

INSTRUCTIONS: Entering Your Planned Program Content Sheet (PPCS)

Juvenile and higher level International Judging System (IJS) skaters must submit the PPCS form using the instructions below, prior to the competition. The PPCS form states which program elements you will be skating at the Onyx Challenge competition, which will be provided to the judges so they know what to expect during your program. For more information on filling out your PPCS, visit the [U.S. Figure Skating Technical Info webpage](#).

- 1) go to: www.usfigureskating.org
- 2) Click the **Members Only** link
- 3) Sign in using your *USFS number and password*
(If you do not have a password or have forgotten it, follow their directions)
- 4) Click on **Event Reg. and info** (upper left corner)
- 5) Click on **Event Manager**
- 6) Click on **Program Content**
- 7) Scroll down to the **Onyx Challenge** entry (events are listed chronologically)
- 8) Click on **Add New From** (on the right side of the screen)
- 9) Follow the directions shown on the form to list your Free Skate and/or Short Program elements, and submit.

If you need to go back and revise/edit your form, click on the **View/Edit** option instead of selecting "Add New Form".

