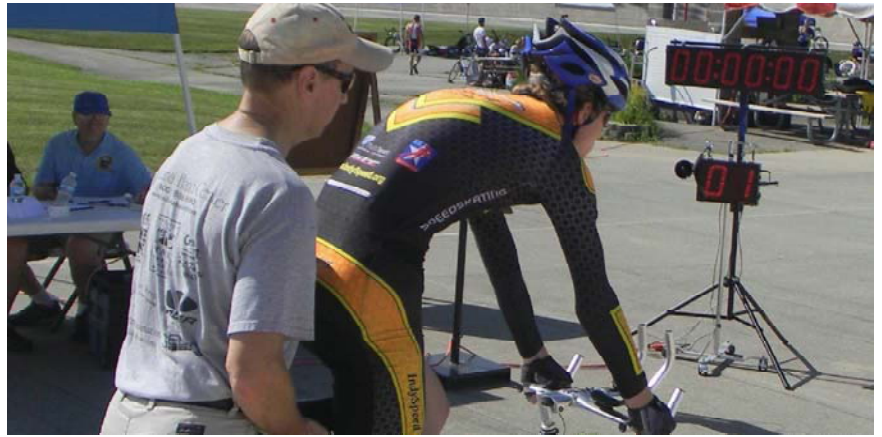


How to Organize A Time Trial

Guidelines for promoting a successful bike race

Ken Hart



The Race of Truth

"Thirty seconds," the Starter calls out. You put your feet onto your pedals while the Holder keeps your bike balanced for you. Deep breathes. "Ten seconds." Your pulse is rising, your mouth goes dry.

"Five, four, three, two, one..." You're off!

Out of the saddle, you're powering down the road to get on top of your gear. You can feel the wind tickling your face and arms.

At the finish you suck in gasps of air, knowing that you rode really hard. Your coach finds you and tells you that you did GREAT! and set a new Personal best!

Why do it?

It doesn't matter what your fitness level is, whether you're 12 or 32, male or female. If you can ride a mile on your bike, then you can ride a time trial. It's not like a road race, where if you fall off the pack your race is over. You'll automatically get your personal best time (PB) in your first time trial. Whether your time is 1:07 or 25:12, that's your target to aim at in your next time trial. It doesn't matter what time anyone else got - first and foremost in a time trial, you're racing against yourself.

What is a Time Trial?

A Time Trial is the simplest of racing formats: the athlete racing against the clock. It is often called 'The Race of Truth' because there's nowhere to hide, no one to draft behind; just you and the bike and the beating of your heart, while the clock ticks away your time.

You are trying to be as good as you can and beat your personal best (PB). You are not allowed any pacing from either vehicles or other riders. It is just you and the clock. Special Olympic time trials are fixed in distance.

