

## How to use the Field Sheet

The field sheet is used to record all performances for field events jumps and throws. It is important that it is neat and accurate so that the recorders can enter correct data in ResultHQ

Please use the following procedure:

- Print the name of the Recorder and Age Marshal for the night
- Check that the date and programme rotation is correct (note it can sometimes change on the night)
- Throws and Horizontal Jumps:
  - All legal attempts must be measured.  
The tag system is only to be used if there are too few helpers
  - Circle the event
  - Enter the result for each attempt: a failure is marked as "X"  
All athletes should get at least one measured attempt – extra attempts are permitted if the athlete has three fails.
  - Circle the best of the three attempts
- High Jump:
  - Use the 6 jump rule if you have more than 8 athletes (or you can use it for any group size)  
This rule will allow maximum participation for all athletes
  - Athletes can nominate their own starting height.  
Each athlete will have their PB noted on the sheet. This will help with their starting height.
  - Mark the sheet for each attempt: "O" cleared, "X" fail, "-" Pass (see example)
  - Enter the final height cleared
- At completion of all events, check the sheet for completeness, keep with the folder and hand it all in at the canteen.

**See example over page**

