

Event and Ring Scheduling

Scheduling the events for your Specialty will be one of the more time consuming and difficult tasks you will face. At first glance it seems like this isn't that difficult of a task. However, you will quickly find that there are not enough hours in the day to squeeze in all of the great activities you would like. It will be difficult to satisfy all the diversified interests of the people on your show committee. When you broaden that statement and look at all the people in our national club you will quickly realize that you will not be able to address everyone's interest.

Early in your Specialty planning it is important to determine what you will offer and on what days. This includes not only the normal judged events, but extra curricular activities as well - things that folks have begun to look for at Specialties. Things such as programs, health fairs, banquets, sight seeing, junior activities etc. You will need to be prepared for other special interest groups to also be requesting time on your already busy schedule, groups such as Bernergarde, Berner-II and Regional Club Council to name a few.

In the early days of your planning it will be important to pencil in a proposed schedule of events. For all practical purposes you will need this information to also help determine exactly how many days your Specialty will cover, the committees you will need, what to put in your premium list, and what you need to include in your site contract negotiations. You will be asked by many people what the schedule is early on. A word to the wise, any schedule you publish should be clearly and boldly marked TENTATIVE. Until it is published in the judging schedule it is never final.

When planning your schedule there are many items you must take into consideration. Required events offered, extra activities offered, space needed for events and activities, as well as number of people participating. We also need to take extra care when planning judged events to make sure we have enough judges for the number of entries anticipated and enough ring space for them to judge. You need to be well acquainted with the AKC rules as they apply to each event.

In order to help facilitate this process an outline of various portions of a Specialty schedule are below. This includes a table that shows entries of the last several Specialties which should help you plan for number of exhibitors for required events. Traditionally, Specialties held in the East have had a larger number of entries. Entries have increased each year and even the Midwest Specialties need to be ready for large numbers.

Required Events

- Regular Conformation - Puppy through Veteran
- Sweepstakes - Puppy and Veterans
- Futurity
- Junior Showmanship
- Obedience - Novice A/B, Open A/B, Utility A/B
- Saturday Night Banquet - Including time for Annual Meeting and Awards
- Sunday Night Judges Dinner
- Meeting time and space for BMDCA Board - this is held the day before any judged events.
- Meeting time and space for Regional Club Council
- Room Space for Bernergarde Foundation

Judging, Ring and Space Requirements

- Conformation Judges (including Sweepstakes and Futurity) may not judge more than 200* dogs any one day. Numbers totaling to 200 would also include any Junior Showmanship Entries. Allow 2.5 minutes per conformation entry.
- Obedience Judges may not judge more than 8* hours in any one day. Hours are figured by X number of minutes per entry. Please refer to the “Schedule of Entries for Past Specialties”.
- Conformation rings may be of any size.* They should be large enough to accommodate your largest class size comfortably and safely. A 50’ x 75’ ring would accommodate most large classes.
- Staging Area for safe entry and exit of exhibitors. A 50’ x 25’ staging area on the end of a 50’ x 75’ ring is NOT too big.
- Obedience rings are governed by AKC rules. The following is an excerpt from the AKC rules governing obedience rings.

Chapter 1 Section 31: If the judging takes place indoors the ring should be rectangular and should be about 40 feet wide and 50 feet long for all obedience classes. In no case shall the ring for a Utility class be less than 35 ft x 50 ft, and in no case shall the Novice or Open class be less than 30 ft x 40 ft..... At an outdoor show or trial the rings shall be about 40 ft x 50 ft long.

- Other Performance events (Draft, Tracking, Agility) also have space requirements. Refer to the appropriate rules to be sure you meet these requirements.
- Space must be planned for Chairs, Aisles and Booths. AKC as well as fire marshal codes must be considered. Generally a minimum of 10’ must be maintained for aisles. Booths are usually 10’ square. Spectator seating will usually need at least 10’ for 3 rows of folding chairs around the ring.
- Other space you need to allot for includes: Trophy table, judges table, steward table, photographer table, superintendent table, catalog table. These are all necessary before handing out vendor booth space.
- When planning your schedule of events it is not a bad thing to allow time for pictures. If scheduling picture time for a National Specialty keep in mind most folks take pictures 1-4 places. Allowing 2.5 minutes per picture just like conformation judging provides adequate time.

