

Appendix 6: Special Notes for Planners of the Twilight Series

These notes are not a comprehensive guide to planning twilight events but are intended to provide useful information to assist in the planning process.

Overview of the series

The series consists of score events held on consecutive Wednesday evenings over late January to early February on street or park maps usually located within the Christchurch metropolitan area. Events start at 7 with the allowable time varying according to the map being used. At each event there is a short and long option. Scores are accumulated over the series with prizes being awarded to series winners rather than winners of individual events. Participants may enter as individuals or as teams of any number and entry fees are based per map rather than per entrant. The final event of the series has a shorter time limit to allow time for calculation of winners and prize giving before darkness. As points accumulate over the series, for fairness, the points available at each event must be the same as well as penalties for lateness. These are a total of 1000 points per event and 20 points per minute deduction for lateness. Twilight events don't usually have an appointed controller, however a buddy or experienced helper is designated to assist as required.

Making good use of terrain

Orienteers enjoy going into new areas. Although there are limitations on street maps, try to make use of any new streets or subdivisions, walkways, tracks, alleyways, steps between streets, etc. Make good use of any green areas, such as parks, reserves, riverbanks etc. On hill maps take participants where there are good views. Use any unusual features or points of historical significance as control sites.

The right degree of navigational challenge

The challenge in score events comes from choosing and executing the best possible route choice appropriate for ones fitness and experience. Ideally participants, even experienced orienteers, should be provided with a challenge when first looking at the map in deciding the best route. This is achieved by carefully considering the spread of control sites over the map and the routes to and from them and especially how the points are allocated to controls. Consider the less fit and experienced by avoiding placing all the high point controls on the periphery of the map and the low pointers around the start/finish. Control values should not necessarily be correlated with distance from the start or with difficulty to find. Remember that one of the most important decisions in score events is deciding which controls to omit.

Fairness

Participants should be able to navigate to controls using the information on the map, the control description and any information provided in the briefing. It is vital to remember that orienteering is about route choice and not about conducting grid searches to find controls or requiring local knowledge so;

- Don't hide controls. It is standard practice with street events, particularly when using adhesive stickers as control markers, to avoid

placing them in full public view to prevent damage or removal. However this doesn't mean they should be obscured by vegetation, hidden, or awkward to see (e.g., upside down at ground level).

- Avoid placing controls in areas that are inaccurately mapped. Either get the map updated or don't use that site.
- Make sure control descriptions are specific e.g. use 'fence east end' rather than 'fence'. If there is more than one 'man made feature' within the control circle use 'seat' or 'bench' instead of 'man made feature'. Note that children's play areas may be mapped with a single black cross, but might include a number of pieces of equipment such as swings slides etc. In this case name the specific piece of equipment the control is on.
- Make sure all open areas marked on the map are still accessible.
- Avoid placing controls where they are physically difficult to get to e.g. involve crossing mudflats, wading through water etc. One of the aims of the twilight series is to encourage newcomers and these people are likely to be put off by this.
- Make sure control sites are accessible from all likely routes. Remember it is not possible to map all features on street maps. A control which is accessible from one direction but which has an unmapped high fence impeding access from another is unfair.
- The values of controls should be instantaneously recognizable from their control code e.g. all controls number 30-39 are worth 30 points, those between 40-49 are with 40 points etc or some similar system.

Safety

Safety is mostly common sense. Avoid placing controls where there are obvious hazards e.g. at the top of a cliff. Traffic is the major safety hazard. Avoid the need to cross busier roads multiple times. Site controls so that there is opportunity to create routes through quieter streets. Draw attention in the briefing to any specific hazards on the map. Make it mandatory to cross rivers only at bridges and railway lines only at road crossings. Draw attention to any safer routes e.g. underpasses.

The Planning Process

Obtain the latest version of the map from the club cartographer

Do a broad check of the map area to identify any new streets or subdivisions and to make sure walkways, tracks and any "open ground" remain accessible. Minor changes can be marked on a hard copy of a map and given to the club cartographer to update.

Decide on a start/finish area in consultation with the event organiser. On most street maps there are few options. Logistics are the most important factor in determining the start/finish site. Don't select a less suitable option solely to avoid using the same site as previous events. Ideally the site should be more towards the centre of the map than the edge, should have enough space for an assembly area, should have sufficient parking available without annoying local residents and should be located where there are several likely routes away from the start and back to the finish. Having toilets nearby is advantageous. Generally parks are the most

suitable sites.

Decide what type of controls you are going to use. This will affect your choice of control sites. The most common control marker is an adhesive sticker which is attached to the control feature. The sticker has the control number written on it (using a permanent marker pen) and a code which participants must write on their control card. Stickers with 'permanent adhesive' are quite durable when attached to smooth surfaces and can be put out several days in advance, but don't adhere well to rougher surfaces. The main advantage of stickers is that they can be put out in advance and do not have to be collected after the event. Other options are mini training controls; these are like standard orienteering controls but are smaller and can be hung from objects. There are also orange and white card controls on small spikes which can be struck into the ground. You can also use questions that can only be answered by visiting the site which does away with any control marker at all. If you do this remember that the space on the control card to write answers is small, so make answers no longer than four letters or digits. Also make sure the question is clear and unambiguous.

