VIRTUAL COMPETITOR HANDBOOK

25-26 February 2023

Contents

Overview and Schedule

The 2023 WRICH is a hybrid event with races occurring in-person at the Paramount Fine Foods Centre in Mississauga, Canada, as well as virtually with competitors from around the globe. Competition dates are 25-26 February 2023.

The time zone used for the race schedule will be Eastern Standard Time (EST). Prior to 14 February 2023, the Final Competition Schedule will be published on the event page on worldrowing.com. Please ensure that you are available for your race in your respective time zone.

If you are unable to compete in the Final, please inform indoor@worldrowing.com as soon as possible.

Information Required Before You Race

Competitors should log back into the World Rowing Indoor Championships Entry portal (Time-Team Portal) by 12 February 2023 to provide the following Competitor information to World Rowing.

- **Location information –** Competitors are required to provide the location (address) of where they will race in their final. This will be used for potential in-competition doping control. It is the sole responsibility of the competitor to ensure that their race day location (address) is correct and accurate. This is mandatory for all Competitors.
- **Contact information** – Competitors are required to provide a race day phone number for themselves. This is mandatory for all Competitors. Competitors should monitor their phone and email on race-day in the event of contact from World Rowing.
- **Mailing address** – Competitors who rank in the top 3 of their respective WRICH will be sent a medal after the event. Please provide your permanent mailing address for this purpose.
- **Biographical information –** Competitors are encouraged to provide biographical details in the entry portal. These will be accessible by the World Rowing commentary and production teams, and could be used in the live stream, as well as other promotions for the event.
- **Photos & video –** Competitors are encouraged to provide a headshot, or other photo or video of them to accompany their biographical information. These will be accessible by the World Rowing commentary and production teams, and could be used in the live stream, as well as other promotions for the event. This is optional for all Competitors.
- **Emergency phone number –** Please provide the phone number for someone who will be nearby to you during your race. Please include the country code.
- **Target Time** - Please provide your target time for the WRICH Final.

Screenshot – what you will need to complete in the Time-Team Portal.

Race day information

Please provide the following information about your race.

Location of racing*

Athlete's phone number*

Emergency contact phone number*

Biography / Notes for commentary

Optional photos and videos for commentator use

⬆
Drop files here or click to upload.

Save

Live Racing Software

The Finals will take place in real time using Time-Team's Homerace software https://homerace.nl For instructions on how to set up the Homerace software, please refer to the Homerace Manual.

Your personalised link to connect to the Homerace system will be emailed to you by 22 February. Note: If you have qualified for multiple finals, you will receive a different link for each Final.

What you'll need

Hardware & Materials

- Concept2 static ergometer with PM3, PM4 or PM5 monitor
  - Please ensure your Concept2 Performance Monitor has the most up to date firmware. You can check this by downloading the Concept2 Utility software and following the instructions.
- Laptop, PC, or Mac
- USB A-B cable (i.e Printer Cable)
- Internet connection wired (preferable) or WiFi. It is recommended to keep a back-up internet option ready like a mobile phone hotspot in case you lose your internet connection
- Smart Phone/ integrated Webcam (Laptop)/ external WebCam/ GoPro/ etc. for livestream purposes. Please review the live stream section of this document for more information
- For lightweights, please review what is needed to weigh-in before your race

Laptop Operating System (any of the following)
- Mac OS X 10.12.1 or higher
- Windows 8.1 or higher
- Chrome OS

Software (any of the following)
- Google Chrome version 89 or higher
- Microsoft Edge version 89 or higher

Internet Connection

Competitors must compete on an internet network with a maximum latency of 500ms. Teams are encouraged to compete on an internet network with a maximum latency of 250ms. Competitors who have not met this internet speed requirement by 5 minutes before their race start will be removed from the live race. You can check your setup connection by following the steps below

1. Connect your ergometer to a laptop
2. Go to https://homerace.nl
3. Click on "connect your ergometer" button and connect to the system
4. Do a connection test – this will check if your internet latency is good enough to join a race.

