



2009 WSSA World Sport Stacking Championships

Presented by the incredible edible egg™



Saturday, April 18th 8:00 AM to 5:30 PM Sunday, April 19th 8:00 AM to 3:00 PM
Denver Coliseum

Division Manager Checklist

StackFest 8:00 am – 4:00 pm

Jumbo Relays 8:30-11:00 am Spectators *can be* down on arena floor during the Jumbo Relays.

Saturday, April 18th

8:00-9:00 am Division Managers and Judges Meeting (under Section 121)

- Receive your final instructions, brackets and information. Meet with your Judges assigned to your Division.
- Give your Judges a pep talk and final instructions. Set up a 20-minute rotation for H-T-H Relays.
- Competition Tables are off limits until 9:15 am. (Kids may use On Deck and Warm-up tables only prior to this time.) Runners will pick up "This Table Closed" table signs.
- All "Free Agent" Stackers & Coaches meet in "Free Agent Area" under Section 116.

9:15-11:15 am Prelims (OPTION 1) Individual, Doubles & Timed 3-6-3 Relay

- Stackers, Coaches and Judges only down on the arena floor (except for Jumbo Relays). Please monitor this.
- One of your Judges at each On Deck Table will manage Stackers as they wait in lines to use the On Deck Tables. Once on deck, the Stacker is committed! (**NOTE:** Each competition table has a corresponding warm-up table and 3 judges who work these two tables.)
- KEEP THINGS MOVING!!**
- Take care of Judges. Be sure they are comfortable and confident. Answer questions and make corrections. Nothing on tables. **NOTHING ON TABLES! NOTHING ON TABLES! (please)**
- Have a Runner pick up blue, green and purple Time Sheets to take to Scoring Area. Judges complete yellow "My Best Times" sheet.
- Please **KEEP THINGS MOVING!** Remember, Prelims can take place at any Division. If lines get long in your division, send kids to other less crowded Divisions or the Foyer Competition Area.
- Timed 3-6-3 Relay Prelims end at 12:30 pm!** (Encourage teams to complete this early on!) Ind. and Doubles Prelims end at 1:30 pm.
- Note: Special Stackers must complete all prelims by 11:15 a.m.** in order to begin their Finals at 12:30 pm.
- Note: In new, expanded "Teen" age divisions 15,16,17 & 18, only top 5 qualify for Individual Finals. All other divisions still top 10.**

9:45-10:30 am MANDATORY COACHES MEETING (Under Section 121)

- Send all Coaches there during this time if you see them (a parent should then supervise each team).

11:15-11:30 am Opening Ceremonies (please help usher kids to grandstands in front of stage)

- Judges grab lunch from Hospitality Room under Section 121 - return to table assignment by 11:40 am to H-T-H Relays.

11:30 am-1:30 pm Head-to-Head 3-6-3 Relays (3-3-3 for 6U) and Prelims (OPTION 2)

- On microphone give a "Welcome" to all in your Division; introduce all Division Managers; reinforce Sportsmanship; remind teams & spectators to stay in stands. (Jumbo Relays ended at 11:00 am.)
- Call down Coaches and hold quick meeting. Pass out brackets, take roll and confirm team names. Adjust brackets if necessary.
- Call first teams down to the Competition Tables, and others to the On Deck Tables. Move teams from the On Deck Tables to the Competition Tables. **KEEP THINGS MOVING!** Judges use H-T-H Relay Score Sheet.
- Manage the bracket (transfer info to large bracket poster). Follow numerical order of matches.
- KEEP THINGS MOVING** constantly filling up the On Deck Tables. By the way, please **KEEP THINGS MOVING!**
- Once again, please take care of your Judges. Be sure they're comfortable, confident. And remember, **NOTHING ON TABLES!**
- Only two Judges behind table (no other Judges or Division Managers). Judges rotate 40 minutes "on"/20 minutes "off."
- As teams get eliminated, they should finish Prelims first at Foyer Competition Area, then at your Division as tables are freed up.
- Judges continue to do Prelims judging once they have no more H-T-H Relays.
- Add 2 Line Judges for matches with final 4 teams – semi-finals and finals.
- After Finals present awards (4th place to 1st place); use sound system
- TURN IN ALL COMPLETED BRACKETS TO THE SCORING AREA!**
- Important Note: Timed 3-6-3 Relay Prelims end at 12:30 pm.** Individuals & Doubles Prelims end at 1:30 pm.

