

IFBA Manual
How to run a boomerang world cup
“Behind the scenes”
WBC processing handbook

2015 version 0.4



International **F**ederation of **B**oomerang **A**ssociations
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Preamble

This booklet supports on organizing, preparing, running and finishing a boomerang world cup (WBC).

The content of this manual is based on the experience of people who have already organized a world cup. It is originally written by Ulrike Baumann and co edited by Paul G. Gajski who contributed and supported this project.

Always keep in mind: In addition to this booklet there are always people who have experience with hosting a world cup and who can answer your questions or support.

The more people you have supporting the easier and relaxing it will be for everyone.

In case you have any idea how to improve this manual please let the IFBA know. It would be great if this could be a learning document which makes life easier for future cup organizers.

Ulrike Baumann, June 2015

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1 General

A world cup is run by an organizing team for everyone's relieve (TEAM = Together Everyone Achieves More). To prevent conflicts it is supportive if you decide in the team who is going to be responsible for which tasks and if you have one person coordinating and monitoring all the tasks. My experience as project leader taught me the lesson that the better a project is planned and the more respectful and clear the communication is, the fewer trouble you have, the smoother the project runs and the more fun you have!

The main focus of the booklet is to show how to run the cup. Organization of environmental entities is mentioned but in fewer level of detail.

1.1 Milestones

		Point of time
M1	Start application for an upcoming world cup	Few month before a world cup
M2	Apply for the upcoming world cup	IFBA meeting at a world cup
M3	Environment settled	
M4	Website setup	
M5	Start online registration	12-6 month before WBC
M6	Schedule/Rule book published	
M7	Online registration finished	
M8	Trophies, medals ordered	
M9	Arrivals scheduled	
M10	Field setup	
M11	Start on-site registration	
M12	Start of the tournament	
M13	All throwers on their way home	
M14	End of world cup	

1.2 Phases

	Phase	Work packages
	Application for an upcoming world cup	Pre-Settlement of the - board and lodging ¹ - field - organization team - tournament schedule - planned cup size ² Make a financial plan (price indication) Think of special events/ sightseeing

¹ Consider visitors accompanying the throwers to a WBC. As guide value you need 200 beds to host 20 teams.

² The number of teams the WBC can host depends on the field size and the accommodation capacity.

How to run a boomerang world cup (WBC)?

Phase	Work packages
	/opportunities for attending visitors ³ Presentation of planned WBC
Long term WBC activities	Fix contracts (e.g. board and lodging, field) Setup website Sponsorship Organization-team setup
Middle term WBC activities	Settle contracts (e.g. insurances, first aid) Registration Sightseeing/events Settle your team Prepare registration package
Short term WBC activities	Preparation on-site registration Preparation of the field Arrival Registration Score analysis/Tools Team assignment process Individual assignment
Tournament setup	<ul style="list-style-type: none"> - Setting up the field - Measure the field - Mark bull's eyes - Draw circles - Setup tents/sanitation/power supply - Check/Organize needed material
Arrival	<ul style="list-style-type: none"> - Pick up service (from airport/train stations) - Registration - Captains meeting
Tournament	<ul style="list-style-type: none"> - Scoring - Judging - Organization - Award ceremonies - IFBA Meetings - Auction - Publishing results, reports, photographs
Departure	
Finishing the cup	

1.3 Organization team setup

It is reasonable to divide your team at least in two parts: one responsible for the tournament part and one responsible for the organization around the cup like accommodation, registration, food, etc.

There are multiple jobs to be done and roles to be filled on a world cup. The more experienced and motivated people you have in the team the easier it will be for everyone.

³ In case of similar applications this could make you win the award for the upcoming cup.

1.3.1 Cup organizer

Person responsible for the cup and all activities described in the manual. For its own relieve there should be a team taking over responsibilities and jobs like described in the following section:

1.3.2 Registration

People handling the internet registration beforehand and on-site and supplying head judges with the information who is going to participate in long distance and individuals cup as well as which teams are registered for the team cup.

1.3.3 Supporters for general organization

People

- running the web site
- helping throwers and visitors on any request
- organizing missing items
- supporting arrival and departure
- hanging out posters
- handing out flyers
- running the auction
- performing Gel awards
- executing any upcoming issues
- organizing award ceremony

1.3.4 Tournament director

1 person making sure

- the field is well prepared
- all necessary items are available
- at least roles head judges and score analysts are assigned
- long distance, kylie event and Gel Day are arranged

The tournament director supplies information to the head judges.

1.3.5 Head judges

2-3 people organizing the proceedings/actions/execution of the team and individuals' cup on the field.

Head judges responsibility:

- Release the field (field setup complies with IFBA requirements)
- Safety on the field
- Reviewing team assignment
- Making sure team assignment and rule books are published
- Heading the captains' meeting
- Organizing warm ups and event start
- Delegating judges tasks to team judges, making sure people know what to do
- Preparing team event (setting up/handing out material, insure field marking e.g. SuperCatch area)
- Responsible that circles can be used, areas are marked

- Supporting judging activities on the field especially SuperCatch and Team Relay
- Handling protests
- Making sure start numbers for individuals are published/posted
- Assigning throwers to circles for individuals cup (incl. groupings)
- Determine circle judges for individuals cup
- Handling tie-breaks
- the schedule is followed on time
- making announcements about any changes to keep the show rolling

1.3.6 Score analyst

2 people preparing team setup, preparing the score sheets, processing the scores, publishing/posting the results and producing/printing overall and event certificates.

1.3.7 Circle maintenance team

2-n people initially drawing the circles and maintaining the lines throughout the whole tournament. Some lines might not be visible after Endurance and Relay runs or people constantly marching over the field. Lines have to be checked before events are started in the morning and in the evening when all events finished. Where necessary lines have to be repainted/redrawn. In case a circle is unusable circle-team shall inform the head judges.

1.3.8 Supporters on the field

People

- setting up and caring for the field markings/borders
- keeping spectators off the competition field (security alert)
- running Gel day
- running kylie events
- running long distance
- boomerang demonstration (if spectators are interested)
- showing how to throw
- ensuring the supply with water for the throwers
- organizing an information stand
- organizing an boomerang shop (maybe also workshop where boomerangs can be build)
- Looking after spectators (e.g. explaining the ongoing events and on forming about boomerangs and throwing in general, providing flyers)
- Looking after press, radio, TV station staff
Similar to the spectators and especially making sure that safety precautions are met (see chapter 5.6)

1.3.9 First aid team

People taking care of first aid on the field

1.3.10 Circle judges

Circle judges are assigned by the head judge. Circle judge activities should be performed by experienced throwers knowing the rules and how an event is conducted/performed.

The circle judge leads the circle by delegating judgment jobs as line judges, time or score keepers to passive throwers. He is responsible for the rule compliant execution of the event in his circle, meaning

- Organizing line judges, score/catch/time keepers
- Coordination of the event: keeping the right throwing order and the given group size, keeping correct warm up times/practice throws
- Correct score recording
- Handling of small protests on the circle
- Handing score sheets to score analysts

For Individuals Cup only:

While the circle judge is throwing or performing his round (like in a group in Accuracy) he delegates his duty to another inactive thrower on the circle.

1.3.11 Visitors

People accompanying throwers to the cup but do not throw themselves. They might attend the cup as spectators or do external activities like sightseeing, shopping or relaxing. If they support any thrower (be present on the competition-field) they have to strictly obey safety instructions. They also have no voice in any judgement issues such as observations of what might be an irregularity in their opinion.

2 Things necessary for the application

2.1 Field(s)

To run a world cup you need a proper field. It should meet the following requirements:

To prevent the risk of injuries:

- The court has to be plain and smooth (meaning e.g. free of manholes, holes, broken glass or metallic parts) to prevent injuries
- The court has to be free of obstacles (like bushes, goals, fences or light posts etc.).
- Unremovable obstacles have to be a least 10 m away from an out most circle.

To host a team cup you need an area that can host at least:

- **Two 50m radius circles** (Aussie circles) and additionally **eight 20m radius circles**.

Whereas

- the **20m circles** have to be **separated by at least 10 meters** from each other (and the next obstacle) and
- the **50m circles** have to be **separated by at least 10 meters** from each other (and the next obstacle).

It is highly recommended that

- the circle lines of the 50m and the 20m **circles are** not intersecting and if they do, then ensure the **overlapping is as little as possible** and
- at least one set of three 20m circles are **arranged as tally circles** for super catch

These three 20m circles are

- located at the border of the field (to prevent the MTA thrower running through the circles and disturbing his tally throwing team mates) and
- arranged in a triangular fashion surrounding a virtual centre (from where the tally circle judge can coordinate the circle masters and the score keeper can collect the scores)
- plan more 20m circles than needed to have some spare circles. This is to prepare for incidents such as circles become unusable e.g. due to weather. If possible plan a spare 30m circle, too.

To run long distance you need a field that capture 300m times 300m.

Note: Long distance lasts only one day and can be thrown on another field if not all requirements can be met by one field.

