



Trampoline Gymnastics Virtual Competition Judging Protocols



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Changes and additions from Version 1 to this document, Version 2, will be highlighted in blue.

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(removed: GO Moderator sections)

1. AVAILABILITY: 2020-2021 season

The Judging Chairpersons will request Judges' availability, by email, for each virtual competition hosted by Gymnastics Ontario.

For competitions hosted by a club, the host club is responsible for arranging/organizing judges for their invitational competition.

2. GENERAL VIRTUAL JUDGING PROTOCOLS

A. General

1. All video recordings will be organized and judged by competitive category (level and age split).
2. As in a live competition, judges will view each routine only once. DD judges may review again if necessary.
3. All judges will be required to keep records of their judging chits, clearly organized by competitive category and athlete name, for a minimum of two (2) weeks following the competition results being posted.
4. Scores/ranking will not be finalized until at least 72 hours after the initial posting of the unofficial scores to allow for inquiries/protests.
5. Judging panels for **Provincial and National level** virtual competitions will be complete panels:
 - a. TRI: 4 EX, 2 DD, 2 HD, 1 TOF, 1 CJP = 10
 - b. DMT/TUM: 5 EX, 2 DD, 1 CJP = 8

B. Platforms and Accessing Video Recordings

1. The Judging panel will convene on Zoom to judge the videos at the same time.
2. All video recordings will be securely stored in Dropbox. A **download** access link(s) to the videos will be emailed to the judges prior to their scheduled judging panel. Judges do not need a Dropbox account to view **and download** the videos.
 - a. **Judges should download the videos to their computer to minimize video playback issues due to streaming. Videos must not be watched ahead of the Zoom Judging session and must be deleted from all judges' computers when judging of the level is complete.**
3. It is recommended that judges utilize two screens when possible. This is especially helpful for the CJP.
4. Judges must use an appropriate screen size to clearly view the competition videos. A minimum screen size of 10" is required.
5. It is recommended to directly connect your computer to your modem with an ethernet cable, when possible, to improve internet connection.

C. Technical Issues

1. A judge who is experiencing technical issues must inform the CJP immediately. The CJP will make reasonable decisions on how to proceed with judging the affected category, dependent on the situation and judge's role.
2. The CJP will inform the TG Program Manager and the Judging Chairperson(s) by email, immediately after judging of an affected category is complete, of the technical issues and what decisions were made to complete judging.

D. Inquiries/Protests

1. Any inquiries/protests must be received by the TG Program Manager by email within 72 hours of the unofficial scores being posted. Any inquiries/protests received after this time will not be accepted.
 - a. An inquiry/protest may only be submitted for review of a CJP decision or the Difficulty component of the score.
 - b. Inquiries/protests will not be accepted for review of Execution, Horizontal Displacement, or Time of Flight score components.
2. Eligible inquiries/protests will be sent to the respective Judging Chairperson and CJP for review. The Judging Chairperson and CJP may choose to include additional judges in the review.

3. JUDGING PANEL: ROLES & RESPONSIBILITIES

A. All Judges

1. All judges must take their time to accurately calculate their scores.
2. Judges should download the videos to their computer to minimize video playback issues due to streaming. Videos must not be watched ahead of the Zoom Judging session and must be deleted from all judges' computers when judging of the level is complete.
3. When viewing videos, ensure you are muted on Zoom so the sound does not carry through the platform and disturb another judge.
4. All judges will be required to keep records of their judging chits, clearly organized by competitive category and athlete name, for a minimum of two (2) weeks following the competition results being posted.
5. It is recommended that judges utilize two screens when possible. This is especially helpful for the CJP.
6. Judges must use an appropriate screen size to clearly view the competition videos. A minimum screen size of 10" is required.

B. Chair of Judges' Panel (CJP)

1. The Judging Chairperson(s) will assign a CJP to each competitive category.
2. The CJP will run the Zoom meeting for all EX, DD, and HD judges at the same time.
 - a. Direct judges to open the Downloaded Folder (or Dropbox link if judges have not downloaded the videos) in a separate window and cue the appropriate video.
 - Note for TRI: EX and DD judges should have a side view video and HD judges should have a top view video.
 - b. Confirm which athlete is up for judging. Direct judges to mute their Zoom and play the video for each athlete's routines, one by one.
 - c. Direct judges when to communicate their scores to be entered into the scoring program.
3. The CJP will enter scores for all judges into the scoring program.
 - a. Follow the instructions for using ISS MMS (see Appendix A: ISS MMS Instructions for CJP).
 - b. TOF: the CJP will receive a TOF excel spreadsheet for the category from the TRA Judging Chairperson prior to the judging panel's Zoom meeting. Use the TOF file to obtain the TOF for each athlete's routines based on the # of completed skills.
4. The CJP will send a report to the TG Program Manager and Judging Chairperson(s) following the judging block. Include:
 - a. Any irregularities from the judging block, including technical issues and their resolutions.
 - b. Concerns from the panel.
 - c. End time of the judging block, noting if it went longer than its assigned time.
5. Each day of the competition, the CJP will email the saved/updated scoring program file(s) (.evt files), for all categories completed that day, to the TG Program Manager following their final CJP judging block of the day. Include Prelims .evt files and Finals .evt files (if applicable).