This requirement is to make a best effort so that all competitors can reasonably see one another throughout the race. However, internet speeds can vary throughout a race, and competitors can drop out and back into a race. With this in mind, competitors are advised to race to their maximum effort and not rely on the visual images which might be misleading.

Race Mode

Prior to and during the race, your performance monitor will be in race mode. **This means that you do not need to 'set' your monitor for your race – it will be set for you once you have successfully connected to the Homerace system.** On the top of your screen, your regular data will be shown. On the bottom part of your screen, you will see your information on the race itself, the starting procedure, or your competition depending at what stage you are in a race. The order in which you see it is: Warm-up, Start, Race.

Set the monitor to the units you want to see during the race. Press "Units" to toggle between the following:

1. Split time for 500m and time elapsed
2. Split time for 500m and average split time for 500m
3. Watts and average watts
4. Calories per hour and expended calories.

Before the race check the following:

1. Your race number is displayed beneath "Next Race"
2. Your name is displayed beneath "Competitor"
3. Adjust the drag factor to the setting you want to race on.

Before the start the announcer will ask you to stop rowing and to put the handle in the handle hook. When all the flywheels have spun down the announcer will tell the competitors to pick up their handles.

WATCH YOUR MONITOR. It will display "Sit ready," "Attention," "GO." Once it displays "GO" start racing.

Your computer screen will show your race lobby and all participants, as well as the live tracker for you to see the whole race and all its competitors.

Competitor Timeline

Between 2 and 1 hours prior to the race start	Lightweights weigh-in on video. Videos must be uploaded to the Time-Team entry portal at least 1 hour prior to the race start.
40 minutes prior to race start	Enter the Homerace race lobby via your 'participant secret'.
10 minutes prior to race start	Deadline to connect to video for the livestream.
5 minutes prior to race start	Race lobby locked for entry, no further admittance allowed. Competitors who do not meet the internet latency requirements by this time would not be permitted to compete in their Final.
2 minutes prior to race start	Competitors must be in position and ready to race.
1 minute prior to race start	Stop rowing, put your handle down and watch your monitor for race start instructions
5 minutes after race conclusion	Deadline to email any objection regarding your race to indoor@worldrowing.com. Objections from virtual competitors may be submitted via email only.

Live stream

Both days will be live streamed on https://worldrowing.com and on World Rowing's YouTube Channel. This will include live competitor videos, as well as race graphics and live commentary.

Competitors will receive a specific webcam link by 22 February 2023. Simply click the link, allow webcam usage, and you will be streaming.

Competitors' live stream video will be used for both video verification and the live stream. As such, it is critical that all Competitors stream their Final race appropriately. Please set up your camera according to the instructions below. Note: if you are using the integrated laptop camera in the same laptop from which you are running the Homerace system, please ensure that the browser page running the Homerace system is visible on your screen. It is recommended, however, to use a different device and different network (eg. cellular) for the livestream.

We highly recommend that you use a fully charged camera/device for live streaming, and keep your camera on-charge during use. To set up your camera, please follow the guidelines and example pictures below.

Correct Setup

Camera:	Smart Phone / integrated Webcam (Laptop) / external webcam / GoPro / etc.
Position:	Camera fix mounted = not moving or handheld
Ratio:	16:9 "landscape" (not 4:4 / 9:16 / etc.)
Angle:	45° side shot
Framing:	entire rowing movement from catch to end of the stroke
Light:	sufficient light = no shadows on rower / no backlight (window, etc.)

Incorrect Setup

- No FRONT shot
- Always 45° side angle
- Wrong ratio = no portrait

- No SIDE shot (90° angle)
- Wrong framing = entire rowing movement from catch to end of the stroke can't be seen
- Wrong ratio = no portrait

Test Day

A test day is scheduled for 20 February 2023. All Competitors are strongly encouraged to sign up for one of the test slots to ensure that they understand how to connect to the Homerace software, attempt a practice race, and are able to set up the live stream in accordance with the instructions in the live stream section.

