



# IDO OFFICIAL'S BOOK

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## 1. GENERAL PROVISIONS

1. All Supervisors, Chairpersons of Adjudicators, Team Captains, Adjudicators, Scrutineers, and others, who are representing IDO in any official manner, must have a working knowledge of English, or must have an English-speaking interpreter, at their own expense, with them always while acting in an official capacity on behalf of IDO.
2. The Adjudicators Rules determine the principles and organization for Adjudicators, Chairperson, and Scrutineers, as well as the conditions of and procedures for their qualification.
3. Any rules not covered in this Rules Book may be found in our Statutes and By-Laws.
4. Adjudicators at IDO Events must be qualified to evaluate and judge all disciplines at that event and must be licensed by IDO and/or approved by the IDO Adjudication Director.
5. Membership in an IDO National Member Organization (NMO) is a continuous requirement for obtaining and keeping the IDO Adjudicators or officials license, and for the nomination as Adjudicator or as an IDO official.
6. Any change, that will result in an expulsion of an IDO international adjudication license, must be sent in a written form by the NMO to IDO including the notification to the person involved. Request for expulsion of an IDO international Adjudicator must be sent by the IDO NMO in written form and signed by the responsible authorized person with a reasonable explanation for the expulsion. (*AGM 2017, Implementation 1.9.2017*)
7. An Adjudicator and Adjudication department member must refrain from serving in official capacity if he/she is not able to perform (physically or mentally) his/her duties properly and without limitations.
8. The officials serving at IDO events should be dressed accordingly to the discipline they are serving. They may also follow the organizers instruction regarding dress code for the opening ceremonies, but in that case the Organizer must inform the Adjudicators at least one week before the competition.

## 2. ORGANIZATIONAL STRUCTURE

### 2.1. ADJUDICATION DIRECTOR

1. The Adjudication Director is an IDO Vice President, elected by the IDO AGM.
2. The Adjudication Director is responsible for efficient management of the Adjudication Committee and must present an annual report and possible proposals to the Presidium and AGM.
3. Duties of the IDO Adjudication Committee are as follows:
  - a. To carry out the program and the resolutions of the IDO General Meeting and the IDO Presidium.
  - b. To operate in accordance with IDO Rules and other IDO resolutions.
  - c. To develop the general policy for adjudicating all disciplines at IDO Competitions.
  - d. To formulate and conduct, at least once each calendar year, seminars, and exams, to ensure knowledge of current trends and to improve the level of adjudication in all IDO disciplines.
  - e. To oversee the Examination Sub-Committee and nominate members to that body.
  - f. To oversee the Scrutineering Sub-Committee and nominate members to that body.

- g. To annually compile the Official IDO Roster of Adjudicators including those who are active and non-active.
  - h. To carry out other tasks and duties as assigned by the IDO Presidium.
  - i. To compile the IDO Roster of Chairpersons on an annual basis, and to nominate Chairpersons of IDO competitions.
4. Each year, the Adjudication Director shall be obliged to publish a list of licensed Adjudicators, along with the disciplines in which they are currently qualified to adjudicate. Each listed Adjudicator shall have the right and duty to adjudicate at any competition for which he or she has been appointed. A list of licensed Adjudicators may be found at the IDO web site.

## **2.2. ADJUDICATION COMMITTEE**

- 1. The Adjudication Committee consists of a Chairperson (Adjudication Director), and at least two other IDO International Adjudicators. The IDO Presidium appoints the Adjudication Committee members.
- 2. The Adjudication Committee is responsible for creating proposals to Presidium and AGM through the Adjudication Director. The decisions are done by following the simple majority principle of the appointed committee members.
- 3. The Adjudication Committee must hold an annual meeting. Invitation and agenda must be sent by the Adjudication Director. The Adjudication Committee members and ex-officio members (Examination Sub-Committee Chairperson, Scrutineering Chairperson, Dance Department Directors and Sport Director) must attend the Annual Adjudication Committee meeting.

## **2.3. EXAMINATION SUBCOMMITTEE**

- 1. The Examination Sub-Committee consists of a Chairperson and a minimum of two members appointed by the IDO Adjudication Director and is responsible for formulating and administering all IDO exams.
- 2. The Examination Sub-Committee meeting must hold an annual meeting (before the annual Adjudication Committee meeting). Invitation and agenda must be sent by the Sub-Committee Chairperson.
- 3. All proposals of the Examination Sub-Committee Meetings must be voted on by the Adjudication Committee and approved by the Adjudication Director.

## **2.4. SCRUTINEERING SUBCOMMITTEE**

- 1. The Scrutineering Sub-committee is a division of the Adjudicating Committee and is comprised of delegates appointed by the IDO Adjudication Director.
- 2. The Scrutineering Sub-Committee has a minimum of three members, one of them being the Chairperson.

## **3. ADJUDICATOR EXAMS**

The Adjudication Director is responsible for publishing the yearly calendar of all examination seminars and exams on the website, till 15<sup>th</sup> January.

The invitation for the seminar must contain information about date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments and contact person.

### **3.1. QUALIFICATION AND CONDITIONS FOR TAKING EXAMINATIONS**

1. All candidates who wish to take the international IDO adjudicators' exam must be approved and enrolled in the seminar by the IDO National Member Organization (full or probationary members).
2. Applications must be sent together with the candidate's CV to the Adjudication Director by the set deadline.
3. Candidates for IDO officials' license (Adjudicator, Scrutineer) must be at least 18 years old during the year when the application is sent to the IDO.
4. National organizations employing a hierarchical system of classifying Adjudicators can only send candidates who have held the highest national license and judging experience in national competitions for a period of two (2) years. All candidates need to send a list of their experience in judging on the national level for the last 2 years before applying for the IDO International adjudication exam. The document needs to be ratified by the NMO.
5. IDO NMO must ensure that they only send candidates who have attended a national Adjudicators' seminar in their own country.
6. Actively competing dancers may also be examined, but if they are successful, they cannot adjudicate at IDO Competitions until they have declared, in writing, that they have ceased competing.
7. All new IDO Adjudicators are required to have a working knowledge of the English language.
8. New candidates who wish to be examined are required to pay the NMO the fees as defined in the IDO Financial Book. The examination fee includes the use of the following: use of the online educational system, use of the online probationary testing, use of all online study materials, and the forms required for the execution of the exam. After a candidate passes the examination, he/she must pay the IDO fee for the adjudicators' license.
9. After approval of the candidate's application, the Adjudication Director will send a username and password to the candidate for the IDO Online Academy system. The IDO Online Academy system contains all necessary forms, lectures, and study materials for passing the General Theoretical Exam.
10. Each IDO NMO must ensure that the IDO guidelines and standards for education and examination of the national adjudicators is implemented, so that they can be accepted for taking an international exam. If not, the IDO Adjudication Director will appoint a lecturer and/or examiner to the IDO NMO or advise them to join educational and examination processes in another IDO NMO.

### **3.2. ADJUDICATION EXAMINATION SEMINAR STRUCTURE AND PROCEDURES**

1. Candidates may be examined by way of the two methods listed below:
  - a. By taking part in an Official International IDO Adjudicator's Examination Seminar, hosted by the IDO.
  - b. By taking part in an International IDO Adjudicator's Examination Seminar, hosted by the IDO NMO.
2. All countries who would like to conduct an official International Adjudicators' Examination Seminar must make official application through the Adjudication Director not later than three (3) months prior to seminar and examination.
3. The seminar is conducted prior to the exam.
4. The seminar is designed to familiarize the candidate with the contents of the Rules Book. The required knowledge of the Rules Book is necessary to successfully pass the General Theoretical Exam.
5. Official IDO Adjudicator's Examination Seminar consists of the following:

- a. The first section of the examination seminar will be devoted to a review of all materials that will be covered in the written examination. During this time, the Lecturer conducting the seminar will also answer any questions presented by the candidates (180-240 minutes).
  - b. A time lasting 90 minutes will be allotted for the taking of the written portion of the General Theoretical Exam.
  - c. The Seminar Examiner will evaluate each candidate's given answers.
6. The exam consists of three parts:
- a. General Theoretical Exam (part I and part II)
  - b. Supplementary Exam(s)
  - c. Mock Exam
7. Exams must be taken in written form using the English language.
8. Supplementary Exams are based on the candidate's knowledge of each dance discipline in which they wish to be qualified in. Once a candidate has passed each Supplementary Exam they wish to be licensed in, they must do their "mock" judging in the same disciplines to be qualified AND adjudicate in those disciplines.
9. The exam is conducted by the Examination Seminar Committee. A Member of the Examination Committee, for each exam, is appointed by the Adjudication Director. The Examination committee has three members:
- Lecturer, a person who is responsible for giving the lecture.
  - Examiner, a person who is responsible for giving the exam.
  - Proctor, a person who is responsible for the administrative part of the seminar and exam and who can be used as a helper for the examination.

By assessment of the Adjudication Director, (following the number of candidates and distance of seminar), the Examination Seminar Committee can be shortened so that one person can do more jobs.

10. Criteria for Lecturers and Examiners, at IDO Adjudicators Examination Seminars:
- a. Must hold an IDO Chairperson License.
  - b. Must actively serve as a chairperson at IDO Championships/Cups for the last 5 years.
  - c. Must have proven experience in conducting similar seminars both on a national and international level, and similar educational activities.
  - d. Experience as a proctor on an international level (in which the candidate has done it a minimum of three times as a part of the IDO Examination committee).

The list of approved lecturers and examiners is updated, in the beginning of each calendar year, by the Adjudication Director.

