

FIVB™



FÉDÉRATION INTERNATIONALE
DE VOLLEYBALL

TECHNICAL SEMINARS REGULATIONS

TABLE OF CONTENTS

	Pages
INTRODUCTION	2
GENERAL REGULATIONS	2
ORGANISING TECHNICAL SEMINARS	3
PROCEDURE.....	3
CONDITIONS OF PARTICIPATION	4
INSTRUCTOR AND PERSONNEL	5
Responsibilities of the Instructor	5
Final report.....	5
TERMS AND CONDITIONS.....	6
Organising Committee	6
Installations and equipment	6
Protocol.....	7
Financial conditions.....	7
Sponsorship and public relations	8
Sanctions	8
PROGRAMMES AND WORKING HOURS DISTRIBUTION.....	9
Setting	9
Middle Player	10
Defense/Serve/Libero	11
Outside Hitter/Serve.....	12
Teachers	13
Beach Volleyball.....	14
CERTIFICATES.....	14

INTRODUCTION

The Technical Seminar System aims to improve the knowledge and competence of Volleyball technicians through specifically designed courses, targeted at candidates from all background with experience in Volleyball at all levels.

The FIVB Technical Seminars programme is intended for technicians (with experience as Volleyball players and/or coaches) looking to improve their knowledge and competences of the different Volleyball techniques.

These seminars usually feature world-renowned Volleyball coaches and instructors and associate players for practical demonstrations.

GENERAL REGULATIONS

Technical Seminars offered by the FIVB:

- Setting
- Middle Player
- Defense/Serve/Libero
- Outside Hitter/Serve
- Teachers
- Beach Volleyball

Each Technical Seminar is conducted by one approved FIVB instructor; although technical seminars can also be run by a head coach of a national team along with a high performance player who will be demonstrating the requested skills. In case that one player is not sufficient to demonstrate the required skills, it is recommended that the National Federation provide a demonstration team. The technical seminars are mainly intended for advanced level teams, coaches and players.

Following an application by a National Federation for a Technical Seminar, an instructor will be appointed by the FIVB Sports Development Department and the Coaching Commission.

As shown above, Technical Seminars are subject to variety of Volleyball themes. In order to identify the different aims and objectives of the Technical Seminars offered by the FIVB.

ORGANISING TECHNICAL SEMINARS

1. Place

Even though most courses occur in the city where the National Federation is based, the FIVB encourages a change of city in order to extend a number of participants to join the Technical Seminars. The host NF must ensure that the requirements are fully met; furthermore, they must ensure at their own cost the transport to this location in case the FIVB travel agency cannot arrange the flight to the preferred destination.

2. Working language

Preferably English, French or Spanish, or any national language on condition that the Instructor is assisted if necessary by qualified interpreters provided by the organiser or the participants.

3. Attestation

Participants receive certificate as proof of their participation. The certificate is signed by the FIVB President and the course Instructor. It is awarded at the closing ceremony.

4. Number of Participants

15 minimum, 35 maximum

5. Instruction

The course is conducted by one FIVB Instructor nominated by the FIVB Sports Development Department. The instructor shall arrive two days before the course (the second day being used to check the local organisation if necessary and to hold the National Plan meeting) and leave one day after the course.

PROCEDURE

1. Course invitation

The FIVB invites National Federations to organise Technical Seminars by filling in the application form. This form shall bear the official seal of the Federation and should be addressed to the FIVB Sports Development Department.

2. Number of participants

The organising committee must ensure a minimum of 15 participants per course. If an insufficient number of enrolments have been received **two months before the start of the course**, the organiser must inform the FIVB. The course may be cancelled in this case. If an FIVB course takes place with an insufficient number of participants, the FIVB may charge the organiser for any expenses incurred.

3. Deadline

The National Federation must return the agreement and the course application form to the FIVB Sports Development Department within the deadline stipulated in the invitation letter sent by the FIVB.

4. Cancellations

The FIVB will withdraw its approval in the case of non-respect of the current Regulations.

Approved FIVB courses can only be cancelled with the permission of the FIVB.

In case of unjustified cancellation of a course, the organisers may be charged for an estimated amount of the expenses incurred for the preparation of the course. Further courses may be suspended until the FIVB receives assurance that the NF can guarantee to comply with requirements to undertake such organisation efficiently.

