

MATCH PLAN & REVIEW SHEET

There are many ways to organize a match preparation sheet. Here are the features of this particular Match Plan & Review sheet:

Lead-up:

Space is given to record elements that happen leading up to your performance. This function is particularly important to design preparation that enhances good performance. For example, if the majority of good performances had good eating and sleep patterns leading up to the performance, they should be included in your preparation routine.

Match Objectives:

Space is given for maximum 3 objectives. More objectives will tend to overload you.

- Space is given to write out the details of the objective.
- There is also space to place a “Key Word” or phrase as a quick, ‘reminder at a glance’. When playing, it is usually the Key Word that is enough. If you are particularly ‘off task’, you may need to review the details of the objective.
- Objectives can be Psychological, Tactical, or Technical. You chose which is important to you.

Objective Review:

The sheet also acts as a post match evaluation tool that can be used by you and your coach. Space is given to rate how well you executed your stated objectives. Next, reflect on why you executed well or poorly. This review process can help to shape realistic objectives that you can actually use rather than ones just created for the sake of filling the sheet.

Mental Script:

During play, you only need simple process points to remain ‘on task’. The idea is not to consciously think about details of play. “Scripting” is a way to keep focussed on the simple keys of play. Space is given to write key Script words for each of the Point Stages that occur in every match.

- Initiate the point (with Serve or Return)
- Build the Point (from the baseline)
- Advantage
- Finish
- Stay-in

The goal is to create a “match script” that you can follow. You should have a general plan however, you may also create plans when facing certain individuals.

Refocus Plan:

Space is given for you to write a simple note to yourself when things get tough and the pressure is mounting. You need to identify what happens when you are distracted (bad call, poor play, etc.). The idea is to give yourself advice on how to stay with the match and keep focussing.

Learning:

In this section, you can write down what you learned from the match. Even losing a match can be a positive step towards improving when one seeks a lesson to learn. Every match can propel you to improvement. This space is at the bottom of the page so these lessons can be easily found when looking through old Match Plan & Review sheets.

This sheet has been created by Canadian national level 4 coach, Wayne Elderton in cooperation with players, coaches and sports psychologists. Special thanks to Psychologist Laura Farres, who provided valuable additions to the sheet. This tool has been found to be very practical and can be adapted for almost any level of tournament competition.

PLAYER: _____ OPPONENT: _____
 EVENT: _____ DATE: _____ TIME: _____ SCORE: _____

LEAD-UP ACTIVITIES

What did I eat today?

How well did I sleep last night? Excellent Good Average Poor
 How do I feel right now mentally? Excellent Good Average Poor
 How do I feel right now physically? Excellent Good Average Poor

MATCH OBJECTIVES:

1.	Key word or phrase
1. REVIEW: How well did I execute this objective on a scale of 1 (poor) to 10 (Executed well). Why? _____	
2.	Key word or phrase
2. REVIEW: How well did I execute this objective on a scale of 1 (poor) to 10 (Executed well). Why? _____	
3.	Key word or phrase
3. REVIEW: How well did I execute this objective on a scale of 1 (poor) to 10 (Executed well). Why? _____	

MY MENTAL "SCRIPT" LIBRARY

Create a library of Cue Words or phrases to trigger the proper mental state or performance.

Feeling: Examples of words that create an attitude or ideal performance state: "Dance", "Explode", "Bounce", "Breathe", "Calm", etc.

Tactical/Technical: Examples of words that create a focus of intention: "Lift", "Angle", "Pin", "Dip", etc.

Attitude: Examples of words that inspire confidence and positive thoughts: "Yes!", "Come-on!", "Believe", "Trust", "Do it", etc.

Group your words under the stages of a point:

Initiate the Point (When Serving):

Initiate the Point (When Returning):

Build the Point (from the baseline):

Gain Advantage:

Finish:

Stay-in:

Choose 3 to become your "Match Objectives" and write them in the boxes on the left.

How would I rate the quality of my warm-up/preparation today?
 How would I rate my mental performance today?
 How would I rate my tactical performance today?
 How would I rate my technical performance today?

Excellent Good Average Poor
 Excellent Good Average Poor
 Excellent Good Average Poor
 Excellent Good Average Poor

REFOCUS PLAN: How can I re-focus when things are going poorly?

LEARNING: (What can I take from this performance to improve? "You may lose the match, but never lose the lesson")