

Judging at Tufts II

A Short Guide

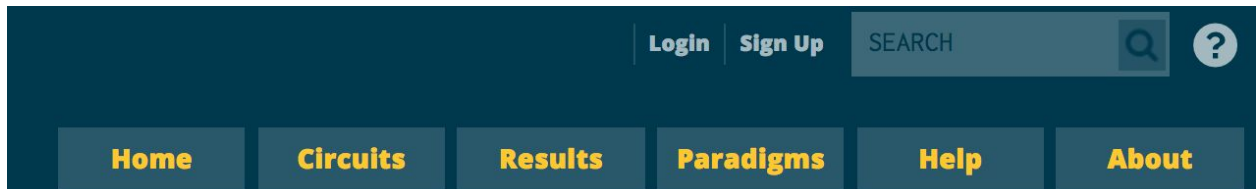
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(339)-223-3989

I have never used Tabroom.com to submit online ballots.

It's no problem! This is true for many judges. The steps to submit online ballots are simple:

<PAIRINGS ARE RELEASED>

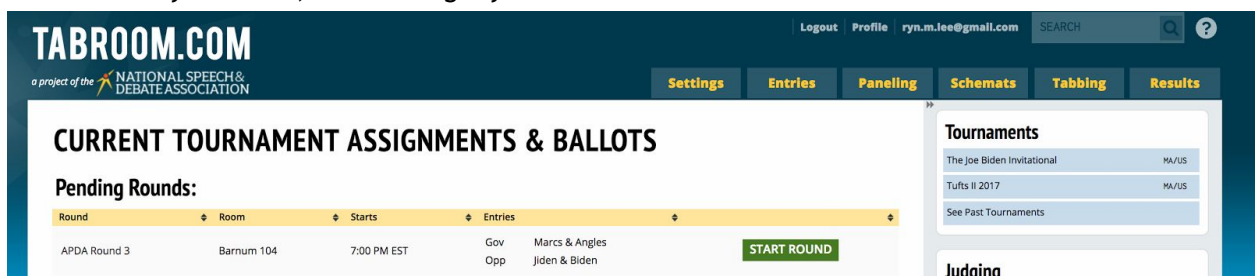
1. You all have accounts with Tabroom.com. When you go to Tabroom.com, the top right of your screen will probably look like this:



2. You'll want to click "Login", which will get you to:



3. Then click on your email, which will get you to:



If you see a blank page instead of a pending round here, go to tab immediately to get your account correctly linked.

4. **Once all debaters and all judges are in the room, press "Start Round".** You must press "Start Round" by the time the round is supposed to begin, otherwise we will assume that a debater or a judge is missing from your room and we will send a member of tab staff to your room.

If a debater or a judge is actually missing from your room, it would be immensely helpful if you could text Ryan Lee, our tab director, at (339)-223-3989 so that we don't have to send anyone running up the hill to your room.

Once you have pressed "Start Round", you can begin the debate and you don't have to worry about Tabroom until the end.

<THE DEBATE ROUND HAPPENS>

5. After you've pressed "Start Round", you will see your ballot:

APDA Round 3 Ballot for Lee **Room Barnum 104**

Side	Code	Rank	Points
Gov	Frankfurt MA	Carl Marcs:	<input type="text"/>
		Freddy Angles:	<input type="text"/>
Opp	Flexington OO	Boe Jiden:	<input type="text"/>
		Joe Biden:	<input type="text"/>

Points Range: 23.5-26.5 *
Point ties are OK
Ranks and points must agree
No low-pt wins
Steps of 0.25

Win goes to: Side: Gov Opp

[Submit Ballot](#)

* The full point range is 0 - 30 but you must ask the tab room to give points outside of 23.5 - 26.5.

Feedback

Reason for Decision:

These comments go to all participants in the round.

