

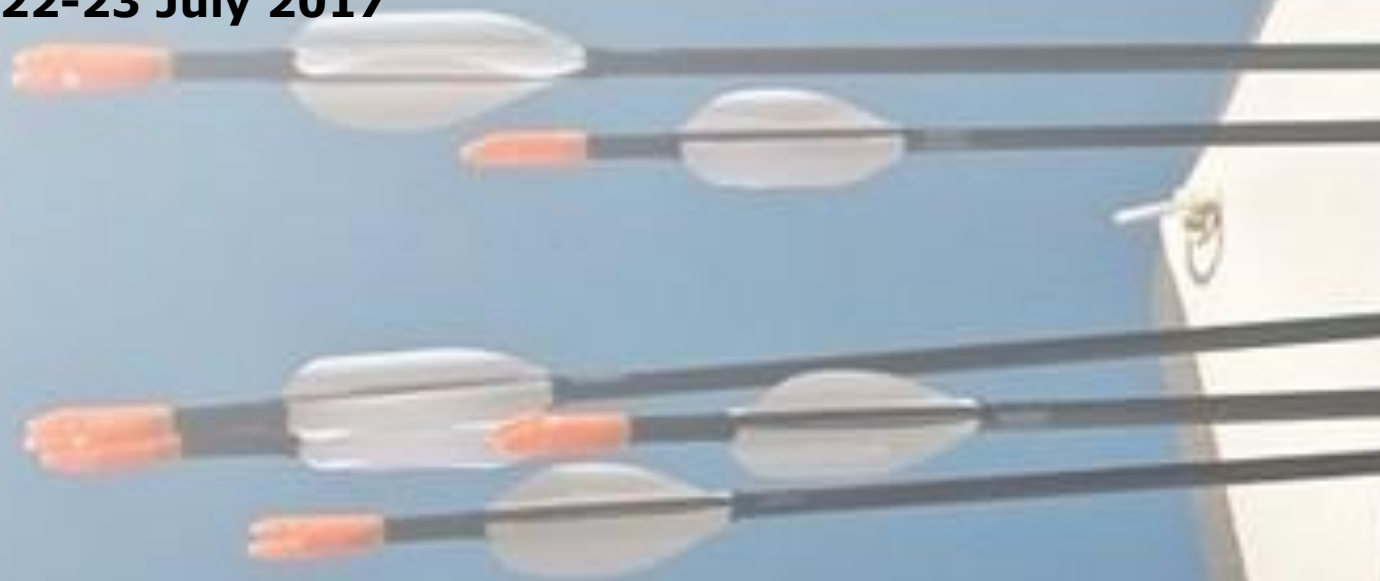


Archery Australia

2017 National Indoor Archery Championships

**Procedure No 1036
ORGANISERS MANUAL – V1**

22-23 July 2017



Archery Australia

2017 Indoor Archery Championships Manual

INTRODUCTION

The 2017 National Indoor Championships will be conducted in conjunction with local Indoor Tournaments usually RGB Indoor Championships.

RGB may use multiple venues; each venue must be registered with Archery Australia.

Date: The 2017 National/State Indoor Archery Championships will be run over the weekend of 22 and 23 July 2017.

Rounds shot: All competitors, including arbalists, will shoot –

Double Australian Indoor Round 18m (Vegas style) (2 x 30 arrow rounds)
Single World Archery Indoor 18m round (60 arrows)

NOTE – The Double Australia Indoor Round will be shot first.

The total score will be out of 1200 for each competitor.

DATES/ TIMELINES

- **1 June 2017** – Organising Committee to provide Archery Australia at info@archery.org.au
 - **Organising Committee contact details**
 - **Venue Details**
 - **Copy of local entry form and/or link to Online Entry Form**
- **19 June 2017** – Organisers will be provided with assistance from the IT Committee to set up the event in Archers Diary.
- **10 July 2017** – Individual Entries will close for Open and RGB team events.

Changes to Open and RGB teams may be made up until midnight Monday 17 July 2017.