The whole tournament area has to be reserved for the complete world cup period (meaning the whole day when events are scheduled as well as weather days). This is because events might be delayed or rescheduled so areas might be used during non-scheduled times. In addition non-boomerang throwers (like soccer players or joggers) do not know how to behave on or next to a boomerang area (risk of injuries). Also arguments with non-boomerang people can be prohibited (to improve boomerang reputation and prevent delays).

The following facilities should be available on the field

- Setup tents/sanitation/power supply
- Marquees
 - for the throwers to rest and eat lunch with tables/chairs
 - for scoring (Computer equipment and printer) with chairs and table
 - for judgment preparations with chairs and table
 - for boomerang sales with chairs and tables
 - as food distribution and as storage for tap water with tables
 - as first aid area
 - as lost & found area
- Sanitation
- Noticeboard and markers for notes/announcements and to publish results

It is highly recommended that the field and the accommodation are in walking distance. Otherwise a shuttle service for throwers has to be set up.

It is an advantage if the field has

- a central transport connection (for visitors accompanying throwers and local spectators)
- a spectator friendly setup, fences in a distance where spectators can watch the events and if possible the ability to circumvent the field.

2.2 Board and lodging

The accommodation should

- Offer breakfast and dinner. Lunch should be served on the field to save time during tournament days. It could either be ordered by the accommodation or elsewhere.
- Be in walking distance to the field (either a shuttle service has to be installed)
- Be low-cost (expenses due to travelling costs are normally already high)
- be able to host all contestants and visitors
- Offer space for socializing at night and spare time
- Offer a room for boomerang activities like registration, captains' meeting, IFBA meeting, auction, etc.
- Be flexible like providing space for a noticeboard in a central spot to post announcements/notices to throwers, publishing schedules and notes.

Note: As the contestants come from all over the world, it should be possible to reserve accommodation before and after the world cup.

Often teams like to arrive 3 to 7 days in advance to get themselves familiar with the location.

The organization team should arrive a few days before the tournament. There should be a welcome committee, the field set (measurement, setting markings for the bull's eyes and drawing the circles requires at least 2 days)

2.3 Organization team

Ask people of your local boomerang club to take on responsibility for roles you have to staff for a world cup. Try to get experienced and motivated people in your team to avoid beginner's mistakes and have a smooth running event.

For the application you should be able to present a team which contains at least people supporting the organization itself and a tournament director.

The more experienced people you can present supporting your cup the more chances you have to win the application.

2.4 Tournament schedule

The schedule should include the following entities:

- Arrival day
- Departure day
- 4 days team cup (3 team days plus one weather (e.g. rain) day team)
- 3 days individuals cup (2 individual days plus one weather day)
- 1 Gel day
- 1 long distance day

Experience showed that more throwers take part in long distance when it is scheduled after the team and individuals cup. Because throwers willing to participate in long distance too, fear to injure themselves and not being able to participate in the team and/or individuals cup. That's why some throwers choose to resign long distance when it is scheduled in advance.

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- Excursion day (optionally, offer an excursion for the weather days if they are not used)
- Lunch break of at least one hour (lunch should be served on the field to save time)
- Captain's meeting (one day before start of team cup)
Recommendation: Divide the captains meeting into two parts: 1st part drawing team names. Discussing late breaking changes to the rules and settle the general tournament flow. Break to print team maps with real names. 2nd part: handing out team maps, discuss and settle open issues.
- IFBA meeting on an evening
- Award ceremony (normally scheduled on the same day as the last event or weather day of the respective event style (team, individual)).

In former world cups the teams days were always performed and completed before the individuals cup.

There should be 2 days throwing in a row at maximum (and then a weather day).

When setting up the schedule take into account sunrise and sunset!

2.4.1 Schedule for long distance

Schedule one day for long distance.

2.4.2 Schedule for team cup

Preparing the schedule for the team competition is based on the following preconditions.

- the number of teams known
- the number of circles ($n \cdot 50m$, $n \cdot 30m$, $n \cdot 20m$ circles) known

The amount of teams you can invite depend on 2 factors:

- amount of people you can accommodate (hotel/hostel...)
- size of competition field (how many circles fit on the field)

To get an idea, you can check the embedded file below.

Team to Circles Planning															
		permanent Judges from the Teams				Requirements per Circle to make it operable				Judges from the throwers					
Teams	Event	CircleType	Needed Circles/Areas	Required P-Judges	Center/Group Judges	Range coordinators	Line(UP) Coordinators	Scorer	Timer	Gate/Field Judge	Half way Judge	50m line	40m line	30m line	20m line
47	Aussie-Round	50m	2	7	2	2	min. 2	1	0	0	0	min. 6	min. 6	min. 4	0
48	Endurance	20m	5	3	1	0	0	1	1p 1t	1t (timer)	0	0	0	0	min. 3
49	Accuracy	20m	4	4	2	1	0	1	0	0	0	0	0	0	min. 6
50	Trick-Doubling	20m	8	2	1	0	0	1	0	0	0	0	0	0	min. 3
51	TeamRelay	30m	2	6	2	1	0	1	4t	2p	0	0	0	min. 6	0
52	SuperCatch	3 x 20m, field	1	10	3	0	1	2	2p	2p	0	0	0	0	min. 9
53	MTA	50m	2	2	1	0	0	1	3t	0	0	0	0	0	0



Microsoft Office
Excel-Arbeitsblatt

It shows how many teams you can have when you have such and such many circles. This also works the other way around. It tells how many circles you need to invite such and such many teams.

To set up a time schedule, the events' duration has to be calculated. As a basis for the calculation the events' base times were gathered from experience of tournaments and former world cups (by Paul Gajski and Ulrike Baumann).

How to run a boomerang world cup (WBC)?

See the embedded Excel file below. It contains both TeamCup and Individual calculation

	A	B	C	D	E	F	G	H
1						2xAussie		
2	Team count	13		max time=9h		6xAcc		
3						6x20m		
4	General							
5		time/group	#circles/areas**	#rounds	#groups/team	practice time*	t in sec	time needed
6	Accuracy	330	4	1	2	720	3030	0:50:30
7	Acc 100	550	8	1	2	720	2920	0:48:40
8	Aussie-Round	420	2	1	2		5460	1:31:00
9	Endurance	300	4	1	1	600	1800	0:30:00
10	MTA	120	2	3	7		2520	0:42:00
11	Relay	480	2	1	1		3360	0:56:00
12	Supercatch	60	1	4	2		6240	1:44:00
13	Trick-Doubling	660	6	1	2		3300	0:55:00
14							28630	7:57:10
15		Throwers on a circle26			*directly on the circle			
16					**mta: max throwers in a group			



Microsoft Office
Excel-Arbeitsblatt

This version is the Schedule Calculation of Perth 2014

You need to enter your team count and your circle count in the respective column for the specific events.

The calculated times enclose the execution of the respective events **without** general warm up.

Considering the general warm up times in addition and rounding the time up to 30min slots a time schedule has to be manually setup. Normally each event is shown in another background color for a better view. With the data given above the schedule could look like this:

How to run a boomerang world cup (WBC)?

14 Teams (2 x 50m/2 x 30m/6 x 20m)			
	Day1	Day2	Day3
08:30	Warm up	Warm up	Warm up
09:00	Opening	Warm up	Warm up
09:30	Trick-Doubling	Supercatch	MTA
10:00	Trick-Doubling	Supercatch	MTA
10:30	Trick-Doubling	Supercatch	Supercatch
11:00	Aussie-Round	Supercatch	Supercatch
11:30	Aussie-Round	Supercatch	Supercatch
12:00	Aussie-Round	Relay	Supercatch
12:30	Aussie-Round	Relay	Supercatch
13:00	Aussie-Round	Relay	Lunch
13:30	Lunch	Lunch	Lunch
14:00	Lunch	Lunch	Aussie-Round
14:30	Supercatch	MTA	Aussie-Round
15:00	Supercatch	MTA	Aussie-Round
15:30	Supercatch	Endurance	Aussie-Round
16:00	Supercatch	Endurance	Endurance
16:30	Supercatch	Accuracy 50	Endurance
17:00	Accuracy 50	Accuracy 50	Relay
17:30	Accuracy 50	Trick-Doubling	Relay
18:00	Relay	Trick-Doubling	Relay
18:30	Relay	Trick-Doubling	
19:00	Relay		

Comment on the schedule:

Maybe you noticed that Aussie Round is scheduled 2.5 hours at the first time whereas 2 hours should be sufficient (1:38 h plus 10 minutes warm up makes 2 hours in the schedule). Reason for scheduling another 30 min in addition is that this is the first day people are throwing on a new field (they have to get familiar with its setup) and it is the first team event with more organizational effort like setting up line judges which people have to get used to.

Note: Keep in mind the following restrictions:

Team Relay:

Make sure you have enough (experienced) people assigned to each circle. You need at least 20 judges plus 2 throwing teams which makes 26 people at least.

- 2 circle masters (1 for each team)
- 1 scorekeeper
- 1 starter
- 8 timers for team overall time (3 timers plus one alternate per team)
- 8 range stewards (4 per team. There might be wind shifts or a mix of left and right handed throwers in a team)
- 1 timer for the five minute limit or a lap timer for the team

From the experience in the past, it is highly recommended to have a third relay circle only when you have at least 18 teams.