12:30 -1:30 pm Special Stackers Finals (at their Division in the Foyer Competition Area)

Presentation of Special Stackers awards will take place at their Division. Immediately following, SS Division Managers lead these Special Stackers (with Awards), their families and friends directly to the stage in the arena for a quick photo shoot and public announcement recognizing our Special Stackers! (DM's in Division 15-18 on stage, take note of this. You will stop your relays briefly.)

1:30-3:00 pm Head-to-Head Cycle Relays (3-6-3 for 6U)

- Head Division Manager **pick-up your bracket(s) and labels at the Computer Scoring Area (under section 116).**
- Follow same procedures as 3-6-3 Relays except **this is SINGLE ELIMINATION** (teams have been “seeded” based on Timed 3-6-3 Prelims).
- When you get to the 2 semi-final matches, run them at the same time with added Line Judges. Losers of semis go to consolation match for 3rd and 4th places. Run this on its own before Finals match. Winners of semis go to Finals match for 1st and 2nd places.
- Present awards (4th-1st); use sound system.
- TURN IN ALL COMPLETED BASKETS TO THE SCORING AREA!**

NOTE: Division 6U will save their Finals Match for the Stack of Champions on Sunday. Give your Brackets to the scoring area.

3:30 -4:30 pm SPEED STACKS International Challenge Preliminary Matches (On Stage)

- Join us in the grandstands to watch this exciting event.

4:30 -5:30 pm Open Division (19 & above) Head-To-Head Relays (On Stage, 3-6-3, then Cycle)

- Many of you are competing in this.

4:30 -5:30 pm Set up for Sunday’s Finals.

- Those not competing in the Open Division H-T-H Relays meet Bob under Section 121 for instructions.

5:30 pm Dinner on your own, rest and get psyched for Sunday!

Sunday, April 19th

7:30-8:30 am Division Managers and Judges Meeting (under Section 121)

- Review logistics of Finals and receive lists of Finalists in your Division in all events.
- Meet with your Judges and make sure they are ready to go.
- Competition Tables are off limits until the first Final at 8:45 am. (Stackers who have qualified for the Finals may use the On Deck Tables and Concourse warm-up tables.)
- Remember ties are now broken by second best time, then third, then best prelim time.**
- Division Managers for 15&16, and 17&18—Remember top 5 in each for all three Individual Finals. Run younger division first—places 5 and 4, then 3 and 2, then 1. Present awards, and then run older division.**

8:40 am “Clear Floor”

- Send all stackers and coaches into the stands.

8:45 -9:15 am Finals: Individual 3-3-3

- One Division Manager (DM) heads up Finals in each Division. The other DM runs one video camera and assists.
- Individual Finals Sheets (4 duplicate sheets- listing the Top 10 Finalists in your Division, one for each DM and one for each Head Judge).
- Run two Finals tables at the same time in your Division. Use “inside” of tables. (Refer to Finals layout sheet.)
- 2 Judges per table. (Proper placement).
- Make sure each video camera is powered up with camera operator and video tape #1 inside! (Each camera should have 3 tapes total). Camera operators = one DM and one extra judge.
- Call up 10 finalists and seat them properly.
- Use On Deck Tables for pre warm ups. Start with 10th and 9th places having 3 minutes to warm up at the On Deck Tables. 8th and 7th places join them halfway through.
- While 10th and 9th places are doing 3-3-3 Finals at Competition Tables (2 warm-ups, 3 tries), 8th, 7th, 6th, & 5th places warm up at On Deck Tables.
- Repeat above through 4th and 3rd places. While these two go at the Competition Tables, 2nd & 1st warm up at On Deck Tables.
- Have 2nd place compete alone while 1st place continues to warm up.
- Finally 1st place competes alone.
- All start with clean slate—2 warm-ups and 3 tries.
- Head Judge gives command to “Reset timer and start when ready.”
- Head Judge uses color-coded verification cards and possible video review (which will be done after all 3 tries, if applicable).
- If video review is necessary, take the camera to the closest Video Review Station.
- Transfer results to both Judges’ Finals Sheets and rank 1st-10th places. **Note: All ties in Finals are now broken by second best time, then third best time, then best Prelim Time. DM does this on the spot. Second DM double check and verify everything. Keep one to present awards and immediately run the other to the scoring area.**
- Present 3-3-3 Awards (10th through 1st). Use sound system.

