





Instructions on how to fill out Yearly Planning Instrument (YPI)

- 1) In the top right corner, under the SCNB logo, enter the season for which the YPI is being filled out.

	B	C	D	E	F
2	YEARLY PLANNING INSTRUMENT			SKATER INFORMATION	
3				Name: _____	
4	 Skate Patinage NB			Category: _____	
5					
6	Season:				
8		WEEK	1	2	3
9		DATE	***	#VALUE!	#VALUE!
10		TRAINING?			
11					

- 2) In cell D10, type in the start date of the YPI. Should be the first Sunday of April. Use YYYY-MM-DD format (i.e. 2023-04-02)

	B	C	D	E	F
2	YEARLY PLANNING INSTRUMENT			SKATER INFORMATION	
3				Name: _____	
4	 Skate Patinage NB			Category: _____	
5					
6	Season:				
8		WEEK	1	2	3
9		DATE	***	#VALUE!	#VALUE!
10		TRAINING?			
11		LOCATION			
12		TRAINING PHASE			
13					

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PO Box 8031 DIEPPE PO,
600 Dieppe Blvd, Dieppe NB E1A 9M7
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3) The following rows use drop-down menus:

- 11-TRAINING?
- 13-TRAINING PHASE
- 19-CHOREOGRAPHY

To fill those out, click on the cell and an upside-down triangle will appear on the left. Click on it and select an option from the menu

Season:		1	2
WEEK	DATE	***	#VALUE! #1
11	TRAINING?		
13	LOCATION		
19	TRAINING PHASE		
1	COMPETITIONS		
5	ON-ICE WEEKLY HOURS		
7	OFF-ICE WEEKLY HOURS		
3	WEEKLY GOAL		

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4) Check out the example for more information on the content required in each row

	B	C	D	E	F	G	H	I	J	K	L
13	YEARLY PLANNING INSTRUMENT		SKATER INFORMATION								
	 Skate Patinage NB		Name: _____ Coach's name: _____								
	Season: _____		Category: _____ Date of birth: _____ Home club: _____								
	WEEK	1	2	3	4	5	6	7	8	9	#
	DATE	***	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#
	TRAINING?										
	LOCATION										
	TRAINING PHASE										
	COMPETITIONS										
	ON-ICE WEEKLY HOURS										
	OFF-ICE WEEKLY HOURS										
	WEEKLY GOAL										
	CHOREOGRAPHY										
	CHOREOGRAPHY COMMENTS										