**Please refer to AKC Rules and Regulations for all final say on space and time allotments.*

It is preferable to hold events and activities in tandem whenever possible. You will want to offer each event to the largest number participants as possible. However, with the increasing size and participation of our Specialties it will continue to become necessary to hold events in parallel. Each host club will need to prioritize their schedule to keep this to a minimum.

You will not be able to satisfy everyone, and you need to be prepared for complaints about scheduling. It will be important for the whole show committee to plan the skeleton of the schedule. It is also important for show committee members to understand all final decisions must rest with the show chairman who is responsible for the show in its entirety.

Please refer to the Schedule of Entries for Past Specialties and an Actual Ring Schedule worksheet. The superintendent can help you with these items, but in the end it is the show chairman’s responsibility to make sure all schedules are approved and provide adequate time for judging and extra events planned. (You don’t want your judges’ dinner starting until the judge is done judging.) Computer software such as Excel or Lotus is a perfect tool to use when scheduling.

Please note when scheduling for team obedience it always seems to take longer than scheduled. Team Obedience is usually done in 2 obedience rings opened up.

Special Events

It is now required by AKC that **any** special events held during show hours be approved by AKC. A special program, a health clinic etc. Anything held during show hours and on the show grounds. This may seem like extra work, but it does provide you with one large advantage. If you are holding, for instance, a CERF clinic, any unentered dogs coming to the clinic will be legally on the show grounds.

Special events take special consideration. With your already busy judging schedule you will find it difficult to hold special programs unless it overlaps with something else going on. Health clinics are easily done during the day while judging is occurring. Guest speakers are a little more difficult. You of course would want to schedule a Speaker when the greatest number people would be available to listen. It is strongly recommended that unless a banquet/dinner is specifically set up for a guest speaker, that speakers NOT be asked to speak during dinners. Banquets and dinners have become the time for your guests to relax and catch up on visiting. You will find that any speaker speaking at this time will not be listened to very attentively. There is to be absolutely NO speakers at the Saturday night banquet. This is our annual meeting and awards dinner. This is another reason why early on in your planning process the show committee should map out the basic schedule. It is okay to ask for opinions and hammer out the basic schedule. The final say, however, belongs to the show chairman.

Last on the priority list will be the special interest groups that are asking for meeting times. If you can provide them with a room and space that is great. If you can find a time that is not too congested for their meeting that is fine too. It is much easier to give the special group your tentative schedule and let them decide when they would like to meet, making sure that they remember all schedules are tentative.

Schedule of Past Entries, Working Schedule, Printed Judging Schedule

These have been provided to help you do your planning. The Past Entries should give you some idea of how many dogs to expect. It should also help you with configuring how much ring time that many dogs will take. This will be imperative when calculating how many rings you will need and if you will require additional judges in your initial planning.

The Working Schedule is what was used in 97. It includes actual entries, with natural breaks for pictures and lunches. Keep in mind the judge has the final say for breaks. This Working Schedule is what you will need to do to decide what to print on your actual Judging Schedule.

Your Judging Schedule becomes your show bible. When times of classes are printed on the judging schedule and it is published you cannot alter your judging times. If any sector finishes early the next segment of judging cannot begin until the posted time. It is a balancing act to print enough breaks that exhibitors don't have to keep guessing when they will go in the ring, but not too many breaks that can interrupt the flow of your judging.

Use these printed examples to help you formulate your schedule.