Do some armchair planning, by marking areas on the map you would like participants to visit or routes you would like them to follow as well as areas best avoided (usually for safety reasons).

Then go out in the field and identify control sites that complement your armchair planning. It is best to identify more control sites than you intend using.

Back to the armchair and finalise your control sites, then allocate points to each and also number each control. Remember the total points must be exactly 1000. Allocating points is an important stage - the degree of challenge is often determined more by how you allocate points, than the selection of control sites.

It is worthwhile performing two checks at this stage. Firstly work out how far anyone would have to run to visit all controls. From this you can get an idea of the appropriate time limit for the event. Ideally it should not be possible to gain maximum points within the time limit although this may be difficult to plan for on some maps. However don't plan solely for the one or two superfit - average participants should be able to traverse over a good part of the map. The second check is for the spread of controls. Split the map into sectors. This will vary according to the map. On totally flat maps you might split into quadrants. On other maps it might be the hill area and the flat area, or the west area and east. Total the number of points available in each sector and ask the question 'does this seem reasonable'? On a flat map for example, you would expect the points in each quadrant to be similar unless there were some unusual features on the map. If your spread of points is right then participants should follow many different routes. Having the majority following the same route is not a good sign.

Maps for the twilight series are preprinted, so you now have to create the map to be used for the event. Some planners have access to OCAD and/or CONDES software and can do this themselves, but usually this is done by the club cartographer or someone else delegated this

task. They will also arrange sending the map to the printer.

The final tasks are;

1. Allocating codes to each control and creating a master sheet of control codes for checking competitors cards after the event
2. Preparing control descriptions and photocopying sufficient for the likely number of competitors
3. Preparing the actual controls
4. Preparing your briefing notes
5. Putting out controls
6. Turning up on the night and giving the briefing

Hopefully after the finish you will hear competitors disagreeing on the best route - a sign of a well planned event.

General

If you are using stickers may sure they are not too small; 10cm x 7.5cm as a minimum. Codes should be written in bold letters with marker pen so they are easily read.

Avoid queuing at controls near the start/finish by placing the sticker so it can be seen by a number of people at the same time.

Stickers attached to the back of objects such as junction boxes can be difficult to read if the object is close to a fence etc. Use the sides instead.

Use simple codes; two capital letters is the norm. Don't use 'novelty' codes such as shapes, symbols, Greek letters etc. Remember there will be young competitors who might be confused by these.

The rules of orienteering specify that the control feature must be a mapped feature, however this can be ignored for street events. It is acceptable to use an unmapped feature, such as a sign at a track junction or a feature near an obvious road bend if the control description is explicit about where the control will be found.

Don't overdo doglegs. A dogleg is where the logical route is back the way you came. Siting a control at the end of a dead end street, particularly if there is climb involved can pose the challenge "is it worth visiting or should I ignore it" but don't do it too often.

Consider whether a control site might be used by the public on the night e.g. park seats or picnic tablets, children's play equipment. Could there be other sporting events or practices in park on the night of the event.

Do a second check at each control. Is the information on the map plus the control description sufficient to avoid any ambiguity? Is there more than one of the described control feature close by? If yes, have the map altered or choose a different control site.

Avoid creating a ring of controls around a central start/finish. This simplifies route selection to clockwise or anticlockwise. In particular avoid concentric rings i.e. a ring of low pointers close to the start, then a ring of medium pointers further out and finally a ring of high pointers on the periphery.

Try and avoid long legs along a straight street. Long legs which involve many changes in direction are far better.

Features of the electricity reticulation system (but not all features of telecommunications systems) are usually mapped on street maps. In orienteering parlance a junction box refers to a metal box, rectangular in profile. Most are only thigh height but some can be head height. A transformer is larger and square in profile, generally flat topped. They can be free standing but can be inset into private property. Substations are mapped as buildings. Plastic boxes are not mapped.

Double check and triple check controls descriptions and the map. Make absolutely certain the description matches the correct control number and site.

Take great care when putting out controls that the right sticker is used. Its very easy to transpose these.

Avoid forcing participants to cross busy streets at one point. Create a route that allows participants to cross at several points e.g. the entry point and exit point from a busy street are offset by some distance. Having to cross at large roundabouts is also best avoided.

Suggested time limits:

	Short	Long
Cashmere	45min	75min
Cuthberts Green	45min	60 or 75min
Groynes	30min	45min
Lyttelton	45min	75min
Mt Pleasant A4 map	45min	75min
Mt Pleasant entire A3 map	60min	75 or 90min
Orua Paeroa	60min	75 or 90min
St Martins	60min	75 or 90min
South Brighton	30min	60min
University	30min	45min