CONFORMATION STEWARDS ASSESSMENT SHEET

Name: …………………………………………………………

Assessor: …………………………………………………………

Exhibition: ………………………………………………………..

Date:　　　/　　　/

Ratings

1: Unsatisfactory　　　**2:** Needs More Work　　　**3:** Satisfactory　　　**4:** Good　　　**5:** Very Good

Item	Assessment	1	2	3	4	5
	Punctuality & Preparation					
1	Arrived 30 minutes prior to scheduled start time					
2	Reported to Show Manager					
3	Checked for requirements – lunch break, sashes, etc					
4	Introduced to Judge					
5	Collected Tablet, signed in to appropriate Group					
	Ring Procedure – Breed Judging					
6	Conferred with Judge for Ring Procedure					
7	Called first Breed					
8	Called exhibitor numbers (3 times when required)					
9	Announced the class and checked the exhibit numbers					
10	Announced the placings and entered results onto Tablet					
11	Transferred appropriate numbers to the Group Sheet, if used					
	Ring Procedure – Group Judging					
12	Conferred with Judge for Ring Procedure					
13	Called exhibitor numbers (3 times when required)					
14	Announced the class and checked the exhibit numbers					
15	Announced the placings and entered results onto Tablet					
16	Finalised Group results and returned Tablet for charging					
	Assembly Area					
17	Proactively noted dogs present, absentees, handler changes, etc					
18	Called up the next class					
19	Kept the Assembly area clear					
20	Had awareness of any potential issues					
	Dress & Etiquette					
21	Suitably dressed in accordance with the guidelines					
22	Conducted themselves in a friendly but efficient manner					

Note 1　　To pass, the applicant must obtain a *Satisfactory* **(3)** or better in all the above items

Note 2　　Where the Assessor awards an *Unsatisfactory* or *Needs more Work*, they must provide comment

Comments
Punctuality & Preparation
Ring Procedure
Assembly Area
Group Judging
Dress & Etiquette
Assessor Comments (General
Aspirants Comments (if any)

Assessor Recommendation: N/A   Needs More Work   Pass

Assessor Signature: …………………………………..   Aspirant Signature: …………………………………..