



RHYTHMIC GYMNASTICS

VIRTUAL EVENT GUIDELINES

FINAL – **UPDATED FEBRUARY 2022**



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1.0 INTRODUCTION

The purpose of the following document is to outline the process and best practice standards for hosting a virtual event for Rhythmic Gymnastics. This document will be used under the circumstance that GymCan is unable to host an in-person competition due to COVID-19 and its corresponding restrictions.

Included in this document are processes and guidelines for hosting a virtual national and/or regional competition.

Please refer to the specific event directives for information pertaining to:

- Competition and dates;
- Event format and purpose;
- Coach and athlete eligibility requirements;
- Registration deadlines.

2.0 GOALS

The goal of hosting virtual events is:

- To provide athletes with a competitive experience when in-person competitions may not be permitted/feasible;
- To provide a competitive goal for athletes to work towards;
- To provide clubs with another way to retain and develop athletes during these challenging times;
- To provide athletes the opportunity to receive judge feedback on their routines.

3.0 VIRTUAL EVENT PROCESS

The organization of the virtual event process will follow this order:

1. Event directives distributed to the RG community
2. Registration
3. Clubs/provinces to register for the virtual competition recording session
4. Video submission and cataloging
5. Judge session and results
6. Awards

3.1 DIRECTIVES

Event directives to be distributed together with the RG virtual event guidelines document.

3.2 REGISTRATION

- All athletes and coaches must register for each event through GymCan for Elite Canada and Canadian Championships and/or the designated LOC in the case of Regional Championships.
- Coaches registering for the event need to be certified in the appropriate level/discipline and have up to date safe sport requirements.
 - Assigned judges for Elite Canada/Canadian Championships cannot be coaches registered for the event as described under section 3.4.3 Video Submission Process, Step 2 and stated in the RG Technical Rules and Regulations, meaning during the virtual competition recording session an assigned judge cannot put the athlete on the carpet.



- For the VCR sessions, assigned judges should not be on the field of play.

Formal registration and event details can be found in the specific directives for each event.

3.3 REGISTERING FOR THE VIRTUAL COMPETITION RECORDING SESSION

Routines will be recorded and submitted electronically to GymCan during the designated virtual competition recording (VCR) session dates by following the process outlined below:

- Each club/province will be responsible for signing-up for their VCR session by completing the registration form distributed together with the event directives. Clubs/provinces will be required to list the participating athletes and coaches participating in each recording session. Athletes full name, date of birth, club, level, coach name and NCCP number should be included on the registration form.
- Following the VCR registration, the PTO/club will be responsible for putting together the virtual competition recording session schedule. GymCan will prepare the rotation for the judging portion of the event and this will be circulated to all participants in advance of the judging session.
- Routines must be performed, recorded, and submitted during the dates outlined in the event directives.
 - A weeklong period to perform, record and submit videos is recommended to allow clubs/provinces to sign-up for sessions at a time that works best due to facility availability, COVID restrictions etc.

For events with Competition A (Comp. A) and Competition B (Comp. B) components:

- It is recommended that clubs/provinces sign up for two separate VCR time slots – the first for Competition A routines and a second for Competition B routines.
- It is up to the coach's discretion to submit Comp. A and Comp. B routines for their athletes. If no Comp. B routines are submitted, the athlete cannot qualify to the Comp. B portion of the event.
- Prior to performing/recording each routine, athletes/coaches must clearly identify which routines are for Comp. A, and which are for Comp. B. This can be demonstrated by clearly identifying Comp. A or Comp. B performance on a white background (piece of paper or card board). This sign will need to be shown before and after athlete march-on/march-off, together with the club password outlined in section 3.4.3 Video Submission Process.
- Routines that are not identified for Comp. A or Comp. B will not be accepted.
- Competition B routines will only be judged for the athletes/groups that qualify to Comp. B from Comp. A.

3.4 VIDEO SUBMISSION & CATALOGING

3.4.1 GENERAL FILMING GUIDELINES

- When submitting videos, clubs are responsible for ensuring that permission has been granted for those visible to have their image used and published. Where those visible in video submissions are under 18 years old, permission must be sought from their parents/guardians.
- GymCan will not accept any responsibility for misuse of image rights.
- Filming must take place indoors and under coach supervision.
- For clarity and to optimize judging outcomes, it is advised that gymnasts are filmed against a clear light background wherever possible. The lighting must be such that the judges can see the athlete correctly.
- All gymnasts must be dressed for competition.