Schedule of Entries for Past Specialties

Classes	ESTES PARK 1997	SAN FRAN 1996	ATLANTA 1995	CARLISLE 1994	4 YR Average	# JUDGED per hour	# of HRS Needed
NOVICEA	23	22	9	17	18	8	2.2
NOVICEB	45	26	21	20	28	8	3.5
OPEN A	9	3	3	13	7	7	1.0
OPEN B	9	4	6	5	6	7	0.9
UTILITY A	7	1	5	5	5	6	0.8
UTILITY B	2	2	2	1	2	6	0.3
ERACE	3	5	2	1	3	7	0.4
VEIERANS	16	8	11	9	11	7	1.6
TEAM	9	2	3	4	5	4	1.1
GRAD NOVICE	8	5	5	8	7	7	0.9
FUTURTY	73	81	58	69	70	24	2.9
SWEEPSTAKES	147	152	123	170	148	24	6.2
VEIERAN SWEEPS	53	37	20	51	40	24	1.7
JR SHOW	18	7	6	9	10	24	0.4
AGILITY	34	14	9	16	18	10	1.8
STUD DOG	13	12	12	18	14	24	0.6
BROOD BITCH	15	11	9	13	12	24	0.5
CONF ERACE	5	4	3	7	5	24	0.2
CONF TEAM	1	1	1	2	1	24	0.1
REG CLASSES	326	302	208	346	296	24	12.3
EOB	89	74	72	77	78	24	3.3
DRAFT (LIMITED ENTRY)	24	24	24	24	24		
TRACKING (LIMITED ENTRY)	5	5	5	5	5		
Total Number of Entries	934	802	617	890	811		

Working Schedule

Thursday May 15, 1997					
Obedience	Rex Wolfe	Dogs/hour			Begin
					End
UTILITY B	2	6	0 HOURS	20 MINUTES	7:00AM
OPEN A	9	7	1 HOURS	17 MINUTES	7:20AM
<i>Picture Break</i>	5		0 HOURS	12 MINUTES	8:37AM
NOVICE B	45	8	5 HOURS	37 MINUTES	8:49AM
<i>Lunch(At Judge Discretion)</i>			1 HOURS	0 MINUTES	2:26PM
<i>Picture Break</i>	10		0 HOURS	25 MINUTES	3:26PM
			7 hours	14 minutes	
Obedience	Pat Maynard	Dogs/hour			
UTILITY A	7	6	1 HOURS	10 MINUTES	7:00AM
OPEN B	9	7	1 HOURS	17 MINUTES	8:10AM
<i>Picture Break</i>	6		0 HOURS	15 MINUTES	9:27AM
NOVICE A	23	8	2 HOURS	52 MINUTES	9:42AM
<i>Lunch(At Judge Discretion)</i>			1 HOURS	0 MINUTES	12:34PM
RACE	3	8	0 HOURS	22 MINUTES	1:34PM
GRAD NOVICE	8	8	1 HOURS	0 MINUTES	1:56PM
TEAM (JUDGE A)	9	8	1 HOURS	7 MINUTES	2:56PM
<i>Picture Break</i>	12		0 HOURS	30 MINUTES	4:03PM
			7 hours	49 minutes	
Obedience	Carol Joy Evert	Dogs/hour			
VETERANS	16	8	2 HOURS	0 MINUTES	12:30PM
<i>Picture Break</i>	4		0 HOURS	10 MINUTES	2:30PM
TEAM (JUDGE B)	9	8	1 HOURS	7 MINUTES	2:56PM
<i>Picture Break</i>	4		0 HOURS	10 MINUTES	4:03PM
			3 hours	7 minutes	
Futurity	Sharon Smith				
Dog	31		<i>Minutes/Dog</i>		2.5
6-9	2		0 HOURS	5 MINUTES	4:00PM
9-12	9		0 HOURS	22 MINUTES	4:05PM
12-15	7		0 HOURS	17 MINUTES	4:27PM
15-18	13		0 HOURS	32 MINUTES	4:44PM
Futurity	Sharon Smith				
Bitc h	42				
6-9	12		0 HOURS	30 MINUTES	5:16PM
9-12	9		0 HOURS	22 MINUTES	5:46PM
12-15	8		0 HOURS	20 MINUTES	6:08PM
15-18	13		0 HOURS	32 MINUTES	6:28PM
<i>Picture Break</i>	30		1 HOURS	15 MINUTES	7:00PM
Agility	Cindy Mac klin				
SETUP & RUN THROUGH			1 HOURS	0 MINUTES	7:00PM
	Height 20		<i>Minutes/Dog</i>		3.0
NOVICE A	4		0 HOURS	12 MINUTES	8:00PM
NOVICE B	1		0 HOURS	3 MINUTES	8:12PM
HEIGHT CHANGE			0 HOURS	10 MINUTES	8:15PM
	Height 24				
NOVICE A	19		0 HOURS	57 MINUTES	8:25PM
NOVICE B	6		0 HOURS	18 MINUTES	9:22PM
COURSE CHANGE			0 HOURS	15 MINUTES	9:40PM
	Height 24				
OPEN	4		0 HOURS	12 MINUTES	9:55PM
<i>Picture Break</i>	12		0 HOURS	30 MINUTES	10:07PM