- **23–24 July 2017** – Conduct event and enter results. The use of multiple computers, to enable fast and efficient processing of results is recommended.
- **28 July 2017** – The original scorecard (or a photocopy or scanned copy) to arrive Archery Australia Office.
- Scorecard's to be sent by Express Post to the Tournament and Records Committee at P.O. Box 54, Panania 2213.

- Local organisers must send a copy of the scorecards to the RGB Recorder or designated person.
- **26 July 2017** – Archery Australia will issue invoices to hosts. Numbers to be invoiced will be based on entry numbers listed in Archers Diary at the **start of competition**. Any competitor who enters, pays an entry fee and fails to compete will be invoiced.
- **25 August 2017** - Invoices to be paid in line with Archery Australia Policy Debt Recovery Policy.

World Archery Registration

Archery Australia will arrange and cover the cost of registering the Australian events with World Archery as WA Award events, but RGBs MUST confirm their event venue(s) with the Archery Australia Office at info@archery.org.au **by 1 June 2017 or the event will not be registered for that venue.**

RGBs may decide to also register their State Championships with Archery Australia for local records and awards.

Entry Fee

Entry Fee: The entry fee for the 2017 National Indoor Championships shall be AUS \$15 for each entry. There will be a \$5.00 discount extended to current financial Archery Australia registered affiliates (members).

Archery Alliance members and international visitors are welcome to compete as visitors paying the full entry fee.

Archery Australia will submit an invoice on the **26 July 2017**. Numbers to be invoiced will be based on entry numbers listed in Archers Diary at the **start of competition**. Any competitor who enters, pays an entry fee and fails to compete will be invoiced.

This invoice MUST be paid by **25 August 2017**.

If event scheduling allows at each venue competitors may enter into more than one event I.E. Men Compound and Master Men Compound or Men Recurve and Men Longbow but individual entry fee must be paid for each entry.

Communication

Each RGB will by 1 June 2017 must provide Archery Australia at info@archery.org.au with the following –

- **Organising Committee contact details**
- **Venue Details**
- **Copy of local entry form and/or link to Online Entry Form**

This contact person will then be responsible for ongoing dissemination of information to officials and clubs within their area, and all communication with the Organising Committee.

Venue requirements

In general: World Archery rules and for the National Indoor Archery Australia rules must be followed along with any extra criteria or requirements set out and detailed in the local entry form by the Organising Committee.

Each venue is encouraged to arrange for the optimum conditions for their archers on particular in regards to lightening and temperature conditions.

Event schedule: It is a requirement that the event schedule will have the tournament shot over with two sessions of 60 arrows being shot each day by each archer with the Double Archery Australia Indoor Round shot first. If entry number require shooting may be in multiple flight on each day.

Flights: The Organising Committee can organise any number of flights during a day.

Ideally archers from the same division and classification should where possible be shooting in the same flights.

SPECIAL NOTE - If the venue entry numbers are low or there are limitations with hiring the venue, written approval must be sought for the Archery Australia Office to conduct both rounds on the one day.

Number of venues: To ensure maximum participation there can be multiple venues in each RGB, these venues details must be provided to Archery Australia by 1 June 2017 by email to info@archery.org.au.

Judges: For each venue, the RGB shall appoint the appropriate number of Judges for the competitor numbers in compliance with World Archery rules. Expenses for Judges will be the responsibility of the local Organising Committee

Target Faces: Any brand of target faces can be used so long as they are World Archery approved and comply with World Archery rules.

For the Australian Indoor round – 40cm Single or Triple Triangle target faces must be used.

For the WA Indoor Round – 40cm Single, Triple Vertical target faces must be used.

The style of face used by archers will be at the archer's choice. The entry form should allow for archers to select the target face they wish to shoot for each round.

Lighting: Lighting is always an important issue with indoor championships; it is the responsibility of the local Organising Committee to ensure there is consistent and acceptable lighting for all competitors at their venue/s.

Heating: Selection of venues with achievable comfortable temperatures should be considered.