Official Distances

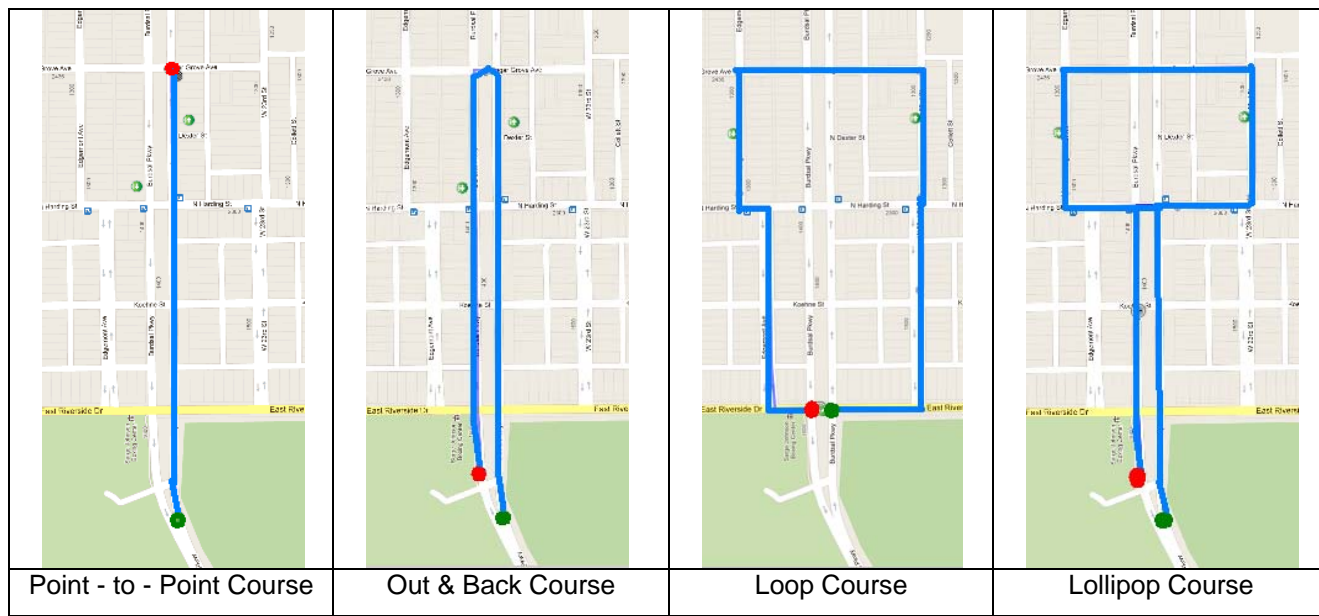
The following is a list of official events available in Special Olympics. The range of events is intended to offer competition opportunities for athletes of all abilities. Programs may determine the events offered and, if required, guidelines for the management of those events. Coaches are responsible for providing training and event selection appropriate to each athlete's skill and interest.

- | | |
|-------------------------------|--|
| 1. 250-meter (m) Time Trial | 5. 5-kilometer Time Trial |
| 2. 500-meter (m) Time Trial | 6. 10-kilometer Time Trial |
| 3. 1-kilometer (K) Time Trial | 7. 5-kilometer Unified Sports Tandem Time Trial |
| 4. 2-kilometer Time Trial | 8. 10-kilometer Unified Sports Tandem Time Trial |

Where to ride

Time trials take place on measured courses on public roads. Preferably, these roads are closed to traffic, but occasionally, especially with longer courses, the roads may be open to traffic. If you need to use open roads, try to find a quiet route, possibly using an office park on a weekend, rural roads, or roads within a park, where bikes are common, and there is a reduced speed limit. A reminder, that if a course is open to traffic, the riders are obliged to follow all traffic laws and rules of the road.

Course Descriptions



A time trial course can use any of the following routes in its construction. The simpler the route is, the fewer distractions that the riders will have.

- Point - to - Point is a 1-way race, no loops, and the start and finish are typically spread out.
- Out & Back is a race that leave the start, has a turn-around near the middle, and a finish that is usually in the area of the start.
- Loop Course may do several laps of a loop. The start and finish may be in different areas.
- Lollipop Courses have an out and back, connected to a loop. This is confusing for most cyclists, requiring superior course marshals.

It is not necessary for the start house and finish line to be adjacent to each other. Since there is usually a crowd near the start, and a different crowd at the finish, it is common at larger events to have the start and finish several hundred yards apart. Just enough distance apart that the crowds do not interfere with each other.

Facilities

1. The road should be in good condition, free of potholes and not made of gravel.
2. Prior to a race, pebbles, gravel and earth should be swept off the road. Sewers should be covered by a rubber plate. Bales of hay should be placed in front of the trees and posts at turns and curves of the cycling course.
3. The traffic should be stopped when a race is in progress. The racing course should be, whenever possible, closed to public traffic.
4. To facilitate a safe departure, the marking of the starting and finishing lines should cover the full width of the course. This width shall be a minimum of 5 meters.