How to run a boomerang world cup (WBC)?

Number of																				
Teams	11	12	13	14	15	16	17	17	18	19	20	21	22	23	23	24	26			
Circles	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4			
Idle throwers on the circle	12	16	16	20	20	24	24	12	16	16	16	20	20	20	12	16	16			
Judges on the circle	5	6	6	7	7	8	8	5	6	6	6	7	7	7	5	6	6			
Judges needed	20	21	22	23	24	24	24	24	21	22	23	24	24	24	25	26	27			
Needed judges with the chosen setup	-3	1	0	4	3	8	8	-7	1	0	-1	3	3	3	-8	-4	-5			
Setup is	not ok	not ok	not ok	ok	ok															

Team Super Catch:

Even if you have two Super catch areas on your field it is highly recommended to run the areas alternating. Experience of the past showed that running two Super catch areas in parallel confused throwers and judges. That means many mistakes and misunderstandings happen which result in protests and re-throws which again cost time.

Still you have an advantage when running two areas alternating because the one area can throw while the other area is set up.

Also keep in mind, if you run 2 supercatch areas, you will have to swap the teams when the first half of MTA-launches is finished. This is because the tally-throwers in one area could be at a disadvantage to those in the other area. The time you might save on running 2 areas might be lost on the time needed to swap the areas.

2.4.3 Schedule for individuals

Preparing the schedule for the Individual Competition is based on the following preconditions.

- c) the number of participants
- d) the number of circles (n*50m, n*30m, n*20m circles)

The amount of participants are usually taken from the Teams you have plus the helpers and volunteers you allow as extras.

To set up a time schedule the events' duration has to be calculated. As a basis for the calculation the events' base times were gathered from experience of tournaments and former world cups (by Paul Gajski and Ulrike Baumann).

See the embedded file in the previous chapter 2.4.2

You need to enter your participant count and your circle count in the respective column for the specific events.

The calculated times enclose the execution of the respective event **without** general warm up.

The following example shows a calculation using the basic time setup for an individual cup for **96** throwers and the six standard events:

The calculated table looks as follows:

Participants	96				
	time/thrower	#circles/ groups*	#rounds		time needed
Aussie-Round	270	2	1	12960	3:36:0
Trick-Doubling	600	10	1	5760	1:36:0
Fast-Catch	150	10	2	2880	0:48:0
Endurance	420	10	1	4032	1:7:12
Accuracy 100	550	8	1	6600	1:50:0
MTA	120	12	5	4800	1:20:0
				37032	10:17:12
	**mta: number of MTA groups				
	MTA groups seize 8 throwers.				

Considering the general warm up times in addition and rounding the time up to 30min slots a time schedule has to be manually setup. Normally each event is shown in another background color for a better view. With the data given above the schedule could look like this:

How to run a boomerang world cup (WBC)?

96 Throwers (2 x 50m/10 x 20m)		
	Day1	Day2
08:00	Warm up	Warm up
08:30	Aussie-Round	MTA
09:30	Aussie-Round	MTA
10:00	Aussie-Round	MTA
10:30	Aussie-Round	MTA
11:00	Aussie-Round	Accuracy 100
11:30	Aussie-Round	Accuracy 100
12:00	Aussie-Round	Accuracy 100
12:30	Aussie-Round	Accuracy 100
13:00	Lunch	Accuracy 100
13:30	Lunch	Lunch
14:00	FastCatch	Lunch
14:30	FastCatch	Trick-Doubling
15:00	FastCatch	Trick-Doubling
15:30	Endurance	Trick-Doubling
16:00	Endurance	Trick-Doubling
16:30	Endurance	
17:00		

To save time it might be possible or make sense (depending on your field setup) to schedule Aussie Round in parallel with another event such as Accuracy or Trick Doubling.

Note: In case you choose this option make sure that

- The 20m circles are at least 10m away from the 50m Aussie circles. 15m might be better so that line judges are not endangered to be hit by the boomerang of the other circle as they are concentrated and looking only to the direction of their own circle. And in case of Trick Doubling the Trick thrower has space to run for his outsider.
- You have enough people on the circles for judging. Assuming that you need at least 4 line judges on each line (30m, 40m, and 50m) as well as 1 circle judge and a score keeper, you need 14 people plus the throwing group to run a circle. Splitting 14 throwers most effectively in groups, makes 5 groups of 3 throwers. That means to run an Aussie circle you need at least 18 throwers!

In case you run Aussie Round in parallel to another event you need to schedule 20min extra time for an additional general warm up time for Australian round.

In case you throw Aussie Round on more than one circle it is highly recommended to start general warm-up for all throwers synchronously. Otherwise you will have throwers performing their events on the assigned circles and others warming up all over the field. This might become quite dangerous!

How to run a boomerang world cup (WBC)?

96 Throwers (2 x 50m/10 x 20m)

	Day1	Day2
08:00	Warm up	Warm up
08:30	Aussie-Round	MTA
09:30	Aussie-Round	MTA
10:00	Aussie-Round	MTA
10:30	Aussie-Round	MTA
11:00	Aussie-Round	Accuracy 100
11:30	Aussie-Round	Accuracy 100
12:00	Aussie-Round	Accuracy 100
12:30	Aussie-Round	Accuracy 100
13:00	Lunch	Accuracy 100
13:30	Lunch	Lunch
14:00	FastCatch	Lunch
14:30	FastCatch	Trick-Doubling
15:00	FastCatch	Trick-Doubling
15:30	Endurance	Trick-Doubling
16:00	Endurance	Trick-Doubling
16:30	Endurance	
17:00		

2.5 Required material/Items

2.5.1 Field/environment

- Field map showing all obstacles and circles/areas for the competition as well as tent(s) and borders. Circles shall be numbered, areas outlined.
- Chain or Bushnell or other Rangefinder equipment to measure the field
NOTE: You will have to measure more than 110m distance (from one Aussie Round Bull's eye to the other and from any irremovable obstacles you can use to place your circle centers)
- Pegs and barrier tape to keep spectators from throwing areas.
- Signs like "Do not enter. Flying boomerangs."

- Paint or chalk for marking circle centers and drawing lines

Radius of circles required for the event:

	2m	4m	6m	8m	10m	20m	30m	40m	50m
Endurance	1					1			
Relay		1					1		
MTA									1
ACC	1	1	1	1	1	1			
Aussie	1	1	1	1	1	1	1	1	1
Trickcatch	1					1			
Fastcatch	1					1			

See the embedded file below to calculate the line length from all your circles.



Microsoft Office
Excel-Arbeitsblatt

You need to enter the amount of circles you have in the blue coloured cells.

Use this information to calculate the paint or chalk you need to draw all circles for the world cup and to calculate the time you need for drawing all circles.

- Device to draw circles including a non-stretchable measure tape (steelwire)
- Pegs/Cones to mark circles with their numbers for easier orientation on the field
- Power supply
- Marquees, tables, seating
- Sanitation
- Stereo (nice to have)
- Megaphone (nice to have)
- Portable radios (nice to have)

2.5.2 Accommodation

- Accommodation for all throwers and visitors
- Space for socializing at night and spare time

- Space for boomerang activities like registration, captains' meeting, IFBA meeting, auction, etc.

2.5.3 Competition

A list of items you need to run the team competition you can find in chapter 11.3.

Setup a list that meets your requirements:

	Kind	Number
Cones (for marking bull's eyes for Relay)	Small	
Cones (for marking field limits e.g. MTA, Super catch)	Big	
Flags (for line judges Australian Round, Relay)	One color (e.g. red):	
Number Plates 2, 4, 6 (for Australian Round)		
Flags (for line judges Australian Round, Relay)	Another color (e.g. blue):	
Number Plates 2, 4, 6 (for Australian Round)		
Bars or Gate cones (for marking gates for Endurance and Relay)	-	
Acoustic signaling device e.g. whistle/horn (for Super catch)	-	
Scoreboards	-	
Scissors and ruler (were helpful in the past)	-	
Pens	-	
Rain protection (e.g. Plastic wrap) to protect score sheets	-	
Rubber band to fix the paper on the score board	-	
Rule book per score board	-	
Tape for publishing results	-	
Spare stop watches	-	
Warning vests for staff e.g. head judges so they can be found easily	-,	

Note: The IFBA has many items like flags, cones colored numbers for Australian Round (from the world cup in Rome of Maurizio Saba) which can be borrowed and don't have to be bought again. Ask IFBA if someone can get or send the items to you.

Normally the items you need to run individuals are a subset of the team items. Just make sure that you have enough scoreboards (especially for MTA groups. For this event most scoreboards are needed).

2.5.4 Organization

- Hosting WBC web site
- Postage
- WBC flyer (see 5.1)
- WBC poster (see 5.2)
- WBC T-Shirt (see 5.3)

- Office material
Expenses for copies, folders, paper, prints (team maps, score sheets, finals, certificates)
- Noticeboard and markers for leaving announcements/notices to throwers
- Printings (e.g. rule books for every thrower, score boards, judges)

2.5.5 Awards

- Certificates

Normally certificates are given for the 1st, 2nd and 3rd place of an event and for the overall results.