C. Difficulty (DD)

1. On direction of the CJP, open the Downloaded Folder (or Dropbox link if you have not downloaded the videos) in a separate window and cue the appropriate video.
2. On direction of the CJP, play and judge each athlete's routines, one by one.
3. On direction of the CJP, after each routine, communicate with your DD partner and then communicate your agreed upon DD score to be entered into the scoring program.
 - a. DD Cards will only be received for TRI L7 and TRI Senior due to the DD-counting skills in the 1st Voluntary routine.
 - b. DD partner communication: use the chat feature to confirm routine DD with your partner. If different, then unmute to discuss with each other.
4. DD judges will be required to submit a list of athletes who have achieved the required mobility element for the category to the TG Program Manager within 24 hours of judging the category. Competitive categories with required mobility element for the 2020-2021 season:
 - a. TRI L4 (Women and Men)
 - b. DMT L4 (Women and Men)

D. Execution (EX)

1. On direction of the CJP, open the **Downloaded Folder (or Dropbox link if you have not downloaded the videos)** in a separate window and cue the appropriate video.
2. On direction of the CJP, play and judge each athlete's routines, one by one.
3. On direction of the CJP, after each routine, communicate your EX score to be entered into the scoring program.

E. Horizontal Displacement (HD)

1. On direction of the CJP, open the **Downloaded Folder (or Dropbox link if you have not downloaded the videos)** in a separate window and cue the appropriate video.
2. On direction of the CJP, play and judge each athlete's routines, one by one.
3. On direction of the CJP, after each routine, communicate your HD score to be entered into the scoring program.

F. TRA Time of Flight (TOF)

1. The TRA Judging Chairperson will assign a TOF judge to each trampoline competitive category to determine the TOF of each routine using Dartfish (or other approved program).
 - a. The TG Program Manager will provide access to the required video program and an excel spreadsheet (**Template_TOF.xlsx**) to calculate and record the TOF for each routine.
2. The TOF judge will work independently from the rest of the panel and communicate their TOF scores to the TRA Judging Chairperson by a specified deadline. The TRA Judging Chairperson will share the completed TOF file with the CJP prior to the judging panel's Zoom meeting for the category.
 - a. The TOF judge will not join the Zoom meeting as TOF but may be assigned another role with the panel.
3. The TOF judge will download the video(s) to their computer.
 - a. All video recordings will be securely stored in Dropbox. A downloadable access link(s) to the videos will be emailed to the TOF judge. Judges do not need a Dropbox account to download the videos.
 - b. **Videos must be deleted from all judges' computers when judging of the level is complete.**
4. Open the saved video file in Dartfish and record the timestamp markers for the beginning and end of each skill (for all athlete's routines) in the category's excel spreadsheet. The spreadsheet will calculate the TOF automatically.
 - a. **Upon opening the Template_TOF.xlsx file, use "Save As" to save the category's excel file as a new file, renaming as "[Category]_TOF.xlsx". One file for each category.**
 - b. It is important that ALL information for EACH routine is saved so that the CJP can easily adjust for interrupted routines, if necessary, when entering scores into the scoring program.
5. **Email the completed "[Category]_TOF.xlsx" file for each category to the TRA Judging Chairperson.**
6. For compensation, TOF judges will keep record of their working time for each category in 15-minute intervals (0.25 of an hour).

4. EXPENSES

A. Honorarium

Honorarium Schedule	
Level	Hourly Rate
Provincial 5	\$11.00
Provincial 4	\$14.00
Provincial 3	\$15.00
Provincial 2	\$18.00
Provincial 1	\$19.00
National 2/3	\$19.00
National 1	\$22.00
FIG	\$25.00

1. All judges for virtual competitions will be compensated at their regular judging honorarium rate.
2. CJP, DD, EX, and HD Judges will be assigned to judging blocks of no more than 3.5 hours at a time. Judges will be compensated for the scheduled time of their judging block.
 - a. If the judging block goes longer than its assigned time, judges will be compensated for each additional 15 minutes beyond the scheduled time.
3. TOF Judges will track their time for compensation in 15-minute intervals (0.25 of an hour).
4. Following the competition, judges will claim their honorarium by submitting a completed Gymnastics Ontario expense form(s) to the TG Program Manager and Judging Chairperson(s) for their total hours. Expense forms will be processed by Gymnastics Ontario and a cheque will be mailed to the judge.

