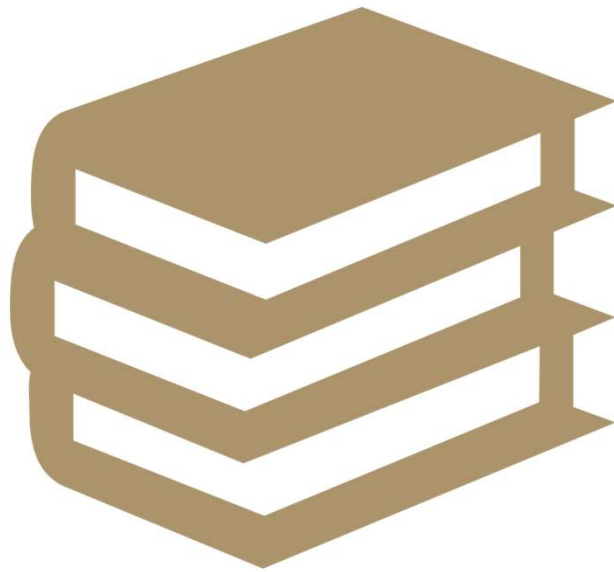
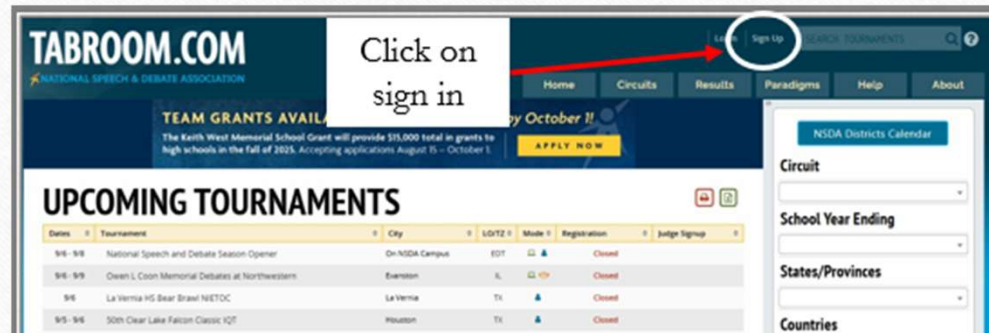




Getting Ready For Judging Debate

Signing Up for Your Tabroom Account

1. Go to the Tabroom webpage
<https://www.tabroom.com/index/index.mhtml>
2. Fill out sign up form and submit.
3. Tabroom account is linked to your email which will be your log in. That is how the tournament organizer will recognize you and assign you ballot.
4. Each volunteer judge in your family (you and your spouse) should have SEPARATE Tabroom accounts
5. Once your account is setup, you will use your email and your password to sign in for future tournament



Otherwise, create a new account!

Email Address *	
First Name *	
Middle Name	
Last Name *	
Phone Number	
State	N/A - None
Country	United States
Time Zone	New York - EST or EDT
Password *	
Repeat Password *	

* These fields are required

Create Account

Check for a
confirmation email
from the Coaches
for the tournament

Arrive **15 minutes**
early please!

Bring a laptop to
make it easier to use
Tabroom

Turn on your
Tabroom and look
for notification

When you arrive,
look for the Judges
Lounge (usually
the Library)

Provide your
information to
students at the judge
sign in table

Wait for a judge blast
and **monitor** your
email/**tabroom**
account

Getting Ready for Judging Day

Logging into Your Tabroom Account

The screenshot shows the Tabroom.com website interface. At the top, there is a navigation bar with the site logo, a search bar, and links for 'Login' and 'Sign Up'. A yellow arrow points to the 'Login' link. Below the navigation bar is a promotional banner for a \$200 discount on the National Debate Intensive. The main content area features a table of upcoming tournaments and a sidebar with filters for Circuit, School Year Ending, States/Provinces, and Countries.