5. A length of 150 meters of straightaway before and after the finish line is necessary; 100 meters before the finish and 50 meters after finish. The 150 meters must be free of obstacles and spectators so that athletes may safely cross the finish line.
6. The course can be the same for all races. The starting line may be adjusted according to the distance of the race. The distance for events may be approximate. The finishing line should always remain the same for all races. The course layout should be approximately 2-5 kilometers in length, with 2.5 kilometers being optimal. The course should have a slight hill, if possible, but should not be so difficult that all riders cannot complete the course. The course should always be a loop. Out and back courses are very difficult to control for safety.

What Kind of bicycles can be used?

You can take part on any roadworthy bike. For SO National and International Games, a traditional bicycle or tandem (bike built for two) can be used. for local events we include an "Adaptive" division, which allows athletes to ride an adult tricycle. Recumbent bicycles are not allowed.

		
City Bike or Road Bike	Tandem Bicycle	Adaptive Bicycle

Equipment

1. Athletes, Unified Sports Partners, and coaches are required to wear helmets while cycling during training and competition. Helmets must meet the safety standards of the National Governing Body for cycling in the host country.
2. All bicycles shall be inspected prior to training and competition sessions to ensure they meet the safety standards set by the host country's National Governing Body rules for cycling. When a modified bicycle not covered under NGB rules is used, it is the starter's responsibility to determine the bicycle's suitability. Modified bicycles may include recumbent, adult tricycles, bicycles with outriggers or other approved modifications. Bicycles not in a satisfactory condition can be rejected by the organizers of the cycling event and an inadequate bicycle may preclude an athlete from participating in the event.
3. Bicycles shall be inspected for suitability by a certified/licensed mechanic or qualified bicycle shop mechanic prior to the first event of the day. Any standard bicycle that complies with safety standards may be ridden.
4. Repair areas shall be available around the course for mechanical assistance. At least one repair pit must be near the start/finish area.
5. Certified medical assistance should be on-site throughout the race, and the race promoter should have access to an emergency communication line. An emergency vehicle on-site is recommended.
6. In road races, a car or a motorcycle should be ahead of the first cyclist, keeping a safe distance between the vehicle and the cyclist.
7. A motorcycle or car may follow the last cyclist during a road race or a time trial.
8. Athletes who experience mechanical problems may change any part of the bicycle or the entire bicycle, if necessary, to finish the race. Assistance is allowed. A competitor remounting the bike after a crash or mechanical problem and/or of a flat tire may be pushed up to 3 meters. Competitor may make no progress unaccompanied by a bicycle (relegation or disqualification). In the case of a crash, flat tire and/or mechanical problem, the competitor may run with the bicycle to the finish line, staying on the course - in the case of Unified Sports tandem teams, BOTH riders must be touching the bicycle while crossing the finish line.
9. Cyclists must keep at least one hand on the handle bars at all times – even at the finish of the race.
10. Radio use – no cyclist may use or carry radios for communication with other riders or coaches during competition.
11. Use of headphones of any style is prohibited while racing or training except on stationary equipment. Riders with certified hearing impairments may use hearing detection and amplifying devices.

Staff

On the Day of the event, the following staff should be present and adequately briefed, where necessary, as to their duties, and in the following locations.:-

REGISTRATION

Registrar

Two Assistant Referees responsible for staging, entry numbers, correct number placement, matching bicycle, bib number, and correct starting lineup and if computer chips are used, they must correspond with the correct rider.

START HOUSE AND STAGING

Starter normally a cycling official,

Holder To hold the rider in an upright position on the bike preferably with both feet on the pedals. The holder is not to push the rider off the start line at any time. Riders may start with either one or both feet on the ground, if they choose. The holder should be experienced, knowing the commands that the rider will give. They do not need to be big and strong (although it doesn't hurt if they are), since holding the bike is more a measure of balance than strength.

The Whip manages the rider queue in the staging area behind the start house. They also do a final scan of the riders, checking for correct placement of numbers, chips, correctly fitting helmet, etc..

FINISH LINE

Chief Judge (Must have work area that can view the finishing line).

