



WOMEN'S ARTISTIC GYMNASTICS VIRUTAL EVENTS GUIDELINES

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1.0 PURPOSE

The purpose of the following document is to outline the best practice standards for hosting a virtual domestic event for Women's Artistic Gymnastics. This document would be used in the case in which GymCan is unable to host an in-person competition due to COVID-19 and its restrictions. Included in this document are draft processes and guidelines for hosting a virtual national competition.

2.0 GOALS

- To provide athletes with a competitive experience when in-person competitions may not be permitted/are not feasible.
- To provide a competitive goal for athletes to work towards.
- To provide clubs with another way to retain and develop athletes during this challenging situation.
- To provide athletes the opportunity to receive an assessment of their routines from judges.

3.0 PROCESS

The virtual event process will follow this order:

1. Registration
2. Video submission
3. Judging session and Results
4. Inquiry and Protests
5. Awards

3.1 REGISTRATION

- All athletes and coaches must register through GymCan (registration form to be distributed).
- Coaches completing the registration form need to be certified in the appropriate level and discipline and have up-to-date safe sport requirements.
- Formal registration and event registration information can be found in the Specific Directives for each event.
- Preferred date and time for competition will be requested in the registration form
- Once all registrations are received with preferred competition date and time, we will confirm with all clubs the final schedule and their overseeing judge.

3.2 VIDEO SUBMISSION

3.2.1 GENERAL FILMING RULES

- Before you commence filming, clubs should refer to the example of a correctly filmed routine (in Appendix)
- When submitting videos, clubs are responsible for ensuring that permission has been granted for those visible to have their image used and published. Where those visible in video submissions are under 18 years old, permission must be sought from their parents/guardians.
- GymCan will not accept any responsibility for misuse of image rights.
- Filming must take place indoors and under a coach's supervision.
- For clarity and to optimize judging outcomes it is advised that gymnasts are filmed against a clear light background wherever possible.
- All gymnasts must be dressed in competition attire. See Canadian Competition Rules.
- Gymnasts must compete on equipment complying with Canadian Competition norms for types, sizes etc. (as previously stated in Equipment Standards).
- Clubs must adhere to the strict filming code set out below for each discipline.

- All videos must be sent in a video format at a quality of 1080p or full resolution with 60 frames/second.
- Audio:
 - Floor music must be clearly audible
 - Please refrain to have loud noises near the camera: cheering, people talking... the judges hear everything.

3.2.2 SPECIFIC PROCEDURES FOR WAG VIDEO SUBMISSION

In order to offer a full competition experience and performance on demand, two options may be used in a virtual competition. An overseeing judge will be responsible to ensure that guidelines have been respected. GymCan will provide a \$50 honoraria to the judge for their time. [Honoraria Form](#).

1. On-site Judge
 - Preferred method
 - Please adhere to the Covid-19 restrictions and limit your travels between regions
 - No reimbursement for expenses will be given by GymCan
2. Off-site Judge
 - In the event that a judge on-site is not a possibility (availability, Covid restrictions...), a virtual judge will be assigned
 - This judge will need to be on Zoom, Facetime or the equivalent and will have the same responsibilities as the on-site judge.
 - The club will need to provide a volunteer who will help of the off-site judge to complete their responsibilities and move the Zoom camera around the gym.
 - The on-site volunteer will be responsible for sending the videos to the off-site judge immediately after the competition.

Competition procedures and responsibilities of the overseeing judge:

The primary responsibility of both the overseeing judge is to ensure adherence to the competition and video requirements as set out by GymCan. They are specifically requested to not judge the routines not should they comment about the routines to the coach, athlete or others.

Athletes may use as much time as needed for warm-up. We suggest that the athletes warm up before the arrival of the judge. Judge will start their duty on site 30 minutes before the end of the warm-up period.

STEP 1 – Prior to the competition:

- Coaches/Clubs will contact the overseeing judge to confirm:
 - Equipment specifications and questions (and request any exemption if needed)
 - Run camera placement & video quality tests
 - On-site volunteer (if off-site)
 - Method for videoconference and to send videos (if off-site)

STEP 2 – Upon arrival, the responsibilities of the overseeing judge will be:

- Equipment verification (according to the standards for the specific event and the [equipment specifications document](#)), the vault lines must be clearly identified
 - Please note: it is very important for the Overseeing judges and the on-site volunteer to ensure the equipment is verified as per the requirements and to note any deviations or modifications.
- Verification of video quality and placement of camera. During warm-up, verify a test video to ensure that the placement is accurate and that the athlete entire body can be seen at all time.
- Run successful video test prior to competition

- Verify that the registered coaches are on-site supervising the competition

STEP 3 - When the warm-up period is over, the responsibilities of the overseeing judge will be:

- Be prepared to receive the athletes as they line up in front of them and ensure that the athletes registered are the athletes that will present their routines
- Allow a 30/50 seconds touch, as stated by FIG, timed by the judge. For floor, allow a minimum of 2 minutes.