TABROOM.COM
a project of the NATIONAL SPEECH & DEBATE ASSOCIATION

\$200 OFF THE NATION'S BEST LD CAMP
SIGN UP BEFORE FEB 1 WITH CODE **EARLYBIRD**

UPCOMING TOURNAMENTS

Dates	Tournament	City	Locale	Registration
1/6	the Michael Tournament	New York City	NY/US	Closed
1/6 - 1/6	Billy Tate Southern Bell Forum MBA	Nashville	TN/US	Closed
1/6	Cathedral Prep CPL of Erie	Erie	PA/US	Due: 1/7, 4:00 PM EST
1/6 - 1/6	Texas Swing 1: Fear and Loathing in Dallas	Richardson	TX/US	Closed
1/6	Big Questions at Council Rock North	Newtown	PA/US	Due: 1/7, 5:00 PM EST
1/6	2020 RVC Ashland Jan 6th	Ashland	OR/US	Due: 1/7, 11:00 PM EST
1/6 - 1/6	2020 MSHSL Section 6AA Debate	New Hope	MN/US	Due: 1/6, 11:00 PM EST
1/3 - 1/3	Washington Big Questions Intersquad Debates	Sioux Falls	SD/US	Closed
1/6 - 1/6	MSHSL Section 4 Tournament	New Hope	MN/US	Closed

NSDA Districts Calendar

Circuit
Select an Option

School Year Ending
Select an Option

States/Provinces
Select an Option

Countries
Select an Option

Logging into Your Tabroom Account

TABROOM.COM
a project of the NATIONAL SPEECH & DEBATE ASSOCIATION

Home Circuits Help About

\$200 OFF SIGN UP BEFORE FEB 1 W
THE NATION'S BEST LD CAMP **EARLYBI**

UPCOMING TOURNAMENTS

Dates	Tournament	City	Locale	Registration
1/6	the Michael Tournament	New York City	NW/US	Closed
1/4 - 1/6	Billy Tate Southern Bell Forum MBA	Nashville	TH/US	Closed
1/8	Cathedral Prep CFL of Erie	Erie	PA/US	Due: 1/7 4:00 PM EST
1/6 - 1/8	Texas Swing 1 Fear and Loathing in Dallas	Richardson	TX/US	Closed
1/8	Big Questions at Council Rock North	Newtown	PA/US	Due: 1/7 6:00 PM EST
1/8	2020 RVC Ashland Jan 8th	Ashland	OH/US	Due: 1/7 11:00 PM EST
1/8 - 1/9	2020 MSHSL Section 6AA Debate	New Hope	MN/US	Due: 1/9 11:00 PM EST
1/3 - 1/9	Washington Big Questions Intersquad Debates	Sioux Falls	SD/US	Closed
1/8 - 1/9	MSHSL Section 4 Tournament	New Hope	MN/US	Closed

School Year Ending
Select an Option

States/Provinces
Select an Option

Countries
Select an Option

1:14 PM
1/8/2020

- **Your login information is your email address and password.**
- **If you have issues logging in, first check with your team's coach or the tab staff.**
- **Stayed Logged into Tabroom all the time so you don't miss a Blast**

The Judging Screen

The screenshot shows the Tabroom.com website interface. At the top, the browser's address bar displays the URL `tabroom.com/user/judge/index.mhtml?err=&msg=`. The website header includes the Tabroom.com logo, the text "a project of the NATIONAL SPEECH & DEBATE ASSOCIATION", and a navigation bar with links: Home, Circuits, Results, Paradigms, Help, and About. A yellow arrow points to the "Profile" link in the top right, which is circled in red and contains the email address `codegaard2@gmail.com`. Another yellow arrow points to the "Judging" button in the right sidebar, which is also circled in red. The main content area is titled "YOUR JUDGING" and displays information for the "Laird Lewis Invitational at Myers Park High School", labeled as a "Public Forum (PF)". A table lists the judge's details: Name (Colleen Odegaard), Dates (1/10 - 1/11/2020), and School (Andrey Kell). An "Enter Conflicts" button is located next to the school information. Below this, a text box states: "This is Home Screen and where your ballot will appear when you are assigned a round". The right sidebar also contains a "Your Account" section with links for "Edit User Updates/Parent Member", "Create a new school/team", "Request a new tournament", "Link your account to a judge", and "Link your account to a student". The Windows taskbar at the bottom shows the time as 1:16 PM on 1/8/2020.

