

1

Scribe

Before the first rider enters

1. Ensure that proper equipment and supplies are on the writing surface:
 - Copy of the ride time schedule
 - Pens
 - For each class: Test sheets with rider's names, numbers, etc., plus spare tests for the judge
 - Whistle or bell
2. Establish clearly with the judge whether he/she will give comments for a movement *before* or *after* the score so that comments will be entered in the proper place. Establish whether the judge wants comments abbreviated or will not accept abbreviations. If judge allows such, use abbreviations as much as possible.

2

As riders enter the arena

1. At the start of each class, be sure the judge knows which test is being performed. Give the judge a spare copy of the test.
2. Check each rider's number as soon as possible, confirming it with the test sheet cover. If the numbers do not match, find out who the rider is and locate the proper test sheet. Write the rider's number in the number box on the inside of the test sheet.

3

Scribing the Test:

1. Write the judge's comments exactly as given. Do not rearrange or edit.
2. **NEW for 2012 season: All scores must include a decimal point and either a 0 or a 5 after the whole number. Examples: 7.0 8.5**
3. Do not talk to the judge during a ride.
4. If you get lost, quietly ask what movement the next score will be for.

After each ride

1. Review what you have written.
2. Before giving a test to the Runner, check the test:
 - Does the test include all required scores?

- Are the errors clearly marked?
- Has the judge signed the test sheet?

4

Scribe behavior guidelines

1. Limit conversation with the judge to a friendly greeting and small talk during breaks.
2. Make NO remarks about any horse or rider in the competition, including but not limited to, any background information about the horse or rider, their trainer/coach, breeding, etc.
3. Maintain confidentiality. Never repeat anything you hear while scribing.

5

Scribing Abbreviations

A	arena A	ext	extension
abr	abrupt	flex	flexion
↑	above the bit	4 hd	forehand
ang	angle	4 wd	forward
@	at	gd	good
attn	attentive	1/2 pass	half pass
bk	back	hlt	halt
bal	balance	haun	haunches
b4	before	hd tilt	head tilt
beh	behind	h/legs	hind legs
btr	better	imp	impulsion
C	arena C	insuff	insufficient
cad	cadence	insuff	inside
cant	canter	inattn	inattentive
crkd	crooked	incomp	incomplete
C/L	centerline	irreg	irregular
○	circle	ld	lead
coll	collected	LF	left front
diag	diagonal	LH	left hind

disob	disobedient	lg	large
NRG	energy	lat	lateral
eng	engaged	L	left
	less than	not	not square
	more than	str	straight
outs	outside	strch	stretch
pos	position	↓ suff	down sufficient
1/4s	quarters	thru	through
reg	regular	trans	transition
res	resistant	trans	↑ transition up
rhy	rhythm	trans	↓ transition down
R	right	tr	trot
RF	right front		
rhy	right hind	v	very
satis	satisfactory	vert	vertical
serp	serpentine	w/	with
sh-in	shoulder in	wlk	walk
sm	small	wr	wrong





square

X

arena X