



### ADMIN JUDGE - ON DECK TRAINING CARD

TRAINEE NAME: \_\_\_\_\_ TEAM: \_\_\_\_\_ DATE: \_\_\_\_\_

MEET: \_\_\_\_\_

SESSION #: \_\_\_\_\_ TRANSFERRING OFFICIAL EVALUATION: \_\_\_\_\_

(Yes or No)

Rating System: P= Proficient, N= Needs More Training, X=Not observed or not applicable

Skill	Rating	Comments
Understands positive check-in procedures		
Understands scratch procedures		
Capable of deck seeding		
Can adjust swimmers in heat in meet manager		
Prepares heat sheets in meet manager		
Prepares timer sheets in meet manager		
Sets up and runs session report in meet manager		
Reviews and enters DQ's in meet manager		
Records no show in meet manager		
Understands timing console printout		
Manually calculates lane malfunction		
Calculates lane malfunction in meet manager		
Manually calculates heat malfunction		
Prints out results in meet manager		
Professional manner		

Recommend for position? Y or N If no, what specific issues need to be developed/improved?  
\_\_\_\_\_  
\_\_\_\_\_

TRAINER NAME: \_\_\_\_\_ TEAM: \_\_\_\_\_ CERT LEVEL: \_\_\_\_\_  
(Print)

TRAINER SIGNATURE: \_\_\_\_\_

MEET REFEREE NAME: \_\_\_\_\_ SESSION START/FINISH TIME: \_\_\_\_\_/\_\_\_\_\_  
(Print)

MEET REFEREE SIGNATURE: \_\_\_\_\_

2 sessions with trainer who has at least 12 months certification as Administrative Judge