- It is recommended that provinces follow their provincial guidelines in regards to permitting audience members in their virtual competition recording sessions. It is suggested to take into consideration the effects an audience may have on the sound and video quality when recording.
- Clubs/provinces will be responsible for ensuring the music can be heard on the video recording.
- Gymnasts must compete using equipment complying with GymCan/FIG competition standards as included in the event directive and under section 4.0 Equipment Standards.
- All videos must be sent in a video format at a quality of 1080p or full resolution.

3.4.2 CAMERA PLACEMENT/COMPETITION FLOOR SET-UP

- Before filming begins, clubs/provinces should refer to the example of a correctly filmed routine (in Appendix A).
- Filming should be done from the position of the Judge Responsible on the judge panel, central to the carpet, approximately 3-5 meters from the front red line, to capture as much carpet as possible and to ensure there is sufficient distance to capture the entire body/apparatus within the routine. Images and additional details regarding correct camera and competition floor set-up are included in Appendix A.
- Please note: recording devices (iPad, phone, camcorder, etc.) all vary in sizes and recording capabilities (optical imagery, camera lens, camera depth, etc.) as a result, the aforementioned details are recommendations only. It will be the PTO/club's responsibility to ensure each routine recording is of good quality.
- A second camera filming the routine at the same angle is mandatory in case there are any problems with the first recording.
- The camera must capture the routine in its entirety without being moved up and down. The athlete and apparatus must always appear in the frame. For large throws, if the apparatus leaves the frame for a split second, this is acceptable. The camera can be moved side to side to following the athlete as long as the camera moves smoothly. Small amounts of zooming in will be permitted as long as athlete and apparatus remain in the middle of the frame and the zoom in and out does not distract from routine viewing.
- A stationary camera - iPad on a tripod - is recommended.
- Ensure the video captures the whole routine, including clipboard with password and Comp. A/Comp. B presentation. Athlete may present in beginning pose location on carpet (no need to record athlete march-on).
- A-frames, drop-down curtains or dividers may be used to border the carpet (borders to be placed on sides and back of the carpet only) and must be located 2 meters from the edge of the carpet. Additional details regarding correct a-frame (et al.) set-up is included in Appendix A.
- Two chairs must be placed on opposing corners of the carpet for line judges.
- It is recommended for clubs/provinces to have a physiotherapist on-site in case of injury during the virtual competition recording process.

3.4.3 VIDEO SUBMISSION PROCESS

The process for submitting routines has been detailed below to ensure consistency and equal standards for all participating athletes.

Athletes will be permitted to warm-up and compete within one or two (if submitting Comp. A and Comp. B routines) predetermined recording sessions. During each session:

- Athletes are welcome to use as much warm-up time as necessary.



- Athletes must be ready to compete in their pre-registered VCR time slot.
- Only one attempt per apparatus is permitted unless the wrong music is played. Should this occur, FIG RG CoP rules must be followed.
- No routines will be pre-judged.
- One-in person or virtual GymCan assigned overseeing representative will oversee the recording process. They will complete the overseeing representative summary and verify the following:
 - Ensure camera positioning follows the recommended guidelines,
 - Ensure a-frame/curtain/back-drops follow the recommended distance from the edge of the carpet,
 - Keep record of any out of bounds issues,
 - Measure the apparatus,
 - Ensure spare apparatus processes are adhered to,
 - Time the routine,
 - Verify coaches putting athletes on the carpet are not assigned judges, but instead the registered coaches for the event,
 - Document any coach issues (e.g. coach speaking to gymnast during the recording of the routine, coach not present when athlete performing),
 - Upload routine recordings to the GymCan upload link following the conclusion of the event,
 - Verify the identities of the individual and group athletes
 - These aforementioned details will be documented and provided to the Judge Administrator to apply to the athletes score once the routine has been judged during the virtual judging dates.
- Penalties will be recorded by GymCan assigned overseeing representative by using the CoP tables in Appendix B of this document.
- As an additional precaution, verification that the recordings submitted were the routines performed will be done by GymCan through the GymCan assigned overseeing representative by verifying the identity of those in the line judge positions around the carpet.
- The club/PTO must ensure there are two line-judges on-site to line judge during the virtual competition recording sessions. A flag must be raised when athlete/apparatus cross the boundary. In-person line judges are a requirement for the virtual competition recording sessions.

