

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



FIG International events RESULTS & JUDGES' LIST DOCUMENT INSTRUCTIONS

Dear President, Dear LOC,

Please find below guidelines in order to correctly fill in the enclosed excel documents, in order to provide FIG with the results of your FIG sanctioned International event as well as the judges' list of your event.

A. Results document.

You may either send us your "Result Book" or you may send us the individual results documents. Recommended format is "pdf".

B. Judges' list:

Please copy and paste the ID number of each of your events into the specific column of the excel sheet. The ID of the event can be found in the confirmation email sent from the FIG office to your National Federation, or on the FIG web page of your event, on the FIG calendar section.

Please fill in the discipline's specific code, more than one choices can be made. Use one line per discipline's specific code.

The specific discipline codes are listed at the bottom of the excel sheet.

Then, please look for the ID of the participating judges. Go to the judges' viewer web page, select the correct country(ies) and then look for all the participating judges.

Copy the judges' ID, last name and first name into the excel sheet and fill in the judges' position he/she had at your event.

Judge's position: please fill in the specific judge's position at your event.

All positions might not be relevant and they are listed at the bottom of the excel sheet for the respective disciplines.

You can add more rows in the excel sheet in order to list more judges. You will nevertheless not be able to modify any other cells or change the format of the excel sheet.

You may refer to the 2nd tab in order to find examples on how to fill this table.

Please fill in the judges' list and send it back as excel documents to: results@fig-gymnastics.org.

Your participation is important!

Why ?

These sheets are of one of the highest demanded information post event!

Keep in mind that a big part of the success of your tournament is linked to its media coverage.

Never forget to supply the press with your results IMMEDIATELY after the validation of the scores.

From the FIG side, it is for you a priority obligation to send these scores to our Head Office in Lausanne, in order to update the ranking lists the next organizers are waiting for

While thanking you for your important cooperation and collaboration, we would like to send you, des President, dear LOC, our best regards.

Thanks for understanding and cooperation.

With our kind regards.

**FEDERATION INTERNATIONALE DE GYMNASTIQUE
Sports Events Department**