CONDITIONS OF PARTICIPATION

a) Participants must:

- Be minimum 18 years old
- Be recommended by their National Federation, National Olympic Committee (NOC) or Government Sports Body (GSP), which guarantees a candidate's experience
- Speak the working language
- Be in good health and physical condition and able to practice the coaching skills

b) Financial conditions

- The organiser must clearly indicate in the invitation the financial conditions, what is covered by the organiser and what expenses the participants must bear
- The expenses for the participants should be kept as low as possible and the total budget should be prepared on a non-profit-basis
- The organisers cover all the administrative expenses of the course, including internal transportation of the instructor
- Custom clearance to obtain a license

INSTRUCTOR AND PERSONNEL

One FIVB Instructor who may be assisted by local instructors. The FIVB Instructor must be nominated by the FIVB taking into consideration the general recommendations of the FIVB Coaching Commission. The same instructor may be selected to instruct in the same series of countries in the following year, in order to check if progress was made and to ensure the continuity of the work accomplished with the local officers.

Responsibilities of the Instructor

The FIVB Instructor is responsible for all the technical and teaching aspects of the course:

- programme and time schedule
- distribution of subjects to the lecturers (if assisted by others)
- complementary teaching material and aids for instruction and demonstrations
- distribution of material and documents
- final inspection
- preparation of the final report

Final report

- a) After the course, the instructor completes the course report including:
 - General schedule and daily programme
 - Course enrolment forms
 - List of participants
 - Pictures and videos
- b) The final report must be prepared immediately after the course. It must be received **within 14 days** after the end of the course by the FIVB Sports Development Department and the organising National Federation.

Course Forms can be downloaded on the following link:

http://www.fivb.org/EN/Technical-Coach/Document/FIVB_Technical_Seminar_forms_2011.zip

TERMS AND CONDITIONS

Organising Committee

The organising institution sets up an organising committee and nominates its President as soon as they sign the FIVB agreement. This committee is responsible for:

- a) Instructor's visa and invitation
As soon as the FIVB forwards the name of the instructor, the organiser has to send him/her an official invitation and take all the necessary steps to ensure that the visa is delivered prior the start of the course.
- b) The following services should be provided:
 - Permanent availability of members of the organising committee
 - Availability of a group of young players for demonstrations
 - Secretary
 - Ability to reproduce documents (notes, brochures) by photocopy machine
 - Official technical and personal photographs and videos
 - Refreshments during intervals, souvenirs offered or sold and any service that will facilitate the stay
 - Display and sale of material, equipment and books
 - Distribution of t-shirts to the participants
 - Distribution of the enrolment form to the participants upon their arrival if not completed beforehand, to be submitted to the instructor at the beginning of the course
 - Confirmation of the air tickets and other organisational and administrative aspects which guarantee the success of the course

Installations and equipment

The organiser must provide the facilities below. If it is unable to supply any item, the organiser will inform the instructor in advance, in order to seek a solution.

- a) Lecture hall
 - A lecture room
 - A blackboard or paperboard
 - A slide projector, overhead projector, tape-recorder, DVD player, beamer
 - Video equipment/DVD player: the system to be used must be agreed between the organiser and the instructor
- b) Teaching material / Translation
 - Teaching material (from the instructor or the organisers) may be used and, if possible, photocopied and distributed to the participants
 - It is recommended that the organiser have equipment available (photocopy machine) to reproduce documents provided by the instructor (course reports and practical sessions)

- c) Sports installations
- One Volleyball court, equipped according to FIVB Official Volleyball Rules or a Beach Volleyball court equipped according to FIVB Official Beach Volleyball Rules
 - A sufficient number of chairs or benches and tables on the sidelines

Protocol

The FIVB logo must be used for all promotional activities.



Financial conditions

The organiser must cover the following:

- a) For the course director and instructors:
- Transportation, by train for distances less than 300 km, by airplane for distances over 300 km (economy class). The tickets should be sent in advance.
 - Visa, airport tax and vaccination costs, when applicable, upon presentation of the invoices.
 - Accommodation and transport during the course for the course director and instructor.
 - Per Diem: 200 CHF from the first to the last day of their duties, and a travel allowance of 200 CHF for travel expenses.

For the courses organised by National Federations, all the above mentioned expenses are directly paid by the host National Federation.

Payment of the per diem and the travel allowance is made by the FIVB directly to the instructor for the start of the course.

- b) The FIVB covers the following:

For FIVB courses held in Development Centres, the per diem and international transport expenses of the instructor(s).

Administrative support and delivery free of charge for FIVB courses of the FIVB manuals and other teaching aids, certificates, and attestations.