Administration area: Each venue should arrange an 'Administration / Registration Desk' close or next to the computers to allow for changing of entry information, handing of results scorecards, viewing results from other venues etc. Also have on hand:

- World Archery Rule Book – April 2016
- Archery Australia Rule Book – January 2016
- Information on WA Target Awards

Stationary supplies such as pens, coloured highlighting pens, pencils, stapler, many assorted bulldog clips, sticky tape, spare paper, calculators, paperclips, etc.

IT requirements

Online access: Each venue MUST have Internet access to allow for online scoring using Iscored.today.

There will be no manual; imputing of scores.

TV's or data projector: Ideally each venue should provide either TVs or Data Projector to display results for competitors and spectators.

Printers should be available to provide printed copies of results which should also be displayed.

Backup plans: Organising Committee should develop a backup plan for entry of scores if the main system fails.

Corrections to results can be made up until 5pm on Tuesday 25th July 2017. Following that time scores will deemed to be final.

Media Coverage

Each RGB is asked to make contact with your local media.

Entry Details

Entry Form:

Each Organising Committee will take advantage of the Archery Australia Online Entry System. **Archers Diary must not be used as an entry system.**

This system provides for quick and efficient online entries and payment by Credit or Debit Card.

For more information email info@archery.org.au we can assist the local organising committee's in setting up their online entry form.

Entry form Requirements:

- Name
- Club
- RGB
- Gender
- Archery Australia Number
- Target face required (triple or single)
- Date/s
- Venue address
- Event program
- Times/flights
- Category entering (gender/bow type/age group)
- Entry Fee, the entry fee is the cost of the local event plus the Archery Australia Fee of \$15 (with a \$5 discount for current Archery Australia financial affiliates members). This fee will be sent to Archery Australia and will cover medal cost, administration and event results system.
- Anything else required by the local Organising Committee

Entry Form should indicate

Gender – Male, Female

Divisions – Recurve, Compound, Barebow Recurve, Barebow Compound, Longbow or Crossbow.

Class – Open, Master, Veteran, Veteran Plus, 20and Under, Cadet, Intermediate or Cub

Sub Class – Para Open, Para W1, Crossbow Assisted

Refer to Appendix 1 for eligible Divisions and Classes

Correct Archery Australia terminology must be used on Entry Form, for example Cub, Intermediate, Cadet, 20 and Under, Open, Master, Veteran and Veteran Plus.

The **link to Online Entry Form** must be sent to Archery Australia at info@archery.org.au by the 1 June 2017.

This information will be published on the Archery Australia website.

Non Archery Australia Championship Entries

Archery Alliance members and non Archery Australia members can only enter into Archery Australia categories and Archery Australia rules will apply.

Data Entry of Competitors and Scores

By 3 July 2017 local Organising Committees will be provided with Password and Login to Archers Diary Results System

Affiliation: Each RGB is to ensure that all of their competitors are current financial members of Archery Australia or gain evidence of their membership to Alliance member's organisation.

This must be done by a check of Membership Cards at the time of registration.

Teams Event

There will be two different team events conducted at National Indoor Championships.

RGB Team Championships –

Each RGB can enter one Recurve Team and one Compound Team.

The composition of each team shall be up to four (4) athletes, who may be male or female from any age class.

Only one team in each Division of Recurve and Compound shall be entered by each RGB, with nominations submitted in writing to the local Organising Committee no later than by 5pm local time on 10 July 2017.

Archery Australia will be providing an online entry form for RGB s to enter their RGB Team details.

Changes to RGB teams can be made up until midnight 17 July 2017 by sending an email to info@archery.org.au .

Team results being the total of the best three (3) scores shot in each division for the event.

The RGB must provide an address where medals can be sent for local distribution following the championships.

Team requirements:

- There will be four (4) members in a team
- Teams can be mixed gender
- The team name shall be the RGB name
- Team members must be from same RGB
- An RGB can not enter more than one team in each equipment category
- Team members can be from any age division
- Team winners will be decided on the aggregate of the 3 team members' scores over the 2 rounds (120 arrows/archer)
- Archery Australia Championship gold medals for any given category will only be awarded if there are at least 3 teams entered in that category.

