

Filling Out the Planned Element Sheets

All skaters who compete under the new international judging system are required to complete a program content form/planned element sheet as part of their entry into competitions. Juvenile and intermediate skaters competing at regionals must also fill out the PPCS even though they are competing under the 6.0 system. Regardless of when you start competing in the qualifying season (i.e. if you have a bye through regionals), you must file a planned program content sheet by Sept. 1. This is now one of the most important steps, so it's essential to not only do it, but to do it correctly.

The planned program content forms serve the following purposes:

1. It helps the technical officials and the judges know what element is coming next so that they don't miss anything. This is especially helpful if you have elements close together in your program.
2. It speeds up the event by making the review process faster. Knowing what element is coming next helps the video replay operator to capture it from beginning to end. When the program is over and the technical panel needs to review an element, a good video clip allows them to review it at top speed, without having to fast forward or rewind to find the element.
3. It helps the data input operator enter the elements quickly and accurately, which also speeds up the review process and allows the technical panel to focus on your skating, not on the computer screen.

Now that we've gone over the 'why,' let's discuss the how. U.S. Figure Skating has set up a system so skaters can fill out their program content forms online. This is strongly requested for all qualifying events (regionals, sectionals, U.S. Junior Championships, State Farm U.S. Figure Skating Championships, and U.S. Synchronized Team Skating Championships). Many nonqualifying competitions are also taking advantage of this online service. Online program content forms can be found by logging into <http://www.usfsaonline.org/> with your membership number and password. Once logged in, select "Program Content" under the event registration menu, and follow your cues from there.

Now it's time to fill out the form. Be sure to put down your level and discipline (singles, pairs, dance or synchronized). Now it's time to put in all your elements. If you complete the form online, you'll select everything from drop down menus, but if you fill them out by hand, you'll have to write everything in.

You want to put your elements in the order in which they will be skated. You only need to include the name of the element. The level and any details of how you plan to achieve the level are not necessary. (Our technical specialists are well trained, and they'll have no problem determining your level when you compete.) Let's go through each element by discipline.

Singles

There are only three types of elements in singles skating – jumps, spins and steps. Spirals are considered to be steps. Any elements that don't fit these categories are considered transitions and shouldn't be included in your form (otherwise you'll run out of boxes).

Solo jumps: A solo jump is any jump done by itself (so not in combination or sequence). When entering a solo jump, be sure to add the name and the rotation. If you know the official IJS codes for jumps (see Table 1), feel free to use those - it's a lot less writing. But don't make up your own codes; we may not know what they mean. So, if you're completing your program content form for a short program, you should have two solo jumps. If one is a double Axel, you can write out 'double Axel' or you can put 2A.

Table 1: Jump Codes

<u>Jump Element</u>	<u>Code</u>	Number of rotations precedes the jump code.
Toe loop	T	Examples: • “single toe loop” = 1T • “double toe loop” = 2T • “triple toe loop” = 3T • “quadruple toe loop” = 4T
Salchow	S	
Loop	Lo	
Flip	F	
Lutz	Lz	
Axel	A	

Jump combinations and sequences: According to the rules a jump combination can be made up of two jumps (2-Jump Combination) or three jumps (3-Jump Combination). Combinations use the same codes as solo jumps, but the jumps are combined with a '+' sign. For example, if the combination is a triple toe-double toe, you would enter 3T+2T. For a double loop-double loop-double toe combination, you would enter 2Lo+2Lo+2T. A sequence would be entered in the same manner, except that SEQ would be added at the end. So a double Lutz-double flip sequence would be entered 2Lz+2F+SEQ. For sequences, you only need to enter the main jumps that get points (the ones in the table). Please don't enter the other steps, hops and turns that make it a sequence.

Solo spins: A solo spin, by definition, doesn't change position, but it can change feet. For any solo spins in your program, we need to know the basic spin you're planning to do. It's not enough to just write 'solo spin' or 'spin.' You have four choices – sit spin, camel spin, layback spin or upright spin. Like the six jumps, these four spins each have a code. See table 2.