Test slots will be limited to 40 Competitors at one time, and testing will take approximately 20-30 minutes. Please register for your test slot HERE before 17 February 2023. Registered competitors will receive a Homerace link and livestream link the day prior to testing via email.

Machine sharing

It is possible for competitors racing in different events to share rowing machines, if they live together or are competing from the same venue. If this is the case, the competitor racing first will need to wait for their race to fully finish before selecting the yellow 'disconnect' button i.e. all 'boats' in their race have finished and the connected monitor has been automatically reset by the race system back to the main menu. Only at this point may the new lobby code be entered and the second competitor can prepare to race.

Weigh in

Competitors entered in a lightweight final race are required to weigh-in between two hours and one hour before the start of their race.

- A rower competing in a **lightweight men's** event may not weigh more than **75.0 kgs.**
- A rower competing in a **lightweight women's** event may not weigh more than **61.5 kgs.**

Video evidence of the competitor's weight must be uploaded to the World Rowing Indoor Championships entry portal at least one hour prior to the start of their race. Video evidence needs to show in one video:

1. **A labelled test weight in kilograms or equivalent (such as a dumbbell or weighted plate) being placed on the digital scale to be used, with a clear reading of the weight indicated on both the test weight and the digital scale reading visible.** The weight cannot be a modifiable weight (i.e. a sandbag, adjustable dumbbell, etc).

2. The test weight subsequently removed from the digital scale, and the competitor's full body (including their face) on a digital scale in their racing clothes.

3. The scale reading visible in kilograms, showing the weight to 0.1 kilograms.

4. The following webpage visible in the video (on a phone, computer, tablet):
   https://worldrowing.entries.regatta-systems.com/clock
   Note – this webpage will act as the timestamp in your weigh-in video. The unique code provided each minute on the webpage will ensure that competitors are honouring the weigh-in window.

Any competitor who is not able to meet the above requirements appropriately, or who fails to make weight, will be excluded (and not switched to the corresponding open weight category). Weigh-in submissions will be verified as quickly as possible, but it is possible that not all results will be verified prior to the start of each race. As such, final race results will not be confirmed until all weigh-in submissions for a particular race have been verified and approved.

Screenshot – where to upload your weigh-in video

NOTE ON WORLD RECORDS: Competitors who believe that they may break a world record during either the qualification or final race phase of the WRICH should contact Concept2 in advance of competing to indicate this possibility. In addition to following all of the score verification protocols (as outlined on Concept2's website), lightweights must be weighed-in no earlier than two hours before their race, under independent supervision, on approved scales. Using personal scales with a family member present will not comply with this requirement. Weigh-in should satisfy the same level of scrutiny as at a venue race. Competitors should contact Concept2 in advance of competition in order to ensure that their planned weigh-in strategy is approved and would be accepted by Concept2. Contact virtualracing@concept2.com for more details on this.

Video verification

As Competitors will be live streaming their race, this will act as the Competitor Verification element of the Final. If a competitor loses their video connection mid-race, they may be contacted by World Rowing after the event to provide proof of their race. As such, it is recommended that competitors film their races in the event of any lost connections. If a competitor is unable to livestream their race for whatever reason, they must film their race in accordance with the following standards. World Rowing may contact competitors to upload a race video to the entry portal. World Rowing reserves the right to adjust results if a score is not able to be verified on video.

Video Standards
- Videos must be a single take and must not be edited in any way, and
- Videos must include all of the following :
  - a clear view of the competitor and Concept2 machine throughout the duration of the race.
  - a close-up of the monitor after the finish (clearly demonstrating completion of the row with accompanying score).
  - A proof of date and time (this could be including the home screen of a phone or computer screen showing the date and time.)

Rules Reminder

Competitors are reminded that they must adhere to all relevant World Rowing Rules while participating in this event. This includes, but is not limited to Appendix R20: Indoor Rowing Competition Regulations. Competitors are reminded to specifically review these rules as it relates to their racing apparel, age and eligibility, weigh-ins (for lightweights), protests, and false starts.

Competitors are reminded that if they are the cause of two false starts, they will be excluded from the event.