In case you analyze your cup with the BTA (boomerang tournament analysis tool by Paul Gajski) which is recommended as it is practice proven and handy, the certificates are generated and can be printed. You can choose the layout following the layout in chapter 11.5.

If you want to print certificates on special paper make sure that its weight can be handled by the printer (printing certificates is highly recommended as it saves time and faults can be prohibited).

	Number of	Basic number of certificates	Sum
Team event	Teams:	131 + 6 times number	
Individual event	Throwers:	18 + number	
Long distance	Throwers:	number	
Gel awards*	People:	number	

Notes:

Team 131 = 7 events * 3 ranks * 6 team members + 5 (as the veterans team normally has more than 6 throwers)

Individual 18 = 6 events times 3 ranks

*Gel awards: Gel awards are given to all people (throwers, visitors, judges, supporters) participating somehow in the cup. They are written by a Gel team, having the Gel day logo as background and contain some characteristic sentence of the person and its name.

- Trophies / medals

There are rules or traditions how rankings are awarded by trophies / medals.

Most often the first 3 ranks of the events and the categories (female, junior, senior) the overall rankings in individuals get something in addition to the certificate.

Most often the first 3 overall rankings in team get something in addition to the certificate.

There is an IFBA challenge cup which team world champion gets (this might not be the winner of the team cup in case the winning team is an internationally mixed team).

	Possible categories	Comment
Team events	$2 * 6 * 7 = 84$	Not recommended: too many items mainly for the same throwers. The

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		result is persisted on the certificate
Team overall	$2 * 6 = 12$	-
Individual events	$3 * 6 = 18$	-
Individual overall	3	-
Individual overall (Female)	3	-
Individual overall (Junior)	3	-
Individual overall (Senior)	3	-
Long distance	3	-

Note: When thinking of trophies / medals please take into account that throwers come from abroad, so they have to carry the items normally in their suitcases by airplane home.

2.5.6 Auction

Pads pens or laptop to keep track of who bids what at auctions.

2.5.7 Meals

Ask people on registration if they have food allergies or a special diet and provide those to the kitchen.

- **Breakfast**

Breakfast should be served from approx. 1.5 h before tournament start so the throwers have enough time to eat and get to the field in time.

If possible and there are visitors accompanying the throwers they might want to have breakfast later. This might be an option that can be offered.

- **Lunch**

Should be served on the field. Should not be too heavy because throwers want to throw and run afterwards and might not eat heavy lunch. So food is thrown away.

There should be the possibility to get lunch on the event-free days (like weather days) or days like Gel or long distance day where just an amount of throwers participate at the accommodation, too.

- **Dinner**

Should be scheduled in a way that people have time to freshen up themselves but don't have to wait for lunch, Meaning maybe 1 to 1.5 hours after finishing the last event

- **Water**

Water should be supplied on the field. If possible serve water with and without gas (as people com from different countries and are used to different types of water). Calculate 1 to 2 liter of water per thrower (the consumption is temperature-dependent and depends on the thrower group). Check the consumption of a day and adjust your purchase. Small shops sometimes offer to take water back.

- **Fruit**

As snacks it is optional to serve fruit (e.g. apples and bananas) on the field.

2.6 Financial plan (price indication)

Open a balance sheet showing expected income and expenses. This is an important part of the planning.

You should plan the tournament in a way that income and expenses are in balance.

A balance sheet is unique for every tournament. The following table shows an 'empty' balance sheet to give you an idea how it could look like. The table has to be filled individually with all the entities that are relevant for your cup:

Income	Amount	Number	Sum	Expenses ¹	Amount	Number	Sum
Participation fee				Rental for the field(s)			
Sponsoring				Accommodation			
				Meals (3 per day)			
				Water on the field			
				Fuel/vehicles			
				Liability insurance			
				Material needed to run the cup (flags, cones, etc.)			
				Printings (e.g. rule book)			
				Hosting WBC web site			
				Postage			
				WBC flyer			
				WBC poster			
				WBC T-Shirt			
				Etc.			

SUM

Balance

¹ See chapter 2.5

2.7 Presentation of the application

Take all the information you gathered in the chapters before and make a presentation of it. This is presented during the IFBA meeting on a world cup.

3 Long term WBC activities (18 to 12 months before start)

3.1 Fix contracts

Fix contracts for the field and accommodation.

3.2 Sponsorship

When choosing sponsors be aware of the image you set (boomerang sports should not be sponsored by any drug (tobacco or alcohol) producing company and it is no platform for political or religious promotion).

To minimize the costs of the cup try to get sponsorships for money or material expenses (like t-shirts, prints, trophies or anything else you need).

Sponsors could be companies or might be the city council promoting with local giveaways.

3.3 Homepage

The homepage should be available as soon as possible so potential throwers can inform themselves about the cup and you can advertise for it. The page should be online at least 12 month before the cup starts. The content grows as the cup moves closer.

The home page should provide the following information:

- Date of the event
- Schedule:
 - Daily schedule (arrival, long distance, team cup individuals, Gel day, weather days, departure)
 - Team schedule (see section 2.4.2)
 - Individual schedule (see section 2.4.3)
- Location of the accommodation and location plan (next airport, train station)
Attention: Do not copy location plans provided by route planner as they are copyright protected.
- Location of the field and field map
- Rule books (IFBA and ground rules) or link to books
- Starting fees and what is included
- Closing dates
- Information about the accommodation
- Result publishing
- Forum
- Link to IFBA home page

You could also publish:

- Names of registered throwers
- Teams with members and nationality

In addition the page should provide the possibility to sign in to the cup (see below). Alternatively an email address can be provided where to send the registration information.

How to run a boomerang world cup (WBC)?

The link to your WBC-homepage should then be provided to IFBA and national boomerang clubs to be published there.

4 Middle term WBC activities (6 months to the cup)

4.1 Fix contracts/purchasing

Fix contracts for the insurance, first aid, award ceremony.
Organize/buy items you need.

4.2 Online registration

The registration is either done via an input mask on your homepage or per email.

To simplify your work ask to fill out a standard format like an Excel sheet with a standard header row. Otherwise you will have to rearrange data which is much effort and error-prone.

To reduce the flood of registration normally the registration is arranged by the national boomerang clubs which are sending their teams and individual throwers.

Make sure you ask for the following information:

Name	Address	Email address	Mobile number	Gender	Birthday	T-Shirt size
------	---------	---------------	---------------	--------	----------	--------------

Team name	Participation in team event	Participation in individual event	Participation in long distance event	Special diet
-----------	-----------------------------	-----------------------------------	--------------------------------------	--------------

Arrival date and hour	Arrival location	Arrival lift needed	Departure date and hour	Departure location	Departure lift needed
-----------------------	------------------	---------------------	-------------------------	--------------------	-----------------------

The registration fee normally is divided in parts:

- Participating in the long distance cup
- Participating in the team cup
- Participating in the individuals cup
- Board and lodging

This is because some throwers are normally accompanied and the so called visitors do not pay for participating in the cup.

As you may have expenses beforehand it is normal to split the fee in a deposit and fee that is paid during on-site registration. The percentage depends on your cost structure.

4.3 Excursion

For one of the weather days or on an extra day an excursion should be planned. This might be some local specialty like a visiting a champagne winery for Charleville de Mezière in France or a sightseeing tour for Rome with lots of famous ancient places.

4.4 Settle your team

Settle your team up by assigning the following roles and also name supporters. Tasks can be found in chapter 1.3 or in the IFBA rule book.

Role	Name
-------------	-------------

Role	Name
Cup organizer	
Registration online (1)	
Registration online (2)	
Web administrator (1)	
Web administrator (2)	
Supporter on the field (1...n)	
Circle maintenance team (1...n)	
Supporter transport arrival and departure (2...n)	
People setting up the field (3...n)	
People taking care of water on the field (2...n)	
People helping throwers and visitors on any request (1...n)	
People organizing missing items (1)	
People running the auction	
People executing any upcoming issues (2...n)	
People organizing competition (1...n)	
People organizing Gel day (1...n)	
People organizing team award ceremony (1...n)	
People organizing individual award ceremony (1...n)	
People organizing long distance (1...n)	
Tournament director	
Head judges (1)	
Head judges (2)	
Score analyst(1)	
Score analyst (2)	
...	
...	
...	

4.5 Prepare registration package

- Get the current version of the IFBA rule book from IFBA.
Double check that there is no update planned before the cup. If there is the need to print the rule book before the final release, check with the rules committee how the changes should be handled (e.g. add on to the rule book, to be included in the ground rules,...) Keep in mind: If possible wait for the last update as contradicting rules can easily lead to conflicts, delay and trouble on the field.
If you have a deadline for printing the rule book (cost issue), then see if you can provide updatesheets to be handed out during registration and also to hand them to the headjudges.
- Let the shirts/posters/flyers be designed and printed
- Get city maps, touristic information, local gadget

5 Publicity/Media

5.1 Flyer

If you want to attract public to come and watch the games you could advertise by giving or laying out flyers. Make sure you have the right to leave or hang out flyer. If you are not sure about that, it is recommended to ask at the city council.