← → **B** *I* S [List Icons] [Link Icon] [Smiley Icon]

There are three steps (unless you are justifying*) to successfully submitting a ballot at Tufts II:

- a. Online Ballot. At the end of the round, you should make your decision, choose the winning entry, and fill out points and ranks for each debater. You might want to write an RFD and comments in the text boxes at the bottom. **We ask that you press "Submit Ballot" before giving verbal disclosure.**
- b. Verbal Disclosure**. After you submit and confirm your ballot, you'll be directed to a screen with your decision, as well as any RFD/comments you typed. If you'd like to see the speaks and ranks you assigned, simply click your email in the top right, which will bring you here:

CURRENT TOURNAMENT ASSIGNMENTS & BALLOTS

Previously Entered Results:

APDA Round 3						Edit Feedback
Gov	Marcs & Angles	W	Marcs:	1 - 26	Angles:	2 - 26
Opp	Jiden & Biden	L	Jiden:	3 - 26	Biden:	4 - 26

And from this view, you can click on "Edit Feedback" to see and edit your RFD/comments.

- c. Paper Ballot. As a contingency measure, we will ask you to not only submit your ballot and comments online but also to fill out a short paper ballot. You can fill this out after giving verbal disclosure. The only information you'll need is on the view in part b above, which again you can get to by simply clicking your email in the top right of Tabroom.com (after submitting your online ballot). We ask that you come to tab after giving verbal disclosure and drop off the paper ballot with us.

*Tabroom will not accept speaks that must be justified. So if you'd like to justify a debater and would not like to hold up the whole tournament, you should:

- a. BOOK IT to tab as soon as you decide to justify the debater and get your justification approved by the tab director or tab observer. Do not give your RFD, do not give your comments, do not pass Go and do not collect \$200. Tell all debaters to meet you in GA.
- b. Go to GA and give verbal disclosure**. We will fill out your paper ballot for you, since you may be tight on time and we want verbal disclosure to happen to the greatest extent possible.

**Disclose ALL the things you usually disclose. Due to APDA duplication and linking problems, your comments in the text boxes at the bottom of the ballot ("RFD", Team 1, Team 2) are not actually guaranteed to reach the teams. You should therefore disclose everything that you usually disclose to debaters verbally, because they may not ever see your written feedback.

<YOU'RE DONE (WITH THIS ROUND)!>

Reasons For Our Policies

- ❑ Start Round ASAP: The "Start Round" button lets the tab staff know which rounds are in progress and which aren't. We're pretty dependent on this, because there aren't enough people on the Tufts Debate Society to run around and personally check every room within one minute.
- ❑ Submit Ballot Before Disclosure: The tab staff need you to submit your ballot (by pressing "Submit Ballot") before giving a decision, RFD, and/or comments so that we can tabulate the next round while you're disclosing and release pairings on time.
- ❑ Justifications: Per APDA norms, judges must personally justify points exceeding the range set in our tab policy. This must then be an exception to the expedited online-balloting process.
- ❑ Paper Ballots: This is for the EXTREMELY UNLIKELY event that a round gets deleted, in which case the paper ballots will be our only records. Let us never forget:



Chris Palmer

October 8, 2016 · Boston · 🌐

There are two types of APDA tournaments on Tabroom.com. Those that I'm at personally, and those that randomly delete a prelim round.

I really wish there were a third kind.

(creator of Tabroom)

I have used Tabroom.com to submit online ballots for a previous tournament.

You're in luck! You know most of what is expected of you at Tufts II. Please note some reminders:

- ❑ Remember to press "Start Round" when all debaters and all judges are in the room.
- ❑ Remember to submit your ballot before giving RFD and comments. Don't worry - you'll still be able to see winner, RFD, and comments after you submit it. You can also see speaks and ranks (after you submit the ballot) by simply clicking on your email in the top right.

Please also note some changes from the norm:

- ❑ Paper Ballots: As a contingency measure, we will ask you to not only submit your ballot and comments online but also to fill out a short paper ballot. There will be no comments needed on the short paper ballot - only speaks/ranks/the most important stuff. This ballot can reach us after verbal disclosure happens.

This is for the EXTREMELY UNLIKELY event that a round gets deleted, in which case the paper ballots will be our only records. Let us never forget:



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- ❑ Justifications: Tabroom will not allow you to submit a ballot that needs to be justified. If you'd like to justify a debater, **you must BOOK IT to tab** and get approved by the tab director or tab observer. Do not give your RFD, do not give your comments, do not pass Go and do not collect \$200. Tell both teams to meet you in GA for disclosure. We will handle your paper ballot in this case to give you enough time to disclose.