YOUR JUDGING

Laird Lewis Invitational at Myers Park High School Public Forum (PF)

Name	Colleen Odegaard	Enter Conflicts
Dates	1/10 - 1/11/2020	
School	Andrey Kell	

This is Home Screen and where your ballot will appear when you are assigned a round

Judging

- Upcoming
- Standing Conflicts
- Offer Hired Judging Rounds

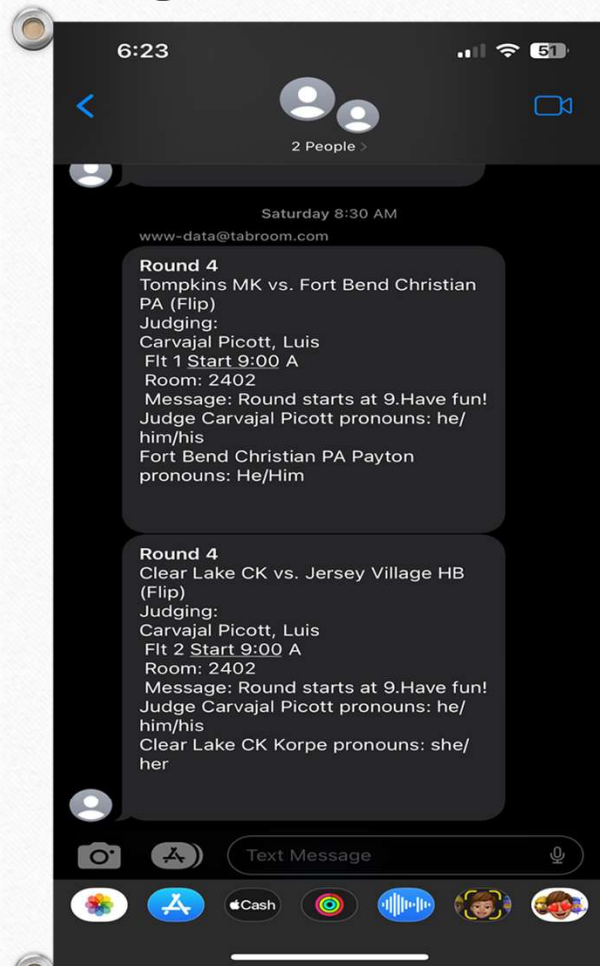
Your Account

- Edit User Updates/Parent Member
- Create a new school/team
- Request a new tournament
- Link your account to a judge
- Link your account to a student

On your home screen, look for

1. Your email address in the top right. This is your "Home" button while using tabroom. If you get stuck, click this button to return to the start.
2. Your "Judging" menu.