Step 1: Password Demonstration

- Before the VCR session, competing clubs/provinces for that day will be provided a competition password code. This will be a 6 character code, randomly populated by GymCan and will be different for all participating clubs. GymCan/the LOC will keep record of each code/club in an excel summary.
- To prove authenticity of filming, the 6 character code must be applied to all submissions, both before the gymnast begins their routine and at the conclusion of the routine.
- Codes must either be verbalized or written:
 - If written, the code must be displayed clearly on a white background (piece of paper or white board) both prior to and immediately at the conclusion of filming each routine. It is at this stage that the coach must also identify whether the routine will be used for Comp. A or Comp. B.
 - If verbalized, the registered coach must appear in the camera to reveal the code both right before the gymnast is signaled to march on and again at the conclusion of filming each routine. It is at this stage that the coach must also identify whether the routine will be used for Comp. A or Comp. B.
- The code, Comp. A and Comp. B identification and routine recording must take place in one continuous stretch.

Step 2: Virtual Competition Recording (VCR)

- After showing the competition password code, the on-site videographer, or designate, will announce the athlete onto the competition floor. Athlete will present in their beginning pose location on competition floor, the routine will be filmed, and the athlete must use that attempt for their virtual competition.
- The club/PTO must provide two judges to line judge for the virtual competition recording session. They will provide apparatus deduction notes to the GymCan overseeing representative to be applied to athlete score during official judging. Flags must be raised when an athlete/apparatus crossed the border. This information will be kept confidential and will not be shared with coaches, judges, or any other third party, other than the assigned GymCan overseeing representative.
- During the VCR session, a GymCan assigned overseeing representative will over-see the entire process either virtually or in-person to ensure competition guidelines are respected, and routines are being performed on-demand.
- During the VCR session, the athlete's personal coach must be present throughout. The GymCan assigned overseeing representative will confirm accreditation for the coach and athlete and must document any issues (e.g. coach speaking to gymnast during the recording of the routine, coach not present when athlete performing, etc.).
- Upon completion of the routine, the athlete must present.
- This process must be followed for each routine submission.

STEP 3: VCR Submission & Cataloging

- The video submission must be provided in MP4 format.
- Each routine must be recorded separately from one another.
- Routines must be submitted to the assigned GymCan overseeing representative who will then verify the videos and upload them to the GymCan upload link:
- Immediately after the scheduled VCR session: within 2 hours of VCR completion for club submissions and 4 hours of VCR completion for provincial submissions.
- If videos are not uploaded within these timeframes, routine recordings will not be accepted.
- The file name must be labelled as outlined in the event directives.
- Videos submitted without proper labelling will not be accepted.

3.5 JUDGE SESSION & SCORES

- Judging session dates will be set in the directives for each event. The schedule for the judging sessions will be made according to the number of athletes.
- As normal competitions, the assignments will be sent to judges prior to the competition. Only assigned judges will have access to the competition videos.
- Judge event scheduling will follow a typical competition schedule: for example, Elite Canada:
 - Friday & Saturday: Competition A
 - Sunday: Competition B and event finals
- Additional judging days may be added to the virtual judging portion of the event due to the length of time it takes to judge routines virtually.
- A start list will be provided to the assigned judges
- Judges will view routines simultaneously through an online platform (Didacte, or other) so that all judges will view and judge the routines at the same time and send in their scores individually through the scoring system (KSIS).
- Break-out sessions via WhatsApp will be used if the JR and JA need to meet with a specific judging panel.

- Prior to the start of the judging sessions, judges will receive a direct link that allows them to enter scores for their assigned judge panel position only.
- Full results will be available online at the same time as the judging session.
- Several oversight measures will be in place to promote fair and ethical judging:
- The JA, JR and GymCan will have access to the admin screen and will oversee the scores being entered. If a judge changes a mark, GymCan will receive an alert of this change and the IP address will be traced. Any changes to a score after it has been approved by the JA/JR will be flagged and the appropriate disciplinary action will be followed.