Assistant Judges / Timekeepers (Must have work area that can view the finishing line).

Assistant Judge or timing company to act as Timekeeper (Must have work area that can view finish line)

Results

Awards

OTHER STAFF

Car and Driver. If the course is not closed to traffic, arrange for a lead car to precede the first rider. This car can also carry spare course marshals.

Certified medical personnel with proper first-aid supplies need to be available and on-site.

Bike Technician who is certified/licensed bicycle mechanic or qualified bicycle shop mechanic with appropriate tools.

Course marshals to stand at all intersections and throughout the entire course to keep cyclists on course and keep cars and pedestrians off course.

Bike Technician who is certified / licensed bicycle mechanic or qualified bicycle shop mechanic with appropriate tools.

Competition Rules

The Official Special Olympics Sports Rules for Cycling shall govern all Special Olympics competitions. As an international sports program, Special Olympics has created these rules based upon Union Cyclists International (UCI) rules for cycling found at <http://www.uci.ch/>. UCI or National Governing Body (NGB) rules shall be employed except when they are in conflict with the Official Special Olympics Sports Rules for Cycling or Article I. In such cases, the Official Special Olympics Sports Rules for Cycling shall apply.

Refer to Article 1, <http://resources.specialolympics.org/article1.aspx>, for more information pertaining to Codes of Conduct, Training Standards, Medical and Safety Requirements, Divisioning, Awards, Criteria for Advancement to Higher Levels of Competition, and Unified Sports.

1. Divisioning

a. Special Olympics cycling competitions shall be offered for all ability levels. Athletes will be placed in appropriate divisions based upon entry time and/or preliminary events.

c. A preliminary Time Trial may be conducted as a means to determine a cyclist's ability in the time trial event, for appropriate placement in divisioning.

1) Time Trials of 500 meters, 1 kilometer or 5 kilometers may be used, depending on the cyclist's events.

2) The finishing time posted by an athlete in a road race final may be used to change the athlete's division for subsequent finals if the athlete's final time would make that athlete eligible to compete in a faster division had that time been ridden during the preliminary divisioning event." Coaches will be notified of division changes when results are posted or within a reasonable time period following the event.

d. Athletes racing in both time trials and road races may race a divisioning race for both events depending on time constraints and at the discretion of the Chief Referee and organizing team.

2. General Rules

a. A time trial consists of an individual racing against the clock.

1) Competitors should depart at 30-second or one-minute intervals for time trials.

2) The rider shall start from a stationary position. The rider shall be held and then released, without being pushed, by a holder. The same holder shall perform the task for each rider in the division. The rider may opt to start with one or both feet on the ground at the start.

3) At the discretion of the Chief Referee and organizing team, the time trial start order may be conducted fastest rider to slowest rider OR slowest rider to fastest rider depending on a number of factors including course layout, course condition, ability range of the field of riders and any other factors which may impact safety of the competition.

4) Use of modified bicycles will be permitted only in time trial events. The Chief Referee will decide if two-wheel and modified bicycles may compete together, based on the number of competitors, course conditions and ability level of the riders.

c. Head coaches and other delegation members are not allowed to follow the competition by any vehicle, including bicycle unless specifically invited to do so by the chief referee. Coaches may coach from the course sidelines.

3. The start is by a gun or whistle.

4. The finish is determined by placing or order of crossing the finish line.

5. If the course is more than 2.5 kilometers in length, more than one division may ride on the course at once. The divisions may be started at one-, two-, or three-minute intervals.

a. The competitors shall wear their entry numbers according to instructions by chief officials.

b. Prior to the race, the competitors shall have the opportunity to warm up and inspect the course.

c. The race shall be declared finished when the front tire of the bike crosses the finish line.

Generating a Start List

For time trials, riders are pre-registered.

Included on the registration form will be the information that you need for divisioning:

Age
Gender
Type of bicycle
Distance
Seed time

With this information you can now generate the start list.

