E-Tournament Cheat Sheet

Everyone:

Test hardware and software <u>before</u> the day of the tournament. Devices can be tested at https://campus.speechanddebate.org.

Use the Chrome browser exclusively, regardless of your type of device.

Debaters, judges and coaches must have unique individual tabroom.com accounts.

Only the debating/speaking teams and the designated judges are allowed in the competition rooms. Unsanctioned "guests" will result in disqualifications and forfeits for all involved.

Coaches:

You can keep your participants organized in the digital squad room created by tabroom, if you don't already have your own arrangements. Check in via text (914) 262-1992 between 7:00 and 8:00 Saturday morning once your team is assembled.

Teams and Judges:

Use email chains, not the file share feature in NSDA Campus. That feature isn't stable yet.

All cameras on, judge and contestants. All mics muted, except the person speaking.

Judges should not interrupt for a few seconds of voice pixelation ("robot voice"). Do interrupt if you consistently cannot hear someone because of a tech issue.

The judge should keep track of "tech time", or interruptions where the debate stops because a competitor has been disconnected. After an allowable 15 minutes per round, the debate must move on so the tournament isn't delayed.

If a call drops during a speech, and a speaker is less than 15 seconds into the speech, then they should just re-give the entire speech. Otherwise, simply figure out the last part that everyone heard and resume from that point.

If tech problems persist, contact tab. Do not port the round into another software application out of the tournament's control. This will result in disqualification of the students and removal of the judge from the tournament.

Close out the browser tab when you leave a room. Otherwise the system will think you're still there, and havoc will ensue.

Rounds are double-flighted. Do not enter flight two rounds until notice is received that the room is available.

PF coin flips:

- Tabroom.com will conduct the coin flips. A VERY FEW minutes after a pairing comes out, the winners of the coin flips are notified that have won and they can either (1) choose to debate PRO or CON, or (2) choose to speak first or second. Once they have registered their choice online, the other team makes the remaining choice.
- If the first team takes too long to make a choice, first choice passes to the loser of the coin toss. By the time a judge opens their ballot, all of these decisions should have been made and the sides/speaking order set.
- BEFORE THE ROUND STARTS - VERBALLY DOUBLE CHECK THAT THE DEBATERS KNOW WHO IS UPHOLDING WHICH SIDE AND WHO IS SPEAKING WHEN. If the debaters do not agree with the information on your ballot, please contact Tab because you cannot change the ballot yourself.

Judges:

Base your decisions, ranks and scores on the factors that competitors can control, such as what they say and how they say it. Do not penalize competitors for things they can't control, such as Internet connection speed or video quality. Also, please disregard the background that you may see behind the contestant. Every student's home situation is different, and is not part of the competitive equation.

When in doubt, err in favor of the contestant. If a speaker needs to mute for a period of time to address a sudden disturbance in their home, then it is perfectly acceptable to allow that speaker to pause and restart, or even to re-deliver the speech in its entirety when the issue has been resolved.

In elimination rounds, do not leave the room until the decision is announced.