1. The Judges’ Meeting for each panel should be organized one (1) day prior to the first segment of the respective event.

2. The Referee, the Technical Controller and the Member of the respective Technical Committee (if present) will attend the Judges’ Meeting and act as Moderators.

3. The Judges’ Meeting should have the character of a “crash course”.

4. The Moderators are obliged to walk through the topics of the meeting. The agenda needs to be signed and attached to the report.

**Agenda**

**1. General Items**

|  |  |  |
| --- | --- | --- |
| a) | obligations of Judges | [ ]  |
| b) | honesty | [ ]  |
| c) | position of Judges and their reputation | [ ]  |
| d) | Code of Ethic | [ ]  |
| e) | responsibility towards skaters | [ ]  |
| f) | no responsibility towards own Federation, coaches, Media, etc. | [ ]  |
| g) | no paper at Judges place, except the Judges sheet, the rule book and the GOE and PC Charts | [ ]  |
| h) | only ISU guidelines are valid | [ ]  |
| i) | time and schedule | [ ]  |
| k) | housekeeping | [ ]  |

**2. Judging**

**2.1 Technical Rules and Requirements**

**2.1.1 Short Program**

|  |  |  |
| --- | --- | --- |
| a) | General information on Short Program* Changes since last season
* Duration - Program time
* Specific required elements
 | [ ]  |
| b) | review of Technical Requirements and Required Elements for Short Program* + the order of the elements is not fixed, but determined by the choreography
 | [ ]  |
| c) | review of GOE criteria for Short Program Elements* Positive bullet point review
* Reductions / Deductions for the Short Program GOE’s
 | [ ]  |
| d) | the above mentioned topics should be covered by the Referee using a PowerPoint presentation provided by the SyS TC. | [ ]  |

**2.1.2 Free Program**

|  |  |  |
| --- | --- | --- |
| a) | General information on Free Program* Elements – requirements, violations, restrictions, reductions / deductions
* Restrictions on composition
* Specific required elements
* Costume/ other deductions
 | [ ]  |
| b) | review of technical requirements and Required Elements for Free Program | [ ]  |
| c) | review of marking guide for GOE for Required Elements for Free Program | [ ]  |
| d) | the above mentioned topics should be covered by the Referee using a PowerPoint presentation provided by the SySTC | [ ]  |

**2.2 Program Components**

|  |  |  |
| --- | --- | --- |
| a) | review the guideline for Components for Short & Free Programs | [ ]  |
| b) | explanation of each individual Component | [ ]  |
| c) | use as a tool in the meeting educational DVDs | [ ]  |

**3. Assessment**

|  |  |  |
| --- | --- | --- |
| a) | explanation how to calculate | [ ]  |
| b) | corridor | [ ]  |
| c) | procedure and guidelines | [ ]  |
| d) | ISU Communication  | [ ]  |

**4. Technical Equipment**

|  |  |  |
| --- | --- | --- |
| a) | ask for question | [ ]  |
| b) | rehearsal to work on touch-screens  | [ ]  |
| c) | explanation of abbreviations and signs  | [ ]  |

**5. Various, Questions, Answers**

|  |  |  |
| --- | --- | --- |
| a) | ask for questions | [ ]  |
| b) | each judge need to give at least one comment | [ ]  |