If you are flying into the spin, you will include that in your program content form as well by adding the word “fly” or the letter “F” in front of the basic position of the spin. So your choices are flying camel, flying sit (this would apply for flying front sit, flying back sit, death

drop or any other variation of a flying spin that lands in a sit position), flying layback or flying upright. With flying spins, the spin is defined by the landing position.

If you are changing feet during the spin, but you aren't changing position, this is still considered a solo spin. A good example of this is the required sit spin with only one change of foot in the junior men's short program. For this type of spin, again you would indicate the basic position, and then precede the code by a 'C,' or write 'with change of foot' following the basic position (again, see table below).

Table 2: Spins

<u>Solo Spin</u>	<u>Code</u>	Example:
Upright Spin	USp	"Camel spin" = CSp
Layback Spin	LSp	Flying entry—letter "F" precedes the element code.
Camel Spin	CSp	Example: "Camel spin, <i>with flying entry</i> " = FCSp
Sit Spin	SSp	Change of foot—letter "C" precedes the element code (noted only once no matter how many changes of feet occur). Example: "Sit spin, <i>with change of foot</i> " = CSSp
		Change of foot <u>and</u> flying entry—letter "F" precedes letter "C". Example: "Sit spin, <i>with change of foot, flying entry</i> " = FCSSp

Spin combinations: By definition, a spin combination is any spin where you change position. You do not have to change feet, so that means you only have two possible options for combination spins in your program – a spin combination with change of position and no change of foot (CoSp) or a spin combination with change of position and change of foot (CCoSp). Combination spins are the only spins where you don't need to write the positions. So don't waste time writing camel, sit, layback/back camel, back sit, when all you need to write is CCoSp (the extra C because it changed feet). If your spin combination is just a forward camel into a layback and you don't change feet, that would be a situation where you would enter CoSp.

Steps: The step category includes any step (aka footwork) sequences and the spiral sequence. For the spiral sequence, all you need to write is 'spiral sequence' or the code 'SpSt'. You do not need to write the pattern, number of positions, edges, whether they are forward or backward, or any other details.

For the step sequences, you do need to include more than just 'step sequence.' The pattern of the sequence is very important! Step sequences can easily get confused with transitions when watching a program for the first time, and you don't want the technical panel to miss any steps in your sequence because they all count, so make sure you write down what the pattern will be. See Table 3 for the correct terms and codes. A diagonal step sequence would be considered a straightline step, while a sequence you consider to be more of an

oval, would still be called a circular step.

Table 3: Steps – Singles & Pairs

<u>Step Sequence</u>	<u>Code</u>
Straightline Step	SlSt
Circular Step	CiSt
Serpentine Step	SeSt
Spiral Step	SpSt

Pairs

There are nine different types of elements in pairs for the purposes of the program content form. They are death spirals, jumps, lifts, pairs combo spin, pairs spins, spins, steps, throws and twist lifts. Any elements that don't fit these categories are considered transitions and shouldn't be included in your form (otherwise you'll run out of boxes).

Death spirals: Please indicate that it is a death spiral and also indicate the direction and edge. This can be written out or done using codes. A death spiral is notated by a Ds. Preceding the 'Ds' would be the direction and edge. Direction comes first and can only be forward (F) or backward (B). The edge comes next and can only be inside (i) or outside (o). So, if you are doing a backward inside death spiral, you would mark BiDs on your form in the appropriate box.

Side-by-side solo jumps: See the instructions for singles skaters earlier in this article.

Side-by-side jump combinations and sequences: See the instructions for singles skaters earlier in this article.

Lifts (overhead, not dance): Lifts are notated by which group they are from. Li is the code for a pairs lift. The number of the group from which the lift originates precedes the Li according to Table 4. So if you are doing a back press lift, you can write "back press lift" or the code for that lift, which is '4Li'. The only exception is the Axel lasso lift, which comes from group 5A, so it would be denoted, '5ALi' as shown in Table 4.