Working Schedule

Friday May 16, 1997						
Non Regular Classes						
	Karen Ericson	Ring 2				
Jr Showmanship	18		Minutes/Dog	2.5	Begin	End
NOVICE JR	10		0 HOURS	25 MINUTES	8:30 AM	8:55 AM
NOVICE SR	3		0 HOURS	7 MINUTES	8:55 AM	9:02 AM
OPEN JR	1		0 HOURS	2 MINUTES	9:02 AM	9:04 AM
OPEN SR	4		0 HOURS	10 MINUTES	9:04 AM	9:14 AM
Picture Break	13		0 HOURS	32 MINUTES	9:14 AM	9:46 AM
Puppy Sweepstakes						
	Majorie Reho	Ring 1				
Dog	56		Minutes/Dog	2.5		
6-9	9		0 HOURS	22 MINUTES	7:00 AM	7:22 AM
9-12	19		0 HOURS	47 MINUTES	7:22 AM	8:09 AM
12-15	12		0 HOURS	30 MINUTES	8:09 AM	8:39 AM
15-18	16		0 HOURS	40 MINUTES	8:39 AM	9:19 AM
Picture Break	16		0 HOURS	40 MINUTES	9:19 AM	9:59 AM
Puppy Sweepstakes						
	Majorie Reho					
Bit ch	91		Minutes/Dog	2.5		
6-9	16		0 HOURS	40 MINUTES	9:59 AM	10:39 AM
9-12	23		1 HOUR	9 MINUTES	10:39 AM	11:49 AM
Picture Break	8		0 HOURS	20 MINUTES	11:49 AM	12:09 PM
Lunch			0 HOURS	50 MINUTES	12:09 PM	12:59 PM
12-15	24		1 HOUR	0 MINUTES	12:59 PM	1:59 PM
15-18	23		0 HOURS	57 MINUTES	1:59 PM	2:56 PM
Picture Break	10		0 HOURS	25 MINUTES	2:56 PM	3:21 PM
Veteran Sweepstakes						
	Majorie Reho					
Dog	22		Minutes/Dog	2.5		
6-8	16		0 HOURS	40 MINUTES	3:00 PM	3:40 PM
8-10	3		0 HOURS	7 MINUTES	3:40 PM	3:47 PM
10 AND OLDER	3		0 HOURS	7 MINUTES	3:47 PM	3:54 PM
Picture Break	10		0 HOURS	25 MINUTES	3:54 PM	4:19 PM
Veteran Sweepstakes						
	Majorie Reho					
Bit ch	31		Minutes/Dog	2.5		
6-8	19		0 HOURS	47 MINUTES	4:19 PM	5:06 PM
8-10	7		0 HOURS	17 MINUTES	5:06 PM	5:23 PM
10 AND OLDER	5		0 HOURS	12 MINUTES	5:23 PM	5:35 PM
Picture Break	14		0 HOURS	35 MINUTES	5:35 PM	6:10 PM
Non Regular Classes						
	Karen Ward Ericson					
RACE	5		0 HOURS	12 MINUTES	6:00 PM	6:12 PM
TEAM	1		0 HOURS	2 MINUTES	6:12 PM	6:14 PM
STUD DOG	13		0 HOURS	32 MINUTES	6:14 PM	6:46 PM
BROOD BITCH	15		0 HOURS	37 MINUTES	6:46 PM	7:23 PM
Picture Break	13		0 HOURS	32 MINUTES	7:23 PM	7:55 PM
Reg Conformation						
	Marian Hoddesson					
Dogs	55		Minutes/Dog	2.5		
6-9	9		0 HOURS	22 MINUTES	7:23 PM	7:45 PM
9-12	20		0 HOURS	50 MINUTES	7:45 PM	8:35 PM
12-18	24		1 HOUR	0 MINUTES	8:35 PM	9:35 PM
NOVICE	2		0 HOURS	5 MINUTES	9:35 PM	9:40 PM
Picture Break	14		0 HOURS	35 MINUTES	9:40 PM	10:15 PM