3.5.1 JUDGE RESPONSIBLE & JUDGE ADMINISTRATOR ROLES AND RESPONSIBILITIES

Pending COVID-19 restrictions, it is recommended that the JR, JA and GymCan representative(s) are together in one central location for the judging portion of the event.

Role of the Judge Responsible:

- Responsibilities as outlined in the RG Judge Rules and Regulations.

Role of the Judge Administrator:

- Responsibilities as outlined in the RG Judge Rules and Regulations. In addition to:
- Collect and administer line judge, timing, and apparatus deductions.
- Video quality verification in advance of the VCJ.
- Verify the code was presented (video authenticity).
- Camera quality and placement verification.


Judge panel and judge assignment as outlined in the 2021 Judge Rules and Regulations for virtual events.



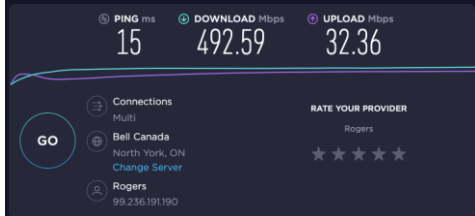
3.6 OFFICIAL RESULTS & AWARDS

- Results will be made official following the conclusion of the event after JR verification.
- For competitions with awards, awards will be mailed following the publication of the official results.

4.0 JUDGES INFRASTRUCTURE REQUIREMENTS

Judges should test their infrastructure prior to the start of the event. This should take place, at minimum, 2 weeks prior to the first competition day.

1	Make sure you have a computer with a sufficient screen size and webcam. Test your sound, use headphones if the sound isn't great	
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2	<p>Connect computer to Internet with Ethernet Cable (CAT 5 or 6) – <i>To ensure the smooth running of the competition, we ask you not to use the wifi of your computer.</i></p>	 
3	<p>Complete a Speed test</p>	<p>www.speedtest.net The result of that speed test should be at least 25MBPS download. An example of a good test with excellent broadband connection speeds:</p> 

- During the event, it is recommended for all personnel within the household to avoid the use of streaming on any other home device while viewing the competition.
- Judge screens should be no less than 15 inches in size in order to properly view the routine.
 - If required, the computer can be plugged in to another screen or TV with an HDMI cable in order to have a bigger screen. A reminder: webcams must be on during the judge education sessions – judges will turn off their video during the judging portion of the events.
- Judges should use a tablet or other laptop for entering scores into KSIS and another device for viewing the routines. Doing this will ensure you have less screens to change back and forth while viewing the routines and judging on KSIS on the same device. The KSIS links that will be sent to you to judge in your assigned position, can be opened on your tablet/phone or other laptop device easily.

If there are any problems, please refer to the FAQ in Appendix C.

5.0 EQUIPMENT STANDARDS

Athletes must compete on a FIG certified Rhythmic Gymnastics carpet (size 16m x 16m). A red line must be clearly displayed on the carpet.

Apparatus placement will follow the 2022-2024 FIG rules for junior and senior levels for both RGI and RGG.

Novices can place one apparatus on the middle of one of the two (2) sidelines.

High Performance athletes are required to have apparatus with the [FIG requirements](#).

Apparatus will be measured by the on-site support personnel during the general warm-up. This process will be over-seen virtually and/or in-person by the GymCan assigned overseeing representative.

6.0 SCORE INQUIRY PROCESS

Please refer to the Judge Rules and Regulations for the score inquiry process for virtual events.

APPENDIX A: ROUTINE RECORDING EXAMPLE

Recording devices (iPad, phone, camcorder, etc.) all vary in sizes and recording capabilities (optical imagery, camera lens, camera depth, etc.) as a result, the aforementioned details are recommendations only. It will be the PTO/club's responsibility to ensure each routine recording is of good quality.