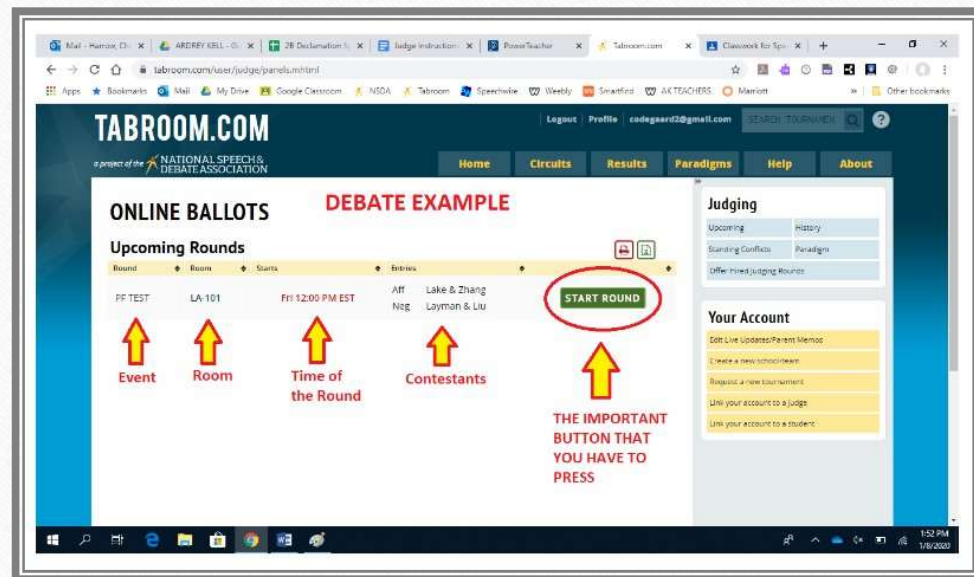
Congrats! You Have Got A Blast/Ballot



- You will get a notification from Tabroom when you are assigned a Blast/Ballot – a round to judge.
- The Ballot will tell you the following:
 - The event you are judging (e.g. VPF is Varsity Public Forum)
 - The students and school in the round
 - The Room the Round is taking Place
 - The time the round starts
 - You need to Press the button that is labelled “Begin Round” as soon as you get the ballot to let the Tabroom staff know that you are ready to judge
 - Start to proceed to the room at least 10 mins before the start of the round.
 - If you need direction to the room, ask one of the tournament volunteer usually dressed in the host school’s tee shirt

