<table>
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<th>Scoring System Approval Process</th>
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<tr>
<td>Process Owner:</td>
<td>Zeljko Tanaskovic (SWE)</td>
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<tr>
<td>ISC Judges Committee Chairperson</td>
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<tr>
<td>Process Manager:</td>
<td>Arnold Hohenegger (AUT)</td>
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<td>ISC Judges Committee Member</td>
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<tr>
<td>Version:</td>
<td>1.3</td>
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<td>Initial Date:</td>
<td>January 27(^{th}) 2021</td>
</tr>
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<td>Release Date:</td>
<td>December 1(^{st}) 2021</td>
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<td>Last Change:</td>
<td>November 22(^{nd}) 2021</td>
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<td>State of the Document</td>
<td>☒ Released</td>
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# Change History

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<th>Who</th>
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<tr>
<td>27th Jan 2021</td>
<td>Initial Date (Committee Meeting)</td>
<td>Z. Tanaskovic</td>
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<td>14th Feb 2021</td>
<td>Process Charts (00, 01, 02, Working Environment, Document Model)</td>
<td>A. Hohenegger</td>
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<td>Process Charts (03, 04)</td>
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<td>Verbal Process Description (00, 01, 02)</td>
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<td>29th Oct 2021</td>
<td>1st Review by Native Speaker House Keeping, Change on Process 02 (XML and JSON possible)</td>
<td>C. King</td>
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<td>30th Oct 2021</td>
<td>Add Change History Wording in Process Charts (00, 02, 03, 04, Working Environment, Document Model)</td>
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<td>7th Nov 2021</td>
<td>Process Chart descriptions updated (03, 04)</td>
<td>C. King</td>
<td>1.2</td>
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<td>22nd Nov 2021</td>
<td>Process Chart updated (03) Document Model updated Header and Footer updated</td>
<td>A. Hohenegger</td>
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<td>1st Dec 2021</td>
<td>Document approved by the Judges Committee, change state to released</td>
<td>Z. Tanaskovic</td>
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00. Scoring System Approval

Scoring System Approval consists of 4 processes:

01. Request Scoring System Approval
02. Pre-Event Data Exchange Interface Test
03. Scoring System Test
04. Decision Making Approval

00.01 Top Level View

01 - Request Scoring System Approval: the Scoring System Provider informs the chairperson of the ISC Judges Committee (JC) that a new Scoring System shall be submitted for approval by the ISC. The JC Chairperson provides the necessary documents and information to the Scoring System Provider. The JC and the relevant ISC Discipline Committee (DC) together nominate a Test Observer and nominate an appropriate test event for the approval.

02 - Pre-Event Data Exchange Interface Test: the Data Exchange Interface Test shall take place prior to the test event. The goal is to check the data-exchange (of results) between the Scoring System and the ISC Official Results Site and fix problems prior to the test event. The nominated Test Observer asks the ISC Results Site Administrator to arrange a test environment with the results ISC Results Site Provider. The Scoring System Provider, in cooperation with the Results Site Provider, tests the data-exchange and reports the result to the Test Observer. If the Data Exchange Interface Test fails, the process stops and returns to the beginning.

03 - Scoring System Test: the Scoring System Test usually takes place during a competition. The test event can be executed online if special circumstances make that necessary and only with the consent of the JC and DC. The Scoring System Provider must demonstrate that their system fulfills all the requirements on the Scoring System Approval Document checklist. The Scoring System Provider can and shall fix problems during the test. The Test Observer monitors the whole test and creates a final report, which must be sent to the DC Chairperson, copying in the Scoring System Provider.

04 - Decision Making Approval: the DC Chairperson receives the final test report and discusses it with the DC members. The DC forwards its recommendation to the JC Chairperson. In a joint meeting, the JC and DC make a final decision to approve the Scoring System or not. In case of "approval" the JC Chairperson updates and publishes the Approved Scoring System Document. Together, the chairpersons (JC & DC) prepare and forward the Final Decision Document to the Scoring System Provider and Results Site Provider. In the case of "not approved" the Final Decision Document must contain the reason(s) for not approving the Scoring System.
01. Request Scoring System Approval

The Scoring System Provider prepares and sends a Provisional Approval Request to the JC Chairperson, using this e-mail address: ipc-judgenom@faio.org. The request must contain at least the following information:

- Contact name and e-mail address of the Scoring System Provider
- Name of the Scoring System
- Discipline(s) supported by the Scoring System
- National Events for which the Scoring System has already been used

The JC Chairperson provides the Scoring System Provider with the following documents and information necessary for preparing the Formal Approval Request to the JC:

- Scoring System Approval document (checklist) for the relevant discipline
- Competition Rules
- Judging and Scoring System Requirements
- Technical Specifications for scoring
- First Category event list

The Scoring System Provider forwards his Formal Approval Request to the chairperson of the JC and chairperson of the relevant DC. In case of ambiguities (incomplete request, missing information, etc.) a committee chairperson shall ask for clarification. The committees involved nominate the Test Observer and an appropriate Test Event, and inform the Scoring System Provider, ISC Results Site Provider and Event Organizer. It is important for effective communication during this process step to share contact details of all involved parties:

- Approval Observer
- Scoring System Provider
- ISC Results Site Provider
- Event Organizer
Figure 2: 01 – Request Scoring System Approval

SoringSystemApproval_Process_1.2.docx
02. Pre-Event Data Exchange Test

The Data Exchange Test shall take place prior to the test event. The goal is to check data-exchange (of scores and results) between the Scoring System and the ISC Official Results Site, and fix problems prior the test event. Possible Formats for data exchange are XML or JSON.

