In order to effectively determine a score for each rider, the judge should watch the class and have the scribe write as much information as possible in the “Comments” section at the right of the scoresheet. After the athletes have performed in each direction and have completed their recommended tests in at least one direction, the judge will mark their total score in the left column based on the scoring scale at the bottom of the sheet.

Riders are not scored against the others in the section, they are scored against the ideals on the bottom of the page. In other words, you do not “place” the class, you could possibly have identical scores for multiple riders. The riders will have their fences and practicum scores added to their flat total which will place the class.

Judges are encouraged to ask for tests at each level, in at least one direction, in order to help determine a rider's score:
- Beginner:  Halt and 2-pt at walk
- Advanced Beginner:  Halt and 2-pt at trot
- Novice:  Halt and 2 pt at trot
- Intermediate:  Halt and sitting trot
- Open:  Halt and hand gallop

If a rider has all the "ideals" at one level of scoring but is weak in one area, the judge should mark them at the lower end of the higher scale.