

TABULATOR CHECKLIST

To be completed for each school and returned with carbon copies.

School:	Region:	Class:
Tabulator :		

Checkmark Each Process

- ___ Each tabulator calculated individual score sheets on a TAPE CALCULATOR AND ATTACHED TAPE TO SCORE SHEETS.
- ___ If judge total on any sheet was more than 2 points difference in tabulators' total, was score sheet returned to judge by Safety Judge?
- ___ Arrange five judge sheets in order from highest score to lowest score.
- ___ Record the five scores on Master Score Sheet
- ___ Asterisk the highest and lowest score
- ___ Add the highest and lowest score - Step 1
- ___ Divide the two scores by two - Step 2
- ___ Record the other three scores
- ___ Total the Safety Judge Deductions and attach calculator tape
- ___ Record the Safety Judge Deductions
- ___ Add lines 2,3,4,5
- ___ Subtract Safety Judge Deductions
- ___ Record Total Score
- ___ Safety Judge initial Master Score Sheet
- ___ Safety Judge conferred with Cheer Judges.
- ___ Safety Judge initial Announcement Sheet before Awards Presentation

Tabulator Signature: _____

Safety Judge Signature: _____