5.2 Posters

Posters could be hung at sports shops or other event calendars to attract public. It is also a nice give away as souvenir for the throwers (which can be handed out during registration).

5.3 T-Shirts

T-Shirt having the WBC symbol the IFBA symbol, maybe the symbol of the hosting national boomerang club and sponsors on it. In addition the location and the dates of the WBC is normally mentioned. It is also a nice give away as souvenir for the throwers (which can be handed out during registration).

5.4 First contact with press

To get in contact with the press you could start as follows:

First create a distribution list that contains all relevant local new papers, local radio and TV stations. If you think that there is interest in your country, do the same nation-wide.

Phone the press offices (contact data is normally given on the websites or in the flag). Try to get a contact person of the local or the sport's editorial office.

In the first contact try to get the following information:

- Name of contact person
- Preferred way of providing information (e.g. fax or email)
- Fax number or email address to be used
- In case of email: which format should be used (e.g. word document)

In addition contact freesheets and ask to publish the cup in their event calendar. It is only worth it to contact freesheets as they are diversified. Magazines offering publishing for money are mainly read by limited expert groups.

5.5 Publishing the world cup

Now as you know who is interested to publish the cup some tips how to continue:

The cover letter and the announcement should be separated. In this format it is easier for the press to copy the announcement and there is no need to adjust the information.

Cover letter

- The cover letter should quickly inform about the cup.
- There should be a request to publish the announcement
- Invite the contact person to the cup
- Invite to be contacted to answer open questions or provide more information

Announcement

The announcement should start answering the most important questions on what will happen in general to which time and on what location.

Then answer questions like:

Who is expected like former European or World Champions?

What is going to happen exactly (like which events and how do they work)?

Is there a possibility to try throwing or to make boomerangs?

A photograph might attract readers to come.

The announcement should size at max half a page.

Blogs, Facebook, Instagram

In the internet there are several platforms like blogs, Facebook or Instagram where you can publish the events to attract visitors.

5.6 Journalists on-site

For visiting journalists it is supportive to hand them information material about boomerang throwing and the cup.

In case your liability insurance allows it photographers could enter the field after a safety briefing and signing a note of safety including a disclaimer in case of possible damage on an accident on the field.

Meeting the insurance conditions is very important to preserve the insurance protection. Entering the roped area always happens in the one's own responsibility.

Photographs can also be made during breaks when no or just few throwers are on the field.

You might rate this advice as too much. Unfortunately there has already been an incident where a camera man was hit by a boomerang. He sued the organizer which cost a lot of nerves and money.

6 Short term activities (starting one week before the WBC)

6.1 Preparation of registration

- Exchange money
- Prepare list of participants (throwers and visitors) and the corresponding registration fee as well as accommodation assignment.
- Pack a registration package including
 - An IFBA rule book
 - A ground rule book
 - Information about the accommodation
 - Touristic information
 - WBC poster/flyer
- Boomerang identity card in alphabetical order (in case this might be needed to show legitimacy for food or accommodation access etc.)
- Sort WBC shirts by size to give them out in parallel to the registration package.

6.2 Preparation of the field

- Measure the field with the Bushnell considering current obstacles like drains, bumps, light posts or power lines crossing the field and check whether the initial field setup could work.
- If not, work out a new field setup.
- According to the field setup marks for the bulls' eyes have to be made on the field.
- If there are no obstacles you can use the Bushnell on place people with white/light shirts to spots on the field and use them as reference point. Also place people on the spot of marked bulls' eyes to check that the distance between bull's eye centers is sufficient and matches the initial plan.
- Write down all the distances you measured so you can draw a realistic field map and make a plausibility check.
- **Note:** It is highly recommended to leave at least 15m between outer circles (more than the recommended 10m). This is because the circle maintenance team might move the circle because of field conditions or there are tolerances in the distance measurement.
- **Note:** Measuring the field and marking the centers of all circles normally takes up half a day.
- After bulls eyes are marked, circles can be drawn. Depending on how many devices you have and how experienced you circle team is, drawing circles for a world cup completion field takes 1 to 2 days. The circle marking have to be immovable and well visible. All circle lines have to be continuous.
- Setup the marquees/tents.
- Setup the sanitation
- Fence off the field
The fence should surround the field completely. It should have sufficient distance to the outer circles so spectators are not endangered (at least 15m).

- Place warning signs
- Setup a stereo
- Make a final field plan and hand it to the team making the team assignment. They need to know how many circles are available and how they are located (adjacency)

6.3 Arrival/welcome committee

CheckIn: Team assigning the bedrooms to the throwers and visitors. Normally first priority is to keep team members together.

Transportation: Team picking up arriving throwers and visitors from the airport or the main train station.

Welcoming arriving throwers and visitors at the accommodation. Showing them around, letting them know the room assignment, explaining where the field is and how to get there (this is one of the first questions).

6.4 Registration

Registration is either done for a longer period like over a whole day or at a certain time slot like 3-4 hours when you know everybody arrived. Plan sufficient time for registration because there are many people to come and often questions arise so it will take its time.

- Collect the outstanding registration fee
- Handout WBC package (see 6.1), WBC T-shirt
- Ensure that food allergies (to inform the kitchen) or other disabilities are registered (in case of first aid is required)
- Ensure that contact data is correct

6.5 Score analysis/Tools

Clarify analysis activities

- How is the analysis going to be done?
It is recommended to perform the analysis using a laptop/notebook. Manual calculation is error prone and very time consuming when handling more than 5 teams or more than 20 throwers.
- Who is going to provide the needed devices (e.g. laptop, printer)?

The following handling is recommended and practice proven on former world cups:

Provide a laptop and a printer on the field with the tools bta, otb, CircAssi. The bta, otb and CircAssi can be requested from Paul G. Gajski. He is the developer of bta and otb and provides service on CircAssi which was developed by Ulrike Baumann.

Paul will provide the mentioned tools to any WBC organizer for free to be used for the WorldCup. The Software requires Microsoft Excel.

It supports the workflow from issuing the score sheets, entering the scores and calculating the results. It provides the transparency needed by the teams for setting up their team strategy. The system has been used ever since 1996.

Tool: Boomerang Tournament Analyzer (BTA)

The following handling is recommended and practice proven on former world cups:

- The laptop should have the BTA (Boomerang Tournament Analyzer) installed.
- The score analyzer should make themselves familiar with the tool before the cup by reading the manual and performing an example process (entering names, scores, generating score sheets and calculating results maybe also creating certificates).
- A freeware version of BTA is available in the internet. As the internet is changing quite fast, no link is given here. Contact IFBA or the German Boomerang Club (DBC) in case you need the tool. Note the freeware version enables you only to make the analysis (creating score sheets and certificates is not included).
- To analyze team cup it is highly recommended to use the full version otherwise you slow down the process and enhance the risk of errors by manual tasks.

Tool: Online tournament browser (otb.php)

The following handling is recommended and practice proven on former world cups when doing the final team cup analysis with 3 or more days of results:

- The laptop should have a Webserver running and otb installed.
- The score analyzer should make themselves familiar with the tool before or during the cup by getting an introduction by Paul. As it is an expert tool there is no manual for it.
- Copy the results from the bta result sheet to a text file and run the otb.php on it.
- The results are taken to print the finals and re-included to another bta instance to print the certificate.

Tool: Circle Assignment (CircAssi.xls)

The following handling is recommended and practice proven on former world cups when automatically assign teams to circles:

- The notebook must have MS Excel installed
- The notebook should have the CircAssi.xls installed.
- The score analyzer should make themselves familiar with the tool before the first team setup should be published by getting an introduction by Paul. As it is an expert tool there is no manual for it.
- Enter the alias names and tournament setup (circles, time schedule) in the tool.

The first assignment is done using alias names (e.g. city names of the country in which the cup is held or any other objects or words). In the captains meeting, the captains draw one of those alias names and assign their teams name to this alias name.

- Execute the team assignment and make manual modifications where warnings occurred.
- Print team map for publishing with alias names
- Enter real names and print team maps as well as generate score sheets and a transfer file for the bta. Using this transfer file the bta provides a sheet where team scores can be entered in the same order as they appear on the score sheet (no searching or human calculation has to be done).

6.6 Team assignment process

See CircAssi part of chapter 6.5.

Requirements the team assignment has to meet can be found in the IFBA rule book (this is e.g. teams may not throw on the same or adjacent circles or at the same time slots).

The team assignment can finally be done when the bulls' eyes are marked on the field. This setup with alias names should be published at latest one day before the captains meeting. If possible one of the head judges should review/release the plan.

Experience showed that field properties in detail are not considered in the first field setup which is most times not done on the field itself but in the PC. On the field there might be drains, bumps or other obstacles which influence the circle setup. There is the possibility that one or the other circle cannot be used as planned on the drawing board, so some circle is lost/moved/relocated in the final field setup.

Publish field setup and team schedule one day before captains' meeting.