11. To pass the General Theoretical Exam a candidate must have 100% correct answers to the given questions for the Part 1, and at least 75% of the given questions must be answered correctly for Part 1 and Part 2 collectively.
12. The questions for a portion of the General Theoretical examination have been drawn from the following material:
- The IDO Dance Sport Rules and Regulations.
  - The IDO Adjudicators' Book
  - Ethics, Conduct, and Rules for IDO Adjudicators and Competitors.
  - The paper entitled: "Important Psychological Issues in Relation to Evaluation and Estimation in Dance" by Matej Tusak, Ph.D., full professor for Sport Psychology, Ljubljana, Slovenia.
13. At least 75% of the given questions, answered correctly, is required to pass the Supplementary Exams. Supplementary Exams will not be covered by the seminar as it is the responsibility of the IDO NMO to administer the exams and to select the specialists for each discipline.
14. Candidates may take the following supplementary exams to be licensed to adjudicate the following disciplines:
- a. COUPLE DANCES

- Argentine Tango
- Caribbean Dances, Caribbean, and Latino Show
- Swing Dances
- Synchro Dance
- b. PERFORMING ARTS
  - Belly/Oriental Dance
  - Acrobatic Dance
  - Show Dance
  - Tap Dance
  - Ballet
  - Modern and Contemporary Dance
  - Jazz Dance
  - Folk/Character/Ethnic
- c. STREET DANCE
  - Break Dance
  - Hip-Hop, Hip-Hop Battle, and Electric Boogie
  - Disco Dance, Disco Dance Freestyle, and Disco Dance Show

*NOTE: Street Dance Show License can be obtained if a candidate passes Hip-Hop, Hip-Hop Battle, Electric Boogie, Disco Dance, Disco Dance Freestyle, and/or a Disco Dance Show Exam.*

15. Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates, including the examination papers, to the Adjudication Director.
16. The practical (non-voting or “mock” judging) portion of the examination will be conducted during a World or Continental Championship, and having each candidate provide an oral explanation of his/her decisions.
17. All candidates must perform the practical (non-voting or “mock” judging) portion of the examination at an IDO World or Continental Championship, and each candidate must provide a verbal explanation of his/her decisions to the Chairperson.
18. Each candidate must be enrolled for mock judging one month before the Championship. The enrollment, together with the filled mock adjudicators’ form, must be done by the candidate and sent to the Adjudication Director and Chairperson of the Championship.
19. A Mock form, filed by the Chairperson of the Championship, must be sent to the Adjudication Director together with the adjudicators’ sheets and an evaluation by the Chairperson. The final approval to MOCK Adjudicate, at any given event, must be approved by the Adjudication Director.
20. The Adjudication Director will publish the name of new adjudicator on the website, send the notice to the IDO NMO regarding the examination results and issue a certificate, in pdf format by e-mail, to each candidate who successfully passes the theoretical and practical portion of the IDO Adjudicator’s Examination.

### **3.2.1 CHANGING STATUS FROM DANCER TO ADJUDICATOR OR FROM ADJUDICATOR TO DANCER**

1. If a competitor changes status and becomes an Adjudicator, and then desires to change back to Competitor status, he/she she must submit a written request to the Adjudication Director.
2. The Adjudication Director will forward the request (with the proposal to accept it or not) to the IDO Presidium, which will render a final decision. If the request is approved, the decision is final.
3. The change of status from Adjudicator to Competitor can only happen once.



4. Before one can return to be an Adjudicator, and if there is no more than three years since the last refresher seminar, he/she must take a refresher, adjudicating seminar at the examination adjudicators' seminar (without taking and exam).

#### 4. DISCIPLINARY ACTIONS

1. The Adjudication Committee and the Presidium are constantly on the alert to see that favoritism of any sort does not occur.
2. If strong evidence is found that favoritism of any sort is being shown, the matter will be referred to the Disciplinary Committee for investigation. If the complaint of favoritism is found valid, it could mean immediate revocation of the offender's IDO adjudication license.
3. In addition, an Adjudicator may lose his/her license for one (1) year for the following reasons:
  - a. If, after being appointed to adjudicate a competition, he/she fails to notify the Organizer that he/she will be unable to adjudicate the Event.
  - b. Failing to appear at an Event without just cause, after being appointed to adjudicate a competition.
  - c. If he/she behaves unethically, unprofessionally, or in any manner not conducive to an IDO Official or Competition.
  - d. In any case where the IDO Disciplinary Committee determines that there is a valid complaint, or rule infraction, or any other matter brought before it for consideration that does not apply to the 3 reasons above, an Adjudicator may be reprimanded. This reprimand may include, but is not limited to, suspension and expulsion of their IDO license, including all privileges.
4. If a listed Adjudicator cannot be expected to perform adjudication duties for personal reasons, or if a reason for suspension of the license exists, such Adjudicator may be deleted from the list of IDO Adjudicators with immediate effect. Once a person has been deleted from this list, he/she will no longer be nominated to adjudicate or officiate at any IDO Competition or IDO event.
5. The IDO Disciplinary Committee is a self-Governing body and works autonomously from the IDO Presidium. When it deems merited or justified, the IDO Disciplinary Committee may issue, in writing, a lifetime suspension of an Adjudicator's IDO license or any other decision as it deems appropriate and just.
6. Appeals regarding disciplinary rulings shall be made through the IDO Appeals Committee within the allotted timeframe.

#### 5. CATEGORIES OF ADJUDICATORS

1. The following divisions will be used to classify IDO Adjudicators:
  - a. *National* – According to the rules set by the IDO NMO
  - b. *International* – A person who successfully passed their examination and has had no disciplinary action brought against him.
2. Adjudicators Serving at Competitions:
  - a. *Official*- Appointed by the Adjudication Director in accordance with the rules for selecting Adjudicators. Official Adjudicators are reimbursed for travel costs and are entitled to receive a per diem honorarium, accommodations, and meals.
  - b. *Voluntary*- Any IDO licensed Adjudicator, nominated by their NMO, who is willing to give their services to the IDO, free of charges, with no remuneration, and accepted by the Organizer and the Adjudication Director.
  - c. *VIP / Honorary*- may be allowed to Adjudicator on a one-time basis without holding a license. Criteria for VIP adjudicators see below.

- d. *Voting Chairperson/ Voting Supervisor*- When needed Chairperson or/and Supervisor may be used as Adjudicator(s).
3. Criteria for VIP Adjudicators

Candidates must have CELEBRITY STATUS in their home country and abroad to be considered "VIP JUDGES".

CELEBRITY STATUS IS DEFINED AS FOLLOWS:

- Any person who has made a significant contribution to the art form they represent, including all Performing Arts, Street, and Couple dances.
- Any person whose reputation goes beyond their national border lines.
- Any person whose name is associated with performing on TV, stage, screen, or on tour in any of the dance disciplines represented by IDO
- Any person who is known internationally for the art form they represent.

VIP ADJUDICATORS CAN BE:

- Choreographers who have worked on a professional level on TV, Broadway, Stage and Screen, and who are members of the Stage Directors and Choreographers Society, as defined in Wikipedia.
- Professional dancers who have performed, or who are performing on TV, Broadway, Live Stage or Screen, and are represented by a dance agent or union, such as Equity, SAG, or similar organization.
- Master Teachers who have taught on an International level, not only in their own school, club, neighboring cities, or countries
- Former World Champions who have gone on to higher levels described above, in the art they represent.
- Dance Experts who will raise the image of the IDO dance competition by their person, knowledge, and/or celebrity status.

VIP ADJUDICATORS WILL BE EXPECTED TO DO THE FOLLOWING:

- Fill in the official VIP Application Form and return it to the IDO Adjudication Director.
- Send a recent Head Shot along with their application.
- Understand that they will be required to take the Official Adjudicators', refresher seminar which will be given prior to the event start.
- Provide all links to their professional and personal web sites, such as home pages, blogs, social media, and other.
- Submit to drug testing, as prescribed by IDO.

VIP ADJUDICATORS UNDERSTANDING:

- All information provided on the official application will be subject to verification by checking information with your national federation, all search engines such as Google, Yahoo, and other social media, including Facebook, Twitter, etc. False information may result in a hearing before the IDO Disciplinary Committee.
- If VIP or Celebrity status is given by the IDO, the candidate understands that this right is granted for one competition only and if they would like to obtain an official IDO license they must take an official seminar and a written test.

## 5.1. CHECKING CREDENTIALS

***- A new system of checking the credentials of the Adjudicators serving at the IDO competitions:***

1. Additional education for the Adjudicators.

2. A more active Chairperson at the competition will be required.
3. Checking credentials for IDO Events – a working group to uphold the standards will be created and will consist of the Adjudication Director (*or his/her agent*), the Chairperson of Adjudicators, and the Committee Chairperson.
4. Additional examinations will be provided for the specific discipline.

## **6. CODE OF CONDUCT, ETHICS, RIGHTS, AND DUTIES OF ADJUDICATORS AND CHAIRPERSONS**

Adjudicators have the right to adjudicate without interference, hindrance, or harassment of any kind.

### **6.1. DUTIES OF ADJUDICATORS**

1. To present their license book to the IDO Chairperson.
2. To adjudicate dance competitions in accordance with the Official IDO Rules, and to strive to elevate the continued growth and development of dance.
3. After accepting a judging position, an Adjudicator must notify the IDO Adjudication Director, Organizer and Chairperson, upon finding that he or she will be unable to fulfill this obligation.
4. To be fully aware of all judging procedures, rules, regulations, and IDO judging systems.
5. Attending the Adjudicators' meeting and Educational (refresher) seminar is required. Adjudicators absent at the Adjudicators' meeting prior to an event, without just cause, cannot serve at the Championship. This decision is made by the Chairperson of adjudicators.
6. The Structure of the Adjudicators' Meeting and Educational Seminar is as follows:
  - a. Adjudicators' meetings are held before the start of the event. Focus is on specific discipline rules, pertinent judging criteria and procedures, practical venue information, timing and event schedules, shuttles/transfers, etc. The meeting will be conducted by the Chairperson of Adjudicators.
  - b. Educational Seminars are free of charge, at the end of the event, and are considered to be "refresher seminars".
  - c. The educational seminar is designed in two (2) parts:
    - i. New IDO Rules and Procedures – the best things from the last year and discussion about various subjects (*IDO lecturer is appointed by the IDO Adjudication Director*).
    - ii. Various topics from the prior championship including judging technique and criteria (*the IDO lecturer is appointed by the IDO Adjudication Director*).
7. Refer all problems encountered while judging to the Chairperson of Adjudicators or the Chairperson's designated representative(s).
8. All Adjudicators must always either speak English or have an English-speaking interpreter with them while judging.
9. To decline judging nominations if he/she is not qualified to judge the dance disciplines offered at the IDO Event in question.
10. An Adjudicator must excuse himself/herself from the adjudicating panel on any occasion when a member of his/her immediate family or household will be dancing in the competition. Immediate Family is defined as first cousin and above.
11. Adjudicators who judge a category in a discipline in an IDO Performing Arts Championship, are not allowed to judge that same discipline and category in the same year at another championship event, unless authorized to do so by the Adjudication Director. Adjudicators (Official and Voluntary) who judge a category in a discipline in

the same age division using own music in any IDO Continental and/or World Championships, is not allowed to judge the same category and discipline in the same calendar year at another championship event, unless authorized to do so by the Adjudication Director.