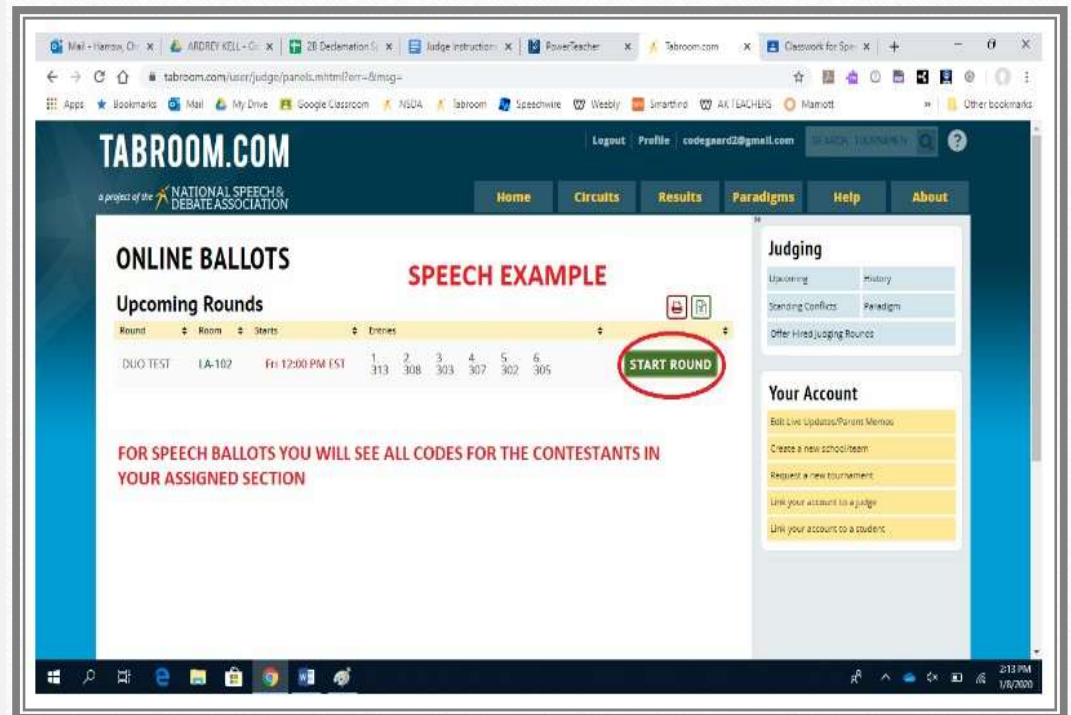
STARTING YOUR ROUND – DEBATE EVENTS

- For **DEBATE** events, you need **BOTH** teams/students present and correctly identified before the actual debate begins
- If you are still missing a debater or team 10 minutes after the posted start time, please alert the hall or room monitor so they can let tab know. Do NOT leave. If one team is forfeiting, someone will personally let you know.



STARTING YOUR ROUND – SPEECH EVENT

- For **SPEECH** events,
- You DO NOT need to wait for all the students to be present to start the round.
- Students with a cross like symbol next to their names are “cross-entered” in parallel events and may not present at the start of round.
- You can change the “speaking order” on the ballot based on students’ availability. If a student or team that is “cross-entered” is present in your round, move them to be the first speaker(s).
- There may be gaps where you are still waiting on a student to arrive, after all the other students have all presented,
- If the missing student is “cross-entered”, judge should wait for 15 minutes. DO NOT mark the student as “NO SHOW” until you have checked with the Tabroom staff



Make sure you do these 4 things for every round!

The very first thing you should do is hit the Start Button!

First, HIT THE GREEN "START ROUND" BUTTON. This lets the tab room staff know that you are present and ready to judge.



Second Please go directly to the room at least 10 mins before the posted time for the round. If you can't find the room, ask a volunteer student for help



Third , make sure it is the **correct** room. Consult with the students if they need to move the furniture for sufficient space for their speech/performance.



Fourth, verify that you have the **correct students and event..** If a student's name is not on your ballot, ask them to check with the tab room staff.

**Enter in the
Student or Teams
Side (Aff/Neg) and
Speaking Order.**

Room: LA-101 Colleen Odegaard PF TEST

Topic: Resolved: The United States should end its economic sanctions against Venezuela

Points: Range: 20-30. Ties are OK. Steps of 0.1

Side	Speakers	Code	School	Name	Speaker	Points
Aff	Pick	1019	Cary Academy	Lake & Zhang	Andrew Lake:	
					Han Zhang:	
Neg	Pick	1055	Peddie	Layman & Liu	Louis Layman:	
					Dennis Liu:	

Winner: Choose winning entry Side: ☐ Aff ☐ Neg Low Point Win? ☐

Submit Ballot

Feedback

Reason for Decision: 1019 1055

Timers

This round Start: 12:00 PM

Round: TEST

Room: LA-101

Full Pairing/Schematic

04:00

1019 Prep

03:00

- Enter the student's side and speaking order and confirm with them for correctness
- Make note of each speaker individually as you will be assigning individual speaking points and ranking
- Most students keep track of their time in Debate. You can use the timers as a cross check

SPEECH EVENT

Your ballot will have (1) Speaking Order (2) Student(s) Name(s) (3) School (4) Rank (5) No Show and the Submit Ballot Button

Room: LA-102 **Colleen Odegaard** DUO TEST

Points: Range: 80-100. Whole points only. No ties. Ranks and points must agree.

Speaks	Code	Sch Code	Name	Title/Question	Rank	Points	No show?
1st	313	AW	Palermo & Wigent	Enter title or extemp question			☐
2nd	308	BD	Bayard & Whitaker	Answering 911: Life in the Hot S			☐
3rd	303	AD	Herndon & Carlinnia	Front Porch Chronicles			☐
4th	307	AJ	Tate & Lozano	Aladdin			☐
5th	302	BN	Kundu & Sachdeva	Enter title or extemp question			☐
6th	305	AK	Saenz & Pallander	Snow White and the Queen Stillet			☐

Submit Ballot

Feedback Comments go to: Everyone (Reason for R)

Timer – Check that the timer is set for the right event.