Working Schedule

Saturday May 17, 1997					
<i>Reg Conformation</i>	<i>Marian Hodde sson</i>				
Dogs	78	Minute s/Dog	2.5	Begin	End
BRED BY	12	0 HOURS	30 MINUTES	7:30 AM	8:00 AM
AMERICAN BRED	20	0 HOURS	50 MINUTES	8:00 AM	8:50 AM
OPEN	26	1 HOURS	5 MINUTES	8:50 AM	9:55 AM
<i>Winners Dog</i>	7	0 HOURS	17 MINUTES	9:55 AM	10:12 AM
<i>Picture Break</i>	13	0 HOURS	32 MINUTES	10:12 AM	10:44 AM
VETERAN 6-9	14	0 HOURS	35 MINUTES	10:12 AM	10:47 AM
VETERAN 9 & OLDER	6	0 HOURS	15 MINUTES	10:47 AM	11:02 AM
<i>Picture Break</i>	8	0 HOURS	20 MINUTES	11:02 AM	11:22 AM
<i>Lunch</i>		1 HOURS	0 MINUTES	11:22 AM	12:22 PM
Bit ches	105				
6-9	18	0 HOURS	45 MINUTES	12:30 PM	1:15 PM
9-12	28	1 HOURS	9 MINUTES	1:15 PM	2:25 PM
<i>Picture Break</i>	8	0 HOURS	20 MINUTES	2:25 PM	2:45 PM
12-18	37	1 HOURS	32 MINUTES	2:25 PM	3:57 PM
NOVICE	5	0 HOURS	12 MINUTES	3:57 PM	4:09 PM
BRED BY	17	0 HOURS	42 MINUTES	4:09 PM	4:51 PM
<i>Picture Break</i>	12	0 HOURS	30 MINUTES	4:51 PM	5:21 PM
Total Dogs Judged	183				
Sunday May 18, 1997					
<i>Reg Conformation</i>	<i>Marian Hodde sson</i>				
Bit ches	84	Minute s/Dog	2.5	Begin	End
AMERICAN BRED	19	0 HOURS	47 MINUTES	8:00 AM	8:47 AM
OPEN	32	1 HOURS	20 MINUTES	8:47 AM	10:07 AM
<i>Winners Bit ch</i>	7	0 HOURS	17 MINUTES	10:07 AM	10:24 AM
<i>Picture Break</i>	9	0 HOURS	22 MINUTES	10:24 AM	10:46 AM
VETERAN 6-9	24	1 HOURS	0 MINUTES	10:46 AM	11:46 AM
VETERAN 9 & OLDER	9	0 HOURS	22 MINUTES	11:46 AM	12:08 PM
<i>Picture Break</i>	8	0 HOURS	20 MINUTES	12:08 PM	12:28 PM
<i>Lunch</i>		1 HOURS	0 MINUTES	12:28 PM	1:28 PM
BOB DOGS	49	2 HOURS	2 MINUTES	1:28 PM	3:30 PM
BOB BITCHES	40	1 HOURS	40 MINUTES	3:30 PM	5:10 PM
<i>Picture Break</i>	11	0 HOURS	27 MINUTES	5:10 PM	5:37 PM
Total Dogs Judged	173				