12. The same Adjudicator will not be allowed to judge the same discipline and title two years in a row, unless authorized to do so by the Adjudication Director. The same Adjudicator will not be allowed to judge the same category of the discipline in the same age division and title 2 years in a row, unless authorized to do so by the Adjudication Director and by written request of the Chairperson.
13. Official Adjudicators must be able to judge 100% of an IDO event. Two or more Adjudicators may share the duties of an official Adjudicators seat but must be able to collectively judge 100% of the competition. In case they cannot judge 100% of the time, they will lose their status as an official Adjudicator's seat. In case of long competitions two or more Adjudicators meetings will be scheduled, one at the beginning and one to accommodate the last half of the competition.
14. No Adjudicators serving at the competition can be present at any IDO Dance Committee meetings and Teachers Forums if they are held before or during the competition/event. In case the meetings are held at the end of the competition the rule is not applicable. The rule does not apply to Dance Committee Chairpersons running the meetings.
15. After being named and accepted as a Voluntary Adjudicator, if that Adjudicator does not show up at a competition without reason or just cause, they will lose their license (this is the same as an Official Adjudicator). When a Voluntary Adjudicator makes their application, they must state what dates and categories they are able or not able to adjudicate. Voluntary Adjudicators are accepted on a first come first serve basis.
16. When an Official IDO Adjudicator does not meet the requirement of taking an IDO seminar every three years, and it is maximum period of two years of expiration date of Adjudicators' license, he/she may take an international refresher seminar, which will be sanctioned by their National Federation, in their own country, providing the IDO Adjudication Director approves the format of the seminar. In the case the National Federation does not hold an international seminar, the Adjudicator must then attend the IDO Adjudicator's refresher or examination seminar. The schedule of IDO refresher seminars will be published in the beginning of the calendar year. If an Adjudicator's License has expired for more than two years, he/she must take General Theoretical Exam and Examination Seminar again.

## **6.2. CONDUCT WHILE JUDGING**

Adjudicators Must:

1. Make decisions in a fair and impartial manner based on the competitors' merit, with no national or other interest, or favoritism being shown.
2. Always conduct themselves in a professional and ethical manner before, during, and after the Event, and must never make derogatory statements against fellow Adjudicators, the Organizer, coaches, trainers, competitors, or others.
3. Be aware that disrespectful remarks or gestures toward anyone while actively serving as an Adjudicator will result in immediate withdrawal from the adjudication panel.
4. Not confer with anyone regarding their score, and always sit apart from each other and the spectators. However, Adjudicators may sit with their own personal interpreter.
5. Not discuss their marks, marking system, or opinions before, during, or after the Event. They may only let their personal opinions known after they have left the competition or at IDO seminars and meetings.
6. Always dress in a professional manner when serving in an official capacity.
7. Not consume any alcoholic beverages or restricted drugs while serving on the judging panel, or while visible to the public during the Event.
8. Not signal competitors in any manner during their performances.

9. Not contact competitors, trainers, coaches, or others via electronic devices while actively serving as an adjudicator.
10. Turn off mobile or cellular phones while judging or while sitting at the Adjudicators' table. Earphone attachments may not be worn while actively adjudicating and mobile/cellular phones on an Adjudicator's person must be concealed from view.
11. Not videotape, audiotape, or photograph any competitive performances.

Under no circumstance is it acceptable to be intoxicated while serving on a judging panel. All offenders will be immediately removed from the judging panel. A report of the incident will be immediately forwarded to the Disciplinary & Ethics Committee for investigation.

Always refrain from smoking or chewing gum, etc., when visible to the public, and always act in a manner representative of an IDO official.

Adjudicators will not judge any dancers from their own club or school, or from the club or school in which they teach on a regular basis. Adjudicators are not permitted to judge any dancers they have choreographed for or personally taught, trained, or coached within six (6) months of the competition. Adjudicators so involved must ask to be removed from the judging panels concerned by informing the Chairperson of Adjudicators at least 30 days prior to the Judges Meeting. In case the Chairperson cannot find a required substitute for this Adjudicator, then the IDO NMO has the responsibility to send another Adjudicator on their own costs. This does not apply to Adjudicators who teach master classes on occasion, or to the dancers who participate in such classes. Furthermore, this rule only applies to disciplines and categories where the competitors' own music is used in the first round.

## **7. JUDGING PROCEDURES**

1. All judging forms must be marked clearly in ink.
2. All corrections will be scratched out, with the Adjudicators intentions clearly marked and signed.
3. All corrections must be ratified with the Adjudicator's initials in the proper place on the form.
4. Adjudicators should always double-check the required number of crosses (X's) before handing in their scoring sheets.
5. In case of open marking in the final round, two sets of judging sheets must be filled out, one for the Scrutineer and one for use by the Adjudicator as a guide for holding up the correct placement. Only one sheet will be given if there is no open marking.
6. During groups, formations, and productions the Adjudicators should view at least one round from the floor level and one round from the upper level. When there is only a final (round) they should evaluate from the upper level. All Adjudicators must have a direct line of vision to their satisfaction. The Supervisor, Chairperson, and Organizer will see to it that the Adjudicators are satisfied with where they are viewing. When judging any of the Performing Arts disciplines, Adjudicators have the freedom of choice to view Groups either from the dance floor level or from the upper stands as he/she sees fit.
7. When asked to judge on the floor or stage (organizer's music), each Adjudicator must circulate the entire dance area and not congregate in one specific place, always passing behind other Adjudicators to avoid obscuring anyone's vision.

## **8. SELECTION OF OFFICIAL ADJUDICATORS**

## 8.1. GENERAL PROVISIONS

1. No country can have more than one representative on the same judging panel.
2. Each Adjudicator at all IDO Events shall be assigned an alphabetical letter or number code.
3. To avoid overtaxing the Adjudicators, each country providing Adjudicators should consider sending at least two (2) Adjudicators to each event. Only the official Adjudicator will be paid per diem, travel, hotel, and meals. All voluntary Adjudicators will only receive meals on the day that they judge.
4. Reimbursement and compensation of all IDO officials may be found in the IDO Dance Sport Rules and Regulations (Book Financial Rules and Regulations).

## 8.2. COUNTRIES' RANKING LIST

*(How a country's eligibility in choosing adjudicators for IDO Events is determined.)*

Administered by the Adjudication Committee, the Ranking List is a rolling record listing the participants and results of the last three (3) competitions (World Championships and Cups). Results for each discipline are recorded separately. Points are awarded to each country based on these results. A country's total number of accumulated points determines that country's position on the ranking list. Points are awarded as follows:

1. POINTS FOR PARTICIPATION
  - 1 point for every competitor taking part in the competition, solos, duos, and trios
  - 2 points for every group/team/crew taking part in the competition
  - 3 points for every formation taking part in the competition
2. POINTS FOR RESULTS
  - 1 point for every entry placed in the quarter-final (on IDO championship where there is 1/8 final or minimum 40 dancers in a first round)
  - 1 point for every entry placed in the semi-final.
  - 1 additional point for every entry also placed in the final.
  - 1 additional point for the entry placed 5<sup>th</sup> in the final.
  - 2 additional points for the entry placed 4<sup>th</sup> in the final.
  - 3 additional points for the entry placed 3<sup>rd</sup> in the final.
  - 4 additional points for the entry placed 2<sup>nd</sup> in the final.
  - 5 additional points for the entry placed 1<sup>st</sup> in the final.
  - In case there is only a final round there are no points for taking part in the competition and only points according to placement will be counted (1<sup>st</sup> place 6 points, 2<sup>nd</sup> place 5 points, 3<sup>rd</sup> place 4 points, 4<sup>th</sup> place 3 points, 5<sup>th</sup> place 2 points, 6<sup>th</sup> place 1 point).
  - If there is only one country competing in one discipline only points for participation will be counted.

In descending order, the countries placed highest on the ranking list in each respective discipline shall receive invitations to nominate Adjudicators as needed. When more than one discipline will be offered at the competition in question, all disciplines will be considered. In such cases, the placements in the joint ranking list will be found by using the skating system in the same way as is done in a normal competition. The "majority" of points will be found according to how many disciplines are involved for a given competition.

In special occasions, when IDO is developing new areas, the Presidium has the right to choose the Adjudicators and officials without using the ranking list system.

### 8.3. INVITATIONS FOR NOMINATION OF ADJUDICATORS

1. The Adjudication Director will appoint the member countries responsible for the specific dance department to send an official, qualified Adjudicator and to display the appointed countries for official Adjudicator's seats on the IDO website not later than January 15<sup>th</sup> of each calendar year. The Adjudication Director will follow up with the selected member countries to ensure that each of them provides a named qualified Adjudicator not later than February 15<sup>th</sup> for the competitions in the first part of the year (until July) and not later than June 1<sup>st</sup> for the competitions in the second part of the year (August-December).
2. If the selected member fails to provide a named Adjudicator within the allotted time span, the Adjudication Director has the following rights:
  - To approach Adjudicators directly within that country who are on the current list of IDO Adjudicators, to ensure that there will be an Adjudicator appointed from that country; or
  - To appoint another member country to nominate a qualified Adjudicator.
3. IDO members must send the names of their Voluntary Adjudicators 2 months before the IDO event. If needed, the Chairperson and Organizer in cooperation with the Adjudication Director may appoint additional Voluntary Adjudicators.
4. All official judging countries must send the names of their nominated Adjudicators to the Adjudication Director for verification and Adjudicators must be enrolled through IDO DIES/member area. Licenses and credentials will be checked and upon acceptance will be sent to the Organizer and Chairperson of Adjudicators of the competition.

