

SUPERSERIES FEEDBACK SERVICE

Instructions for Coaches and Skaters

1. Registration

a. Locate the following materials from the Super Series page on the Skating in BC website at www.skatinginbc.com:

- Registration Form
- Assessment Forms. There are 3 different ones: Technical Calls, Technical GOE's and Program Components
- Report Card from the program that you would like assessed

b. Fill out the forms for the assessments you are requesting:

- Registration Form
- Top section of all 3 assessment forms
- List the elements planned (if registering prior to an event) or completed as listed on your report card (if registering after an event) on both the Technical Calls and Technical GOE's assessment forms. Fill out the Marks Achieved column of the Program Component Assessment form with the mark range (ex. 4.25-5.0) as found on your report card.

c. Saving your documents. Please save all files in the following format:

- Registration Form:
Reg/name of skater/competition/date
Example: Reg/JaneDoe/VISI/April2011
- Technical Calls Assessment Form:
TC/name of skater/competition/date
Example: TCA/JaneDoe/VISI/April2011
- Technical GOE Assessment Form:
GOE/name of skater/competition/date
Example: GOE/JaneDoe/VISI/April2011
- Program Component Assessment Form:
PC/name of skater/competition/date
Example: PC/JaneDoe/VISI/April2011
- Report Card:
RC/Name of skater/competition/date
Example: RC/JaneDoe/VISI/April 2011

*** Please **do not** send your assessment forms as PDF documents. The assessors will not be able to fill them out online.*

d. Send your forms (Registration Form, 3 Assessment Forms, and Report Card) along with payment to Courtney at courtney@skatinginbc.com.

2. Registration Deadline

- Skaters may register for feedback service up to 2 weeks following each Super Series Competition.

3. Additional Information

- Examples of completed assessment forms can be found at on the Super Series Page on the Skating in BC Website.
- You can expect to receive the feedback within 3 weeks of your submitting your request and payment.

Please address any technical questions or questions about the feedback service as a whole to Sally Rehorick at sallyr@unbc.ca. Any administrative questions should be directed to Courtney Baerg at courtney@skatinginbc.com in the Section Office.