Location of Camera

- Filming should be done from the position of the Judge Responsible on the judge panel, central to the carpet
- Camera should be approximately 3-5 meters from the front red line (ensure both athlete and apparatus are captured in the same frame). If the apparatus leaves the frame for a split second because of a large throw, this is acceptable.
- Camera may zoom in to capture the entire carpet if needed. Small amounts of zooming in will be permitted if athlete and apparatus remain in the middle of the frame and the zoom in and out feature does not distract from routine viewing. Preference is for the camera to stay stationary, only moving left to right to follow athlete/apparatus around the carpet during the routine recording.
- Camera height should be 1.5m distance from the floor
- When filming, camera may only be moved side to side, not up and down

COMPETITION SET-UP



Spare apparatus on the side of the carpet

CAMERA SET-UP



Camera for video submission

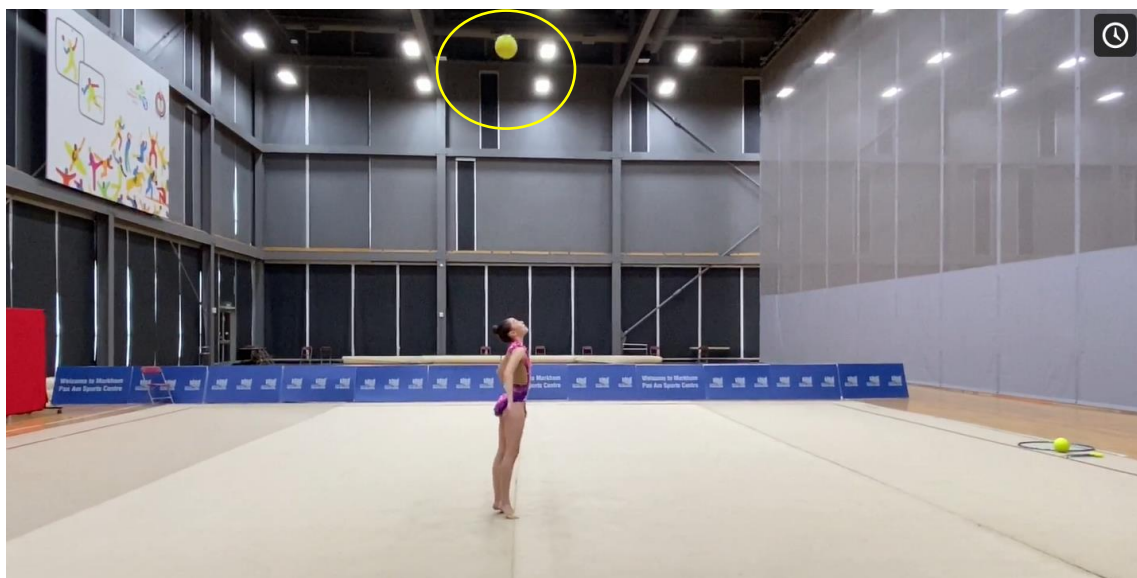
Backup Camera

Speaker close to the camera to ensure good audio

CAMERA VIEW

- Make sure to always see the entire body of the gymnast and the apparatus, including in the throws (as much as possible).
- Make sure to have the athlete in the middle of the camera view





Please note: the routines included below are for internal use only, only to be used as guidelines when filming routines for virtual event purposes. These videos are not to be shared externally.

Individual Routine Recording Examples:

- Cubs : Rotation 1_ON_Compensation A_Kallemaa_Carmel_Senior_Clubs
- <https://vimeo.com/490812913/8554021b17>
- Ball: Rotation 2_ON_Compensation A_Tsakiridis_Sianna_Senior_Ball
- <https://vimeo.com/490812629/562c70a931>

Group Routine Recording Examples:

- 5x Balls: Rotation 3_GYM CAN_Compensation A_GymCan_Group_5_Balls
- <https://vimeo.com/490812304/b15796adfb>