APPENDIX A: ISS MMS INSTRUCTIONS FOR CJP

A. Install **ISS MMS Run Event program** (install file: run-event-install-gymnastics660.msi)

1. http://www.integratedsports.net/iss_mms_trampoline_download.asp or via Dropbox link (link emailed to judges)
2. Download **Run Event 2019** install file (November 12, 2020, version 6.6.0, **1.8 MB**)

B. Load **Event File (Category File)**

1. TG Program Manager will email you the **.evt files** (one for each competitive Category). **Save the files to your computer** (it is suggested to create a folder on your desktop to save the files in an easy to find location). Suggested folder name: Run Event Files.
2. **Launch the Run Event program.**
3. Click any of the tabs labelled **"Load an Event"**. A new window will pop up to find your file. Navigate to the location you saved your **.evt files** in.
4. **Select the appropriate Category file (Category.evt) and click "Open"**.
 - a. **.evt file names are standardized by the program:** Gender (**F / M**), event name (**Trampoline / DMT / Tumbling**), Level, Age split, Competition Round (**Preliminary or Final**) **.evt**
 - b. You can check you have opened the correct file after it is loaded into Run Event (the file name is written at the top of the screen and expanded so the details of the name are clear).

C. Entering Scores

1. **Once you have loaded the Event (Category.evt file) into the Run Event program, you are ready to start entering scores.**
 - a. The list of athletes will be displayed in Start Order multiple times, for as many routines as they have for their level (2 routines, 3, or 4).
 - b. The left column, labelled "Rd", lists the routine #.
2. **Enter the scores** in the white boxes below the athlete list. The athlete you are entering scores for will be highlighted in the athlete list.
 - a. When entering EX numbers, you do not need to put a decimal place or tab to the next box. These things will happen automatically.
 - b. For DD, it is best to put the decimal place in yourself instead of relying on the program.
3. Select the **OK** button or click your keyboard's **enter** button **to move to the next athlete**. The program will let you know if you are missing any required scores.
 - a. Missing ONE judge's score: the program can correctly figure out the math to replace the missing judge – select **Yes** to average the other scores. The missing judge's score will appear as **"-."**.
 - b. Missing TWO judge's scores, the program CAN NOT do this math correctly (even though it says it can). Either the TG Program Manager will need to change the settings to remove judges from the event **before** scores can be entered, OR the CJP may choose to instruct the judges who missed the routine to immediately re-watch it.
4. **When all scores have been entered and scoring of the group/round is complete**, select the **EVT File** menu and click **Save**.
5. **If required for the level, make cuts for finals. See below, item E. Making Cuts for Finals, for further instructions.**
 - a. All TRI and DMT levels will only have one round (all routines are entered as prelims).
 - b. TUM L1 and L2 will only have one round (all routines are entered as prelims).
 - c. **TUM L3 to Senior will have 2 rounds** in the scoring program.
6. After saving the file, you can either close the program **OR load another event file** if you have another **Category or Round (finals)** to score.

D. End of Competition

1. **Each day of the competition**, after your final CJP judging block of the **day**, **email the saved/updated .evt files (for all categories completed that day) to the TG Program Manager.** Include Prelims **.evt files** and Finals **.evt files** (if applicable).

E. Making Cuts for Finals (TUM L3 to Senior only)

1. After scoring of the preliminary round is complete (step C.4.), select the **Event Actions** menu and click **Make Cuts for Finals**. A new "Making Cuts" window will open.
2. In the Making Cuts window, ensure the following:
 - a. *Cut to this many athletes:*
 - i. Should be the total # of competitors in the category (increase # listed if necessary).
 - ii. Boxes should be checked for "Carry over Scores" and "Use Bonus Option".
 - b. *Order of athletes:*
 - i. Select Same Order (virtual judging routines will be in the same order).
 - c. *# Routines in Finals:*
 - i. TUM L3 to L4 will have 1 finals pass (this is really prelims pass #3 but will be entered in the scoring program as a finals pass).
 - ii. TUM L5 to Senior will have 2 finals passes.
3. Click **Accept**. Click **Yes** to save the current event. Make note of the file name (will pop up on the screen) for the Finals event file and click **OK**.
4. Click a new tab labelled "**Load an Event**". A new window will pop up to find your file. Navigate to the location you saved your .evt files in.
5. **Select the appropriate Finals file (Category.evt) and click "Open"**. Remember, Finals file names will always end in F (Prelims files names will always end in P).
6. **Follow steps above in item C. Entering Scores.**

