

AAU BATON TWIRLING DISTRICT DIRECTOR EVENT INFORMATION

CHECKLIST FOR THE DIRECTOR-*JUST A FEW IDEAS!*

- Laptops for results entry
- Printer
- Ink cartridges
- Paper
- Scratch Paper
- Scoresheets—You might need some extras!
- Original registrations for reference; place them in a binder for easy reference
- AAU Baton Twirling Handbook; one for each judge and several at the head table
- Coach's packet-Schedule; lane assignments; t-shirts; specific information
- Judging assignment sheet
- Judges Master Sheets
- Central Sound System with microphone
- Floor tape for the competition area
- Clipboards
- Pencils and Sharpeners
- Pens-red
- Highlighters
- Staplers/Staples
- Calculators
- Extension Cords and power strips
- Lost and Found Station/basket (away from the head table)
- First aid station
- Awards table
- Area to post results
- Runner to collect results from judges; take food and drink to judges; post results