STEP 4 - When the touch is over :

- The overseeing judge calls the athlete, athlete will present to the judge, that routine is filmed and the athlete must use that attempt for the virtual competition.
- The name of the athlete must be heard at the beginning of the video (right before the athlete presents). For vault, the vault number and the start of the run must also be verbally indicated. The judge is requested to record the vault number of the intended vault on the Overseeing Judge's Report Form.
- The routine is filmed from the moment the athlete presents to the judge to the end of the routine, when the athlete presents again. The video must not be stopped, even if there is a fall.
- A second camera filming the routine at the same angle is mandatory in case there is any problem with the first one.
- Canadian rules are in effect for falls and time once the athlete presents
- The overseeing judge will need to (if the judge is off-site, the volunteer help the judge to):
 1. Be prepared to time routines and note all time violations
 2. Be prepared to observe and note out of bounds violations
 3. Submit all time and line deductions and any other neutral deductions using Overseeing Judge Report Form (end of the document)
 4. Verify and submit the videos to the requested link as per the guidelines in 3.2.3.

*It is critical for the overseeing judge and the on-site volunteer to watch for line and time deductions and to note them on the Overseeing Judge Form. The judges who officiate at the official virtual competition rely upon accurate and complete information on the Overseeing Judge Form. The overseeing judge is required to submit this forms to the link immediately following the session, along with the videos.

3.2.3 SUBMISSION OF ROUTINES

- Routines must be submitted by the overseeing judge (if the overseeing judge is not on-site, the coach must immediately following the competition send the videos to the judge):
 - Immediately after the scheduled competition session. Late submissions will not be accepted.
 - The judge will receive the link to upload the video.
 - The file name must be labelled as:
**CATEGORY_APPARATUS_ATHLETE LAST NAME_ATHLETE FIRST NAME_
 _COMPETITION DAY (if any).**
Example: SENIOR_VAULT_BLACK_ELLIE_DAY1.
 - **In case the athlete is presenting two vaults, please indicate after the vault, the order it is presented. VAULT1 or VAULT2.**
 - Videos submitted without proper labelling will not be judged.
 - Please label the videos with these apparatus names: vault, bars, beam, floor

3.3 JUDGING SESSION

1. Judging session dates will be set in the Directives for each event. The schedule for the judging sessions will be made according to the number of athletes. As for normal competitions, the assignments will be sent to judges prior to the competition. Only assigned judges will have access to the competition videos.
2. A start list will be provided to the assigned judges
3. Judging will be conducted via an online platform so that all judges will see and judge the routines together, at the same time and send in their scores in Sportzsoft.
4. Discussions for the D score will be made by private chat or call.
5. Full results will be available online as the judging session progresses.
6. The results will consist of:
 - Gymnast's Name and Club
 - D Score, E Score, Canadian Model Bonus (if any), Neutral Deductions (if any), Final Score

3.4 INQUIRIES AND PROTESTS

INQUIRIES

- As a 1st step, Coaches have the opportunity to inquire about a score or a neutral deduction to the CHJ within 24 hours of receiving a score.
- This Inquiry should be sent via email to the CHJ and state the Gymnast's name, the apparatus and the score along with a brief summary of the reasons for an Inquiry (e.g., the D score and/or E Score or neutral deduction).
- Inquiries and protests will be received by the CHJ but will be dealt with by the D1 and D2 (if about anything other than neutral deductions).
- The CHJ will receive the inquiry and consult with the D panel judges and the E panel judges. A decision will be made by the panel judges and the CHJ will then convey that decision to the Coach.