Additional Equipment Use
As per the World Rowing Rules of Racing, it has been determined by the President of the Jury of the 2023 WRICH that equipment which is not permanently affixed or attached to the rowing machine (e.g. lap straps, grip aids, seat pads) may be used in competition.

Objections, Protests, and Best Effort
Objections from virtual competitors must be emailed to indoor@worldrowing.com within 5 minutes after the conclusion of their race. If a competitor wishes to submit an objection because they have been excluded at the start of their race, they must email indoor@worldrowing.com

within 5 minutes of the start of the race. The subject line should clearly begin with the word "OBJECTION". For more information on objections, please refer to Appendix R20, 29) Objections.

Should a competitor wish to submit a protest, this must be submitted via email to indoor@worldrowing.com within the timeframe as specified in Appendix R20, 30) Protests. The subject line should clearly begin with the word "PROTEST." Upon receipt of a protest, the sender will receive in reply a payment link to submit the protest fee, which must be paid within 10 minutes of receipt of the link. The Board of the Jury shall then decide if the protest was justified, in accordance with the Rules.

As internet connections may impede a competitor's ability to see their rank accurately throughout a race, and some race categories include several heats, competitors are reminded to perform to their maximum ability in each race, regardless of what is visible on their PM. Objections or Protests will not be accepted on the basis of an inability or impediment to view another competitor's data on their PM or in the HomeRace system.

Medical

1. All competitors accept on entry that they will be competing in a very strenuous activity, and therefore are in good health and have been cleared by a medical doctor to participate in physical activity. As the competition is a virtual event it is required that competitors do not compete alone and that they have another person available to render assistance if necessary.

2. It is strongly recommended that competitors participating in the WRICH undergo the World Rowing Pre-competition Health Screening.

3. The participation in the WRICH is entirely at the competitor's own risk.

Anti-Doping

Doping is fundamentally contrary to the spirit of sport, the principle of fair play, medical ethics and can be harmful for the health of the rowers. Doping is strictly prohibited in the WRICH, and any qualification events or attempts.

For information about prohibited substances and methods, please consult WADA's Prohibited List.

For additional information, please refer to World Rowing's anti-doping information page on the website Anti-Doping information page which includes information about Therapeutic Use Exemptions (TUE).   Please note that as a condition of participation in the WRICH, competitors may be subject to anti-doping testing. If World Rowing chooses to collect a sample from a Rower who is not an International Level Rower and that Rower is using a Prohibited Substance or Prohibited Method for therapeutic reasons, World Rowing will permit the Rower to apply for a Retroactive TUE. Please note that participation in this event on its own does not qualify a rower as International Level for TUE purposes.

For additional questions related to Anti-Doping, please email Natalie Schmutz at natalie.schmutz@ita.sport

Terms & Conditions

Please note that you have already accepted the Competitor Commitment, Liability & Waiver for this event. To see it again, please refer to it HERE.

Competitor Integrity

All information provided to World Rowing for the purposes of this competition, either in registration submissions, video submissions, scores, timestamps, or any other information provided must be the complete truth. A lack of integrity, or any actions that indicate an intent to cheat or circumvent the rules or intent of the rules of World Rowing may result in disqualification and possible bans on future competition opportunities.

Medals

Medals will be distributed to the top 3 competitors/teams in each race category. If a medalist is a virtual competitor, the medal will be shipped to them shortly after the event. Shipping times may vary depending on the location of the competitor. Medals will be shipped to the address provided by the competitor in the Time-Team portal. Due to a limited supply of medals, World Rowing will not be able to replace medals lost in shipment if the mailing address was provided incorrectly.

Official Merchandise

Whichever country you are rowing in at the World Rowing Indoor Championships, you will have access to our official event merchandise from one of our World Rowing licensees. A limited range of event-branded products has been made available for you to purchase, including hoodies and T-shirts.

All our products are produced exclusively for World Rowing and can only be purchased from: https://worldrowing.com/store

Questions?

For any questions about the World Rowing Indoor Championships, please email indoor@worldrowing.com