### 8.4. REQUIRED NUMBER OF ADJUDICATORS

1. All judging panels must consist of an uneven number of Adjudicators.
2. The replacement of Adjudicators must be made by the enrollment closing date, even if the deadline has been postponed.
3. Number of adjudicators in the panel:

TYPE OF THE EVENT	ADJUDICATORS IN THE PANEL
International Competitions	5 or 7
Continental Cups	5 or 7
Continental Championships	7, 9, or 11
World Cups	5 or 7
World Championships	7, 9, 11, or 13
Hip Hop, Breaking Battle	3

4. In the event of proven force majeure, serious illness, or the death of an immediate family member, a suitable replacement must be found. The panel must be reduced by two (2) if a suitable replacement is not found. However, a panel may never be lower than three (3). These procedures are used for emergency purposes only.
5. In special disciplines (*Break Dance/Breaking, Flamenco*) it is recommended that the Adjudication Director will name three Adjudicators as official. For those Organizers who want more Adjudicators it is possible to use the Chairperson and Supervisor.
6. In Ballet, each country with a nominated official Adjudicator can bring a Ballet specialist at their own expense to adjudicate Ballet World Championships. The CV of the Ballet specialist must be submitted six (6) weeks prior to the World Ballet Championships for review by the Adjudication Director. It is up to each country to make sure their Ballet specialist is aware of the IDO rules.

7. The Adjudication Director appoints the countries for official Adjudicators' seats following the Adjudication Rules, in January each year. Additional one or two seats could be added immediately to Adjudicators' panels, in the case of large events. If that number of Adjudicators is not satisfactory, in case two or more floors are needed, the Adjudication Director has the right to appoint additional judging countries as needed but not to exceed two additional nations. When additional Adjudicators are needed the Organizer and IDO will each pay 50% of the additional Adjudicator's expenses and fees.
8. At IDO World Championships the number of appointed countries with the official seats is eight (8). At IDO Continental and World Championships when two floors are used the number of appointed countries with the official seats is ten (10). When 3 floors are used, then the number of countries will be decided by the Adjudication Director. (*AGM 2018, Implementation 01.01.2019*)
9. Under no condition are Adjudicators allowed to leave a panel after they have evaluated the 1<sup>st</sup> round unless a proven force majeure or serious illness occurs. This must be approved by the Chairperson of Adjudicators.
10. In Replacing an Adjudicator who evaluated the 1<sup>st</sup>, 2<sup>nd</sup>, or any other round where he/she cannot continue, The Chairperson of Adjudicators will select replacements and if necessary, may do the job him/herself. However, once an Adjudicator is replaced the new Adjudicator must remain in that position throughout the rest of the event. The Chairperson should be careful that only one country may be represented in a judging panel.

#### **8.5. ASSIGNING OFFICIAL ADJUDICATOR SEATS IN IDO CHAMPIONSHIPS**

1. No country may have more than one Adjudicator position.
2. The seats are assigned in the following manner:
  - One (1) seat goes to the organizing country
  - Two (2) seats are given to the countries with the highest-ranking in the Ranking List
  - Two (2) seats are given to the countries with the highest-ranking points in the previous championship
  - Other seats are given to countries selected by draw
3. If the two best ranking countries in the last three (3) championships are the same countries as the best ranking two (2) in the previous year's championship, the Adjudicator seats are handed down to the next best ranking countries in the last three championships. The organizing country is excluded from the ranking- based allocation of seats, as it is already granted one seat.
4. All the countries that took part in the previous championship participate in the draw. The organizing country and the four (4) countries that have already obtained an Adjudicator seat based on ranking points are excluded from the draw.

### **9. THE JUDGING SYSTEMS AND PROCEDURES OF THE IDO**

The IDO judging systems are as follows:

1. X'ing System
2. 2-D (Production) System
3. 3-D System
4. 4-D System
5. Battle System
6. Placement System



## **X'ing System**

The Adjudicators are required to give a X (cross) to each start number to be returned to the next round; used in the competitions where the Organizer's music (compulsory music) is being used in the first round.

## **2-D (Production) System**

The Adjudicators give a numerical score to two dimensions, to each start number (10 points is minimum, 100 points is maximum from one Adjudicator in two dimensions).

Every Adjudicator must distribute the points as follows:

1. 1st dimension- Technique, Musicality and Dance Ability (5-50 points)
2. 2<sup>nd</sup> dimension- Interpretation, Presentation, Costume, and Entertainment (5-50 pts.)

Criteria for performance are as follows:

1. 5-10 bad - out of category (not a Production)
2. 11-20 not bad - needs more work
3. 21-30 average – needs more creativity, we have seen it before
4. 31-40 very good
5. 41-45 excellent
6. 46-50 outstanding
  - a. Production will be evaluated by 7 Adjudicators minimum.
  - b. In case we have 7 or more Productions enrolled, the total number of points given by Adjudicators will be counted to select the 3 best Productions, which will be qualified for the next round. The highest and the lowest score in each dimension will be dropped from the total score. If we have 7 Adjudicators in the panel, the highest point total for performance will be 500 points, as the High and Low scores are dropped.
  - c. All those who are not qualified into the final round, will receive a diploma. Placements for the non-qualified dancers will be determined by the points.
  - d. Three Productions with the highest number of points will perform in the final round. Adjudicators use the points to come to a placement and placement system (1st, 2nd and 3rd place) to distribute the places 1-3. The Skating system will be used by Scrutineers for the final placement.
  - e. In the case of 6 or less enrollments, a final round is not necessary, and should be evaluated using the placement system (1st through 6th place). Adjudicators use points according 2 dimensions which are explained above (#2).
  - f. In case of a tie for the 1st place in Productions, the Production with the highest score total becomes the title winner. In case the total is the same a paper re-dance is necessary.

## **3-D System**

The Adjudicators give a numerical score to three dimensions, to each start number and X (cross) the start numbers who have the highest score. Each dimension has a score ranging from a low of 1 point to a high of 10 points. This would give a minimum score of just 3 points per Adjudicator but would allow for a maximum of 30 points per Adjudicator total.

At the end of each preliminary or semifinal round, each Adjudicator must count the total points awarded to each competitor and then give the prescribed number of X's (crosses) to

the competitors with the highest points (total TCI). Each Adjudicator uses this system independently of all other Adjudicators.

The Adjudicators are required to use the 3-D system for all disciplines, categories, styles, and age divisions in which the competitors supply their own music, except for disciplines listed in 4-D.

#### 4-D System

The Adjudicators give a numerical score to the four dimensions, to each start number, and X (cross) the start numbers who have the highest score. In Show Dance, Criteria, Technique, and Show, Adjudicators may give from a minimum of 1 point to a maximum of 20 points. This would give a minimum score of just 4 points per Adjudicator but would allow for a maximum of 40 points per Adjudicator total and 60 points total in Show Dance.

At the end of each preliminary or semifinal round, each Adjudicator must count the total points awarded to each competitor and then give the prescribed number of X's (crosses) to the competitors with the highest points (total TCIS). Each Adjudicator uses this system independently of the other Adjudicators.

The 4-D system is only used in all show disciplines including Show Dance, Street Dance Show, Disco Show, Latin Show, Caribbean Show, and Belly Dance finals.

#### Battle Qualification System

Adjudicators evaluate with points 1-10 and give A, B, C, D letters, in addition to X's (crosses). In the first round, the Adjudicators evaluate each dancer with the points from 1 to 10.

Criteria for the points are as follows:

<i>number of points</i>	<i>description of the mark</i>
1	bad- none of the elements are performed in the correct way, out of music
2	bad- one or two elements are performed correct but out of music
3	not bad- dancer is performing weak, choreography is poor
4	not bad- dancer is performing various elements or style
5	satisfactory- dancer is performing various elements or style, but there is no fluidity, or is repeating the same element two or more time
6	good- dancer is performing various elements and style, there is not enough power, or the image is poor
7	very good- dancer is performing the elements and style correctly, but with the small mistakes
8	very good- dancer is performing the elements and style correctly, but losing the power
9	excellent- dancer is using different styles and performing various elements on a very high level
10	outstanding- dancer is using different styles, performing various elements, and bringing a personal note into the performance

Following the given points, as defined above, the Adjudicators will give A, B, C, and D letters and X's (crosses) for those dancers they want to see in the next round.

The Scrutineers count each given letter with the points. The points are given in the following manner: A- 4 points, B- 3 points, C- 2 points, and D- 1 point. The cross is counted as 0.5 point. The dancers are sorted out for the next round (spider) by the total amount of points that comes from the given letters and X's (crosses).

In the case of a tie, the Scrutineer will use the following rule for the start numbers in the tie: first, the number of letters will be counted (C and D for one start number is better than B) and if the tie cannot be broken the given points from all Adjudicators (1-10) will be used to select the dancers for the next round. If it is not possible to select the start numbers for the next round after procedure explained in 1 and 2, then the actual re-dance will be organized by giving the points from 1-10 and letters that are needed for the next round.

### Placement System

1. The Adjudicator places each start number in the order in which they would like them to be awarded in the final round. Each placement can only be given once (no ties). In each IDO final, excluding Street Dances and Couples Dances with organizer's music, the Adjudicator must evaluate following the 2D, 3D, or 4D system and finally to list the ranking/placement from the highest to the lowest scores.
2. Using the Official Judging Form, the Scrutineer, following the decision of the Chairperson of Adjudicators, will inform the Adjudicators how many competitors are to be called back for the next round. The number of crosses (X) is equal to the number of competitors that must be returned for the next round. The Adjudicators must follow this ruling exactly and without exception.
3. When necessary, in the Performing Arts disciplines and other disciplines using own music from the 1st round, to avoid a performing an "actual" re-dance, the Chairperson of Adjudicators will poll all the Adjudicators as to who should fill the vacancy for the next round, by using a paper re-dance (the Adjudicators will refer to their notes to decide who will be returned to the next round).
4. In case of a tie for the first place, the tying competitors must re-dance their routines so that a winner may be determined (only competitors who tie for the 1st place).

