

## Scribe Instructions

1. WATCH THE JUDGE! Not the dog, not the handler – just keep your eyes on the judge. Ask the timer to assist, especially when you must drop your eyes to record a fault.
2. Print your name and the timer's name at the top right corner of the score sheet in case we have questions later.
3. Make sure you know which dog is running. Double check if you are not 100% sure. Your gate steward should be helping you with this.
4. For Chances runs, make sure you record both the time AND whether or not there are course faults for every dog (unless the dog is eliminated).
5. Never erase a previously written score, unless you wrote down something erroneously and know how to fix the error.
6. If a handler asks you to write in a dog, please double-check that the dog was actually officially added at the score table.
7. Dogs sometimes run out of order because handlers have multiple dogs. Before you write a dog in, double-check to see if the dog is already on the sheet in a different place. Don't "move" the dog on the score sheet unless there is a jump height change – and that needs to be cleared with the score table!
8. If a dog does not run, please record DNR for "did not run."
9. If the judge asks you to record "standard course time" in the event of a timer error, please write SCT for the time. This can only be done at the judge's instruction!
10. If you need to explain something, feel free to use the back of the sheet.