Open Team Championships -

The Open Team Championships will be contested in the following categories

- Youth: Recurve and Compound
- Open: Recurve, Compound and Barebow (Barebow recurve, Barebow compound and longbow)
- Master/Veteran/Veteran Plus: Recurve and Compound

Team members may be both Archery Australia and non Archery Australia members.

There is no limit to the number of teams that can be entered in each open category. Team entries must be submitted in writing to the local Organising Committee no later than by 5pm local time on 10 July 2017.

Changes can be made up until midnight 17 July 2017.

Archery Australia will be providing an online entry form for Open Team to enter their team details.

Changes to Open Teams can be made up until midnight 14 July 2016 by sending an email to info@archery.org.au.

Archery Australia Championships medals will be awarded in each category. For non Archery Australia Teams an Archery Australia Visitors medal will be awarded.

Each team must provide an address where medals can be sent following the championships.

Team requirements:

- There will be three (3) members in a team
- Teams can be mixed gender
- A team name must be submitted at the time of entry
- Team members can be from the same or different RGBs, associations or countries.
- An athlete may not compete in more than one (1) team unless entered more than once in the Championships event and in different categories. (e.g. an eligible archer may choose to shoot both as an Open and as a 20 and Under, so will shoot 240 arrows over the weekend and pay two entry fees).
- Note that the RGB team event (**see below*) is considered to be a completely separate event.
- All members of a team will shoot the same bow type – either Recurve or Compound or Barebow (may be a combination of Barebow Recurve, Barebow Compound or Longbow)
- Team members must be shooting in the age division compatible with their team entry
 - Youth - all team members to be 20 and Under or younger and in category entered in event
 - Open – archers from any of the 7 age divisions may be in this team

- Masters/Veteran/Veteran Plus - all team members to be Masters, Veteran or Veterans Plus in age and in category entered in event.
- Team winners will be decided on the aggregate of the 3 team members' scores over the 2 rounds (120 arrows/archer)
- Archery Australia Championship or Visitors gold medals for any given category will only be awarded if there are at least 3 teams entered in that category.

NOTE – As both team events are online event any changes to team names or team members can be made up until 17 July 2017 to info@archery.org.au

Any changes made after the start of shooting will not be accepted and only those names listed by shooting time will be used.

Individual Event

For the individual event Archery Australia Indoor Championship Medals will be awarded.

For non Archery Australia members an Archery Australia Visitors medal will be awarded.

Scorecards

Only the official scorecards can be used and these will be provided to each Organising Committee and available on the Archery Australia website link for the 2017 National Indoor pages or for the WA Indoor scorecard [CLICK HERE](#) or for the Australian Indoor Scorecard [CLICK HERE](#).

All scoring will be online using Iscored.today.

If non official scorecards are used the scores will be considered invalid and a score of zero noted on the results and no Records or Awards will be processed.

MANAGING SCORECARDS

1. Following the competition each local organisers will provide a facility where scorecards will be checked against the results listed in Archers Diary.
2. Each archer will be required to present their fully completed scorecard for checking.
3. The scorecard will be checked to ensure all required areas have been completed and the Total Score, 10's and 9's will be checked against the Total Score, 10's and 9's listed in Archers Diary.
4. If the scorecard is found to be incomplete or the Total Score, 10's and 9's does not match Archers Diary the scorecard will be returned and the archer and the archer will be given the opportunity to correct the card.

What needs to be checked on the scorecard?

1. Have the competitors name, club, membership number, date and round been completed
2. All boxes requirements are completed and the Total Score, 10's and 9's match the results in Archers Diary.
3. The scorecard is signed by the competitor and a witness

The adding up and accuracy of each score is not the responsibility of the Organising Committee.

CHECKING OF SCORECARDS FOR ACCURACY OF ADDING UP OF SCORES MUST NOT HOLD UP PROCESSING OF RESULTS.

Organisers may check scorecards at a later time. If found to be incorrect Archery Australia results can be changed until 5pm on Tuesday 25th July 2017 by sending an email to info@archery.org.au.

At this time the archers score may either adjusted or the score disqualified.

