

HOW TO

UPGRADE AS A BAREFOOT OFFICIAL



Step 1: Take Required Quizzes

Official Level	Quiz Requirement (Judges, Drivers, Homologators, & Scorers)
Level 1	Achieve an average score of 80% on 4 World Barefoot Council (WBC) exams each within 60 minutes.
Level 2	Achieve an average score of 80% on 4 World Barefoot Council (WBC) exams each within 60 minutes.
Level 3	Achieve an average score of 75% on 4 World Barefoot Council (WBC) exams each within 90 minutes.

TO ACCESS THE QUIZ SYSTEM

- Visit www.worldbarefootcouncil.com.
- In the menu bar on the left side of the page, click "Quizzes".
- On the Quizzes page, you will see quizzes that are available to take for several different roles (i.e. Driver, Event Judge, Homologator, Scorer, etc.). Please click the link for the official type you wish to attain. Please see the image on the right for reference.
- Once you select a quiz to take, you will be directed to a login page. Please note the email and password you created for the Quiz System is NOT tied to the IWWF Event Management System (EMS) - the Quiz System is independent of the EMS. Please see the bottom image to the right for reference.
- Please note the quizzes are open book. Please feel free to download a copy of the Rule Book and use it for reference. We recommend using the "Find" feature to help you locate rules relevant to each question. To use the "Find" feature, simply hit "ctrl + F" on your keyboard. You may also use the index in the rulebook to locate answers.
- There is no limit on the number of quizzes you can take. We will take an average of your 4 highest scores.

The screenshot shows the 'Quizzes' section of the website. At the top, it says 'The Flash quizzes are no longer supported.' Below this is a table with two columns: 'Description' and 'HTML Quiz Link'. The table lists various roles: Chief Judge Regional/National (Level 1), Driver, Event Judge, Homologator, Scorer, Skier, World Championship Chief Judge, and Practice Quizzes. Each role has a corresponding 'Quiz' link. A red box highlights the 'Driver', 'Event Judge', 'Homologator', and 'Scorer' rows, with a red arrow pointing to the text 'Click the Quiz Link Here >'. Below the table is a button that says 'Download the Current Rulebook to use for the quizzes'.

The screenshot shows the registration and login process for the 'Event Judge (Level 2) Quiz'. At the top, it says 'Click here to register.' Below this is the text 'Event Judge (Level 2) Quiz' and 'Have you registered for this quiz? If not, please [register](#) first.' A red box highlights the 'register' link. Below this is a 'Login' form with fields for 'Email:' and 'Password:', a 'Remember me' checkbox, and a 'Login' button. A red box highlights the login form, and a red arrow points to the text 'Having Trouble with your login?' below it.

Once you have registered, you will be able to log in going forward by entering your email and password. For easy access in the future, click "Remember Me".

QUICK TIP: IF YOU FORGET YOUR PASSWORD TO THE QUIZ SYSTEM

If you forget your password, you can reaccess the quiz system by doing one of the following:

- *Option 1:* Click the "Having Trouble with your login" button. Follow the prompts to reset your password.
- *Option 2:* Click on "register" and re-register as a first-time user.

Step 2: Receive Mentorship and/or Practical Training

Official Type	Mentorship / Practical Training Requirement
Driver	<ul style="list-style-type: none">• Receive mentorship from a driver that is at least one level higher than your current rating.• Completed a practical exam administered by a driver that is at least one level higher than your current rating.
Scorer	<ul style="list-style-type: none">• Receive mentorship from a scorer that is at least one level higher than your current rating.• Completed a practical exam administered by a scorer that is at least one level higher than your current rating.
Judge	<ul style="list-style-type: none">• Receive mentorship from a judge that is at least one level higher than your current rating.• Completed a practical exam administered by a judge that is at least one level higher than your current rating.
Homologator	<ul style="list-style-type: none">• Receive mentorship from a homologator that is at least one level higher than your current rating.• Completed a practical exam administered by a homologator that is at least one level higher than your current rating.