6.7 Individual Cup throwing order assignment

The assignment for the individuals is done by the head judge. The goal is to mix the contestants by their nationality as much as possible.

The assignment start numbers to throwers should be published the latest at dinner time the day before the individuals start.

7 Tournament start

7.1 Field release

The head judges (or one of them) has to inspect the field and check if it meets the requirements of the IFBA rule book. If distances to obstacles or between circles are not big enough the circle is taken from the competition. Since your entire tournament schedule depends on the number of circles you have set up, you better plan some spare circles so that you can shift if necessary.

7.2 Opening

Here "Opening" means the time when all team throwers first come to the field to start the competition. Normally team is scheduled before individuals.

Send opening words to the audience (throwers, supporters, visitors, spectators, sponsors, guests of honor), welcome everybody and thank your team and sponsors.

Introduce your organization/field team.

Give general information if necessary (maybe schedule aspects, location of first aid, sanitary, scoring, head judges, point to notice board for additional information).

Let all teams line up for team photograph and to give all throwers a high five. Organize a group photograph of all throwers.

How to run a boomerang world cup (WBC)?

Let everybody grab a boomerang and let everybody make the first throw on a command together.

May the games begin!

8 Tournament run

8.1 Execute competition

The team and individuals competition is led by the head judges and tournament director in line with the published time schedule, the agreed rules and supported by the score analysts, the tournament organizer and the circle maintenance team. The tasks are already described above (see 1.3).

8.2 Information stand / boot / boomerang shop

The boomerang shop should be occupied by at least two people (so they can alternate their presence). The seller/clerk should be able to inform about boomerangs in general, throwing and competition.

The following conditions should be met:

- All items to be sold are labeled (name and price) and are listed in a delivery note.
- 20% commission of the turnover remains with the seller (whereas half of it could be given to the tournament organization). This has to be agreed upon before the shop starts.
- Boomerangs should be sorted/labeled as right handed and left handed rangers.
- Each boomerang has to be supplied with a throwing instruction.

9 Award ceremony

9.1 Preparation of award ceremony

- Make certificates
 - The overall certificate should contain the following information (see chapter 11.5)
 - Name of the cup
 - Symbol of the WBC or any other graphical image
 - Name of thrower or team
 - Event with corresponding score and place
 - Overall place
 - Signature of the organizer
 - Signature of the club official (IFBA)
 - Location and date
 - The event certificate (for teams or throwers on place 1, 2 and 3 of a certain event) should contain the following information (see chapter 11.5)
 - Name of the cup
 - Symbol of the WBC or any other graphical image
 - Name of thrower or team
 - Name of the event
 - Result and place
 - Signature of the club official (IFBA)
 - Location and date

Every member of a team gets a certificate. Attention: Normally a team has six members but not the veterans. Make sure there are enough certificates for all veteran members.

As there are a lot certificates to be made, it acquires oneself well to print the certificates. Advantages are: it is quick (normally there are more than 100 certificates to be done!), it is easy to read and there are no manual mistakes. If you use the bta of Paul as mentioned before you can layout and print the certificates with the corresponding sub menu.

Note: If you want to print certificates make sure the paper does not exceed a certain weight. Normally printer can handle paper up to 120g/m².

- Printings of the finals containing the results and places of all throwers/teams.

Finals are given out AFTER the award ceremony to keep the tension.

Team finals are printed via otb online tournament browser by Paul G. Gajski (as it calculates the event places which the bta doesn't). The individual finals can be printed using the bta.

- Preparation of a finals sheet to support the award moderation:
 - Mark tie-breaks: in case there was a tie on place 1, 2 or 3 it should be mentioned

- Mark throwers who won in a certain category like juniors, seniors and women.
- Place trophies and medals to give them out easily

9.2 Perform award ceremony

- Greet the audience and summarize the cup (maybe there are some anecdotes or anything mentionable happened)
- Thanks to ... (e.g. sponsors, people like judges, supporters on the field, organization/field/transport team)
- Normally the ceremony follows the following order:
 - Place 3, 2 and 1 of each event in the order the events were thrown (for teams the order when the event was thrown last time (so winner could be analyzed). In case there was a tie in place 1, 2 or 3 in an event it is mentioned.
 - Overall place of all teams/Throwers from the last to the first place. (Each team can be called up on stage to present themselves)
- Call the thrower/team, name their place (result for event award) and congratulate
- Hand out the certificate / trophy / medals
- Make a group photograph of places 1, 2 and 3 (for each event and category)
- Handout the finals sheet AFTER all certificates are given out
- Publish the results on the website AFTER the award ceremony

The award ceremony is usually done during a special dinner to celebrate the cup and the winners.

10 After the cup

- Organize departure (lift to airport/train stations)
- Tidy the field (remove e.g. tents, marquees, sanitation, pegs, barrier tape, warning signs, empty rubbish bins)
- Hand back the field
- Put a link to the online results of your WBC on your web site
- Decide what is going to happen with the web site (how long will it be held online)
- Clear your finances
- Thank all supporting people.

[Thank you for hosting
the boomerang world cup !](#)

11 Annexes

11.1 Annex 1 (Task list)

For easier handling and monitoring of the organization it could be useful to setup a task list containing all tasks to be performed with responsibility, due date and state.

I -Ulrike Baumann- use something like this in my projects and it simplifies my life.

The following table gives an impression of how such a list can be used:

Task	Category	Responsible person	Due Date	State (open, in work, closed)
Field contract settled	Contract			
Accommodation booked	Contract			
Home page setup	Homepage			
Link to home page published	Homepage			
Global daily schedule published	Registration			

Before all the tasks trouble you too much keep in mind:

*Most task can be delegated and working in a team is much more fun.
Make sure you keep everyone motivated and have enough people so everyone has time to rely and socialize some time !*

11.2 Annex 2 (Manual for head judges supporting running team events)

This manual I -Ulrike Baumann- had written for myself when I was head judge in Sao Paulo 2012. It supported me during the sometimes quite busy cup as it provided an overview which activities have to be done to prepare an event and what to tell the judges to clarify normally upcoming issues in advance (before sending them on the field).

How to run team events for head judges

Team Endurance

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Ten minutes general warm up for endurance starts now. Please stay out of the bull's eyes.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for each circle:
 - Score board (see general issues)
 - 8 markers for each 2m circle to mark the bull's eye
 - 2 bars per circle to mark the gate

- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over. Stop throwing.**“ and two acoustical signals
- Remind everyone that stopwatches are needed for the event e.g. by shouting „**Please take your stopwatches with you.**“
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets
- Choose circle master for each circle and mark the person on the score sheet
- Remind the judges
 - That each team has 2 minute warm up in the circle
 - That one minute starts for each thrower (1min lap)
 - meaning the thrower may leave the bull's eye earliest after 1 minute and
 - the thrower can only make valid catches when the boomerang has been thrown before the 1min lap time has elapsed
 - Of the standing start and that judge starts the round e.g. with “1-2-3-go”
 - The thrower has to tag the bull's eye after last catch or getting the boomerang and before leaving the circle
 - That the five minutes may be completed by any of the first three runners/throwers
 - The body of the thrower waiting at the gate has to be BEHIND the line. This includes the hand the thrower leaving the circle has to tag
- Hand over the following items to each circle judge and his assisting judges:
 - Score boards
 - 8 markers for each 2m circle to mark the bull's eye
 - 2 bars per circle to mark the gate
- If there are no more questions, send to judges to their circles to start the events.

Team Endurance

Part 2/2

(2) On the circles (circle master tasks to be done or delegated)

- Determine score keeper
 - Let the score keeper enter the throwers' names in the throwing order of the upcoming team to the score sheet(s).
 - Mark the bull's eye (2m circle)
 - Set up the gate (approx. 3m wide) on the 20m line using the poles
 - It is recommended to set the gate downwind from the bull's eye.
 - Each team may adjust the gate on the 20m line before their round.
 - Determine at least 3 line judges and send them to the 20m line
 - if a team starts with right and left handed throwers or on changing winds more judges are recommended
 - Determine the 5 min. official timer, ensuring legal tags, starts and finish, shouting out last 5 sec. of overall time (5 min.)
 - Determine the 5 min. backup timer (taking over if the official time is invalid, **also assisting in ensuring legal tags, starts and finish**)
 - Determine the 1 min. official timer, shouting out last 5 sec. of each round
 - Determine the 1 min. backup timer (taking over if the official time is invalid)
 - Determine the circle master, watching for footfaults in the bull's eye, loudly counting the catches and checking whether the thrower has tagged to the centre before running back
-
- Start and stop each teams warm up in the circle
 - Conduct each team's round by ensuring proper timing, range check, proper tagging, catches counting and scoring

Team Relay

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Ten minutes general warm up for relay starts now. Please stay outside the 10m circles.**“ and one acoustical signal
- Start timer to measure the time.
- Prepare handovers for each circle:
 - Score board (see general issues)
 - 8 markers for each 4m circle
 - to mark the bull's eye to improve the orientation on the field for better orientation
 - 6 flags of one color and 6 flags of a different color for spotters
 - 4 bars to mark two gates (2 first color and 2 second color)

- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over.**“ and two acoustical signals
- Remind everyone that stopwatches are needed for the event e.g. by shouting „**Please take you stopwatches with you.**“
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets
- Choose circle master for each circle and mark the person on the score sheet
- Remind the judges
 - that each pair of teams has 3 min. warm up
 - of the standing start and that judge starts the round e.g. With “1-2-3-go”
 - That there is a 5 min. time out
 - Use lap timer to stop
 - The thrower has to tag the bull's eye before leaving the circle
 - The body of the thrower waiting at the gate has to be BEHIND the line. This include the
 - hand the thrower leaving the circle has to tag
- Hand over the following items to each circle judge and his assisting judges:
 - Score sheets to the judges
 - 8 markers for each 4m circle
 - to mark the bull's eye to improve the orientation on the field for better orientation
 - 6 flags of one color and 6 flags of a different color for spotters
 - 4 bars to mark two gates (2 first color and 2 second color)
- If there are no more questions, send to judges to their circles to start the events.

