**

Knowledge reflects confidence. It is strongly recommended that you have a good knowledge and understanding of the DockDogs® Rules and Policies. This will assist you in your ability to be a better judge and represent more confidence in your calls. Further, when a rule or call is brought into question, you have the knowledge to respond.

#### **6. Scoring**

- a) Manual Judging System: There should be 2 certified judges and 1 scorekeeper at the judging station whenever possible.
- b) 1<sup>st</sup> & 2<sup>nd</sup> judges stand one behind the other on elevated footings if available during competition waves for scoring jumps, with the ability to move freely alongside the length of the pool. Score keeper (does not need to be certified) takes "written" recorded scores from each of the certified judges for each jump and averages the scores to determine a final score for each team.
- c) Judges shall score the dog's jump as in any other DockDogs® event; from the end of the dock to where the base of the dog's tail breaks the surface of the water.
- d) During the scoring process – there shall not be any verbal communication between the certified Judges 1 & 2, rather directly with the scorekeeper.
- e) Dogs shall be ranked and awarded for each wave based on the averaged judges' recorded scores.
- f) After all Open Waves are complete, all competitors' best scores shall be ranked from all waves to determine who qualifies to participate in the Finals.
- g) The top Teams based on qualifying criteria for each of the Finals Divisions from the Open Waves within that event will be divided into four separate Finals (Amateur, Contender, Semi-Pro, Pro). There will be up to 6 finalists within each of the Finals rounds.
- h) Upon completion of each of the Finals, the finalists shall be ranked 1 through 6.
- i) If divisional finals structured for Novice through Super Elite dogs are to be held, this information will be predetermined at the time of event posting & included online through the DockDogs® website on the Event Information page.
- j) Event awards shall be awarded as specified within DockDogs® Rules & Policies accordingly; otherwise an alternative prizing structure will be outlined on the event information sheet and posted on the DockDogs® website for the specific event.

**Thank you, Good Luck & Have Fun!**