Remember arrow values cannot be changed (once arrows have been removed from the target), if an error is found the lowest score will be the official score.

During the competition any changes to arrow values (Yellow area on scorecard) MUST be witnessed and changes by a Judge.

Additions can be changed.

RESULTS: Results must be publically available on Archers Diary for a minimum of 15 minutes to check for errors before any local awards can be presented.

National results will be provisional until 5pm Tuesday 25th July 2017 and will be considered official pending any appeals, protests.

Archery Australia All Gold and Perfect Ten medals

All competitors may purchase gold coloured All Gold and Perfect Ten medals in line with Archery Australia Rules.

Only Archery Australia or WA members can purchase WA awards.

Remember that if the event is also your RGB Championships, Silver All Gold and Perfect Tens may be purchased.

On the days of the event

Warm up butts may be provided if room is available

Target allocation should be done carefully to maximise the integrity of the event. The ideal is having archers from the same division and category shooting in the same flight, but the priority should be ensuring that archers from more than one club are involved in the scoring on any target if at all possible.

Before the start of practice for each first round/flight the Director of Shooting or Venue Organiser will remind archers that:

- In line with current World Archery practices there will be 3 ends of practice then straight into scoring, any number of arrows may be shot each practice end within the permitted time limit
- There may be a short brief break after each 30 scored arrows (to enable scores to be entered)
- There will be no additional practice between the two 30 arrows rounds for the Australian Indoor round, only the initial practice at the start of the round.
- For the Australian Indoor round scores are to be out of 30 arrows, not cumulative over 60 arrows
- All scorecards MUST be completed properly or they may be discarded
- Scoring is to be double scoring in line with WA Shooting Rules unless using online electronic scoring (at each target) in which case only a single scorecard can be used.
- Anyone wishing to purchase All Gold, Perfect and WA awards need to complete the Claim Form at the Registration Desk

Practice: Each venue will conduct 20 minutes' practice (3 ends) before each round of 60 arrows, and then straight into scoring. A brief break will be permitted after 30 scored arrows, during which time officials will collect the half way scores for that round.

Remember – An archer may shoot as many arrows as they wish each practice end but all arrows shot for Practice must be within the 120 second time limit for each end.

Ties

Ties will be resolved according to World Archery rules, for the WA Indoor Round and according to AA Indoor Rules for the Australian Indoor Rounds. In the unlikely event of a tie for the total event the total number of tens across the two rounds will be used, followed by the number of Xs from the Australian Indoor round.

Scorecards after the events

By 28 July 2017 original scorecard (or a photocopy or scanned copy) must be received by the Archery Australia Office. Scorecards must be posted by Express Post to the Archery Australia Tournament and Records Committee, P.O. Box 54, Panania NSW 2213 or alternatively a scanned copy of scorecards can be emailed to info@archery.org.au

Local organisers must send a copy of the scorecards to the RGB Recorder or designated person.

The Organising Committee may wish to copy the scorecards and retain for their records for 12 months.

Archery Australia Championship Medals

Championship medals will be awarded to comply with Archery Australia rule 7.12.7:

If two or more archers cannot be separated following a count back on 10s and Xs they will be declared tied and if requirements above are met shall be awarded a medal each. If 2 gold medals are awarded there shall be no silver, just a bronze etc.

The Championship medals for archers will be sent by Australia Post direct to the winning competitor by the Archery Australia Office within 14 days of the official final results being posted by 5pm Tuesday 25th July 2017.

Medals will be marked with the place and category. These are all cross checked before being posted out but please notify the Archery Australia Office immediately if you suspect an error has been made.

The RGB Team medals, these will be sent to the address indicated on the entry form for distribution or presentation these medals to members.

Team medals will be sent to the address indicated on the entry form.

World Archery Records

Archery Australia Tournament and Records Committee will automatically claim World Archery Records on behalf of Archery Australia members.

RGB Recorders must notify the Archery Australia Tournament and Records Committee promptly if they think a World Record claim is required.