PROTESTS

- If the Coach is not satisfied with this response, the 2nd step allows the Coach to protest that score by submitting the protest form in this document within 24 hours of receiving the reply from the CHJ.
- The Canadian Head Judge will review the Protest and consult the available resources (video, judging scripts, and panel judges) and respond accordingly.
- Fees of (\$60) will apply for all protests that are unsuccessful. Clubs will be invoiced by GymCan.
- All inquiries and protests must be communicated directly to the CHJ: allysurf@hotmail.com

3.5 OFFICIAL RESULTS & AWARDS

- Results will be made official once the inquiry period is over
- In case of a competition that includes awards, those will be sent by mail following the publication of official results

4.0 EQUIPMENT

Equipment regulations according to [HP Manual or CCP Manual](#) & [Measurement specifications](#)
Overseeing judge and club are strongly encouraged to review all equipment specifications prior to the day of competition to avoid unnecessary deductions and to have sufficient time to make an exemption request to the CHJ (allysurf@hotmail.com) if needed.

The following exceptions will apply for virtual events:



GymCan recognizes that training environments vary from one facility to another and that some modifications will be required.

Vault:

- If your gym has a standard competition landing (hard), but you choose to perform on a pit, it will be noted by your overseeing judge.
- If landing on a pit, a mandatory 20 cm hard landing mat with supplementary mats below for height ([Measurement specifications](#)) and landing mats as required on top of the 20 cm is required.



Bars: A 20cm mat may be placed on top of the 10cm mat and then slid out after the release. The permission has been given for the safety of the gymnast and least disruption. The mat may be placed at the beginning of the routine.

Beam: some athletes will be required to use two beams for mount and routine. Some athletes may be required to walk across beam to dismount or add an additional $\frac{1}{2}$ turn. No deduction will be taken if the mount and dismount must be on the same side.

General:

- Athletes are permitted to assist with removal of the board and mats without deduction. However, their presence in front of the camera should not be long or disruptive to the viewing of the routine.
- The overseeing judge must ensure that all efforts are made in order to respect equipment requirements. Deductions will apply as per the HP/CCP Manual for additional matting. Along with line and time deductions the onsite judge will submit a form indicating all equipment modifications that were required during the virtual competition. This information will be submitted to the CHJ and shared with the Selection Working Group (if any).

5.0 FILMING INSTRUCTIONS

1. All camera placements must be static, no panning will be necessary (the camera should not move during a routine, unless there are physical obstruction) – utilize tripod (strongly recommended), tabletop or a solid surface.
 - On Floor only, the camera is allowed to pan slowly from right to left to follow the gymnast and allow the judges to appreciate the artistry of the routine. The gymnast and

the lines near her must be visible at all times. No zoom is allowed. [Click here to see an example.](#)

2. The gymnast's entire body must be visible at all times.
3. It is recommended that the Judge and the Coach along with a volunteer assigned as the videographer test the video requirements to ensure a high level of quality in the video routines. Factors such as physical obstructions in the gym and lighting may need to be addressed.