Sponsorship and public relations

The organiser may receive financial support from sponsors to reduce its costs and those of the participants. In the case of sponsorship, publicity is authorised provided it does not interfere with the running of the seminar. The organiser should inform the mass media and invite journalists.

Sanctions

- 1) FIVB approval may be withdrawn if these Regulations and/or the Agreement are not strictly respected.
- 2) In case the FIVB approval is withdrawn, financial and material support will also be withdrawn.
- 3) In case of a non-justified reason for cancellation of a course, the FIVB may charge the organiser for an estimated amount of the expenses incurred for the preparation of the course.
- 4) Any National Federation which is sanctioned under the above articles will be excluded from the programme in the following year.
- 5) The instructors are also bound to respect these Regulations and the FIVB Agreement signed by them.

PROGRAMMES AND WORKING HOURS DISTRIBUTION

The Technical Seminars proposed above all share a common purpose, aim and objective; to improve the practical application of Volleyball techniques at both the coaching and the player level. In essence, they provide an opportunity to increase the level of play with regards to a number of specific areas of the performance of teams in modern Volleyball.

These seminars usually feature experienced Volleyball coaches and instructor as well as high performance players for the practical demonstrations. Unlike the coaches courses, these seminars do not include an examination. Their duration is of five days. All Technical Seminars are delivered both in classroom and on the court

Setting

Duration: 5 days, 5 hours per day. TOTAL: 26 hours

- Setter and middle attacker
- Setter and synchronised multiple attacker
- Setter within the transition from defence – offence

	Time		Time	
Day 1	09:00 – 10:00 10:30 – 12:00	Opening Ceremony Video and different setting techniques	17:00 – 19:00	Basic Technical Exercises
Day 2	09:00 – 10:15 10:30 – 12:00	Team selection and composition Setting techniques	17:00 – 19:00	Training the Setter (special exercises)
Day 3	09:00 – 10:30 10:45 – 12:00	Making concept for the setter Assignment for the participants	17:00 – 19:00	Training principles: * setter * strategy
Day 4	09:00 – 10:30 10:45 – 12:00	Analysing setters movement Physical preparation Physical testing	17:00 – 19:00	The setter in team and total-play
Day 5	09:00 – 10:30 10:45 – 12:00	Match analysis: the setter Criteria: consistency, precision International development: RPS, libero, new rules	17:00 – 18:30 19:00 – 20:00	Q & A – Review Tactics & Techniques Closing Ceremony

Middle Player

Duration: 5 days, 5 hours per day. TOTAL: 26 hours

- Block/Spike

	Time		Time	
Day 1	09:00 – 10:00 10:30 – 12:00	Opening Ceremony Video and different block and attack styles	17:00 – 19:00	Basic Technical Exercises for middle – attack block
Day 2	09:00 – 10:15 10:30 – 12:00	Selection and scouting Team composition Analysing Middle player movements	17:00 – 19:00	Training the Middle Blocker: special exercises
Day 3	09:00 – 10:30 10:45 – 12:00	Game strategy for Middle players Assignment for the participants	17:00 – 19:00	Training: block attack strategy
Day 4	09:00 – 10:30 10:45 – 12:00	Block systems and strategy Physical preparation Physical testing	17:00 – 19:00	The middle attacker in team play and total play
Day 5	09:00 – 10:30 10:45 – 12:00	Middle blocker and libero International development: RPS, new rules	17:00 – 18:30 19:00 – 20:00	Q & A – Review Tactics & Techniques Closing Ceremony

Defense/Serve/Libero

Duration: 5 days, 5 hours per day. TOTAL: 26 hours

	Time		Time	
Day 1	09:00 – 10:00	Opening Ceremony	17:00 – 19:00	Basic Technical Defence Libero Exercises
	10:30 – 12:00	Video different techniques in defence		
Day 2	09:00 – 10:15	Analysing movement	17:00 – 19:00	Training Defence: strategy systems, team play
	10:30 – 12:00	Defence: techniques and systems		
Day 3	09:00 – 10:30	Video and different techniques in reception	17:00 – 19:00	Basic Technical Exercises for serve - reception
	10:45 – 12:00	Reception techniques and systems		
Day 4	09:00 – 10:30	Reception, Jump Serve techniques and systems	17:00 – 19:00	Training serve and reception: strategy, systems team plays
	10:45 – 12:00	Assignment for the participants		
Day 5	09:00 – 10:30	International development: RPS, libero, new rules The libero player in Volleyball	17:00 – 18:30	Q & A – Review Tactics & Techniques
	10:45 – 12:00	Specific training for the libero Defence team systems and the libero's tasks	19:00 – 20:00	Closing Ceremony

