



Data Operator Protocol – Synchronized

September 2018

The Data Operator is a member of the Technical Panel and serves in qualifying competitions and non-qualifying competitions in events that are judged using the International Judging System (IJS). The Data Operator serves an important role in the process and is responsible for entry of elements, levels of difficulty, deductions, facilitating the review process using video clips, making any necessary edits, and rule vetting.

The Technical Controller (TC) serves as the leader of the Technical Panel. The Data Operator (DO) will receive direction from the TC during the event. It is important to remember that the DO does not speak while a team is performing, nor does the DO offer opinions on calls or levels. The DO must adhere to the ethics, conflict of interest, and electronic device policies established by the Technical Panel Committee. All discussion during the course of an event is confidential and the TC serves as the spokesperson for the panel.

The equipment used by the DO should be treated with care. Therefore, no food or drink is allowed on the stand. The DO should use only a pencil eraser, stylus, or fleshy pad of the finger on the touch screen.

The DO attends the pre-event meeting for the Technical Panel at all qualifying events and at non-qualifying events. The DO should review the well-balanced program requirements for the event, regardless of whether or not there is a pre-event meeting. This preparation will be helpful for recognizing when a rule violation has occurred.

If technical problems arise during an event, it is important to remain calm but alert the Technical Panel to the problem. If it is not possible to correct the problem immediately, the DO should record all called elements on paper. Elements can be inputted once the problem is corrected.

Data Operator Procedure

A. Before the event starts

1. Ask the TC for her/his preferences for the readback (words or codes, desired speed) and video replay (e.g. particular situation to play in real time or slow motion)
2. Gather necessary items – Well-Balanced Program Requirements document, Pencil Eraser/Stylus, Starting Order, additional paper/pencil for taking any notes
3. Check Data terminal and make sure SYNCHRONIZED is selected.

B. During the event

1. Once the warm-up period has ended, touch the **Green “START SYNCHRONIZED”** button.
2. The technical accountant will state the name of the team.

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3. DO reviews the name of the team on the screen and confirms by stating “I have *Team Name*”.
4. DO checks the VDR box on top of the screen and when it is green, states “Video is ready”. If the box does not turn green, immediately alert the panel.
5. Once the team begins, the Assistant Technical Specialist (ATS) will state “the first element is _____” (e.g. *circle/creative element/intersection/moves element*).
6. The DO replies “Thank you”. (Note – this is only done after the first element pre-call)
7. The DO touches the appropriate box – e.g. **CIRCLES SEL/CREATIVE ELEMENT/INTERSECTION/MOVES** – to open the subscreen
8. The DO touches the appropriate box corresponding to the element that the Technical Specialist calls
 - a. **CIRCLES**
 - i. Rotating Circle – Touch the “CIRCLE ROTATING” box to open the subscreen. Touch the appropriate box in the row that corresponds to the level called. For a Level 3 Rotating Circle, the code will appear as C3.
 - ii. Traveling Circle – Touch the “CIRCLE TRAVELING” box to open the subscreen. Touch the appropriate box in the row that corresponds to the level called. For a Level 4 Traveling Circle, the code will appear as TC4.
 - b. **CREATIVE ELEMENT**
 - i. Touch the “CREATIVE ELEMENT” box to open the subscreen. Touch the box labeled “1” when the TS says “Confirmed”. If the creative element is confirmed, the code will appear as Cr1.
 - c. **INTERSECTION**
 - i. Touch the “INTERSECTION” box to open the subscreen. Touch the boxes in the INTERSECT and POINT OF INTERSECTION rows corresponding to what the TS calls. The code for a call of “Intersection level 2, point of intersection level 1” is I2+pi1.
 - d. **MOVES ELEMENT**
 - i. Touch the “MOVES” box to open the subscreen. Touch the boxes in the ELEMENT and FREE SKATING MOVES rows corresponding to what the TS calls. The code for a call of “Move element level 1, fm level Base” is ME1+fmB. Note that in many cases, the TS will call the level of the fm before calling the level of the moves element, for example, “fm level Base, Move element level 1”. The levels can be entered in either order but be sure to enter the correct level in each row.
9. If a fall is called, touch the **Gray “FALL”** button on the bottom of the screen. If “Fall, two skaters” is called, touch the gray FALL button twice. If “Fall, multiple skaters” is called, touch the gray FALL button twice. After hitting the FALL button the correct number of times, touch the FALL TAG on the element during which the fall occurred. An “f” will appear in the small box to the right of the element box. If the element to which the fall should be assigned is not clear to you or you are not certain that the fall occurred within the element, jot a quick note to yourself to remind you to check with the TC after the team has completed its program and enter any necessary Fall Tags at the start of the review process.

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Note that the software driving the data screen may be set up to add a fall tag automatically on the element entry screen that is open when the fall is entered. If the fall did not occur within that element, touch the CLEAR TAG button.

