2021 Online Qualifier for Canadian Senior Championships
Technical Officials Guide

Thank you for volunteering with the OWA in support of our online competitions!

This is a short guide outlining equipment requirements for each Technical Official position as well as reminders and guidelines for using Zoom.

Weigh-in
Equipment Requirements
- Only one laptop/PC is required. The official will enter bodyweights and starting attempts in OWLCMS through a browser. The Zoom feed can be open in a second window, but does not require a second monitor.
- Weigh-in officials will work with a second official controlling Zoom, who can allow athletes into the Zoom meeting one at a time.

Access OWLCMS here: https://owacscqualifier.onweightlifting.ca/
Enter the Password provided by the Competition Administrator
- From homepage of OWLCMS, select 'Run Lifting Group', then 'Weigh in and Start Numbers'

Athletes are admitted into the call by the Weigh-in Zoom Controller according to Lot Number.
As athletes weigh in, Weigh-in Official will submit their bodyweight and opening attempts directly into OWLCMS.
When all weigh-ins are complete, hit 'Generate Start Numbers' at the top of the screen.

Weigh-in Controller will download the 'Starting Attempts Sheet' at the top of the screen, and upload to the Shared folder linked under Session Startlists here:
https://www.onweightlifting.ca/owaqualifier

Referees
Equipment Requirements
- A laptop, tablet, or PC streaming the Zoom feed to see the lifter.
- A smartphone for the referee buttons. This can also be done through a tablet or browser, but a phone allows the Zoom screen to remain open and is handheld like physical referee buttons.

All referees will be required to enter the Password provided by the Competition Administrator before accessing the buttons.
Note: All Referees will work with the Speaker to verify the weight on the bar. The Speaker will verbally confirm the weight and referees should call to the Speaker if discrepancies are seen.

Speaker/Timer
Equipment Requirements
- Two monitors or laptops (or a combination of both) can be used. One will stream the Zoom feed, the other will access OWLCMS through the browser.
- Two monitors or screens allows the Zoom feed to remain open to see the lift as the clock is started/stopped.

Access OWLCMS here:https://owacscqualifier.onweightlifting.ca/
Enter the Password provided by the Competition Administrator
Select 'Run Lifting Group' on the left menu
Select Announcer
The Announcer must select the current session from the dropdown before the competition can begin.

Notes:
In addition to announcing the athlete and weight, Speaker will announce "athlete is in view" to ensure the platform of the correct athlete is visible. Speaker will then call for the weight to be verified by the center referee with the bar facing 45 degrees to the camera. Once the weight has been verified, the Speaker can then announce the clock has started.
Note that no medals will be presented during the competition - all medal standings will be calculated and announced after the competition.

Marshal
Equipment Requirements
- Similar set up to Speaker/Timer but only one laptop/PC is required if a second screen is not available. The marshal does not need to watch the Zoom feed as athletes are lifting.
- Marshals will monitor the chat box for incoming weight changes, and enter them into OWLCMS. This can be done through two browsers on a single laptop or computer.

Access OWLCMS here:https://owacscqualifier.onweightlifting.ca/
Enter the Password provided by the Competition Administrator
Select 'Run Lifting Group' on the left menu
Select Marshall

Backup
Equipment Requirements
- The backup official should have at least one screen available through a laptop or PC running the Zoom feed and another browser running OWLCMS. The backup will cover

the duties of any official that encounters technical difficulties during a session or is dropped from the call.
- The backup should have a phone available for the referee buttons if needed.

Zoom/Weigh-in Controller
- The Zoom controller selects athlete screens and controls transitions from scoreboard to athlete for referees.

Zoom Best Practices:

- Make sure all devices, tablets, and laptops are connected to power or have a power cord easily accessible. Smartphones should be fully charged and plugged in if possible.

- If working multiple sessions in a row, please monitor your battery life closely throughout the day.

- Remember to turn your screen to Mute if not Speaker/Timer to avoid breathing sounds, static, background noise etc. This is a setting found at the bottom of the Zoom screen. To unmute temporarily, press and hold the spacebar while talking.

- Always consider the possibility that you can be heard on the livestream, even if you think you're on Mute.

- If something unusual happens or if you're experiencing technical difficulties, remain calm! You will be working with a team and most issues can be solved quickly and easily.

- If you need to step away briefly in the middle of a session, send a chat message to the Zoom Controller directly (private message). They can contact the backup to fill in during the absence.

- Wear something comfortable and stay hydrated!