Outside Hitter/Serve

Duration: 5 days, 5 hours per day. TOTAL: 26 hours

	Time		Time	
Day 1	09:00 – 10:00	Opening Ceremony	17:00 – 19:00	Basic Technical Exercises: Outside hitter service reception
	10:30 – 12:00	Demonstration media clips and different styles of the outside hitter		
Day 2	09:00 – 10:15	The role of the outside hitter	17:00 – 19:00	Exercises for side-out – strategy, systems, team play
	10:30 – 12:00	Analysing outside hitter's movement		
Day 3	09:00 – 10:30	Outside hitter in the block and defence systems	17:00 – 19:00	Exercises for block & defence counter attack: strategy, systems, team play
	10:45 – 12:00	Physical preparation: general, specific Physical testing – comparative analysis		
Day 4	09:00 – 10:30	Demonstration media clips and different types of serve	17:00 – 19:00	Basic Exercises for serve: Float / jump, strategy exercises
	10:45 – 12:00	Assignment for the participants		
Day 5	09:00 – 10:30	Making a concept: system / philosophy	17:00 – 18:30	Q & A – Review Tactics & Techniques
	10:45 – 12:00	International development: RPS, libero, new rules	19:00 – 20:00	Closing Ceremony

Teachers

The Teachers Technical Seminar is mainly for primary and secondary school teachers. It endeavours to motivate teachers and improve their techniques in the delivery and practical demonstration of basic skills to school children. Furthermore, it has for aim to raise their awareness in order to develop their theoretical and practical application of Volleyball techniques. The fundamental objective is to teach acting teachers / PET how to teach Volleyball effectively. The duration of the course shown below is five days long; there is no examination but full participation required to receive the official certificate.

Duration: 5 days, 8.5 hours per day.

	Time		Time	
Day 1	08:30 – 13:00	Opening Ceremony Introductions, practical session to evaluate the technical skill of participants Discussion of the objectives	14:30 – 18:30	Basic Skills – demonstration and technique: Setting, forearm pass and reception – Various Drills Teachers role Inter Squad Game
Day 2	08:30 – 13:00	Warm Up / Cool Down techniques. Forearm pass within digging a spike. Visual Analysis Back row defence drills	14:30 – 18:30	Passing Alternative drills Use of drills in Basic tactics Technical error detection Inter Squad Game
Day 3	08:30 – 13:00	Teachers Role/discussion Elaboration of training plans suitable for school championships Conducting and managing drills	14:30 – 18:30	Basic skills – demonstration and technique: The Spike, Visual skills, pedagogical patience, Discussions, Q/A
Day 4	08:30 – 13:00	Teacher presentations Referee signals Basic Skills and technique in blocking	14:30 – 18:30	Basic skills – demonstration and technique: Serve and reception team formations and receiving patterns – Inter Squad Game
Day 5	08:30 – 13:00	Teachers to lead drills – Immediate practical experience Combined Attack Drills and application of blocking situation. Teacher practical involvement	14:30 – 18:30	Drills for transition from Defence to Offense, Q/A, review Inter Squad Game Closing Ceremony - Awards

Beach Volleyball

Duration: 5 days, 8.5 hours per day.

	Time		Time	
Day 1	08:30 – 13:00	Opening Ceremony Course objectives and outline History of Beach Volleyball FIVB Beach Volleyball Structure	14:30 – 18:30	FIVB World Tour Structure and Calendar Practical activities
Day 2	08:30 – 13:00	Equipment Initial Structure of Training Sessions Warm Up and Cool Down Techniques Initial Coordinator of 2 players	14:30 – 18:30	National Federations Beach Volleyball Council Affiliation of Players Promoters and Officials
Day 3	08:30 – 13:00	Practical: Advanced Warm Up routines, Passing and Setting, Intro to Spiking Techniques, Side out Drills	14:30 – 18:30	Theory: Score-sheet, Rules of the Game, Casebook
Day 4	08:30 – 13:00	Theory: Event Organisation	14:30 – 18:30	Practical: Side out, Defence, Team Work, Mental Preparation
Day 5	08:30 – 13:00	Preparation of afternoon tournament Running a small tournament	14:30 – 18:30	Tournament Closing Ceremony

CERTIFICATES

During the closing ceremony, participants are presented with a certificate, an official FIVB document which serves to acknowledge the participants' participation to the Technical Seminar. Certificates are awarded to all participants given they have fulfilled all the conditions, with regards to attendance to all theoretical and practical lessons.