



# Timer Briefing

Online contests

# Timesheet

- You will be supplied with the timer sheet from the contest chair.
- There will be 2 timekeepers, but both must be ready to do all the tasks if there is technical issues with the other

# Timekeepers setup

- Timekeepers must be renamed as
  - T1 – name
  - T2 – name
- This is to allow quick identification
- Download the timer backgrounds to be found in the description for this video
- Cover your webcam. The backgrounds will take the whole screen and you should not be seen
- Both timekeepers should be able to take on both tasks

# Timings

- As in previous contests;
- The contest chair will prepare the contestant and then announce them
- You should start the timer on the first verbal, or non-verbal communication from the contestant

# First timekeeper

- The first timekeeper will have their camera on and display the coloured backgrounds
- The second timekeeper should do the same but will not be seen unless the first has problems
- The timekeeper will also fill in a contestant's timesheet although the results will not be used unless the 2<sup>nd</sup> timekeeper has problems

# 2<sup>nd</sup> timekeeper

- The second timekeeper will have their camera on and display the coloured backgrounds but will not be seen unless the first has problems
- The 2<sup>nd</sup> timekeeper will fill in a contestant's timesheet and these will not be used unless the 2<sup>nd</sup> timekeeper has problems

# After each contest

- The timekeepers will be moved into a breakout room
- After the chief judge and ballot counters have taken the results from the judges, the chief judge and ballot counters will come into the timekeepers breakout room
- The 2<sup>nd</sup> timekeeper will deliver their times.
- If there were problems the 1<sup>st</sup> timekeepers results will be used
- Times must never be discussed with anyone else and after results are announced, all paperwork destroyed

# Technical Issues

- If any contestant has connection issues, only the chief judge can stop the contest.
- If they come on and say “Pause the contest, contestant please stop”, or similar, your stopwatch should be paused
- When the contestant is ready to continue, you should continue the timing
- Light should continue on the correct times, and times taken as usual after the pause.
- The contestant will be given an extra 30 seconds but you do not change the times for your lights and record the times