APPENDIX B: CHECKLISTS FOR EQUIPMENT AND CAMERA PLACEMENT STANDARDS

GENERAL EQUIPMENT AND CAMERA PLACEMENT STANDARDS

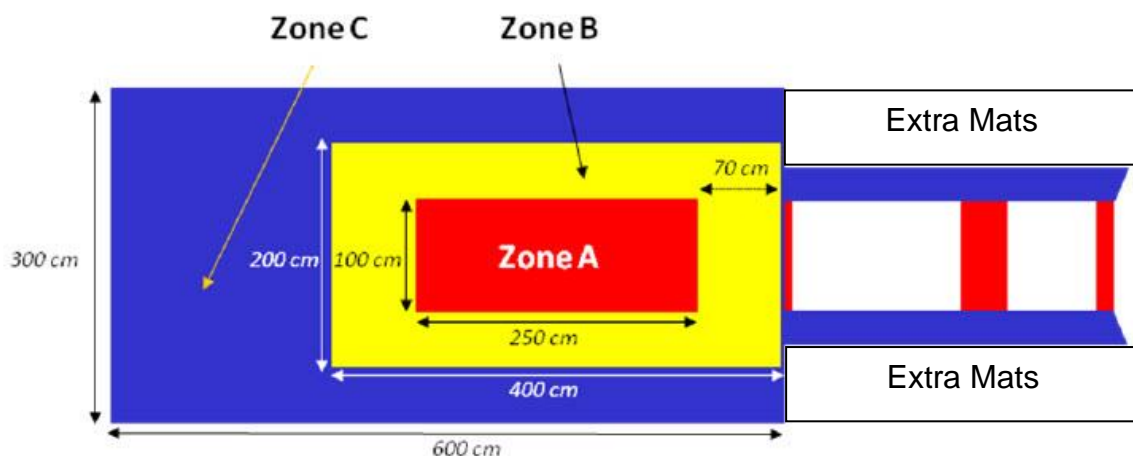
- Must compete on equipment complying with Ontario competition norms for types, sizes, etc.
- Whenever possible, record in horizontal (landscape) orientation.
- **The camera must capture the routine in its entirety without being moved up and down. The athlete must be in full view at the top and bottom of each element** (apparatus must also be visible).
 - The video must capture the **athlete card**, athlete presenting to the camera, performing the routine in its entirety (including all TRA pre-bounces, DMT at least mid-run, TUM full run), and must conclude after the athlete re-presents to the camera AND fully exits the equipment.
- **Camera should be stable.** Utilize a tripod, tabletop, or other solid surface to minimize shaking.
Note: for DMT and TUM, camera must be able to follow the athlete side to side.

TRAMPOLINE EQUIPMENT AND CAMERA PLACEMENT STANDARDS

<input type="checkbox"/>	All lines on the trampoline must be clearly visible (all HD lines must be present, as per FIG Apparatus Norms, page 94, item 2.5). - Large rectangle measures 215 cm * 108 cm with the lines continuing to the end of the bed. - Small central square measures 108 cm * 108 cm. - Red cross, center of the bed, measures 70 cm * 70 cm.
<input type="checkbox"/>	<u>Camera 1</u> (side view, label EX) - Placed centrally, parallel to the trampoline. - A minimum of 5 metres distance from the side of the trampoline. - Between 2-3 metres above the level of the trampoline bed.
<input type="checkbox"/>	<u>Camera 2</u> (top view, label HD) - Placed just high enough so that the trampoline bed and lines are clearly shown and placement of the athlete's feet on each contact with the trampoline bed is clear.