Archery Australia Championship and Tournament Records

Archery Australia Tournament and Records Committee will automatically claim all National and Australian records on behalf of the Archery Australia members. Once the records are published the archers may ask the Archery Australia Tournament and Records Committee to check if they think an error or omission has occurred.

Record Certificates will be sent to RGB Recorders.

RGB and Club records are the responsibility of the RGB or Club.

World Archery Target Awards

Request to claim these awards MUST be indicated on the scorecard/s in the area provided. Awards will then be automatically claimed by the RGB.

The RGB Recorder shall order awards from the Tournament and Records Committee, the RGB will be responsible for distribution of medals.

- Recurve and Compound are eligible for these awards as they are recognised by World Archery.
- Longbow and Barebow Recurve can claim awards as they fit into the Recurve division though score requirements do not vary.

- Barebow Compounder need to enter as a sighted compound (shooting inner ten) if they want to be eligible for WA Target awards, as this category is not recognised by World Archery.
- Crossbows are not eligible for any WA awards.

It is up to other countries to claim relevant awards for their archers competing in the event.

PLEASE NOTE:

There could possibly be minor variations to some of the details in this document.

Any changes will be distributed to ALL Venue Organisers via email.

Contacts

If you have any queries please contact Archery Australia Office: info@archery.org.au
02 9772 2995

Appendix 1

ELIGIBLE DIVISIONS AND CLASSES

Male Recurve
Female Recurve
Male Master Recurve
Female Master Recurve
Male Veteran Recurve
Female Veteran Recurve
Male Veteran Plus Recurve
Female Veteran Plus Recurve
Male 20 and Under Recurve
Female 20 and Under Recurve
Male Cadet Recurve
Female Cadet Recurve
Male Intermediate Recurve
Female Intermediate Recurve
Male Cub Recurve
Female Cub Recurve
Male Compound
Female Compound
Male Master Compound
Female Master Compound
Male Veteran Compound
Female Veteran Compound
Male Veteran Plus Compound
Female Veteran Plus Compound
Male 20 and Under Compound
Female 20 and Under Compound
Male Cadet Compound
Female Cadet Compound
Male Intermediate Compound
Female Intermediate Compound
Male Cub Compound
Female Cub Compound
Male Para Recurve Open
Female Para Recurve Open
Male Para Recurve
Female Para Recurve
Male Para Compound W1
Female Para Compound W1
Male Para Compound W1
Female Para Compound W1
Male Longbow

Female Longbow
Male Master Longbow
Female Master Longbow
Male Veteran Longbow
Female Veteran Longbow
Male Veteran Plus Longbow
Female Veteran Plus Longbow
Male 20 and Under Longbow
Female 20 and Under Longbow
Male Cadet Longbow
Female Cadet Longbow
Male Intermediate Longbow
Female Intermediate Longbow
Male Cub Longbow
Female Cub Longbow
Male BB Recurve
Female BB Recurve
Male Master BB Recurve
Female Master BB Recurve
Male Veteran BB Recurve
Female Veteran BB Recurve
Male Veteran Plus BB Recurve
Female Veteran Plus BB Recurve
Male 20 and Under BB Recurve
Female 20 and Under BB Recurve
Male Cadet BB Recurve
Female Cadet BB Recurve
Male Intermediate BB Recurve
Female Intermediate BB Recurve
Male Cub BB Recurve
Female Cub BB Recurve
Male BB Compound
Female BB Compound
Male Master BB Compound
Female Master BB Compound
Male Veteran BB Compound
Female Veteran BB Compound
Male Veteran Plus BB Compound
Female Veteran Plus BB Compound
Male 20 and Under BB Compound
Female 20 and Under BB Compound
Male Cadet BB Compound
Female Cadet BB Compound
Male Intermediate BB Compound

Female Intermediate BB Compound
Male Cub BB Compound
Female Cub BB Compound
Male Crossbow
Female Crossbow
Male Master Crossbow
Female Master Crossbow
Male Veteran Crossbow
Female Veteran Crossbow
Male Assisted Crossbow
Female Assisted Crossbow
Male 20 and Under Crossbow
Female 20 and Under Crossbow