CAMERA SET-UP EXAMPLE



Camera for video submission

Backup Camera

Speaker close to the camera to ensure good audio for the floor music

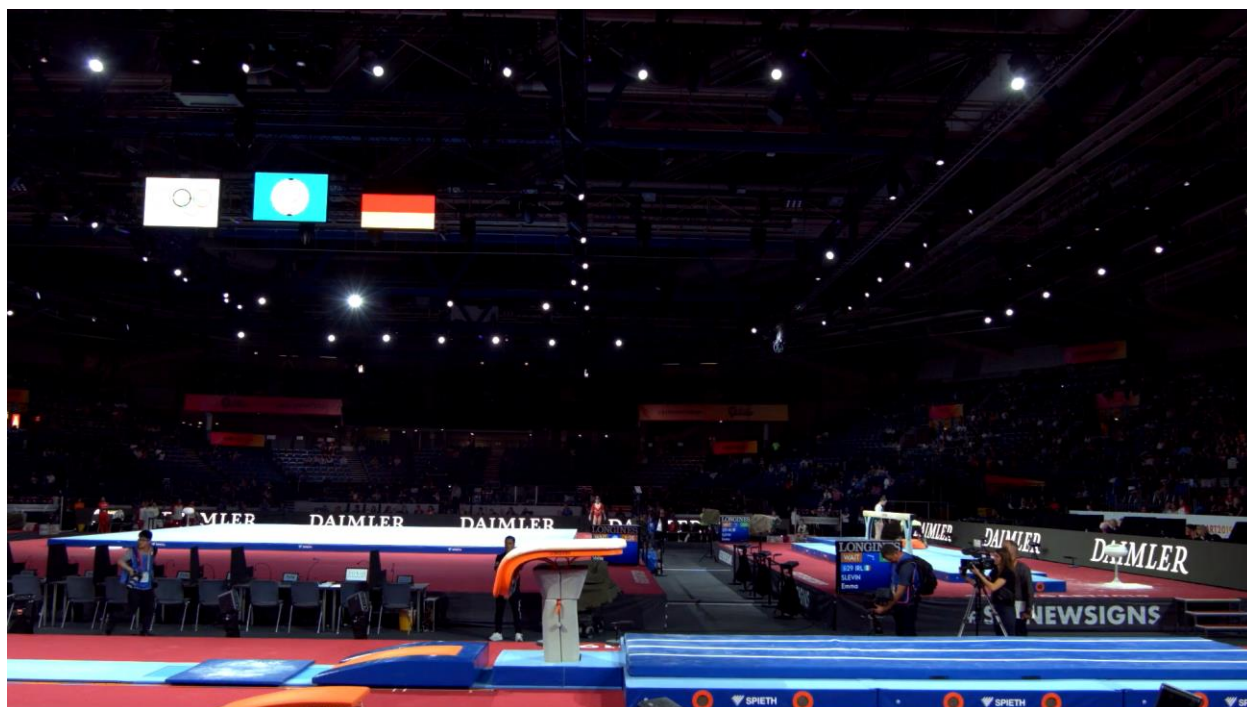
CAMERA VIEW

Must capture the following width (W) and height (H) angles:

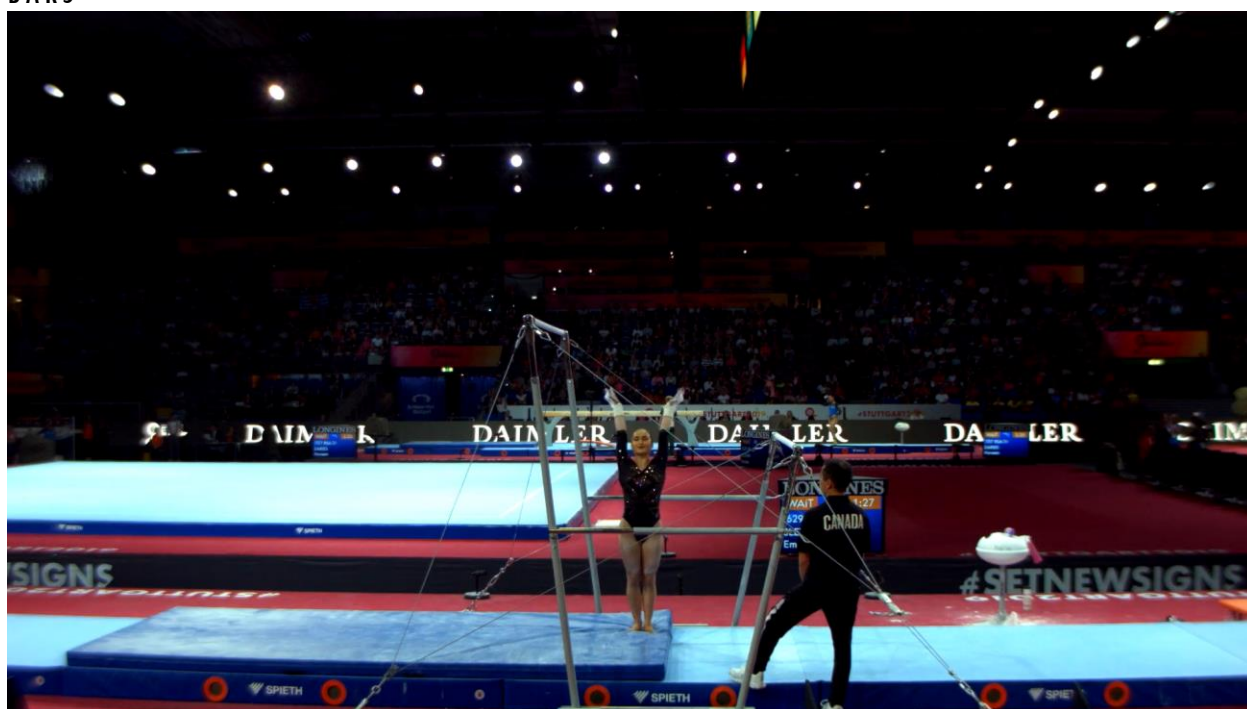
Dimension	Vault	Bars	Beam	Floor
Width	Completion of run (please capture 3-4 steps before contact with the springboard), springboard, vault table, entire landing mat area	Entire matted area under bar set, including mount position for a board or glide kip mount, matted area behind high bar to include all landing surfaces	Entire length of beam and dismount landing area. If the beam mount includes a roundoff on the springboard, the view must also include the mount.	All four (4) clearly indicated corners, including out of bound areas
Height	Base mat to highest expected vault height. Leave an additional space at the top in case the gymnast goes higher.	Base mat to highest expected handstand position on high bar	Base mat to highest expected skill	Floor level to highest expected skill

See below a photo of the camera view that is required.

