

Floor Manager

General

Description	checking the couples before they enter the floor
Number of volunteers	1 (floor is not split)
Coordinator	Berit Quist
Report at	tournament office

During a tournament, couples will enter the dance floor, do their dance and leave the floor afterwards, making way for the next group of couples. The floor manager checks if the right couples are on the floor and in the queue line.

Couples enter the floor via one lane. At 9:30, you report at the tournament desk; they will mark your presence and pass you a tablet. Position yourselves at the floor's entrance.

Before a heat starts, you check the starting numbers of the waiting couples with the heat lists displayed on your tablet.

- Starting numbers must be clearly visible and attached at all four corners. If someone is wearing his/her number incorrectly, notify him/her.
- If a couple is on the list, mark it as present.
- If a couple is not on the list, notify the couple to make way for the others.
- Beware of couples who remain on the floor because they dance two heats after each other (like last heat of slow waltz and first heat of tango).
- You will have a walkie-talkie to communicate with the tournament office. Report if couples are missing. Usually, the moderator will now call the numbers one by one. Meanwhile, double check with your heat list; you may have overlooked someone.

In the meantime, the couples for the next heat will advance and the procedure starts from the beginning.

This job must be done with concentration. Do not be distracted by scenes on the floor or encountering friend couples during the line up; this will increase the chance of overlooking someone and hence tournament delays. We have a tight schedule to follow.

On the next pages, you will find more details about your job during the tournament.

Spread a friendly and happy attitude. The ETDS is a fun event. Give the dancers a wink and a smile as they enter the floor; they are also dancing for you!

On behalf of the organisation, lots of success with your job and many thanks in advance for your cooperation.

Qualification round broad sports

Tournament begins at 10:00 AM straight. Couples are spread randomly across an estimated 2-4 heats and use the entire floor (it is not split in A and B).

On Saturday, the order of the dances is Slow Waltz, Tango, Quickstep.

On Sunday, the order of the dances will be Cha-Cha-Cha, Rumba, Jive.

Common mistakes the couples make sometimes:

- Lining up one heat earlier or later.
- Walking of the floor when they immediately have their next dance (ie they have the last heat of Waltz, first heat of Tango)
- Lining up in the correct heat, but of the wrong dance (2-3-4 instead of 3-2-4)

With 3-4 heats, 3 dances and 2,5 minutes per heat, the qualification round takes up 30 minutes.

Couples will be distributed across two classes. In ascending level: amateurs and masters.

Preliminary and intermediate rounds broad sports

Same procedure as above. We expect to have 2 heats per class, 3 dances per heat, 2,5 minutes per dance. This makes 15 minutes per class. Please note that there is no break between classes! Heat N quickstep of amateurs is followed immediately by heat 1 slow waltz of masters!

Open class

Open class will dance the other discipline: Latin on Saturday, Standard on Sunday. They will also have the entire floor for themselves.

Open class couples are drawn by lots. Leads and follows both wear starting numbers; this simplifies the partner search for the leads. The supplied starting numbers on your tablet are those from the leads. Be aware of equality couples or role-reversed couples.

Open class will dance a so called *round-Robin*. This means that all five dances are shown, no dancers will be eliminated and the same five dances will be performed once more later (with different partners per dance). So each participant has 10 opportunities to get marked by the adjudicators, regardless of level.

Semi-finals

Same procedure as in the preliminary and intermediate rounds. Please note that some classes have extra dances:

Class	Standard	Latin
Amateurs	slow waltz, tango, quickstep	cha-cha-cha, rumba, jive
Masters	slow waltz, tango, Viennese waltz, quickstep	samba, cha-cha-cha, rumba, jive

Finals

After so much hard work during the day, this is the moment you are waiting for. Couples will be announced by name and number, so you do not have to perform the checks. Just let go and cheer up the finalists; they are also dancing for you!