### **9.1. OPEN MARKING**

It is the Organizers prerogative whether to use the open marking system or not. It is always recommended and encouraged that in the Children's division, that no open marking takes place. However, if in the best interest of keeping within a normal time frame, the Supervisor and Chairperson of Adjudicators may suggest that no open marking be done. Open marking in the finals may only be used when it is requested by the Organizer and/or Chairperson no later than 2 months before the competition.

### **9.2. THE DIMENSIONS OF JUDGING USING 3D OR 4D SYSTEM**

Each area or 'dimension' of a dance performance contains similar components, all of which are evaluated at the same time during each performance. These dimensions have been given the following designations:

1. T (Technique)
2. C (Composition)
3. I (Image)
4. S (Show Value)

Although each of the evaluations have specific criteria in each of our IDO disciplines, the following "Generic" criteria should be evident in all dance forms.

#### **Technique**

Evaluation in Technique Dimension covers evaluation of the accurate performance of the fundamental techniques for the discipline and style being evaluated; displaying the authentic style or nature of the dance being performed; the difficulty level of the figures used in the performance; accuracy in usage of basic and advanced rhythms; floor craft and (where

applicable) connections with fellow performers; and synchronization with the music and (where applicable) fellow performers.

The dancers' ability in performing these aspects is of great importance, and competitors are advised to choose movements, rhythms, and dances that they are well suited to perform at competitive levels.

Although each individual dance discipline has its own unique technique that stays within the technique developed for that dance form there are certain techniques that remain constant for all dance disciplines.

- Balance – (In Modern Dance, off-balance work is acceptable)
- Control
- Stretch
- Fluidity of movement
- Agility (ability to move quickly)
- Musical timing and the ability to stay within the phrasing of the music (In Tap Dance, off beat sounds are acceptable)
- Athleticism
- Strength
- Power
- Energy

### **Composition/Choreography**

Composition involves an evaluation of the movements, figures, variations, rhythms, lines, and circles, and (where applicable) the patterns that are used in composing each routine. Variability and originality in using each component, the use of vertical and horizontal space, and the usage of the dance floor area are also evaluated in this dimension.

The following may be used in the Adjudicator's evaluation of Composition:

- Use of music and musical phrasing
- Use of space
- Use of dimensions or levels
- Appropriate music for the concept being presented
- Appropriateness of steps to theme or music
- Appropriateness of style to theme or music
- Emotional content
- Technical level within the reach of all dancers
- Age appropriate in concept, movement, and style
- Creativity
- Originality
- Daring to be different
- Dramatic, visual, and theatrical effects

### **Image/Presentation**

Physical and emotional expression, presentation, communication with the audience, performance energy level, and the power of the performance to affect observers are all highly important to this dimension. Other important aspects of Image include props, costume, make up, grooming, and overall harmony of idea in the routine when compared to the music, movements, costume, and other intrinsic elements chosen for the performed dance.

The following may be used in the Adjudicator's evaluation of Image:

- Appropriate costume
- Grooming: hair, body, and costume
- Appropriate make-up
- Correct fit of costume

- Clean costume, tights, and shoes
- Ability to capture the audience
- Personality
- Emotional execution
- Charisma
- Self-assuredness
- Enthusiasm
- Precision and Synchronization
- Interaction between dancers
- Do dancers relate to one another?

### **Show Value**

The following criteria should be used in determining your score for the show value of the piece being presented: entertainment or audience appeal, originality and creativity of the concept, and the story idea or theme; appropriateness of the costume as it relates to the concept along with creative costume changes, story, idea or theme; inventive and creative visual effects using props and creative designs; acrobatic movements, lifts and spectacular jumps, and other special effects are encouraged; the piece should adhere to its concept throughout and there should be harmony between the concept, music, choreography and movement and the piece should be age appropriate for all dancers included in the piece and never be visually or audibly offensive to the audience. The Adjudicator must take all the above into consideration when reaching the evaluation for show value. The Adjudicator must not include dance value in this mark and pieces that are “pure dance” should be evaluated on a lower scale.

The following questions should be answered in the Adjudicator’s evaluation of Show Value:

- Is it entertaining or interesting?
- Does it have a story, theme, concept, idea, or message?
- Does it thoroughly make use of the story, theme, concept, idea, or message throughout, both visually, emotionally, theatrically, and/or authentically?
- Is the costume right for the choreography to enhance the overall presentation?
- Is the choreography in relation to the theme as it relates to the overall performance?

## **10. CHAIRPERSON OF ADJUDICATORS**

### **10.1. GENERAL PROVISIONS**

1. All Chairpersons must be licensed by the IDO Adjudication Director.
2. The Adjudication Director will appoint persons for this position for every IDO Championship and Cup, or when requested by the Presidium.
3. All Chairpersons of Adjudicators must participate in a Refresher Seminar every 2 years to keep their license in good standing.

### **10.2. EXAMS AND EDUCATION OF THE CHAIRPERSON OF ADJUDICATORS**

1. The Adjudication Director and Sport Director publish the yearly calendar of all examination seminars for Chairpersons. The Chairperson and Supervisor examination and refresher seminars are held jointly. These seminars will be held from time to time and the schedule of it is published on the IDO website by the 15<sup>th</sup> of January each calendar year.
2. The invitation for the seminar must contain information regarding the date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments, and a contact person.
3. Conditions for participation at the Examination Seminar for Chairpersons of Adjudicators:
  - Each candidate must be an IDO international adjudication license holder.
  - Each candidate must have been an active Adjudicator at IDO Championships or IDO approved events for at least 8 years and must provide proof of their work as national licensed Chairperson of Adjudicators for at least 3 years before applying for an IDO exam.

- Each candidate must have a working knowledge of the English language.
  - Application is sent through the IDO National Member Organization.
  - The fee for taking the examination is paid directly to the NMO, as defined in the IDO Financial Book. The examination fee includes use of the online educational system, online probationary testing, online study materials, and necessary IDO forms required for the seminar and exam.
  - When a candidate passes the exam, he/she then pays the adjudicators' license fee.
  - After approval of the candidate's application, the Adjudication Director will send a username and password to the candidate for the IDO Online Academy system. The IDO Online Academy system contains all necessary forms, lectures, and study materials for passing the General Theoretical Exam.
4. The exam is conducted by the Examination seminar committee, consisting of the Adjudication Director and the Sport Director. The Examination committee has three members:
    - Lecturer: a person that is responsible for giving the lecture.
    - Examiner: a person that is responsible for giving the exam.
    - Proctor: a person that is responsible for an administrative part of the seminar and exam and can be used as a helper for the examination.
  5. The Adjudication and Sport Director (following the number of candidates and distance of seminar) can shorten the Examination seminar committee so that one (1) person can do more than one (1) job.
  6. Criteria for Lecturers and Examiners at IDO Chairperson's Examination Seminars:
    - Holder of IDO chairperson license.
    - Actively serves as chairperson at IDO Championships/Cups in the last 8 years.
    - Proven experience in conducting similar seminars both on a national and international level, and/or similar educational activities.
    - Experience as proctor on an international level (at least three times as a part of an IDO Examination Chairperson Committee).
  7. All candidates who take the Chairperson's and Supervisor Seminar will take a Theoretical Examination which consists of:
    - IDO Dance Sport Rules and Regulations (lasting 120 minutes)
    - Adjudicators' grid (eliminary part)
    - Skating System, by Arthur Dawson (eliminary part)
    - Calculation of the crosses and start list for the next round (eliminary part)
    - General rules and regulations
    - Duties and rights of the officials

A candidate must pass the IDO Rules with at least 75% accuracy (not marked as "eliminary part" above).

Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates together with the examination papers to the Adjudication Director.

8. All Chairperson of Adjudication Candidates must perform the practical (non-voting or "mock" judging) portion of the examination at an IDO World or Continental Championship, and having each candidate provide an oral explanation of his/her decisions to the Chairperson. At least one mock exam is required at an IDO Continental or World Championships.
9. Each candidate must be enrolled for mock judging three months prior to the Championship. The enrollment and mock judging forms must be done by the candidate and sent to the Adjudication Director, Sport Director, and Chairperson of the Championship.
10. The Chairperson of Adjudicators reserves the right to accept or reject all applications to serve as a Mock Chairperson of Adjudicators. After passing both the Theoretical

Examination and the Mock Chairpersonship, the candidate will be a licensed IDO Chairperson of Adjudicators.

11. The Mock form must be sent to the Adjudication Director by the Chairperson. The final approval to Mock Chairperson of Adjudication must be approved by the Adjudication Director.
12. The Adjudication Director will publish the name of new chairperson on the website, send the notice to candidate about the examination results, and issue a certificate to each candidate who successfully passes the theoretical and practical portion of the IDO Chairperson's Examination.

### **10.3. CATEGORIES OF CHAIRPERSON**

The Chairperson License is divided in two levels (A and B):

- A – a licensed official can be nominated for Continental and World Championships.
- B – a licensed official can be nominated for Regional Championships, IDO Cups, IDO Approved, licensed competitions, and festivals.

### **10.4. NOMINATION OF THE CHAIRPERSON OF ADJUDICATORS**

1. Chairpersons for the IDO Championships and Cups are appointed by the Adjudication Director by January 15<sup>th</sup> each calendar year according to the list of active and licensed chairpersons. This is done in cooperation with the IDO Sport Director.
2. Only Chairpersons with an active license may be appointed for this position.
3. If an appointed person cannot serve or accept the Chairperson position, the Adjudication Director will appoint another person.