The nominated Approval Observer asks the Official ISC Results Site Provider to prepare an ISC Results Site test environment. The Results Site Provider prepares the environment and forwards the details to the Scoring System Provider.

- Event codes (resultset identifiers)
- Access information (with credentials if applicable)
- Latest version of the Interface Description
- Availability and process for support requests

The Scoring System Provider creates the test event data and publishes it to the ISC Results Site test environment using the agreed interface. The Scoring System Provider notifies the Approval Observer when scores are successfully published. The Approval Observer obtains evidence of the published results off the test environment from the ISC Results Site Provider.

The Scoring System Provider and ISC Results Site provider jointly troubleshoot any problems incurred until they are fixed. When the results are publishing successfully, the Scoring System Provider creates a report on the outcome of the Interface Test and forwards it to the Approval Observer.

- Summary of the Interface Test
- All issues encountered and how they were handled
- Co-operation with ISC Results Site Provider
- Calculated Scores
- Evidence of scores and results output displayed in the ISC Results Site test environment
- Test successful: YES/NO

The Approval Observer validates the published scores and updates the Approval Checklist.

If the Interface Test fails, the Scoring System Approval Process stops, to either:

- return back to the start or
- abort the approval process.

If the Interface Test is successful, the process continues to 03 – Scoring System Test
Figure 3: 02 – Pre-Event Data Exchange Test (part 1)
Figure 4.02 – Pre-Event Data Exchange Test (part 2)
03. Scoring System Test

Prior to the start of the test event, with adequate lead time, the ISC Results Site Provider creates a Results Site test environment for publishing test event scores. The ISC Results Site Provider provides all the necessary information (including access) to the Scoring System provider.

- Agreement on result set identifier(s) to use
- Agreement on adequate test samples where duplicating all results is not practical
- Confirmation of locations, process and publishing points in time
- Process for receiving feedback on files processed

The Scoring System Test usually takes place during a competition. The test event can be executed online if special circumstances make that necessary and only with the consent of the JC and DC.

The minimum required resultsets to publish should be agreed on by the JC and DC (in consultation with the ISC Results Site Provider if necessary), to ensure the test covers all formats and outputs relevant to the discipline. For example, Artistic events should include at least one compulsory round, one free round and enough rounds to include a throw-away round to be demonstrated.

If the test takes place at the competition site, the FCE Organiser must be kept informed of system testing intentions and will brief the Scoring System Provider and Approval Observer of relevant site and competition information.

The Approval Observer briefs the Scoring System Provider on the expectations for the assessment process and approval. This includes but is not limited to:
- How the test will be conducted (e.g., insert identical results or rejudge selected rounds, scenarios that should be demonstrated in addition if they do not occur in the competition)

Set-up Assessment

The Scoring System Provider completes any final competition set-ups in the system, which the Approval Observer checks and assesses, updating the Approval report with findings. If not already sent, the Scoring System Provider sends the pre-start results files for the publishing in the test environment. The ISC Results Site Provider communicates feedback on the pre-start published results to both the Approval Observer and the Scoring System Provider.

Running Competition and Scoring Assessment

When the competition begins, the Approval Observer checks equipment, software and scoring through the course of competition. Results may be compared to the official system in use, additional user-testing may be conducted and assessment is made of the system in the context of the competition and its data. The Approval Observer may add testing of rarer scenarios that do not occur in the competition but that the system is expected to handle.

After each round, the Approval Observer assesses the intermediate results and the final results in the system and the published results to the Results Site test environment, updating the Approval Report, and giving feedback to the Scoring System Provider at each stage.

The Scoring System Provider must demonstrate that their system fulfils all the requirements on the Scoring System Approval Document checklist. The Scoring System Provider can and shall fix problems during the test if possible.
The Scoring System Provider, after preparing the final competition results, sends final resultset files for publishing to the ISC Results Site test environment, and compiles competition evidence for inclusion in the Approval Observer’s report. This may be the full competition results, or partial results (e.g., for disciplines requiring video judging panels), but must be representative of the range of expected results for the discipline and tested in the system.

The Approval Observer monitors the whole test and creates a final report, which must be sent to the DC Chairperson, copying in the Scoring System Provider.
Figure 6: 03 – Scoring System Test (part 2)
04. Decision Making Approval

The DC Chairperson receives the final test report and discusses it with the DC members. If items are missing, the DC Chairperson will request this from the Approval Observer to add to the report. The DC discusses and assesses the report and testing outcomes, and comes to a decision in a committee meeting.

The DC forwards its recommendation to the JC Chairperson. The JC conducts its own assessment of the report and evidence, as the DC did.

In a joint meeting, the JC and DC make a final decision to approve the Scoring System or not.

If it is not approved, the chairpersons must document the reason(s) for this in Final Decision Document, before forwarding it to the Scoring System Provider and Results Site Provider.

If it is approved, the chairpersons complete and sign the Approved Scoring System Document (checklist) and the JC Chairperson publishes it. Together, the chairpersons (JC & DC) prepare and forward the Final Decision Document to the Scoring System Provider and Results Site Provider.

The JC Chairperson adds the scoring system to the Approved List.
Figure 8: Decision Making Approval (part 2)
A) Working Environment

Figure 9: A – Working Environment
B) Document Model

Figure 10: B – Document Model