

### QUICK SCORING GUIDE FOR DRESSAGE TESTS

1. Have runners place the test in a DESIGNATED AREA
2. Scorer adds up the test
3. Extend the co-efficient marks
4. Make sure judge signed the test
5. Make sure the bridle number is written in pen on the test by scribe
6. Total points and percentage scores are written on the front of the test sheet.
7. WATCH FOR ERROR MARKINGS AND BE SURE TO PUT THEM IN TOTAL!!
8. Final Test Total is written on the front of the test.
9. PERCENTAGE should be calculated to 3 decimal places, rounding on the third decimal
10. RUN TWO TAPES, staple them on the front of the test. Both Tapes should match.
11. First scorer runs first tape
12. Second scorer runs second tape
13. Both Scorers initial test before test is finalized.\*\*
14. Place scores on scoring sheet – office personnel will pick up class sheets to place & post
15. TIES: Check with show manager.

\*\*\*\*\*SCORES MUST BE POSTED AS QUICKLY AS POSSIBLE TO PREVENT FINES!!

*Show Manager would prefer that scores are posted no later than ½ hour after receipt by scorers. Classes MUST BE scored and placed within ½ hour after the last ride. No exceptions for this show.*