### **10.5. RIGHTS AND DUTIES**

The Chairperson of Adjudicators supervises the dance performances during the competition and ensures that all the rules and regulations, for each specific dance technique, are being met. Attention is particularly paid to the following:

1. Keeping the required time limits
2. Upholding the competition rules

In addition to all the rights and duties specified for all Adjudicators, the rights and duties of the Chairperson of Adjudicators are as follows:

1. To ensure that the competition is carried out in accordance with the Official IDO Rules.
2. To submit the Competition Report together with the Supervisors' report to the IDO Sport Director and the Adjudication Director within seven (7) days, on the official IDO form, after the conclusion of the event.
3. To handle all problems referred to the Chair by the Adjudicators, and to designate a person or persons to act in this capacity when the Chairperson will be absent for any reason.
4. To appoint a substitute Adjudicator to replace any nominated Adjudicator who fails to appear at the competition.
5. To make the decision to disqualify any competitor, but only in cooperation with the Supervisor of the competition.
6. The Chairperson will select the panel of Adjudicators according to the length of events, always trying not to over- load their schedule.
7. The Chairperson can replace any Adjudicator during the competition, if the Adjudicator is not coming on time, making infractions of the IDO rules, or if the Adjudicator must be replaced for any valid reason. The change must be done so that still 1 Adjudicator is representing 1 country in the panel and this decision is done by the Chairperson of Adjudicators. In case of 9 Adjudicators in the panel, the Chairperson of Adjudicators will make a panel of 7. In case of 7 Adjudicators in the panel, Chairperson of Adjudicators will make a panel of 5. If there is any problem that cannot be solved the

Chairperson of Adjudicators must contact the Adjudication Director for a final decision. Substitute Adjudicator selected by the Chairperson of Adjudicators during the championship must judge all rounds until the end.

8. The replacement of any Adjudicator or any other changes in the adjudication panel must be recorded in the competition report and notated in the original adjudicator's attendance sheet. This notification must also be sent in written form to the NMO.
9. When time permits at the end of a competition, the Chairperson of Adjudicators may hold a meeting with the Adjudicators to discuss their feelings on the level of competition and dancers, and their differences and evaluation in judging and marking.
10. When time allows there will be an Adjudicators meeting either in between or after each day of work, to refresh them on the rules of disciplines being Adjudicator and the procedure being used at this event.

## **11. SCRUTINEERING**

### **11.1. GENERAL PROVISIONS**

1. All scrutineering computer-judging programs must be approved and licensed by the IDO Scrutineering Subcommittee in cooperation with the IDO Adjudication Committee.
2. The Scrutineering Subcommittee is a division of the Adjudicating Committee and is comprised of delegates appointed by the IDO Adjudication Director.
3. The Scrutineering Subcommittee will license the Scrutineers via seminars, examinations, and tests that will make allowances for "in the field" practice.
4. Until the Scrutineering Subcommittee arranges an Official Seminar, Scrutineers will be selected from the existing pool of IDO Scrutineers.
5. An IDO International Scrutineering license is subject to renewal every 3 years. The refresher seminars for Scrutineers will be done before the start of the competition (before the first competition day). The Schedule and dates are approved by the IDO Adjudication Director.
6. Final approval of the Scrutineer, appointed by the Organizer of any IDO competition, rests with the IDO. Each Scrutineer must have knowledge of all judging and scrutineering systems used by the IDO and must hold a valid IDO Scrutineering License.
7. Using Official IDO Scrutineering Forms, the Scrutineer will compile the Adjudicators' results and will then inform the competitors of the results, including the qualifying numbers for the next round, and their ranking.
8. Under no circumstances, during the IDO Event, will the scrutineer be allowed to give out the results with crosses and marks to IDO NMO and its representatives.
9. The Organizer must provide the appropriate number of assistants to facilitate the scrutineering process.

### **11.2. DUTIES**

The Scrutineer is responsible for the following:

- Arriving in enough time to prepare all necessary scrutineering forms to start the event, to attend the Adjudicators meeting, and to prepare the final adjudicators' grid.
- To conduct a "test" competition for tryout after the Adjudicators meeting when using e-devices.
- Ensure that the start order is prepared to post in a timely manner.
- Making sure that all necessary office equipment is in place and functioning, and that the Scrutineers' location is placed conveniently for easy communication among the Organizer, Officials, and the Adjudicators.
- Assisting the Supervisor in ensuring that the competition will be run in accordance with the IDO Event Contract.



- Assisting the Supervisor and/or Chairperson of Adjudicators to ensure that the Event runs smoothly and in the highest professional manner possible
- Ensuring that the results are sent in a timely manner to the webmaster for upload to the IDO web site.
- After each round, the start order should be reversed for the subsequent round. The Supervisor and the Chairperson of Adjudicators have the right to change this guideline when they feel doing so is necessary.
- To submit the Scrutineer Report within seven (7) days, on the official IDO form, after the conclusion of the event.

In the case of an infraction of the IDO rules, IDO Code of Ethics and Conduct, or for not completing his/her duties while serving, the scrutineer will be reported to the Disciplinary Committee by the Chairperson, Supervisor, Adjudication Director, or the Sport Director.

### **11.3. RIGHTS**

The Scrutineer has the following rights:

- To have reimbursement as an IDO official (details explained in the Financial Book).
- To take refresher seminars without fee.
- To be nominated in the Scrutineering Sub-committee.
- To take decisions following the IDO Rules and Regulations
- To represent IDO as an official IDO International Scrutineer, when asked and approved by the IDO.
- To clearly point out infractions of the rules that have influenced the scrutineers' work.

### **11.4. SCRUTINEERING EXAMINATION PROCESS**

The Adjudication Director is responsible for publishing the yearly calendar of all examination seminars and exams on the website, till 15<sup>th</sup> January.

The invitation for the seminar must contain information about date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments and contact person.

#### **11.4.1. QUALIFICATION AND CONDITIONS FOR TAKING EXAMINATIONS**

- Any national Scrutineer who wants to become an IDO international Scrutineer must take the IDO international scrutineer exam and must be approved and enrolled in the seminar by the IDO National Member Organization (full or probationary).
- Applications must be sent together with the candidate's CV to the Adjudication Director by the set deadline.
- A Candidate for the IDO officials' license (Adjudicator, Scrutineer) must be at least 18 years old at the time when the application is sent to the IDO.
- Actively competing dancers may also be examined, but if successful they cannot serve at IDO Competitions until they have declared in writing that they are finished competing.
- All IDO Scrutineers are required to have a working knowledge of the English language.
- Application is made through the IDO National Member Organization.
- The fee for taking the examination is paid directly to the NMO, as defined in the IDO Financial Book. The examination fee includes use of the online educational system, online probationary testing, online study materials, and necessary IDO forms required for the seminar and exam.
- After approval of the candidate's application, the Adjudication Director will send a username and password to the candidate for the IDO Online Academy system. The IDO Online Academy system contains all necessary forms, lectures, and study materials for passing the General Theoretical Exam.
- When a candidate passes the exam, he/she then pays the scrutineering license fee.

#### **11.4.2. SCRUTINEERING EXAMINATION SEMINAR STRUCTURE AND PROCEDURE**

1. Candidates will be examined by taking part in an Official International IDO Scrutineer's Examination Seminar, hosted by the IDO.
2. The seminar is conducted prior to the exam.
3. The seminar is designed to familiarize the candidate with the contents of the Rules Book. A thorough knowledge of the Rules Book is necessary to successfully pass the Exam. This seminar defines the special duties of a Scrutineer at IDO events.
4. Official Scrutineering Examination Seminar consists of the following:
  - a. The first section of the examination seminar will be devoted to going through, in a general manner, all material that will be used in the written examination. During this time, the Lecturer conducting the seminar will also answer any question presented by the candidates (60-90 minutes).
  - b. A time lasting 60 minutes will be allotted for taking the written portion of the General Theoretical Exam.
  - c. The seminar Examiner will evaluate each candidate's answers.
5. The exam consists of three parts:
  - a. The Skating System, by Arthur Dawson
  - b. Crosses and points using IDO judging systems
  - c. Theoretical Exam about Protocol, scrutineering, and scrutineering rules
6. Exams must be taken in written form, using the English language.
7. The exam is conducted by the Examination seminar committee, consisting of the Adjudication Director and the Sport Director. The Examination committee has three members:
8. Lecturer: a person that is responsible for giving the lecture.
9. Examiner: a person that is responsible for giving the exam.
10. Proctor: a person that is responsible for administrative part of the seminar and exam and can be used as a helper for examination.
11. The Adjudication and Sport Director (following the number of candidates and distance of seminar) can shorten the Examination seminar committee so that one (1) person can do more of the jobs.
12. Criteria for Lecturers and Examiners at IDO Adjudicators Scrutineering Seminars:
  - a. Holder of IDO international scrutineering license.
  - b. Actively serving as a scrutineer at IDO Championships/Cups in the last 5 years.
  - c. Proven experience in conducting similar seminars both on a national and international level, and/or similar educational activities.
13. The lecturers and examiners are appointed in the beginning of each calendar year, by the Adjudication Director.
14. To pass the General Theoretical Exam candidate must have 100% correct answers to the given questions for the Skating system, crosses, and points and at least 75% of the given questions must be answered correctly for the Protocol, scrutineering, and scrutineering rules.
15. Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates together with the examination papers to the Adjudication Director.
16. The Adjudication Director will publish the name of new adjudicator on the website, send the notice to IDO NMO about examination results and issue a certificate to each candidate who successfully passes the theoretical and practical portion of the IDO Adjudicator's Examination.

#### **11.5. PROTOCOL, SCRUTINEERING AND SCRUTINEERING RULES**

1. All Scrutineering programs used at IDO events must be officially registered by the IDO. The program must be able to connect directly to the IDO website for downloading all the enrolled dancers for the event, to create the enrolment and start lists before the

event, run the event with these lists, and upload the results into the IDO website after the event.

2. Paperless Scrutineering systems on palms, laptops or similar equipment may also be used. They must be registered with IDO. In the case whereby paper judging will not be used, the system must be able to fulfill all other criteria listed below. The Scrutineer/s must be present at the Adjudicators meeting before competition to instruct Adjudicators of the proper use of the system that will be used and to make a record of any changes to the Adjudicators grid.
3. All Organizers must use official IDO Scrutineers who are listed in the IDO web site under Official Scrutineers, and who are licensed to scrutinize IDO competitions.
4. The Scrutineer, who must always speak English or have, an English interpreter with him at his own expense, must be knowledgeable of all the adjudication rules. This Includes: crosses, TCI and TCIS marks, figures, etc. They must also be familiar when organizer's music, or dancer's own music when required, along with number of minimum and maximum points, actual re-dance, paper re-dance, hope rounds, ties, etc. They must also be able to print start numbers for IDO competitions, print marking sheets, help sheets for the Adjudicators in Performing arts, disciplines with own music, print start lists including dance titles in Show disciplines, and must be able to handle events up to 9 (15) Adjudicators. They must also be able to do the entire competition including the final skating system by hand, in case of a failure of the technical equipment. All papers printed must be according to the IDO rules including the IDO logo.
5. It is the duty of the Scrutineering team to notify the Organizer to provide them with the necessary tools to fulfill their duties, including, printers, copy machines, ink cartridges or toners, enough white paper, and colored paper as necessary, in addition to a working and reliable internet access point.
6. A Scrutineer should never work alone. They should follow the "four-eye's principle," and always have someone to help to ensure that all the information processed is correct, as given by the Adjudicators. The Adjudication Committee expresses the urgent practice of the "four-eyes" principle. The second person must hold a national scrutineer license, at a minimum. (reference 2.2 Protocol procedure point 8).
7. If there is more than one dance floor, at least 2 IDO Intl. Scrutineers are required.