Team Relay

Part 2/2

(2) On the circles (circle master tasks to be done or delegated)

- Determine score keeper
- Let the score keeper enter the throwers' names in the throwing order of the upcoming two teams to the score sheet.
- Mark the bull's eye (4m circle)
- Set up the two gates on the 30m line (approx. 3m wide and 4-10m distance) using the poles
 - It is recommended to set the gate downwind from the bull's eye.
- Determine at least 6 line judges (assign 2 idle teams),
 - hand them one of the flags and
 - send them to the 30m line
 - check if a team starts with right and left handed throwers and adjust spotters accordingly
- Determine 8 timer (3 official and 1 backup timer per team)
(assign 2 idle teams)
- Determine the gate judges watching for foot and tag faults at the gate
- Determine the starter
- Determine 2 circle masters (one for each team),
 - hand them one of the flags
 - circle master watch for footfaults in the bull's eye and loudly judge the catches (advice to return or to re-throw)
- Determine which team is assigned to which color/gate/line judges/timers/circle judge

- reassign the teams for line judging and timing after each round
- make sure each team times and judges line at least once
- Start and stop each teams warm up in the circle
- Conduct each team's round by ensuring proper timing, range check, proper tagging, catches counting and scoring

Team MTA

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Fifteen minutes general warm up for MTA.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for each circle and each group:
 - Score board (see general issues)

If the conditions are windy mark the 50m line down wind.

- **When warm up time elapsed** Stop warm up e.g. by shouting „**Warm up is over. Stop throwing.**“ and two acoustical signals
- Remind everyone that stopwatches are needed for the event e.g. by shouting „**Please take you stopwatches with you.**“
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets.
- Choose “circle master” for each group and mark the person on the score sheet
- **Note:** If the conditions are windy use some judges to mark/show the 50m line.

- Remind the judges
 - That three throws be done
 - That lap should be used for timing

- If there are no more questions, send to judges to their circles to start the events.

(2) On the circles (group master tasks to be done or delegated)

- Enter the throwers' names for the whole group to score sheet.
- Remind the thrower that he is responsible that the timers are ready.
- Delegate
 - who is going to time the thrower and
 - who accompanies the thrower (to watch for legal catch)

- Conduct each thrower's round by ensuring proper timing and scoring.
- return the filled in score sheet after the group has finished the event.

Team Accuracy

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Ten minutes general warm up for Accuracy. Please stay out of the 10m circles.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for each circle:
 - Score board (see general issues)
 - Mark the groups on the score sheet.
 - 3 flags of one color + 3 flags of another color for spotters

- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over. Stop throwing.**“ and two acoustical signals
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets.
- Choose circle master for each circle and mark the person on the score sheet

- Remind the judges
 - That each group has 3 minutes warm up from the bull's eye.
 - That the two throws have to be made within 3sec. If more time elapsed: invalid turn:
 - zero for BOTH throws
 - That the boomerang scores even if it hit the team mate's boomerang
 - That throws are scored individually:
 - meaning if one boomerang is short, only that boomerang gets zero points

- If there are no more questions, send to judges to their circles to start the event.

(2) On the circles (circle master tasks to be done or delegated)

- Determine score keeper
- Let the score keeper enter the throwers' names in any order of the upcoming teams to the score sheet. (First and second thrower may differ from one to the other throw/turn)
- Determine spotters to throwers (first one, second one) and handout different colored flags accordingly
- Determine circle judges to throwers (first one, second one) and assign group of line judges to them

- Start and stop each team group warm up in the circle
- Conduct each team's round by ensuring proper timing, range check, proper tagging, catches counting and scoring

Team Aussie Round

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Ten minutes general warm up for Aussie Round. Please stay out of the 10m circles.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for each circle:
 - Score board (see general issues)
 - Mark the groups on the score sheet.
 - 9 flags of one color + 9 flags of another color for spotters
 - Two sets of boards with the distance scores 2, 4 and 6

- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over. Stop throwing.**“ and two acoustical signals
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets.
- Choose 2 circle masters for each circle and mark the persons on the score sheet
- assign 2 line organizers for each circle (one is responsible to organize the lines for on color the 2nd for the other color) make sure you pick judges that can handle the job (speak english)

- Remind the judges
 - That each group has 3 minutes warm up from the bull's eye.
 - That the two throws have to be made within 5sec. If more time elapsed: invalid turn:
 - zero for BOTH throws
 - That the boomerang scores even if it hit the team mate's boomerang
 - That throws are scored individually:
 - meaning if one boomerang is short, only that boomerang gets zero points
 - That 30-meter flight range is required to achieve accuracy points.
 - That any ground contact of the boomerang results in zero catching points.

- If there are no more questions, send to judges to their circles to start the events.

(2) On the circles (circle master tasks to be done or delegated)

- Determine score keeper
- Let the score keeper enter the throwers' names in any order of the upcoming teams to the score sheet. (First and second thrower may differ from one to the other throw/turn)

- Determine line responsible (permanent judges) for 30m, 40m, and 50m lines

How to run a boomerang world cup (WBC)?

- Determine which color is assigned to the 1st and which is assigned to the 2nd thrower
- Hand the line responsible the flags and the distance points boards and the sheets which teams should be spotting on their lines
 - Starting point of time: last team on 30m lines, the group before on the 40m lines, the group before on the 50m lines)
 - Group from 30m line changes to 40m line, group from 40m changes to 50m line, group just finished with throwing goes to the 30m line.
- Line responsible assign spotters to the 1st thrower and to the 2nd thrower and handout flags accordingly

Note: If line is crowded (to many people on the 30m line) send throwers to lines needing support or release throwers from spotting spread evenly through the teams (e.g. 2 people of each team are released from spotting)

- After each warm up / before starting the round check, if the spotters are aware which team they are assigned to. E.g. by letting them raise their flag: Spotters of 1st thrower 30m line raise your flag, Spotters of 1st thrower 40m line raise your flag, etc. (same for judges assigned to 2nd thrower)
- Assign circle judges to throwers (first one, second one)

- Start and stop each teams warm up in the circle
- Conduct each team's round by ensuring proper timing, range check, proper tagging, catches counting and scoring

Team Trick Catch

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Ten minutes general warm up for Trick Doubling starts now. Please stay out of the 10m circles.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for each circle:
 - Score board (see general issues)

- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over. Stop throwing.**“ and two acoustical signals
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- Send throwers to the circles e.g. by shouting „**Throwers, please go to your assigned circles.**“
- Enter judges' names to score sheets
- Choose circle master for each circle and mark the person on the score sheet
- Remind the judges (recommendation: by demonstrating with a doubling pair)
 - That each team has 2 minute warm up in the circle
 - That if one boomerang is short, both are considered short.
 - That the thrower must retain control of the first boomerang until after the second catch is completed.
 - That if the first catch is not caught and retrieved, but the second boomerang is caught, the second catch does count.
 - That if the second catch is successful, but the first boomerang is caught, and then dropped before or during the second catch, the first catch does not count.
 - That if the second catch is not made, the first catch is counted if it was caught, but dropped after the catch.

- If there are no more questions, send to judges to their circles to start the events.
- Hand over the following items to each circle judge and his assisting judges:
 - Score boards

(2) On the circles (circle master tasks to be done or delegated)

- Determine score keeper
- Let the score keeper enter the throwers' names in the throwing order of the upcoming team to the score sheet.