Timers 10:00

Other ballots

- You can ask students to put the titles of their pieces on the board for you to record
- If they are not speaking in order, make sure you enter you comments on their speech on THEIR tab.
- Sequence the speaking order to let the cross-entered students speak first.

DEBATE— RANKING YOUR ROUND

Room: LA-101 Colleen Odegaard PF TEST

Topic: Resolved: The United States should end its economic sanctions against Venezuela

Points: Range: 20-30. Ties are OK. Steps of 0.1.

Side	Speaks	Code	School	Name	Score	Points
Aff	1st	1019	Cary Academy	Lake & Zhang	Andrew Lake	30
					Han Zhang	29
Neg	2nd	1055	Peddie	Layman & Liu	Louis Layman	28.5
					Dennis Liu	28.5

Winner: 1019 Side: ☒ Aff ☐ Neg Low-Point Win? ☐

Submit Ballot

Feedback

Reason for Decision: 1019 1055

These comments go to all participants in the round. Save Feedback

Timers

04:00 1019 Prep

03:00 1055 Prep

- After the debate, you will select a side as the winner of the round. You will enter the side and the name of the school
- You will assign speaking points to EACH of the contestant.
- Fill out the Reason for Decision tab and indicate exactly who you are voting for – “I voted for Seven Lakes CL on the Pro because...”
- Once you have completed both categories, press **SUBMIT BALLOT**,

SPEECH – RANKING YOUR ROUND

Room: LA-102 **Colleen Odegaard** DUO TEST

Points: Range: 80-100. Whole points only. No ties. Ranks and points must agree.

Speaks	Code	Sch Code	Name	Title/Question	Rank	Points	No show?
1st	313	AW	Palermo & Wigent	title here	3	95	☐
2nd	308	BD	Bayard & Whitaker	Answering 911: Life in the Hot	2	97	☐
3rd	303	AD	Herndon & Carlinnia	Front Porch Chronicles	6	85	☐
4th	307	AJ	Tate & Lozano	Aladdin	4	92	☐
			Kundu & Sachdeva	title here	5	89	☐
5th	305	AK	Saenz & Pallander	Snow White and the Gucci Stillet	1	98	☐

Ranking

Submit Ballot

Feedback Comments go to: Everyone (Reason for R)

MPHS
MOUNTAIN PINE HIGH SCHOOL

This round Start: 12:00 PM

Round: TEST
Room: LA-102

Full Pairing/Schematic

Timers
If you refresh or navigate away, these timers will reset

10:00

Other ballots

- After all students have completed their speech/skit, provide ranker for each student. A tie is not acceptable.
- Fill out the first tab labelled as “Reasons for Decision”. Provide a summary on the ranking and the basis of your decision. This goes to all contestants
- Once you have completed the ranking, Press **SUBMIT BALLOT**

SUBMITTING THE BALLOT FOR DEBATE

Mail - Harrow, Chi x ARDREY KELL - Co x 2B Declamation Sp x Judge Instructions x PowerTeacher x Tabroom.com x Classwork for Spei x + -

tabroom.com/user/judge/ballot_save.mhtml

Apps Bookmarks Mail My Drive Google Classroom NSDA Tabroom Speechwire Weebly Smartfind AK TEACHERS Marriott Other bookmarks

You voted for

1019 on the Aff
(Lake & Zhang: 0th speakers)

1019 (Lake & Zhang)		1055 (Layman & Liu)	
Andrew Lake:	30	Louis Layman:	28.5
Han Zhang:	29	Dennis Liu:	28.5

Please check the accuracy of the information above & confirm.
You cannot change confirmed ballots online.
You may write further feedback until the end of the tournament.

