



Tarheel East District Virtual Tournament Procedures & Rules

On April 25 & 26th, the Tarheel East District will be holding the virtual portion of the NSDA District Tournament. We will be hosting the Speech & Debate Qualifier via Zoom. This tournament determines who competes in all Speech and Debate from our district at the virtual NSDA National Tournament June 14th through 19th, 2020.

This document details the specific rules for each event because of the virtual nature of the tournament. Additionally, this document details tournament procedures and detailed schedules.

Please be sure to read the information in this document, as each Coach is responsible for knowledge of the rules and disseminating that information to their students.

Cordially,

A handwritten signature in black ink that reads "Crawford Leavoy". The signature is written in a cursive style with a large, looping "C" and "L".

Crawford Leavoy, District Chair - Durham Academy

on behalf of:

Michelle Boswell - Cumberland Polytechnic HS

Patrick Jessee - Cary HS

Brittanie McNeil - Massey Hill Classical HS

RJ Pellicciotta - Cary Academy



Registration & Entry Confirmation

On Friday, April 24th, online registration and confirmation will open for Coaches of competing schools. Please verify that your entries, as well as your judging is correct. Once you confirm that the entry in Tabroom is accurate, please click to “Confirm Onsite” to complete the process. This will confirm with the District Committee that your entry is correct and all participants associated with your school are ready to participate.

If you have any changes, please reach out to Crawford Leavoy at crawford.leavoy@da.org or by texting (205) 746-1907.

Zoom Accounts & Security

Because of recent concerns with security of Zoom, each day of the tournament will be a unique, password-protected link. In addition to the password protection, we will have a waiting room active for the main room. Please be mindful of check-in times and technology checks. The Waiting Room is not an immediate entry and it may take some time.

For security purposes, we will send Zoom links to all Coaches and Judges the night prior. We ask that you disseminate this information only to your participants.

Finally, the District Committee expects that everyone following the approved naming convention (see below).

Naming Convention

In order to verify everyone’s identity as well as allow for transparency, the District Committee has adopted the following naming convention. All participants (judges, students and observers) must following this naming convention:

Judges: *Judge - First Name Last Name*

Students: *School - Initials*

Observers: *School - First Name*

Example: Judge - Crawford Leavoy

Example: Vestavia CL

Example: Vestavia - Crawford

Tech Recommendations:

While these are not required, we do think they are useful to ensure the highest quality experience:

- Use headphones as it will allow you to hear information/speeches in a much clearer manner.
- When possible, try to use an ethernet cord to ensure stronger connectivity. If you are unable to access an ethernet cord, try to be as close to the router as possible.
- When you are not speaking, please turn off your mic.



Student & Judge Decorum

While we recognize that this is an unprecedented and unusual format for what is traditionally in-person rounds, we ask that you treat participation on Zoom as if you were the guest on the campus of another school. That means a few things:

- Please be **appropriately dressed** to participate in your rounds. Competitors should be dressed for competition, and judges should be properly dressed to evaluate rounds. Remember that we are all professional educators and it is important to maintain that even more so in a virtual setting.
- If anyone is caught smoking, drinking alcohol, or possessing illegal drugs you will be immediately removed from the tournament. **These are still classroom spaces.**
- All participants within a round(student competitors, coaches, and judges) are expected to **keep their videos on** during the round. Those who violate this procedure will receive a written warning and then be removed from the tournament if the problem persists.
- We ask that students be at a workstation with personal items (bedrooms, etc.) hidden out of view. We recognize that this may not always be possible, but we do ask that you are not in your bed or lying down while participating in rounds.
- A general rule of thumb is that if you would not do it in the classroom, you should not do it here.
- **Violation of any of these expectations will be subject to being removed from the tournament.**



Tournament Info:

- On Friday night, the District Committee will send to all schools an email with specific links for speech students/judges and debate students/judges depending on their entry. These emails will include a link to the Awards Ceremony which will be for everyone on Sunday night.
- The tournament takes place Saturday and Sunday. A Zoom room will open early in the AM of each day. Once the room is open, judges and students are welcome to join the room. Tab Staff will work to break out the correct people into proper breakout rooms; all judges and students for one room should check in by 10 minutes prior to the round time. This allows everyone to participate in checking their technology to make sure that they can speak, hear, and see.
- For all Speech Events: Throughout Saturday, the tournament will have rolling Semis in the AM, and most Finals in the PM. The Awards Ceremony will be held on Sunday PM at the conclusion of the Debate portion of the tournament.
- For all Debate Events: Throughout Sunday, the tournament will begin with two prelims. Then the District Committee will post the Up/Down/Out, pair the next round, and blast it out via Tabroom. All judges and students are expected to check-in ten minutes prior to the posted start time.
- If you are unaffiliated with a participant school, please shoot Crawford Leavoy a text to (205) 746-1907, or an email to let me know that you will be ready to judge and that you are virtually “on site.” We want to ensure that we can start Round 1 right on time. If you are affiliated with a school, the coach will check you in during the registration period.
- Tabroom.com will be the source for all ballots and pairings. Please check there.

Pre-Round Tournament Check-In Procedure

- Within 10 minutes of pairings being released on Tabroom, all participants and the judges need to check in in the main room.
- Everyone will turn their video and audio on and off and make sure all things are functioning properly.
- Debate students should set up email chains for evidence sharing if needed.
- Then mute your mic and turn off video, but stay connected in the room. You can then prep as normal, but the round must start on time.
- Everyone must turn their video back on as the round begins, but your mic should stay muted unless you are speaking.
- Failure to arrive for the check-in on time may result in a forfeit.



During and After Speech Rounds:

- Three judges will be assigned to each Semifinal round. Five judges will be assigned to each Final round.
- Please do not start the round until all judges are there. When all judges and all competitors have arrived to the room and are ready to start the round, we will ask that you **PRESS START ROUND** on your ballot on tabroom.
- All participants within a round (student competitors, coaches, and judges) are expected to **keep their videos on** during the round. Those who violate this procedure will receive a written warning and then be removed from the tournament if the problem persists.
- For recorded speech events: The Chair judge will be provided a round-specific Google Doc with links to each performance. That Chair judge will share the links in order via the chat feature. Each judge and competitor should watch the video privately (with their Zoom microphone off). At the conclusion of the performance, the room will come back together, clap, and then move to the next piece.
- For live speech events: The Extemp Prep Coordinator will clear the competitor to their room. They will arrive, introduce themselves and the question, discuss how the passage of time will be marked, and then speak. At the conclusion of the speech, they are welcome to remain in the room muted to watch the other students.
- There are no forfeits in recorded speech events. In live events, if a competitor has not shown up to the round 15-minutes after the posted start time, please contact tab.
- **Tech issues:** We recognize that wifi issues are likely to happen. If you have a serious lag of more than 10 minutes, please contact tab to determine how to proceed. Likewise, if you are having tech issues, please contact tab immediately.
- **Timing:** The Chair judge is in charge of timing. Please note that for recorded rounds, the Chair judge should time the performance not just assume the time of the video is correct. In extemp, the chair judge **MUST** give appropriate time signals through the screen with hand signals.

About the Internet:

- The biggest problem to something not working correctly is likely your internet. You should compete plugged into your router via an ethernet cable. If that is not possible, you should be as close to the WiFi router as possible and minimize objects between you and the router.
- You should think and talk with your family about minimizing disruptions during your time debating in your home. This not only means the space you are in but also on the internet (in the midst of a tournament isn't a good idea to Netflix on every TV).
- No one should be prepping in tech downtime.
- Unplugging USB devices like microphones or cameras then plugging them back in usually fixes most issues.
- Exiting and reentering the room fixes some issues.