DOUBLE-MINI TRAMPOLINE EQUIPMENT AND CAMERA PLACEMENT STANDARDS

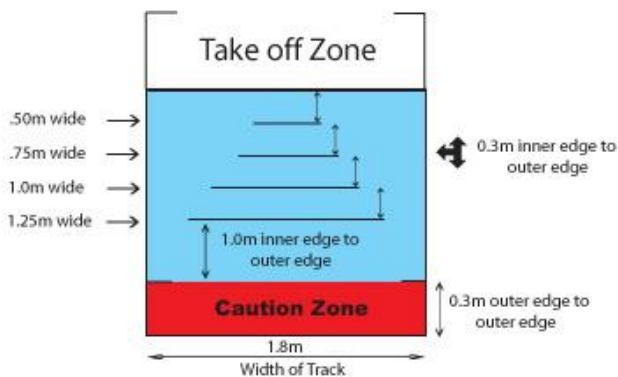
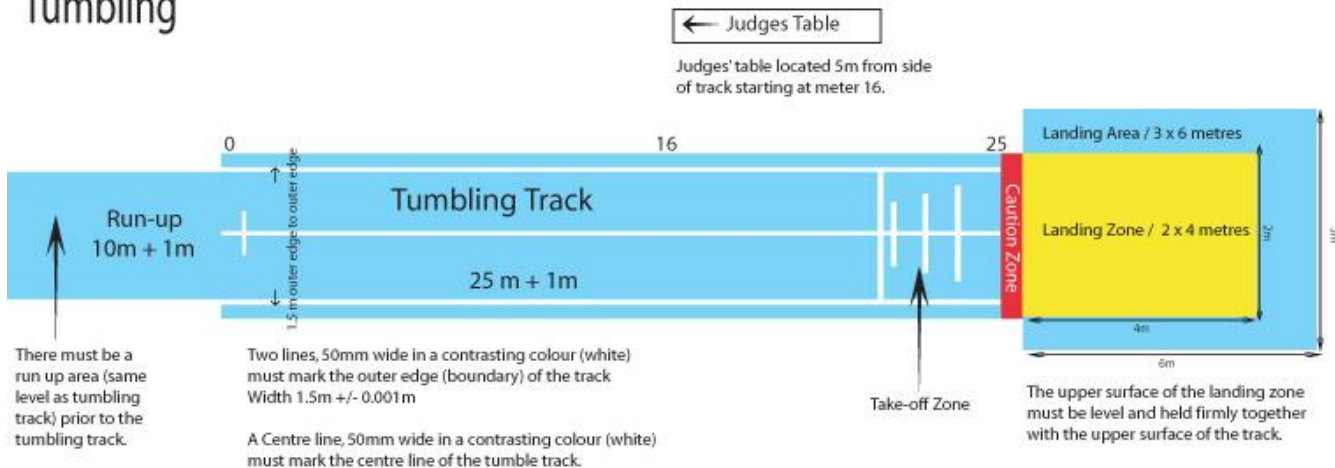
<input type="checkbox"/>	- Must have a clearly marked landing zone and area as per FIG Apparatus Norms, pages 99 and 102. - If not performing on a standard landing area, the landing area and all zones must be clearly defined with contrasting tape colour to landing mats (all lines must be visible on camera view). Reminder: the outer edge of the line marks the boundary of the zone.
<input type="checkbox"/>	- Landing area must be FIG standard height, as per FIG Apparatus Norms. - If landing area is into a pit, the landing area should be firm and level.
<input type="checkbox"/>	<u>Camera</u> - Placed centrally, parallel to the DMT at the middle of the spotter zone. - At 5 metres distance from the side of the DMT and a height of 2 metres from the floor. - Must be parallel to the runway and must follow the athlete from at least mid-run through the hurdle and landing.



TUMBLING EQUIPMENT AND CAMERA PLACEMENT STANDARDS

<input type="checkbox"/>	<ul style="list-style-type: none"> - Full rod floor + legal run up with the appropriate start line clearly marked. - All lines on the track must be clearly visible (middle line and outer lines).
<input type="checkbox"/>	<ul style="list-style-type: none"> - Must have a clearly marked landing area as per FIG Apparatus Norms, pages 103-104. - If not performing on a standard landing area, the landing area must be clearly defined with contrasting tape colour to landing mats (all lines must be visible on camera view).
<input type="checkbox"/>	<ul style="list-style-type: none"> - If landing area is into a pit, the landing area should be firm and level (mats should be level and top mat should be level with the edge of the rod floor).
<input type="checkbox"/>	<p>Camera</p> <ul style="list-style-type: none"> - Placed between two-thirds and three-quarters of the way down the track (where the judges would normally sit). - At 5 metres distance from the side of the track and a height of 2 metres from the floor. - Must be parallel to the track and must follow the athlete from start to finish; run through landing.

Tumbling



- Special Notes:
1. A tape measure must be placed along side the tumbling strip starting at the landing area, with a mark at the beginning of the track and ending at the beginning of the run up.
 2. The purpose of the take off and Caution zones are to aid the athlete with his/her take off position for a safe landing into the landing area.