Table 4: Pairs Lifts

<u>Group</u>	<u>Code</u>	<u>Lifts</u>
1	1Li	Lutz lift, flip lift, Axel lift
2	2Li	waist loop lift
3	3Li	cartwheel lift, star/toe loop hip lift, platter/swan/table top lift
4	4Li	press lift, loop press/back press lift
5	5Li	step up lasso/step overhead lift, toe lasso/tap overhead

		lift
5 Axel Lasso	5ALi	Axel lasso lift

Pairs combination spins: By definition, any pairs spin with a change of foot by either partner is considered a pairs combination spin. For any such spins, all you need to write on your form is 'Pairs Combo Spin' or 'PCoSp.'

Pairs spins: By definition, any pairs spin where neither partner changes foot is considered a pairs spin. For any such spins in your program, all you need to write on your form is 'Pairs Spin' or 'PSp.'
For solo spins: See the instructions for singles skaters earlier in this article.

Step sequences: See the instructions for singles skaters earlier in this article.

For throw jumps: Throw jumps are coded in the same manner as solo jumps, except that a 'Th' is added after the code for the jump type to indicate that it is a throw. So, a throw double Axel would be written as '2ATh.' If you don't remember the jump codes, see Table 1. Please note, according to the current scale of values, a throw Lutz and a throw flip of the same rotation (single, double, triple, quad) receive the same value. If you are completing the program content form online, throw Lutz is not an option, so please select the throw flip of the same rotation if you perform a throw Lutz in your program.

For twist lifts: Twist lifts are coded by a 'Tw.' Preceding the 'Tw' is the number of rotations, so your options for the twist lift are single twist lift – 1Tw, double twist lift – 2Tw, triple twist lift – 3Tw, etc.

Ice Dancing

For the purposes of the program content form, dance elements are divided into four categories – lifts, spins, step sequences and twizzles. Any element that doesn't fit one of these categories is considered a transition and should not be entered into the form.

Dance lifts: For each dance lift, you can write the type of lift or use the appropriate code. See Table 5 for your options. If the lift is a combination lift, you will enter the combination lift by combining the names or codes of the lifts that make up that combination. For example, if your combination lift is a curve lift into a rotational lift, you would enter CuLi+RoLi. Putting down both parts of the lift is important. It is beneficial if you list the lifts in order they will be performed.

Table 5: Dance Lifts

<u>Lifts</u>	<u>Code</u>
Straight Line Lift	SLLi
Stationary Lift	StaLi
Curve Lift	CuLi

Rotational Lift	RoLi
Serpentine Lift	SeLi
Reverse Rotational Lift	RRoLi
Combination Lift	See example above

Combination spins: Generally, any dance spin where at least one partner changes feet is considered a combination spin. For any such spins in your program, enter 'Combination Spin' or 'CoSp.' You do not need to enter the details of the positions.

Spins: Any spin where neither partner changes feet is by definition a spin. For any such elements in your program, enter 'Spin' or 'Sp.' You do not need to enter the details of the positions.

Step sequences: Step sequences in ice dancing are defined by pattern (straightline, midline, diagonal, circular and serpentine) and hold (in the case of the midline not touching step sequence). Table 6 lists all the step sequence options and their codes.

Table 6: Step Sequences – Ice Dancing

<u>Step Sequence</u>	<u>Code</u>
Straightline	SlSt
Midline	MiSt
Diagonal	DiSt
Circular	CiSt
Serpentine	SeSt
Midline Not Touching (<i>with sequential twizzles</i>)	NtMiSt

Twizzles: Twizzles are notated by a Tw. Then, they are defined by direction (Forward – F, or Backward – B). Entry edge is not a part of the code, but it is important to enter it in your program content form. So, if your twizzle begins on a forward inside edge, you can write 'Forward Inside Twizzle' or 'FTw – inside'.

ALL DISCIPLINES

If you are entering the forms online, be sure to save your form by selecting 'Add Planned Element Form.' Do this often! You can always come back and complete the form at a later time. You can also delete the form at anytime and create another one.

If you are filling out the form by hand, be sure to make a copy before you send it in. That way, if you're program changes, you will know where you have to change your form.

Whether you complete the form online or by hand, bring a copy with you to the competition as a backup.

Changes

It is common for programs to change during a season, but it is important to have a complete program content form turned in by the deadline for each competition. *If your program changes after that, bring an updated program content sheet with you to the competition, and ask registration where to hand it in.*

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