10. If an element deduction is called, touch the ADD button next to the deduction that is called, for example, to the right of d1 if “Ded 1” is called. “+d1” will appear at the end of the element entered, for example, C4+d1.
11. If a review is called, touch the **Blue “REVIEW”** button. You will see an orange “flag” on the right side of the box of any element that is marked for review.
12. Confirm that the entry is correct in the element box. If it is not, quickly press the **Yellow “CLEAR ENTRY”** box on the bottom of the screen and enter the correct element.
13. Touch the **Green “NEXT”** button to advance to the next element box. The pacing of this advancement is very important. Judges must have adequate time to enter the GOE on their terminal before the next box is highlighted. Pushing “NEXT” too soon may result in judges entering the intended GOE on the wrong element. As a rule of thumb, a count of three should provide enough time.
14. Continue this process as elements are called. Note: the subscreen closes when the “NEXT” button is pressed. The DO will need to touch the element type button (e.g. CIRCLES SEL/CREATIVE ELEMENT/INTERSECTION/MOVES) each time to open the appropriate subscreen.
15. When the team has finished its program:
 - a. Touch the **Red “STOP”** button on the top left of the screen, then “YES”.
 - b. State the number of elements and number of reviews. For example: “9 elements, 4 reviews”.
 - c. State the first element to be reviewed and the level called and be prepared to start the video replay if the panel wants to refer to the video. For example: “1st review, Element 2, pivoting block, called level 4”:
 - i. Touch the element box of the first element for review
 - ii. Touch the **blue “VIDEO REPLAY”** button at the bottom right of the screen if the TC, TS, or ATS requests the video or lifts the video review screen.
 - iii. Follow the direction of the TC, TS, or ATS concerning what they want to review.
 1. For slow motion, use the “SLOW” and “SLOW REVERSE” buttons
 2. To quickly go to the portion of an element for review use the “2X PLAY” and “2X REVERSE” buttons
 3. The “PAUSE” button may be used to freeze a frame
 4. “SUPER SLOW” and “S-SLOW REVERSE” are sometimes used
 5. “FAST PLAY” and “FAST REVERSE” are not recommended as they play at a speed that is generally not helpful in reviews.
 6. “REPLAY CLIP” is used to restart the clip from the beginning



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- iv. Touch anywhere on the video review screen to return to the data entry screen.
- v. It is important to listen and anticipate the needs of the TC, TS, and ATS. The review process is more efficient when the DO can quickly manipulate the video clips.
- d. Make edits as directed by the TC
 - i. Make sure the correct element box is highlighted. The appropriate subscreen will automatically open.
 - ii. Touch the **Purple “EDIT”** button
 - iii. For elements with only one level call and entry:
 - 1. For a change in level, touch the button corresponding to the new level in the row with buttons for B, 1, 2, 3, and, in some cases, 4.
 - 2. To change to not confirmed for mixed element or creative element, press **“CLEAR ENTRY”**, then touch only the **“MIXED ELEMENT”** or **“CREATIVE ELEMENT”** box. Any element with no value will have a red flag to the left of the element box.
 - iv. For elements with two level calls and entries (Intersection, Move Element, No Hold Element):
 - 1. For a change in level(s), be sure to touch the button(s) corresponding to the new level(s) in the correct row(s). To change to no point of intersection, press **“CLEAR ENTRY”**, then enter the level of the intersection.
 - v. While making the correction, state the change that is made, then touch the **“VERIFY”** button while saying “verified”. For example: “edited to level 3, verified”.
- e. Touch the element box corresponding to the next element to be reviewed and be prepared to bring up the video clip. Repeat the process until all reviews are done. The TC will lead the review process and the DO no longer speaks.
- f. If an element was not called during the program and is added during the review process, it is entered at the end of the list. Once added, touch the **light blue “ADDED ELEM”** box to alert the judges.
- g. When all reviews are complete, the TC will prompt the DO to read back the elements.
- h. The DO reads the list of elements as they appear on the screen as quickly, succinctly, and clearly as possible. It is important to have a good cadence and clarity so that the TC and ATS can follow along on their written record. The DO may read in codes or in words as per the preference of the TC. It is important to state “No Level” or “Not Confirmed” if there is a red flag on any element, “With Fall” if there is a fall tag on the element, and “Asterisk” if it appears following any element code. An asterisk would indicate a well-balanced program violation, which is rare in synchronized skating.
- i. The DO then touches the **blue “DEDUCTIONS”** button and reports any deductions that appear. If there are none, the DO states “no falls, no deductions”.



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Any change to the total number of falls, can only be made on the “**DEDUCTIONS**” screen once the review process has begun.

- j. If everything is correct, the TC states “elements authorized.” The DO touches the green “**PRESS ONCE ELEMENTS ARE AUTHORIZED**” button and says, “thank you.” **It is important that the DO reviews the elements for any rule violations and brings this to the TC’s attention before the elements are authorized.**
 - k. The DO touches the red “**END REVIEW**” button to return to the Main Screen.
16. The Technical Accountant will advance to the next team after the score computation has been completed and state “accounting is ready for *team name*”.
17. The DO will touch the green “**START SYNCHRONIZED**” button, confirm the team’s name and then repeat the process as outlined above for all subsequent teams. Note: once the “**START SYNCHRONIZED**” button is touched, all video clips from the previous team are erased from the active video buffer. Until you press the green button to move on to the next team, if you want to return to the previous team to review a video clip, touch the yellow “**RESUME**” button on the main screen.

C. After the event is completed

- 1. The Technical Accountant will print the protocol sheets for all teams and results sheets.
- 2. The DO assists the TC in checking the protocols by reading the elements, making mention of any No Level elements, Asterisks, Falls, Fall Tags, and Element and Program Deductions.
- 3. The TC and Event Referee will sign the results sheet.

DED REDUCTIONS

DED 1 - 0.5 points for each violation

DED 2 - 1.0 point for each violation

DED 3 - 1.5 points for each violation

DED 4 - 2.0 points for each violation