## **BEFORE THE COMPETITION**

1. The Scrutineer will create and print all enrolment lists, collect the late entries, cancellations and changes coming from the Check In staff of the Organizer. He/she must work closely with the staff, the IDO Supervisor, the IDO Chairperson, and the Organizer.
2. After having downloaded the enrolment lists, the Scrutineer will check to see if the numbers of dancers are according the EPN's published by the IDO. He also ensures that the "Title defenders" and "Wild Cards" are correct. He/she will inform the Organizer if there are more dancers enrolled into a competition by a country than allowed by EPN.
3. The Scrutineer will prepare the starting order. The Scrutineer's helper and/or the Organizers staff will post the list in a minimum of two places at the competition venue, in a conspicuous area where the dancers can see the lists. This may be backstage, in the warm-up areas, stage wings, etc.

## **DURING THE COMPETITION**

1. Before each competition the Chairperson will decide how many dancers will pass into the next round to come to the system 48/24/12/6.

The BASIC RULE MODEL should be:

<b>number of dancers</b>	<b>+/-</b>
48	4
24	3
12	2
6	+2/ -1

2. Under no condition should the final be more than 8.
3. In preliminary round half +/- one dancer, but if there is enough time, we follow ideal line.
4. For example: if there are 140 dancers, we want 70 in next round, but if there is enough time, we take 96. The decision about the preliminary round is made by the Supervisor, Chairperson, and the Organizer.
5. In the case where the number of crosses brings out a different number of dancers, the Scrutineer will ask the Supervisor and/or Chairperson to decide the number of dancers qualified into the next round – without telling him about any details regarding the dancers or countries. The Chairperson decides in co-operation with the Organizer and the Supervisor.
6. Competition procedure, judging, and scrutineering protocol in disciplines in which competitors compete with their own music from the first round:
7. All competitions of the above-mentioned disciplines will basically be done in three rounds (1st round, semi-final, final). More rounds can be organized, if time permits and if the Organizer, Sport Director, and IDO competition officials agree. If they cannot agree on this, the decision of the IDO Executive Presidium is the final word. (AGM 2018, Implementation 01.01.2019)

**NUMBER OF CROSSES THAT WILL BE ASKED FOR IN THE NEXT ROUD:**

FIRST ROUND	SEMIFINAL	FINAL
	12*	Up to 6**
15-24 dancers	12	
25-27 dancers	15	
28-35 dancers	16	
36-45 dancers	17	
46-55 dancers	18	
56-65 dancers	19	
66-75 dancers	20	
76-85 dancers	21	
86-95 dancers	22	
96-105 dancers	23	
106 and more	24	

- in case of enrolled 13-14 starters, the competition starts with the semifinal round
- in case of enrolled 7-8 starters the competition starts with the final round

**NUMBER OF QUALIFIED DANCER GROUPS BY THE ROUNDS:**

FIRST ROUND	SEMIFINAL	FINAL
15-24 dancers	12 +/-2	Up to 6 <sup>+2</sup>
25-27 dancers	15 +/-2	
28-35 dancers	16 +/-2	
36-45 dancers	17 +/-3	
46-55 dancers	18 +/-4	
56-65 dancers	19 +/-4	

66-75 dancers	20 <sup>+/-5</sup>	
76-85 dancers	21 <sup>+/-6</sup>	
86-95 dancers	22 <sup>+/-7</sup>	
96-105 dancers	23 <sup>+/-8</sup>	
106 and more	24 <sup>+/-9</sup>	

Note: Only the dancers with majority can be brought into the next round. In case of qualified dancers in the next round than defined in the table, paper re-dance must be organized. (AGM 2018, Implementation 01.01.2019)

Placements for non-qualified dancers in the next round(s) will be determined by the number of crosses. In case of a tie with crosses (with the same number of crosses) or no crosses, the total amount of points will be used to determine the placements. (AGM 2018, Implementation 01.01.2019)

1. Adjudicators sheets must contain information regarding the number of dancers (X's) they should bring into next round.
2. To the next round should pass all with the majority if this is in accordance with rule in paragraph 13. The Scrutineer and Chairperson decide that. If there is less DANCERS with majority than SPECIFIED IN THE BASIC RULE MODEL (see #1 in this section), then the CHAIRPERSON and the SUPERVISOR WILL decide ABOUT a REDANCE of dancers without majority, but in this case all the dancers with the same number of crosses should have a re-dance.

NOTE: The majority of given crosses by Adjudicators means 3 from 5, 4 from 7, 5 from 9, etc. In case of a tie, usually the "majority" rule will be followed. This means if the majority of Adjudicators have given crosses (3 from 5, 4 from 7, 5 from 9, etc.) to a competitor, she/he should proceed into the next round; it is always the Chairperson, Supervisor, and Organizer who make the decision, and inform the Scrutineer.

3. A Re-Dance is either on paper or on the dance floor. A Re-dance is only done with the dancers who tied with the same number of crosses, but not the dancers who didn't pass to the next round. A Re-dance will be done by using the placement system and the results, using the Skating system. In case of a tie, all the performances that are in tied will be forwarded/continue to the next round, if it is not in conflict with the golden rule.
4. The Scrutineer will collect the Adjudicator's names, appointing them a letter, such as A – B – C, and assign them to the different competitions given by the Chairperson of Adjudicators or the Organizer. He will then create and print the Adjudicator's sheets. If there are MOCK Adjudicators, he will print the mock judging sheets for them. The mock judging sheets will not go into the results of any of the competitions and stay with the Chairperson to be checked for the examination process.
5. At the decision of the Scrutineer, a random selection starting order will be created by the computer. The Scrutineer will make these selections with the assistance of the Supervisor who will record the results.
6. After each round the Scrutineer collects the judging sheets, which have been checked by the Chairperson to be sure there are no errors and will add the crosses to the Scrutineering system to find the dancers for the next rounds. If the Scrutineer subsequently finds an error on any judging sheet, he must return the sheet to the Chairperson to have the Adjudicators make any necessary adjustments in the section provided on the score sheet. This is the same procedure for all qualifying rounds.
7. After each round the list of the qualified dancers shall be published – as well as the list of the non-qualified ranked by their placements. In cases, when points are obligatory to be distributed by the adjudicators, the scrutineer should check if the sum of the points is correct, then if the crosses given are correct with the highest sum of points and at the end if the number of crosses (placement in the finals) is correct, before

taking the papers to the scrutineering office. In the final round, the Adjudicators must write their placements (no x) according to the skating system.

8. In a final round with open marking, the Scrutineer will print two Adjudicator's sheets per Adjudicator and will collect one of them to prepare the check for the Open Marking. The numbers/marks held up by the Adjudicators must be the same as what that they handed in to the Scrutineer. If there are differences the Chairperson and the Scrutineer will ask the Adjudicator to make a correction. Before finals the Scrutineer must check if Adjudicators have all number plates for open marking.
9. The Scrutineer will print the diplomas/certificates for all dancers including their ranking from the last to the first place. The dancers not qualified for the next round receive their diplomas soon after they have finished competing.
10. Blanc diplomas/certificates will be arranged and given to the Scrutineer by the Organizer.
11. The Scrutineer must print the results from the first to the last place to be published at the event by the Organizer.
12. All Adjudicator's evaluations (marks) per dimensions (TCI-S) must be visible in disciplines where it is obligatory to use 3-D or 4-D system as well as points in Production and Battle competition.
13. Adjudicators' sheets must contain numbers sorted from smallest to the biggest in the first round. The Scrutineer must reverse order of start numbers after each round.
14. Each IDO Event has its own specific rules according to the dance disciplines offered at that competition. Specific rules may be found throughout the Rule Book.
15. The official opening or commencement of the Event must be in accordance with the time schedule published in the propositions for the Event. Any changes to the time schedule shall be at the discretion of the Supervisor who shall also manage the overall running of the Event.
16. All changes to the time schedule must be discussed and/or notified by the Organizer, Supervisor, Chairperson, and Scrutineer, the changes must be published for the participants and be clearly visible and understandable in conjunction with the Organizer and the staff.
17. In the case of a tie for the first place the tying competitors must re dance their routines so that a winner may be determined.
18. With the approval of the Supervisor and Chairperson of Adjudicators, the Organizer may offer a 2nd chance round. In 2nd chance rounds, all dancers who were not called back after the first-round dance again. At least 75% to 80% of the dancers required to the next round should be selected first. The remaining amount required will compete in the 2nd chance round.
19. If the Organizer's music is used and an Adjudicator uses the 3-D system voluntarily, his/her point scores must not be taken into consideration in determining the final results.
20. The number of crosses the Adjudicators are asked to give must equal the number of competitors wanted for the next round. This rule is applicable, unless stated otherwise in the specific rules governing a specific discipline.
21. In cases where a competitor is disqualified, he/she, group or a team will have no placing and will be marked with a D. See also rules in Book 3, Section 5, under 5.1 Disqualification/8.
22. When a dancer because of injury or illness needs to conclude the round without performing, the Adjudicators cannot Adjudicator a performance that did not take place, so it would be only fair to mark the performance DNF (Did Not Finish) and place the performance on the last place of the round.