VAULT



BARS

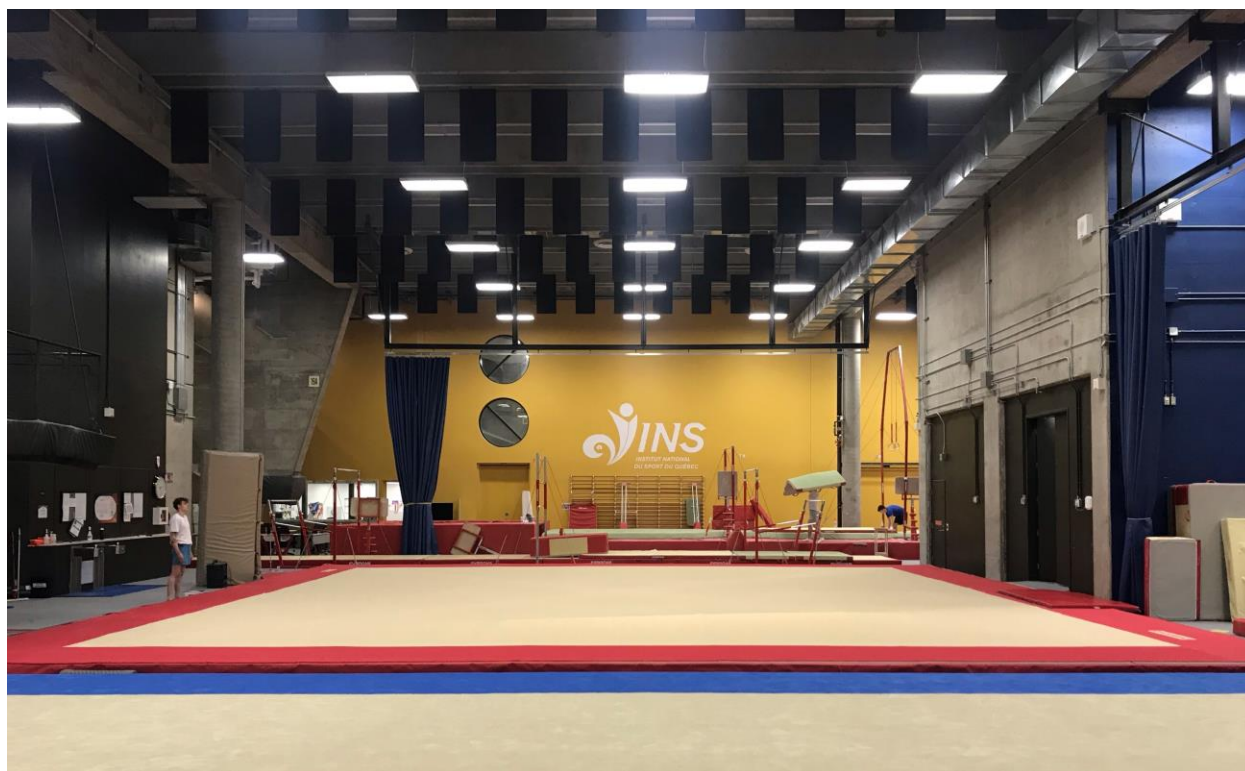


BEAM






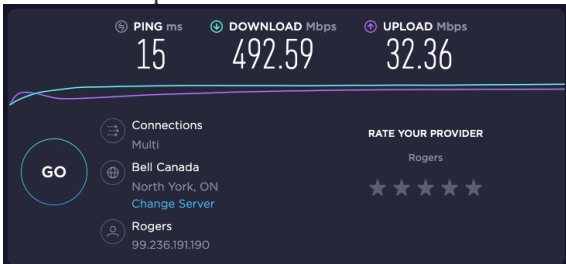
*If the beam mount includes a roundoff on the springboard, the view must also include the mount.