APPENDIX B: GYM CAN ON-SITE OVERSEEING REPRESENTATIVE DEDUCTION SUMMARY

14. PENALTIES TAKEN BY THE TIME, LINE AND RESPONSIBLE JUDGE FOR INDIVIDUAL EXERCISES

The total of these penalties will be deducted from the Final score

Penalty taken by the Time Judge		
1	For each additional or missing second (counted in full second increments) on the time of the exercise	0.05
Penalty taken by the Line Judge		
1	For any part of the body or apparatus touching outside the boundary of the official floor area	0.30
2	For the gymnast or apparatus leaving the official floor area	0.30
3	If a gymnast finishes the exercise outside the official floor area	0.30
Penalty taken by the Responsible Judge		
1	For using any apparatus not previously placed	0.50
2	For an unauthorized use of replacement apparatus (original apparatus is in the official floor area)	0.50
3	After retrieving reserve apparatus, the gymnast's own apparatus returns to the official floor area and the gymnast does not remove it	0.30
4	For use of apparatus by an unauthorized retrieval	0.50
5	For excessive delays in routine preparation which delay the competition	0.50
6	Dress of the gymnast not conforming to the regulations	0.30
7	For not allowed jewellery or piercings	0.30
8	For hair style not conforming to official norms	0.30
9	For make-up not conforming to official norms	0.30
10	For emblem or publicity not conforming to official norms	0.30
11	Bandages or support pieces not conforming to the regulations	0.30
12	For early or late presentation	0.50
13	For gymnast warming up in the competition hall	0.50
14	Wrong apparatus chosen according to start order; penalty deducted one time from the final score of the exercise performed in the wrong order	0.50
15	For coach communication with the gymnast or the judges in any manner.	0.50

15. PENALTIES TAKEN BY THE TIME, LINE and RESPONSIBLE JUDGE FOR GROUP EXERCISES

The total of these penalties will be deducted from the Final score

Penalty taken by the Time Judge		
1	For each additional or missing second (counted in full second increments) on the time of the exercise	0.05
Penalty taken by the Line Judge		
1	For any part of the body or apparatus touching outside the boundary of the official floor area	0.30
2	For the gymnast or apparatus leaving the official floor area	0.30
3	If a gymnast finishes the exercise outside the official floor area	0.30
Penalty taken by the Responsible Judge		
1	For using any apparatus not previously placed	0.50
2	For an unauthorized use of replacement apparatus (original apparatus is in the official floor area)	0.50
3	After retrieving reserve apparatus, the gymnast's own apparatus returns to the official floor area and the gymnast does not remove it	0.30
4	For use of apparatus by an unauthorized retrieval	0.50
5	For excessive delays in routine preparation which delay the competition	0.50
6	Dress of the Group gymnast not conforming to the regulations (one time), including different colors of gymnastics slippers	0.30
7	For not allowed jewellery or piercings (one time)	0.30
8	For hair style not conforming to official norms (one time)	0.30
9	For make-up not conforming to official norms (one time)	0.30
10	For emblem or publicity not conforming to official norms (one time)	0.30
11	Bandages or support pieces not conforming to the regulations (one time)	0.30
12	For early or late presentation by the Group(s)	0.50
13	For gymnast(s) warming up in the competition hall	0.50
14	Wrong apparatus chosen according to start order; penalty deducted one time from the final score of the exercise performed in the wrong order	0.50
15	Entry of the Group(s) to the official floor area is not conforming to the rules	0.50
16	For Group gymnasts communicating verbally with each other during the exercise	0.50
17	For Group gymnast leaving the floor area during the exercise	0.30
18	For "use of a new gymnast" if a gymnast leaves the Group for an invalid reason	0.50
19	For coach communication with the Group gymnasts or the judges in any manner.	0.50

An excel summary, including these details as well as additional details, will be provided to the GymCan assigned overseeing representative for easy recording. This document will be submitted to the Judge Administrator following the conclusion of the virtual competition recording session. Deductions will be applied to the athletes score during the judging event.

APPENDIX C: JUDGE INFRASTRUCTURE FAQ

If a judge experiences any issues during the event, please following the process below:

- Ethernet cable should be plugged in to the wi-fi router/modem. The ethernet cable should be plugged into the yellow hole.
- If there is no hole on the computer for an ethernet cable, please buy one on Amazon. Type: Ethernet Cable Adapter.
- Please contact Martin Sanio (msanio@gymcan.org) to confirm the reimbursement for the adapter.
- The cable should be CAT 5/ CAT 6 ethernet cable, plugged into the home router/modem. The cable may need to be quite long in order to extend from the modem to the location in which judges will view the videos for judging. Please contact Martin Sanio if you do not have access to this.
- If the result of the speed test for download is less than 25 MBPS, verify the speed of your provider that it is at least 25MBPS. If it is not, the internet speed will need to be upgraded.
- If problems occur, please contact Martin Sanio.