NOTE 1: For Battle Qualification Rules see in Book 3, Section 2, 2.2, for Break Dance, and 2.5 for Hip Hop Battles

NOTE 2: The Scrutineers must be aware of judging procedures and specific disciplines listed in the Section "Protocol and Judging Procedure"

## **AFTER THE COMPETITION**

1. The Scrutineer must upload the results of each competition into the IDO website, as soon as possible, after the last final of that day, to have up-to-date results listed in the IDO web site.
2. The Event officially ends when the Scrutineer has copied all the Scrutineering tables, including the last result lists of all competitions at his event on a CD or STICK, and handed them to the Organizer to be sent to the participating federations and to the Adjudication Committee by the Organizer, no later than 3 days after the event.
3. Chairperson or Supervisor must always approve the results with their signatures before they are officially published or announced. In the time frame of 3 days, after the publication of the official results on the IDO Website, protests can be made when an obvious technical mistake of the system is noticed. No protests are allowed against scores or results after that.
4. Go through the Check List to ensure that all the Scrutineering duties are fulfilled.
5. The Scrutineer is responsible for sending the scrutineering tables with marks, crosses, and placements to the IDO Competition officials, all participating countries, IDO Scrutineering Chairperson, and to the IDO webmaster.
6. The results of the competition become final when the Scrutineer has published them on the IDO website.

# APPENDIX 1 – THE PERSONALITY OF AN ADJUDICATOR

*Prepared by Dr. Meta Zagorc, University of Ljubljana, Slovenia*

Test:

When did we – as adjudicators – last read a book, see a special dance show, or attend a related sporting event (*gymnastics, rhythmic gymnastics, skating, etc.*)? What are we still capable of dancing or teaching? Are we still capable of any artistic creation? Have we seen the latest painting exhibition in our town?

Being a dance adjudicator is an extremely responsible task. What do we expect of the personality of an adjudicator? What is his/her responsibility to his/herself and to others - dancers, audiences, national federations, and world organizations?

## 1. The adjudicating is like a "Profession"!

Adjudicating requires the highest possible qualification. This includes knowledge and experience. Judging also requires training! "Having an Eye" is a practice that encompasses the capabilities of quick judgment and recognition of body language. This requires special talent, continuous learning, and refinement. It is not enough that you are a dancer, you must be a craftsman and an artist at the same time.

**Knowledge relates to:**

- dance technique
- history and origin of dance
- knowledge of the theory of music and rhythm
- knowledge of sports coaching
- knowledge of the principles of choreography
- knowledge of the variety of dance styles
- your own creative abilities
- knowledge in the field of aesthetics and art
- the ability to perceive beauty
- knowledge of communication and expressiveness
- knowledge of originality and kitsch
- knowledge of psychology

With knowledge we assess the technical value, which includes:

- posture
- weight transfers, body centering
- time, space, and energy
- the purity of the form
- quality of movement
- rules for the implementation of elements of movement, characters, and figures
- rhythmic interpretation and musicality
- controlled contractions and relaxation
- dynamics
- biomechanical laws of movement

**We also evaluate various abilities and characteristics of dancers:**



- physical (body appearance, design)
- functional (power, endurance, flexibility, balance, elasticity, precision, etc.)
- psychical (stability, personality, experience, relationships, etc.)
- acting (to portray a character or object, etc.)
- special (dance abilities, tracking, guiding, etc.)

## **2. Being an Adjudicator is like being a "critic" and an "artist", at the same time!**

We evaluate the artistic work, just like a critic evaluates drama, a musical work, or a published book. Our knowledge of technique is the most important aspect of judging, but at the same time we need to know the lows of art and the originality of dance. It is necessary to recognize what we see on the technical side and what represents style and expression – everything that defines a dance according to its artistic value.

We need to know the **ideal**, what is the best at the time when we are judging. But ideals always fluctuate according to the values of the environment from which we come. The evaluation is more than just one's own opinion - depending on the values of the country from which we come from. In addition, the continent from which we come can also influence the way a judge evaluates a certain "dance performance".

### **We value the artistic impression! This includes:**

- expression of dancers, a dance couple, a group, or formation
- choreography, composition, space, time, and dynamics
- performance, image, and interpretation
- presentation, personality, and charisma
- characterization of dance
- communication in pairs, groups, and formations
- the way an audience is moved or touched by a performance
- originality

The subject of the evaluation is also:

- abilities
- skills
- personal impression
- reliability
- communicativeness
- name
- harmony

## **3. The adjudicating is like being a "psychologist"!**

Adjudication requires a mature personality! At the same time, it requires continuous work on ourselves. How to feel a dancer? How to recognize his ability to communicate in a pair, a group, and a formation with viewers with judges? Are we capable of being "touched" by the dance performance? Are we able to not only to "watch", but also to "see"? The adjudicator must be able to recognize talent, technique, perfection, style, originality, and aesthetics.

Therefore, we must have knowledge of:

- a perfect dance performance
- art

- trends, styles, and fashion
- the elements of various dance categories

We must recognize how the dancer, through his technique, "displays" the impression of excellence. When evaluating the dancers, we need to perceive the partnership, interdependence, dramaturgy, freedom of movement. We need to recognize the cleanliness of dance, tradition, and modernity! But we also need to recognize the joy of dancing, the pleasure of movement, the colorfulness of expression.

#### **4. The adjudicating is like being a "real judge"!**

The adjudicator must be objective! It is always a question of where we can be objective, and where does our subjectivity begin? What do we judge - dance or people? How do we judge when the dancer, couple, group, or formation comes from our own country?!

We must be impartial, reliable, circumspect, and undoubtedly fair! It is imperative that we be trusted – always and without question! We must never do anything while judging that would question our "judgement", or our integrity or make us morally unworthy. This speaks greatly to our professional ethics and moral principles!

We should never forget to rate everything according to the age of the dancers!

#### **5. The adjudicating is like being a "creator"!**

The development of dance, the direction of the work of coaches and dancers, the thinking of where we are and where the development is, depends on our judgments. It is up to us to judge what is best. Are we responsible enough to do so?

It often happens that judgments differ, although in principle they are based on the same criteria. As judges, we are different people. We should be able to answer to why our decision is so different from the final-results and why we have been driven to a certain assessment. It is necessary to be able to qualify our assessment with a few more arguments than just: "because I like it".

The adjudicators are spreading the horizon of the profession. Horizon depends on knowledge and inner conviction, which is good. The assessment reflects our decision on where the development of dance is. What is our vision of progress? Judging is an esteemed profession!

The adjudicator usually keeps on a "duel" while comparing, evaluating, recognizing, deciding, etc. Knowing the rules, the way of dancing and evaluating the quality are always related to the assessment of the comparability of couples, dancers, groups, and our evaluations.

What is correct? Separate the best amongst the good! Know what makes a champion. Recognize the art and see the artist. Feel the energy and power in conjunction with the lyrics. Be sensitive enough to allow the dance to move us. Can we recognize and reward originality? What is special?

What is the relationship between technical value and artistic impression? Are we misled by cheap effects and glitter? Are we being misled by the exaggeration and the external impression? Do we condemn grotesqueness, pathetic, grimaces, masquerade, extravagance, and cheapness, or do we reward an aesthetic, artistic look, and enjoyment of dance...? Do we recognize the dignity and the personality of the dancers?

#### **6. The adjudicating is a "play on stage"!**

As adjudicators we stand in the "headlight"! We are seen by dancers, audiences, trainers, journalists, etc. We are exposed in all our essence - not just before others, but also amongst ourselves! How we stand, walk, and look reflects our persona. How are we dressed? Do we have a professional attitude towards ourselves and the dancers? How do we look while judging? How do we behave before and after? Do we communicate with the dancers? Do we know and live the code of ethics?

Each of us has his/her own view, but there are eternal laws of harmony, golden rules, virtuosity, and charisma to think about.

As adjudicators we must always look for a way to be the best! Career is personal development. It is a certain sequence of attitudes, motives, emotions, doubts, behavioral patterns, and decisions. Success is conditioned by our readiness, knowledge, and by taking advantage of our opportunities.

What about our personal development? Do we pay enough attention to it? Are we capable of enjoying dance and recognizing differences that separate one dancer from another? Do we recognize the physical, emotional, mental, and spiritual components of the dance? Are we able to interrupt our world events with our disposition?

### **Features of a good judge:**

- professionalism
- consistency
- authoritarianism
- justice
- honesty
- sightseeing
- self-control
- concentration
- self-confidence
- individualism
- independence
- dominance
- systematic thinking
- calmness
- self-esteem
- emotional stability
- responsibility
- determination
- intelligence
- communicativeness
- criticality
- respect for the diversity of others
- ability of self-knowledge
- ability of psychological observation
- constant
- self-control
- creativity
- reliability
- discretion
- stability
- cosmopolitanism
- professionalism
- self-actualization
- expressiveness
- innovation
- sensibility
- emotional responsiveness
- maintaining consistency
- prudence
- complexity

### References:

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Jerman, F.: Talks on Philosophy, Ljubljana, 1980  
Kos, N.: Ples od kod in kam. ZKOS, Ljubljana, 1982

## APPENDIX 2 – IDO SCRUTINEERING COMPETITION CHECK LIST

1. Pre-Test competition for Judges Meeting – <i>test of electronical judging</i>	YES	NO
2. Print Start Lists for the start of the competition	YES	NO
3. Download the Music/CD labels for the Organizer	YES	NO
4. Download all competition files from DIES for the Supervisor	YES	NO
5. Check of EPN – <i>especially for when there are additional entries</i>	YES	NO
6. Check for canceled start numbers	YES	NO
7. Delete canceled dancers from final-results list – <i>i.e., when dancing with organizer music, sometimes they don't appear at the dance floor but remain in the results</i>	YES	NO
8. Change the final placements if there is a disqualification, as per IDO Rules	YES	NO
9. Send the results and judging sheets to the Organizer – <i>crosses, 3D, &amp; 4D marks</i>	YES	NO
10. Send the results and judging sheets to the NMO	YES	NO
11. Send list of all re-dances to the Organizer and NMO	YES	NO
12. Send list of all canceled start numbers to Organizer and NMO	YES	NO
13. Post the Official Results on the IDO Website	YES	NO
14. OTHER	YES	NO