Conformation Apprentice Evaluation Form

Please return to: UKC All-Breed Sports Show Operations, 100 E Kilgore, Kalamazoo, MI 49002 or email to judges@ukcdogs.com

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<thead>
<tr>
<th>Senior Judge Name</th>
<th>Judge #</th>
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<tr>
<th>Apprentice Name</th>
<th>Date(s) of Assignment</th>
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Name of Club

The Senior Judge MUST send this Evaluation Form to UKC no later than 10 business days after the assignment. Failure to submit this form may lead to disciplinary action from UKC. Please keep a copy of this form for your personal records. Your answers on this form should not be shared with the apprentice.

Section 1 – Number of Group Dogs Evaluated

Instructions. Please enter the date and show number along with the number of dogs that were judged in each group. Use separate date boxes if the assignment was completed over multiple shows or days. Do not count absent dogs.

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<tr>
<th>Date(s)</th>
<th>Guard</th>
<th>Scent</th>
<th>Sight</th>
<th>Gun</th>
<th>North</th>
<th>Herd</th>
<th>Terrier</th>
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Section 2 – Timelines and Preparedness

To be completed by the Senior Judge. When answering these questions, consider how well the apprentice shows they can meet their deadlines, show professionalism, and be prepared for the day’s event. All questions answered “No” must be accompanied by an explanation.

Did the Apprentice contact you in an appropriate amount of time when they asked to apprentice under you? ☐ Yes ☐ No

Comments __________________________________________________________

Did the Apprentice arrive at least 30 minutes prior to the event? ☐ Yes ☐ No

Comments __________________________________________________________

Did you schedule time to meet with the Apprentice prior to their assignment, and did the apprentice arrive at the pre-scheduled time? ☐ Yes ☐ No

Comments __________________________________________________________

Was the Apprentice prepared for their assignment? ☐ Yes ☐ No

Comments __________________________________________________________
Was the Apprentice dress appropriately for the assignment? □ Yes □ No
Comments

Did the Apprentice act in a professional manner? □ Yes □ No
Comments

Section 3 – Ring Procedures & Rules
Please check the lines for each topic discussed regarding ring procedures. Please share your personal ring procedures to expose the apprentice to the variety of available ring procedures. Refer to this list throughout the day to be sure all items are covered.

Judging Procedures
☐ Where best to place the examination table
☐ Which patterns you use, and which pattern will provide the best overall impression of the dog
☐ How to approach a dog for the exam
☐ How to go over the dog and what you are looking for
☐ Late arrivals and how you handle them
☐ Handler changes and when they are allowed
☐ Awarding placements and ribbons, including lining up exhibitors and verifying armbands
☐ The proper procedure in setting the wicket and measuring dogs
☐ Which breeds are spanned and the correct spanning procedure
☐ Variety breeds and how they are judged, including class order and reserve wins
☐ Discuss communicating with your steward regarding the following:
  ☐ How you would like your classes called in
  ☐ Where the exhibitors should stand after entering the ring and why
  ☐ How you would like the ribbons laid out (for example, having a second place ribbon available for a class of one)
☐ Verifying the armbands of exhibitors in each class

Miscellaneous Rules and Procedures
☐ Discuss the difference between excusals, mandatory excusals, and breed disqualifications
☐ Discuss the difference between unsportsmanlike conduct and misconduct
☐ Discuss Disqualified for Attacking and the procedures to follow
☐ Discuss how to deal with emotional or angry exhibitors
☐ Discuss the items found in a typical judging contract

Section 4 – Judging Procedures
The apprentice will do the hands-on evaluation and gaiting of dogs during the group judging. The Senior Judge will be close enough to observe the apprentice and should comment below or use extra paper to describe how the apprentice examines the dogs, communicates with exhibitors, and handles themselves in the ring. The apprentice has no say in the Group placements awarded, but will note their placements to discuss with the Senior Judge after the Senior Judge has given their placements. All questions answered “No” must be accompanied by an explanation.

Did the apprentice examine all the Group entries present today, under your supervision? □ Yes □ No
Comments

Did the apprentice allow enough time for the exhibitor to set up their dog? □ Yes □ No
Comments

Did the apprentice approach the dogs for examination with confidence? □ Yes □ No
Comments

Did the apprentice have good examination procedures? □ Yes □ No
Comments
Did the apprentice appear to know what qualities to look for during their examination of each breed?  □ Yes □ No

Comments

Do you feel the Apprentice has a good understanding of the breeds they evaluated?  □ Yes □ No

Comments

**Section 5 – Judging Evaluation**

All questions answered “No” must be accompanied by an explanation.

Did you discuss breed placements with the apprentice?  □ Yes □ No

Comments

Were there any times when your placements differed from the placements of the apprentice?  □ Yes □ No

*If so, please give an example of a placement discrepancy you and the Apprentice had and explain the reasoning behind both choices.*

Comments

In your opinion, were the apprentice’s placements justified by their own understanding and interpretation of the breed standards?  □ Yes □ No

Comments
Section 6 - Oral Review

5 = Extremely knowledgeable about this subject.
4 = Moderately knowledgeable about this subject.
3 = Knowledgeable with room for improvement.
2 = Able to provide an answer with few details.
1 = Could not accurately answer the question.

Please circle or place an “X” over the appropriate Rating for each question

What is the difference between single tracking and converging towards the center?

| 1 | 2 | 3 | 4 | 5 |

Name a reason why you would withhold awards and why.

| 1 | 2 | 3 | 4 | 5 |

How do you distinguish a wry mouth from an underbite?

| 1 | 2 | 3 | 4 | 5 |

What is the difference between an Eliminating Fault and a Disqualifying Fault?

| 1 | 2 | 3 | 4 | 5 |

When the standard calls for a complete set of evenly spaced teeth, what does that mean?

| 1 | 2 | 3 | 4 | 5 |

What is the importance of Judging Junior Showmanship?

| 1 | 2 | 3 | 4 | 5 |

Which classes are eligible for Best Junior Handler?

| 1 | 2 | 3 | 4 | 5 |

What are the acceptable coat presentations for the poodle?

| 1 | 2 | 3 | 4 | 5 |

When a standard refers to an honorable scar, what does that mean?

| 1 | 2 | 3 | 4 | 5 |

What is the difference between judging the Intact and Altered classes?

| 1 | 2 | 3 | 4 | 5 |

Section 7 - Judge's Books

Please check the lines for each topic discussed.

☐ How to mark the judges’ books, including the additional marking for breeds with varieties.

☐ Using the correct abbreviations for the judges' books, verifying all absent dogs are correctly identified, and adding comments to the judges' books when required.

☐ Discuss arriving and departing procedures for assignments, and when to receive copies of your completed judges' books.

Section 8 - Senior Judge’s Final Assessment and Comments

Please provide your overall opinion of the apprentice judge’s performance today. It is the responsibility of the Senior Judge to provide the UKC Judges’ Review Committee with an accurate review of apprentices and to ensure that future judges are well-versed in judging procedures. Any items of concern or areas where the apprentice needs improvement must be addressed.

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