



CANADIAN BATON TWIRLING FEDERATION
ADJUDICATOR COURSE – PRACTICAL PORTION
A1 (YELLOW, ORANGE, RED, MAROON)

Date: Three Mondays: November 6, 13 and 20, 2023

Time: 3:00 pm – 6:00 pm PST
4:00 pm – 7:00 pm MST
5:00 pm – 8:00 pm CST
6:00 pm – 9:00 pm EST
7:00 pm – 10:00 pm AST

Sanction #: CBTF-2023-1238

Hosted By: Canadian Baton Twirling Federation

Event Coordinators: Sara Mougeot sdprep@cbtf.ca
Dana Peteleski technicalchair@cbtf.ca

Course Conductors: Sara Mougeot & Dana Peteleski

Location: Online Zoom

Practical Course Fee: Special Introductory Price \$25 (regular \$50)

Pre-Requisites:

1. You must be 18 years of age or older as of Monday, November 6, 2023.
2. You must hold a CBTF Technical Association Membership (Type T1) in your province of residence.
3. You must complete the A1 online THEORY course (by October 31) before taking this PRACTICAL course. Please purchase and complete the THEORY Course for \$20 through the CBTF Education Portal (see information below).
4. You must have solid knowledge of the Yellow, Orange, Red and Maroon badges in the CBTF Skills Development Program. The SDP videos and written descriptions are in the CBTF CanTwirl App. Please download the app and purchase the SDP content (\$34.99 one-year subscription).

Step 1

- To request a free account on the Education Portal, you must be a Technical Association member in your province (that means, you must hold either a T1 or T2 membership. T2 memberships are the introductory level to the Technical Association and are for those that are under the age of 18. If you are 18 years or older, you will register for a T1 membership. This level of membership includes voting rights, whereas the T2 membership does not hold voting rights.)
- If you don't have a T1 membership yet, you can obtain one through your Club Membership Registrar (ask your Head Coach or Club Director who that is in your Club), or if you don't belong to a Club, you can contact your Provincial Membership Registrar. Ask your Provincial SDP rep or your Provincial Technical Chair who that is and how to reach them!

Step 2

- Once you have your membership in place from your province it's time to register for a CBTF EDUCATION PORTAL ACCOUNT. The Education Portal is the online collection of training courses, webinars, and exams that Coaches, Judges, and Adjudicators will use throughout their career. Ideally, you will do this as early as possible in advance of the Practical (Zoom) Course. This will give you enough time to submit your request, get set up in the portal, and complete the pre-learning (A1 Theory and Quizzes!)
- Send an email to registration@cbtf.ca
 - This email should come from your own personal email address because the Education Portal account is set up using the email that you use to request the account. We require that each participant have their own personal email account!
 - It's also recommended to obtain a login account for the CBTF website. You can request this at the same time as you request your Education Portal account!
 - You can use the following sample text in the email that you send to registration@cbtf.ca
Hello! I'm writing to request an account be set up on the Education Portal. My name is _____ (please include your first and last name) and my CBTF membership number is _____. My email address is _____.
I would also like to have a log in set up for the CBTF website.
Thank you!

Step 3

- Register for the A1 Practical Course here: <https://form.jotform.com/232897966495279>

Step 4

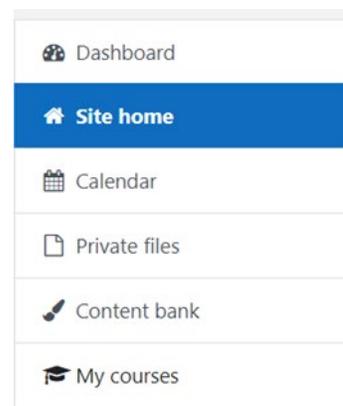
- Download the CBTF CanTwirl App from the Apple Store or the Google Play Store
- Purchase the SDP materials within the CanTwirl App
- Study the Yellow, Orange, Red and Maroon skills

Step 5

- Wait for an email to arrive with instructions and a temporary password for the Education Portal. This typically will arrive in 3-4 days from the date of your request. Follow those instructions to log in. If you have any issues with your log in, please send an email to registration@cbtf.ca explaining the issues and we will assist you.

Step 6

- Once you are set up in the Education Portal, you will need to purchase the A1 Theory for \$20. This is the pre-learning that is required for the practical (Zoom) course.
 - On the left hand side of the screen you will see a menu. Select “Site Home”.
 - This will display the available courses. You want to sign up for “A1 Theory”. Select the most current version (right now, that version is 2022).
 - Follow the steps to purchase this course for \$20 (PayPal is used for payment)
 - The online Theory course is meant to replace the printed paper manual of the past. You will always have access to the online course, and never have to worry about storing or misplacing a manual! We are also able to include training videos for you to watch in the online Theory course!



Step 7

- Work your way through the A1 Theory in the Education Portal. **Don't wait until the last minute to do this. Give yourself plenty of time to get the Theory course completed at least one week before your Practical Zoom course is scheduled to start.** There are different modules, and then a quiz at the end that you must obtain a passing score of 80% or higher. You can re-take the quiz if you don't obtain 80%. There is no limit to the number of attempts for the quiz. All of the questions relate to the material in the modules that you just read, and you can always go back to read the modules again!

- The course is designed so that you must complete the modules and quiz in order. We have run into the occasional glitch. If you get stuck, go back to make sure that you've completed every module and the final quiz. If you still have issues, please send an email to your course conductor who will put you in touch with the CBTF Technical Chair or designate for assistance.
 - When you complete the A1 Theory in the Education Portal, there will be a certificate of achievement for you that you can download! You are now considered an A1 Adjudicator In-Training! **Save a copy of this certificate and send it by email to your Course Conductor (sdprep@cbtf.ca) as proof that you have finished the Theory.**
 - ***Congratulations***, you are ready to attend the A1 Practical (Zoom) course with your Course Conductor!
 - ***Remember – you are not fully certified as an Adjudicator until you write the exams that are a part of the Practical Course.***
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Practical Course Materials: You will require the following to attend the PRACTICAL (Zoom) Course online:

- Laptop or desktop computer with a camera and microphone (please do not use a tablet or a phone to attend the Zoom course as the viewing of the materials on screen will be too small)
- Internet access
- Notebook and pen if you choose to take notes on paper
- Questions for your course conductor regarding the Theory portion of the course

Once you have met all of the pre-requisites for the A1 Course and have registered for the A1 Practical sessions, you will receive a Zoom link to join the three evening online sessions! Please note that the Zoom link will be sent out the day prior to the start of the course.