During and After Debate Rounds:

- Three judges will be assigned to each debate. Please do not start the round until all judges are there. When all judges and both competitors/teams have arrived to the room and are ready to start the debate, we will ask that you **PRESS START ROUND** on your ballot on tabroom.
- All participants within a round(student competitors, coaches, and judges) are expected to **keep their videos on** during the round. Those who violate this procedure will receive a written warning and then be removed from the tournament if the problem persists.
- The only person who should have their microphone on is the active speaker. Everyone else should mute their mike during a speech. The active speaker should be occasionally checking to make sure that all participants' audio is still working and there haven't been disconnections.
- Disclosure: Since this is a District Tournament, please **do not disclose your decision**. We will ask you to give some feedback, but to keep it brief to allow students and coaches time to get ready for the next debate, and so that we can quickly move people in and out of breakout rooms. However, you can write extensive feedback and ballots are available for comments up until the end of the tournament.
- We are implementing a 15-minute forfeit rule. If a competitor has not shown up to the round 15-minutes after the posted start time, please contact tab. **You should not submit the forfeit yourself**.
- **Tech issues:** We recognize that wifi issues are likely to happen. If you have a serious lag of more than 10 minutes, please contact tab to determine how to proceed. Likewise, if you are having tech issues, please contact tab immediately.

About the Internet:

- The biggest problem to something not working correctly is likely your internet. You should compete plugged into your router via an ethernet cable. If that is not possible, you should be as close to the WiFi router as possible and minimize objects between you and the router.
- You should think and talk with your family about minimizing disruptions during your time debating in your home. This not only means the space you are in but also on the internet (in the midst of a tournament isn't a good idea to Netflix on every TV).
- No one should be prepping in tech downtime.
- If you are not the active speaker you should only attempt to pause the active speaker if you have suffered a significant degradation in audio that persists for more than mere seconds. One second of latency does not warrant pausing a speech. Losing all audio completely warrants an interruption.
- Unplugging USB devices like microphones or cameras then plugging them back in usually fixes most issues.
- Exiting and reentering the room fixes some issues.



Speech Schedule for Semifinals

Saturday, April 25th, 2020

7:30AM	<i>Semifinal Postings Released</i> Zoom Room Opens
7:50AM	USX Semifinalists & Judges Check-In
8:00AM	USX Extemp Draw Begins
8:30AM	USX Semifinals Begin
8:50AM	HI Semifinalists & Judges Check-In
9:00AM	HI Semifinals
9:35AM	DI Semifinalists & Judges Check-In
9:45AM	DI Semifinals
10:50AM	POI Semifinalists & Judges Check-In
11:00AM	POI Semifinals
11:20AM	OO Semifinalists & Judges Check-In
11:30AM	OO Semifinals
12:50AM	INFO Semifinalists & Judges Check-In
1:00PM	INFO Semifinals



Speech Schedule for Finals

Saturday, April 25th, 2020

9:50AM	IX Finalists & Judges Check-In
10:00AM	IX Extemp Draw Begins
10:30AM	IX Finals Begin
1:20PM	USX Finalists & Judges Check-In
1:30PM	USX Extemp Draw Begins
2:00PM	USX Finals
3:20PM	HI Finalists & Judges Check-In
3:30PM	HI Finals
4:35PM	DI Finalists & Judges Check-In
4:45PM	DI Finals
5:50PM	POI Finalists & Judges Check-In
6:00PM	POI Finals
7:05PM	OO Finalists & Judges Check-In
7:15PM	OO Finals
8:20PM	INFO Finalists & Judges Check-In
8:30PM	INFO Finals



Debate Schedule

Sunday, April 26th, 2020

	DEBATE
8:00AM	Zoom Room Opens <i>Debate Pairing Released</i>
8:30AM	Announcements
8:50AM	Round One Check-In
9:00AM	Debate - Round One
10:50 AM	Round Two Check-In
11:00 AM	Debate- Round Two
12:30 PM	Up/Down/Out Posted
12:50 PM	Round Three Check-In
1:00 PM	Debate - Round Three
2:30PM	Up/Down/Out Posted
2:50 PM	Round Four Check-In
3:00 PM	Debate - Round Four
4:30 PM	Up/Down/Out Posted
4:50 PM	Round Five Check In
5:00 PM	Debate - Round Five
7:00PM	Debate - Round Six <i>(If Needed)</i>
8:00PM	<i>Virtual Awards Ceremony</i>