Bernese Mountain Dog Club of America National Specialty, May 14-18, 1997 Schedule of Events

Wednesday, May 14, 1997

TRACKING 8:30 AM

Thursday, May 15, 1997

**Ring 1
Rex Wolf**

7:00 AM
2 UNDOY B
7:20 AM
9 OPEN A
8:50 AM
45 NOVICE B
1 HR LUNCH AT JUDGES DISCRETION

**Ring 2
Pat Maynard**

7:00 AM
7 UNDOY A
8:10 AM
9 OPEN B
9:40 AM
23 NOVICE A
LUNCH
1:35 PM
8 GRAD NOVICE
3 TRACE
9 TEAM (JUDGE A)

**Ring 3
Carol-Joy Evert**

12:30 PM
16 VETERANS
9 TEAM (JUDGE B)

**Ring 1
Sharon Smith**

4:00 PM
73 FUTURITY
Dogs
PUPPY 6-9 2
PUPPY 9-12 9
JUNIOR 12-15 7
JUNIOR 15-18 13
Bitches

PUPPY 6-9 12
PUPPY 9-12 9
JUNIOR 12-15 8
JUNIOR 15-18 13

**Ring 1
Cindy Macklin**

7:00 PM
SETUP AND RUN THROUGHS
8:00 PM
34 AGILITY
NOVICE A HEIGHT 20 4
NOVICE B HEIGHT 20 1
NOVICE A HEIGHT 24 19
NOVICE B HEIGHT 24 6
OPEN HEIGHT 24 4

Friday, May 16, 1997

Ring 1
Ma jorie Re ho

7:00 AM

147 PUPPY SWEEPSTAKES

Dogs

PUPPY 6-9	9
PUPPY 9-12	19
JUNIOR 12-15	12
JUNIOR 15-18	16

10:00 AM

Bitches

PUPPY 6-9	16
PUPPY 9-12	28
JUNIOR 12-15	24
JUNIOR 15-18	23

Ring 1
Ka re n Ward Eric son

6:00 PM

BRACE	5
TEAM	1
STUD DOG	13
BROOD BITCH	15

Ring 1
Ma rian Hoddesson

7:30 PM

55 DOGS

PUPPY 6-9	9
PUPPY 9-12	20
JUNIOR 12-15	24
NOVICE	2

Ring 2
Ka re n Ward Eric son

8:30 AM

18 JUNIOR SHOWMANSHIP

NOVICE JR	10
NOVICE SR	3
OPEN JR	1
OPEN SR	4

Ring 1
Ma jorie Re ho

3:00 PM

53 VETERAN SWEEPSTAKES

Dogs

6-8 YEARS	16
8-10 YEARS	3
10 YEARS AND OLDER	3

Bitches

6-8 YEARS	19
8-10 YEARS	7
10 YEARS AND OLDER	5

Saturday, May 17, 1997

Ring 1	
Marian Hoddesson	
7:30 AM	
58 Dogs	
BRED BY	12
AMERICAN BRED	20
OPEN	26
20 Veteran Dogs	
VETERAN 6-9 YEARS	14
VETERAN 9 YEARS & C	6
12:30 PM	
105 Bitches	105
PUPPY 6-9	18
PUPPY 9-12	28
JUNIOR 12-18	37
NOVICE	5
BRED BY	17
TOTAL DOGS JUDGED	183

Sunday, May 18, 1997

Ring 1	
Marian Hoddesson	
8:00 AM	
51 Bitches	
AMERICAN BRED	19
OPEN	32
33 Veteran Bitches	
VETERAN 6-9 YEARS	24
VETERAN 9 YEARS & C	9
1:30 PM	
89 BOB	
DOGS	49
BITCHES	40
TOTAL DOGS JUDGED	173