FLOOR



6.0 JUDGES' INFRASTRUCTURE REQUIREMENTS

Judges should do this test at least 2 weeks prior to the event.

1	Make sure you have a computer with a sufficient screen size and webcam. Test your sound, use headphones if the sound isn't great	
2	Connect computer to Internet with Ethernet Cable (CAT 5 or 6) – <i>To ensure the smooth running of the competition, we ask you not to use the wifi of your computer.</i>	 
3	Complete a Speed test	<p>www.speedtest.net</p> <p>The result of that speed test should be at least 25MBPS download.</p> <p>An example of a good test with excellent broadband connection speeds:</p> 

- During the event, it is recommended for all personnel within the household to avoid the use of streaming on any other home device while viewing the competition.
- Judge screens should be no less than 15 inches in size in order to properly view the routine.
 - If required, the computer can be plugged in to another screen or TV with an HDMI cable in order to have a bigger screen. A reminder: webcams must be on during the session – judges will be required to show their face during the judging portion of the events.

If a judge experiences any issues during the event, please following the process below:

- Ethernet cable should be plugged in to the wi-fi router/modem. The ethernet cable should be plugged into the yellow hole.

- If there is no hole on the computer for an ethernet cable, please buy one on Amazon. Type: Ethernet Cable Adapter.
- The cable should be CAT 5/ CAT 6 ethernet cable, plugged into the home router/modem. The cable may need to be quite long in order to extend from the modem to the location in which judges will view the videos for judging. Please contact Niki Lavoie if you do not have access to this.
- If the result of the speed test for download is less than 25 MBPS, verify the speed of your provider that it is at least 25MBPS. If it is not, the internet speed will need to be upgraded.

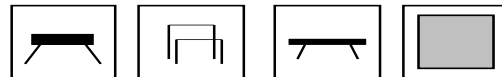
7.0 ADDITIONAL CONSIDERATIONS

- Artistry is more than just your nose and mouth, regular artistry deductions will apply with or without the use of a mask. Athletes should use arms, upper body and eyes to convey artistry and expression.
- As the judging will be done after all the clubs have sent their videos, we ask you not to share the videos of the competition before the official results are published.

WAG PROTEST FORM - FORMULAIRE DE PROTÊT GAF

Athlete #: _____ Name / Nom: _____

Category/Catégorie :	Competition Date/Date de Compétition:
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High Performance:

D Score / Note D _____ E Score / Note E: _____ Neutral deductions: _____

Canadian Competitive Program:

Start Value: _____ Neutral deductions: _____ Final Score: _____

Reason for Protest / Justification du protêt:

Signature: _____ Time / Heure: _____

Received by / Reçu par: _____ Time / Heure: _____

Accepted / Accepté: ☐

Denied / Refusé: ☐

Comments including rationale for decision / Commentaires incluant la justification de la décision:

Signature, Function / Fonction

Time / Heure

The competition head judge must receive a copy of the completed form before it is returned to the person who signed the protest.

Le juge en chef de compétition doit recevoir une copie du formulaire complété avant qu'il soit remis au demandeur.



OVERSEEING JUDGE FORM

The overseeing judge is required to submit this form to the One Drive link above immediately following the session along with videos.

Name of judge: _____ On-site _____ Off-site

If off-site, name of volunteer: _____

Date: _____ Arrival Time: _____ End Time: _____ Club: _____

Athletes: _____

Check List:

- ☐ Equipment verification
- ☐ Verification of camera set up: 2 cameras, speaker for floor music
- ☐ Verification of video quality
- ☐ Verification of camera placement
- ☐ Run successful test
- ☐ Verification of registered coaches
- ☐ Athlete Line up
- ☐ Touch on all events
- ☐ Filming : Start, Name of the athlete, vault number (if necessary) present, start of the run (vault), routine, present, Stop
- ☐ Time and note all time violations
- ☐ Observe and note all out of bounds or other neutral deductions
- ☐ Immediately following the competition: Verify and submit the videos (make sure they are labelled correctly) and the judge form to the requested link.

ATHLETE NAME	LINE/TIME DEDUCTIONS			
	COMMENTS, VAULT #, EQUIPMENT MODIFICATIONS...			
	VAULT	BARS	BEAM	FLOOR
	#1: #2:			
	#1: #2:			
	#1: #2:			
	#1: #2:			
	#1: #2:			

Other Comments: _____

Judge Signature: _____