Start lists should display the depart time for each rider

Start lists should be sorted from slower seed time to faster seed time

Riders should depart in 30 second or 1 minute intervals.

The first rider should depart at 1 minute, to ensure that all stopwatches started correctly

Being proficient with a spreadsheet such as MS Excel is a plus.

Event	Start	Event name	BIB	Name	Gender	Arrival Time	Prel div	Finish Time
Preliminaries								
1000m								
4	1:15:00	1K TT	386	Webb, Kesley	F		12 - 15	
4	1:15:30	1K TT	376	Hoffman, Alizabeth	F		16 - 21	
4	1:16:00	1K TT	372	Boughton, April	F		16 - 21	
4	1:16:30	1K TT	385	Arnold, Jenna	F		16 - 21	
4	1:26:00	1K TT	361	Pell, Michelle	F		22-end	
Event	Start	Event name	BIB	Name	Gender	Arrival Time	Prel div	Finish Time
Preliminaries								
1000m								
5	1:32:00	1K Adaptive TT	375	Amos, Tarah	F		22-end	
5	1:32:30	1K Adaptive TT	374	Herran, Andrew	M		22-end	
6	1:33:00	1K Tandem TT	324	Holland, Jordan	M		Unified	
6		1K Tandem TT		Holland, Steve	M		Unified	

Starts

The start of a race is a procedure designed to be fair and equal for all riders.

Standing Starts

Know what gear you want to use. Test it out before, under conditions similar to the race. Validate your conclusion during your warm up.

1. Check your equipment. Make sure your rear wheel is tight within the dropouts. Your cleats and pedals should be in good condition.
2. Get a good warm up. The warm up should be event specific. During the warm up do several hard jumps to ensure that all equipment is tight.
3. Be relaxed. Get your start time/sequence, and be ready before you are called to the start.
4. Come to the start.
 - o On the line, Place your bike on the track in the sprinters lane on the pursuit line
 - o Position the pedals so that the right pedal is 2-3 fingers width below the down tube. This yields more traction for the start.
 - o Place yourself on the saddle before placing your feet on the pedals. This will assure you a more secure hold with the holder. The holder will not hinder you nor will they give you a boost off the line. Their job is to hold you and keep you from falling. You are responsible for letting them know if you are off balance. You do this by saying "to the left" or "to the right". They will move you accordingly.
 - o Clip into your pedals. If you have straps, tighten them now and test them by pulling up sharply with your feet.
5. Relax. Breathe deeply, and look up the course.
6. When you are ready, place your hands on the drops.
7. The official will count down the last five seconds. On the count of "two" stand as high as you can, with your back arched like a cat and your arms straight. Do not move the bike.
8. On "go", pull up on the rear (left) pedal while pulling up with your straight arms and lower back, "like you're putting on a tight boot." At the same instance, push down up on the front (right) pedal. Get the bike moving. Do not worry about aerodynamics yet. Exhale deeply.
9. As your speed increases to, say, 15 mph move your body forward and down into a crouch over the handlebars as you "run with the bike." Do not hold your breath.
10. As your pedal Rpm's increase toward 100, continue pedaling smoothly as you move your butt rearward onto the saddle. Your crouch should be low over the bike by now. Slowly move back into the saddle. Do not "plop" onto the saddle. "Plopping" actually moves you back a half pedal stroke. Move your elbows in and down.
11. If you're using aero bars, get into your aerodynamic position after settling into the saddle.

The above process could take well over 200 meters, depending on your gear.



At the finish

Identify the precise finish point and mark it with a checkered flag or board. and the means of transferring the results to the result board.

After the event and prior to the awards ceremony

Check in conjunction with the timekeeper that the times recorded are correct on both the official finishing sheet and the result board. Check that all competitors who are credited with a time or distance have completed the course.

Immediately after the awards ceremony

MISHAPS

If a rider has a problem during divisioning / preliminaries, they may lose time, which might affect which division they are in for the final. As a coach, you have the ability to turn in a corrected time, which would place the into the appropriate division for the rider.