9:15 -10:00 am Finals: Individual 3-6-3 4 minute warm up (Follow same procedures as above.)

- At conclusion of 3-6-3 Finals, remove videotape #1 and insert #2 in both cameras for Cycle Finals. Send these 2 tapes (#1) with a Judge to Daniel in "crows nest"!

10:00 -11:00 am Finals: Individual Cycle 5 minute warm up (Follow same procedures as above.)

- At conclusion of Cycle Finals, remove videotape #2 and insert #3 in both cameras for Doubles and Timed 3-6-3 Finals. Send these 2 tapes (#2) with a Judge to Daniel in "crows nest"!

11:00 -11:30 am Finals: Doubles (Age Division)

- The same DM heads up these Finals, too.
- Age Division Doubles Finals Sheets (4 duplicate sheets – listing the Top 5 Doubles teams in your Division, one for each DM and one for each Head Judge.)
- Again, run two Finals tables at the same time in your Division.
- 2 Judges per table. (Proper placement).
- Video cameras ready with operators.
- DM calls up Doubles Finalists and seats them properly.
- Use On Deck Tables for pre warm-ups. Start with 5th and 4th places. 5 minutes to warm up at On Deck Tables.
- While 5th and 4th places are doing Finals at Competition Tables (2 warm-ups & 3 tries), 3rd and 2nd places warm up at On Deck Tables.
- 3rd and 2nd places move to Competition Tables while 1st place warms up at On Deck Table.
- 1st place then goes to Competition Table.
- Head Judge gives command to "Reset timer and start when ready."
- Head Judge uses color-coded verification cards and possible video review (which will be done after all 3 tries, if applicable).
- If video review is necessary, take the camera to the closest Video Review Station.
- Transfer results to both Judges' Finals sheets and rank 1st-5th places. **Rectify any ties.** Second DM double check and verify everything. **Keep one sheet to present awards and immediately run the other to the Scoring area.**
- Present awards (5th through 1st). Use sound system.

11:30 -12:00 Noon Finals: Timed 3-6-3 Relay

- The same DM heads up these Finals too.
- Timed 3-6-3 Relay Finals Sheets (4 duplicate sheets—listing the Top 4 teams in your Division, one for each DM and one for each Head Judge).
- Run two Finals tables at the same time in each Division.
- 2 Judges per table (one is Side Judge).
- Video cameras ready with operators.
- DM calls up Timed 3-6-3 finalists and seats them properly.
- Use ON Deck Tables again for pre warm-ups. Start with 4th and 3rd places. 4 minutes to warm-up at On Deck Tables.
- No warm-ups at Competition Table—3 tries.
- Run 4th place and 3rd place first. Separate tables and independent of each other. (2nd and 1st place teams warm up at On Deck Tables.
- Run 2nd place and 1st place next. Again separate tables and independent of each other.
- Head Judge gives command to "Reset timer and start when ready."
- Head Judge uses color-coded verification cards and possible video review (which will be done after all 3 tries, if applicable).
- If video review is necessary, take the camera to the closest Video Review Station
- Transfer results to both Judges' Finals sheets and rank 1st-4th places. **Rectify ties.** Second DM double check and verify everything. **Keep one to present awards and immediately run the other to the scoring area.**
- Present awards (4th through 1st). Use sound system.
- At conclusion of these Finals remove video tape #3 from each camera and send to Daniel in backstage Video Review Area this time.

12:00 Noon -12:30 pm Finals: Doubles (Child/Parent)- follow same procedure as Doubles above

12:30 am -1:00 pm Lunch Break and prepare for STACK OF CHAMPIONS

- If you've not been assigned a job in the SOC please enjoy the show! Please encourage your judges to join us as well! Thanks!

1:00-3:00 pm STACK OF CHAMPIONS (On Stage)

3:00 -5:00 pm Tear Down and Clean Up

Awesome job! Thanks for a great weekend!