MENTORSHIP

- To receive mentorship, contact either an L1, L2, or L3 official to assist you.
- For a listing of officials, please visit <https://ems.iwwf.sport>. In the menu bar at the top of the page, click "Officials". Use the filters available to locate a barefoot official that can assist you. You may also utilize your local, state, or regional network to seek a mentor.
- Mentorship consists of working with an L1, L2, or L3 official at one or more tournaments to familiarize yourself with the role and work one-on-one to enhance your skills, learn best practices, and ask questions. For example, an individual working to become a higher level judge may sit in the boat with their mentor and practice judging at a local tournament. Compare your sheet with your mentor to see how you did!
- Once your mentor determines you are ready to upgrade, please ask them to send you an email confirming that they provided mentorship and believe you are ready to upgrade. Hang on to this email, as you will need to provide it with other documentation when you submit your request to upgrade to the Officials Committee.

PRACTICAL TRAINING

- All officials are required to take part in practical training prior to upgrading to the next level. Practical training must be conducted by an official that is at least one level higher than your current rating.
- For a listing of drivers, please visit <https://ems.iwwf.sport>. In the menu bar at the top of the page, click "Officials". Use the filters available to locate a barefoot driver that can assist you. You may also utilize your local, state, or regional network to seek an instructor.
- Practical training consists of running through a series of scenarios an official may encounter at a tournament. Your instructor will also ensure you are knowledgeable of the rulebook.
- Once your instructor determines you are ready to upgrade, please ask them to send you an email confirming that they provided practical training and believe you are ready to upgrade. Hang on to this email, as you will need to provide it with other documentation when you submit your request to upgrade to the Officials Committee.



Step 3: Complete a Clinic

- Check with your local or regional resources to determine if there are any upcoming clinics in which you can participate. If there are no scheduled in-person clinics available for you to take, please reach out to one of the following members of the Officials Committee to provide you resources to take a virtual clinic:
 - Mike Molepske: mike.molepske@hotmail.com
 - Shannon Klahn: sklahn@bankfirst.com
- If you are taking a virtual clinic, please go through all the materials provided to you and send an email to a member of the Officials Committee confirming you reviewed and understand the contents. There are additional requirements that accompany a virtual clinic depending on the type of official you wish to become:
 - *Judge*: We will forward you a series of videos to judge via Drop Box. You will be asked to judge the videos and send in your sheets to the Officials Committee for review and discussion.
 - *Scorer*: You will be asked to complete the Lion Scoring Software Tutorial and Training Resources. You will need to send confirmation to the Officials Committee that you completed this.
 - *Driver*: Your practical exam will serve as your additional clinic requirement.
 - *Homologator*: You will need to work as an assistant to a Homologator with a rating higher than your current rating.

Step 4: Serve as an Official at the Following Types of Tournaments

Official Level	Tournament Type (Judges, Drivers, Homologators, & Scorers)
Level 1	Officiated at ≥ 2 National/Confederation Championships or four 3-event RC or RL tournaments
Level 2	Officiated at ≥ 2 National/Confederation Championships or four 3-event RC or RL tournaments
Level 3	Officiated at ≥ 1 National/Confederation Championships or three 3-event RC or RL tournaments

Step 5: Send Request to Upgrade to a Member of the Officials Committee

- Send the following information to a member of the Officials Committee: Mike Molepske, Chair (mike.molepske@hotmail.com); Shannon Klahn (sklahn@bankfirst.com), or Lynette Blaauw (Lb@responsere.com).
 - Confirmation that you have taken all required quizzes and achieved the minimum average score indicated in Step 1 (We will confirm the quizzes were taken).
 - Email from your mentor confirming that they provided mentorship and believe you are ready to upgrade as an official.
 - Email from your practical exam instructor confirming that they provided training and believe you are ready to upgrade as an official.
 - Confirmation that you completed a virtual or in-person clinic.
 - For U.S. Officials: Proof that you took and passed Safe Sport training OR that your training is up-to-date.
 - For U.S. Drivers: Proof that you completed and passed the MVR OR that your MVR is up-to-date.
- Upon receipt of this information, a member of the Officials Committee will review and send confirmation once your request to upgrade is granted.

Thank you for serving as an official
and giving back to the sport!