

National Administrator Training
Thursday, December 17, 2009

1. Review Presentation from the November training session
2. Important Notices
 - a. Final Registration Record
 - b. National Rounds Schedule
 - c. National Administrator Page
 - i. Main Page
 - ii. PW Protected Section
 - d. National Rule Supplements
3. Memorial Submissions
 - a. Deadline is 11:59pm, January 12, 2010
 - b. How ILSA Executive Office processes incoming memorials
 - c. Collection by National Administrators
4. Judging
 - a. Recruiting
 - b. Scheduling
 - c. Anonymity
 - d. Scoresheets
5. Scoring
 - a. How it works
 - b. Methods of keeping track of scoring
 - i. By hand
 - ii. By excel spreadsheet
 - iii. By online scoring software