- Start and stop each teams warm up in the circle
- Conduct each team's round by ensuring proper timing, range check, proper tagging, catches counting and scoring

Team Super Catch

Part 1/2

(1) Head judge's tasks to be done or delegated

- Start the event with warm up e.g. by shouting „**Fifteen minutes general warm up for Super Catch starts now. Please stay out of the 10m circles.**“ and one acoustical signal
- Start timer to measure ten minutes.
- Prepare handovers for tally circle of each area:
 - Score board (see general issues)
 - 3 flags of one color assigned to the area
- Prepare handovers for MTA group of each area:
 - Score board (see general issues)
 - 1 flags of the color assigned to the area
 - Something to be able to make acoustical signals which can be heard on the assigned tally circles.
 - If there is more than one area, two big flags of one color for each area (big enough so that tally and MTA team can visually communicate through the whole competition field).
- **When warm up time elapsed** Stop warm up e.g. by shouting „**General warm up is over. Stop throwing.**“ and two acoustical signals
- Get judges together e.g. by shouting „**All judges come to the tent now to get your tasks, items and score boards.**“
- To prevent confusion during the event remind the teams that the chosen order of MTA throwers has to be met and that the team members shall know their part of each of the 4 turns.
 - „**Make sure that you know when you are assigned to throw the MTA.**“
- Send throwers to the circles e.g. by shouting
 - „**Tally (Fast Catch) boomerang throwers, please go to your assigned areas.**“
 - „**First MTA thrower, please come to the tent.**“
- Enter judges' names to score sheets
 - Determine tally circle responsible:
 - Signaling when tally circles are set up to start
 - Keeping the tally circle scores.
 - Determine circle master of each tally circle (three for each area)
 - Determine score keeper of each MTA group (one for each area)
- Remind the judges on MTA side
 - that if the judges are unable to determine whether the catch of a duration boomerang is in bounds, but the time of the catch can be seen and signaled, then the round is scored as if the throw is caught in bounds.

How to run a boomerang world cup (WBC)?

- That if the officials cannot tell when the duration boomerang is caught, a re-throw is granted.
- That one hoot is signaling a valid catch and two hoots a failure
- That any contact between team mates or their boomerangs is not considered interference.
- That the duration boomerang is timed by at least 2 stopwatches. Time is recorded for use in a re-throw in case one is needed on one of the tally circles.

- Remind the judges on tally circle side
 - That only catches resulting from a throw made after the first audible signal and before the second audible signal are counted.
 - That one hoot is signaling a valid catch and two hoots a failure
 - That any contact between team mates or their boomerangs is not considered interference.
- **All scores have to be recorded (even if MTA signals a drop, this might be a mistake / misunderstanding)**
- **Only if there are 2 sets of tally circles:**
 - that after each team completes 2 turns on 1 set of tally circles, teams will switch sets of tally circles and complete their last 2 turns.
 - Score boards will be exchanged between tally circle responsible

- If there are no more questions, send to judges to their circles to start the events.
- Send out circle masters of tally circles while score keepers enter the throwing order (given by the MTA thrower)

(2a) On the tally circle area (circle master tasks to be done or delegated)

-

(2b) On the MTA area (circle master tasks to be done or delegated)

-

General issues

Tasks after the event

- Collect the score boards with filled score sheets and all handed out items
- Calculate the ranking based on the results and the rules in the rule book
- When entering the results in the computer, it is highly recommended to double check that the values entered are correct.
- Publish the results (for information and to find scoring mistakes)

General issues

Score board preparation

- score sheet
- working pen
- stopwatch
- how to run the event sheet
- rule book and field map
- rubber band to fix the score sheet
- rain protection (e.g. plastic wrap)

General issues

Philosophy to call judges in after warm-up

The idea to call the judges to a central point and hand out the material is that circle master should always be an experienced thrower familiar with the rules.

Alternatively

- The judges can be chosen during warm-up.
- The materials could be brought to the circles
- The reminder for the judges is given for everybody after warm up and throwers as well as judges send to the circles immediately

General issues

Protest handling

- Handle minor protests (if in doubt handle as major protest)
- Make notes of major protests by recording lap, times, scores as they were when the incident triggering the protest appeared and a brief description of the incident and possible witnesses
- Notify the head judge of unresolved major protests
- Handle and carry out re throws (as ordered/suggested/advised by the head judge)

How to run a boomerang world cup (WBC)?

11.3 Annex 3 (Items for team competition)

<i>Event</i>	<i>Circle markers (cones)</i>	<i>Flags for line judges</i>	<i>Gate markers</i>	<i>Signaling</i>	<i>Scoreboards with pen, rain protection (e.g. Plastic wrap), rubber band to fix the paper, rule book and field map</i>	<i>Comment</i>
Endurance	8 markers for each 2m circle to mark the bull's eye so the throwers know where to run (to throw or to tag when running back)	none	Two bars per circle to mark the gate where the team has to start from and pass to finish the round	none	One score board per circle with score sheets listing the four throwers in the throwing order of all teams throwing on the circle	none
Relay	8 markers for each 4m circle to mark the bull's eye so the throwers know where to run (to throw or to tag when running back)	4 flags of one color (T1)+ 4 flags on a different color (T2) per circle One set of flags for each team indicating that the teams boomerang passed the line	4 bars per circle if possible in line with the flags colors (2 of color T1 and 2 of color T2) to mark the gate for each team where the team has to start from and pass to finish the round	none	One score board per circle with score sheets listing all the four throwers in the throwing order of all teams throwing on the circle	none
MTA	for 50m circle to mark the end of the circle in which the boomerang has to be thrown (needed especially on strong winds when boomerangs are drifting far)	none	none	none	One score board per group with score sheets containing all members of the group	none
Accuracy	None	3 flags of one color + 3 flags of another color per circle One set of flags for each thrower indicating that the teams boomerang passed the line	none	none	One score board per circle with score sheets listing the two throwers of all teams throwing on the circle	none

How to run a boomerang world cup (WBC)?

Aussie Round	None	9 flags of one color + 9 flags of another color per circle One set of flags for each thrower indicating that the teams boomerang passed the line 3 flags for 30, 3 for 40 and 3 for 50m line	none	none	<i>One score board per circle with score sheets listing the two throwers of all teams throwing on the circle</i>	Two sets of boards with the distance scores 2,4 and 6 each of the same color as the flags
Trick Catch	None	none	none	none	One score board per circle with score sheets listing the two throwers in the throwing order of all teams throwing on the circle	none
Super Catch	none	4 one color per area One set of flags for each area indicating that MTA as well as tally circles are set and ready to start	none	Something to be able to make an acoustical signals which can be heard on the complete field e.g. whistles/horn.	Two score board per area one with score sheets for entering the tally score of each of the three throwers and one sheet for entering the MTA time listing the MTA throwers in the correct order.	If there is more than one area, two big flags of one color for each area (big enough so that tally and MTA team can visually communicate through the whole competition field)

11.4 Annex 4 (Score sheets)

In general all team score sheets have additional information printed on the bottom.

This information is about the warmup, where it shall be held (inside/outside circle/bull's eye) and the time granted for it.

This information is subject to change and it does depend on decisions made in the captains' meeting.

To make sure this information is correct, you need to update it after the captains' meeting and before the first score sheets are printed.

This is to make sure that warm-up is handled exactly the same on all circles and to avoid endless discussions on the field causing delays.

In addition to this, a list of team names is presented that tells which team judge is assigned to do judge duty on this circle/group.

This helps the head judge to assign more experienced judges to keyjobs on the circles.

How to run a boomerang world cup (WBC)?

MTA (Team)

<u>Circle:</u>	-		Time					
Team	Team name	Participants	1. Throw	2. Throw	3. Throw			<u>Best-Time</u>
-	-							

Warm up

- No practice throws once the warm-up is over.
- All teams have a 15-minute general warm-up anywhere on the competition field before the start of the event.

How to run a boomerang world cup (WBC)?

SuperCatch (Team, tally)

Area:			Rounds					
Team	Teamname	Participant	Round1	Round2	Round3	Round4	MTA-Time	<u>SUM</u>
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						

Warm up
 - All teams have a 15-minute general warm-up anywhere on the competition field before the start of the event.
 - Neither the DURATION thrower nor the tally throwers get warm-up or practice throws.

How to run a boomerang world cup (WBC)?

SuperCatch (Team, MTA)

Area:			Rounds					
Team	Teamname	Participant	Round1	Round2	Round3	Round4	MTA-Time	SUM
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						
			MTA-Catch					
				MTA-Catch				
					MTA-Catch			
						MTA-Catch		
		Round Sum						
<p>Warm up</p> <ul style="list-style-type: none"> - All teams have a 15-minute general warm-up anywhere on the competition field before the start of the event. - Neither the DURATION thrower nor the tally throwers get warm-up or practice throws. 								

How to run a boomerang world cup (WBC)?

MTA (Individuals)

		Time					
Start-Nbr.	Participant	1. Throw	2. Throw	3. Throw	4. Throw	5. Throw	<u>Best-Time</u>
<u>(cont.)</u>		Time					
Start-Nbr.	Participant	1. Throw	2. Throw	3. Throw	4. Throw	5. Throw	<u>Best-Time</u>

11.5 Annex 5 (Sample Certificates)

World Cup 2001 in Somewhere

Certificate



Benno Boom

Event	Score	Place
Accuracy	50 Points	22.
Aussie-Round	50 Points	20.
Trick-Doubling	50 Points	21.
Endurance	40 Catches	10.
Fast-Catch	30 Sec.	28.
MTA	60 Sec.	20.

Overall Rank

20. Place

01.Oct.2001

Organizer

Date

Club official

World Cup 2001 in Somewhere

Certificate



Roland Rang

1. Place

Trick-Doubling

100 Points

01.Oct.2001

Organizer

Date

Club official