NO! RE-ENTER BALLOT **YES! CORRECT! CONFIRM IT**

RFD
Great debate! Here are the reasons why I voted for the ____ team:
Feedback here

MAKE SURE EVERYTHING HERE IS ACCURATE.

THEN

HIT THE BIG GREEN BUTTON!!

Windows taskbar: 2:04 PM 1/8/2020

SUMMITTING YOUR BALLOT - SPEECH

DEBATE ASSOCIATION

Please confirm your ranking of this round:

Rank	Points	Code	School	Name	Title/Question	Rank
1	98	305	AK	Sacenz & Pollander		1st
2	97	308	BD	Bayard & Whitaker		2nd
3	95	313	AW	Palermo & Wigent	title here	1st
4	92	307	AJ	Tate & Lozano		4th
5	89	302	BN	Kundu & Sachdeva	title here	5th
6	85	303	AD	Herndon & Carlinnia		3rd

Please check the accuracy of the information above & confirm.
You cannot change confirmed ballots online.
You may write further feedback until the end of the tournament.

Ranking

Original Speaking Order

NO! RE-ENTER BALLOT

YES! CORRECT! CONFIRM IT

- When confirming the information on ranking, DO NOT CONFUSE THE “RANKING” (1st left with blue arrow) AND “SPEAKING ORDER” columns (last right column with yellow arrow)
- Once you have Confirmed the information, Press the Green Button to submit your ballot.
- **SUBMIT YOUR BALLOT AS SOON AS YOU HAVE CONFIRMED THE RANKINGS TO AVOID DELAYS IN THE START OF THE NEXT ROUND**

SUBMITTING FEEDBACK

Mail - Harrow, Chi x ARDREY KELL - G x 2B Declaration Sp x Judge Instructions x PowerTeacher x Tabroom.com x Classwork for Spo x +

tabroom.com/user/judge/panels.mhtml

Apps Bookmarks Mail My Drive Google Classroom NSDA Tabroom Speechwire Weebly Smartfind AK TEACHERS Marriott Other bookmarks

TABROOM.COM
a project of the NATIONAL SPEECH & DEBATE ASSOCIATION

Logout Profile codegaard2@gmail.com SEARCH TOURNAMENTS ?

Home Circuits Results Paradigms Help About

Previously Entered Results
You may edit comments until the tournament ends. You cannot change wins/points/ranks once confirmed. Contact tab officials if you see an error.

Fri 12:00 PM - TEST Public Forum Debate

Aff	Neg	W	L	Score
Lake & Zhang	Layman & Liu	30	28.5	

Judging
Upcoming History
Standing Conflicts Paradigm
Offer Hired Judging Rounds

Your Account
Edit Live Updates/Parent Memos
Create a new school/team
Request a new tournament
Link your account to a judge
Link your account to a student

2:01 PM 1/8/2020

- **Submit Additional Feedback (optional) for each student/team only AFTER YOU HAVE SUBMITTED YOUR BALLOT.**
- **Trying to complete your feedback before submitting your ballot will delay the next round and earn you a personal visit from one of the Tab Room staff to expedite you.**
- **You will also be entered into the Hall of Shame for being the last judge to submit your ballot**

SUBMITTING FEEDBACK

Comments for 1019 - Cary Academy - Lake & Zhang

Now I can add more feedback here if I did not get a chance to during the round. Hooray!

Comments for 1055 - Peddle - Layman & Liu

Save RFD & Comments

- These Feedback tabs will only be submitted to the students/teams and their coaches.
- Students appreciate constructive feedback and for those that did not “rank”, it will give them an explanation on their results.
- Always point out something that you like about their speech and how they can improve. Please do not be too critical. All of the students have worked very hard and should be recognized for their efforts.

The Do's and Don'ts of Judging
– Shared by a mom-judge who
has made all the mistakes and
discovered more

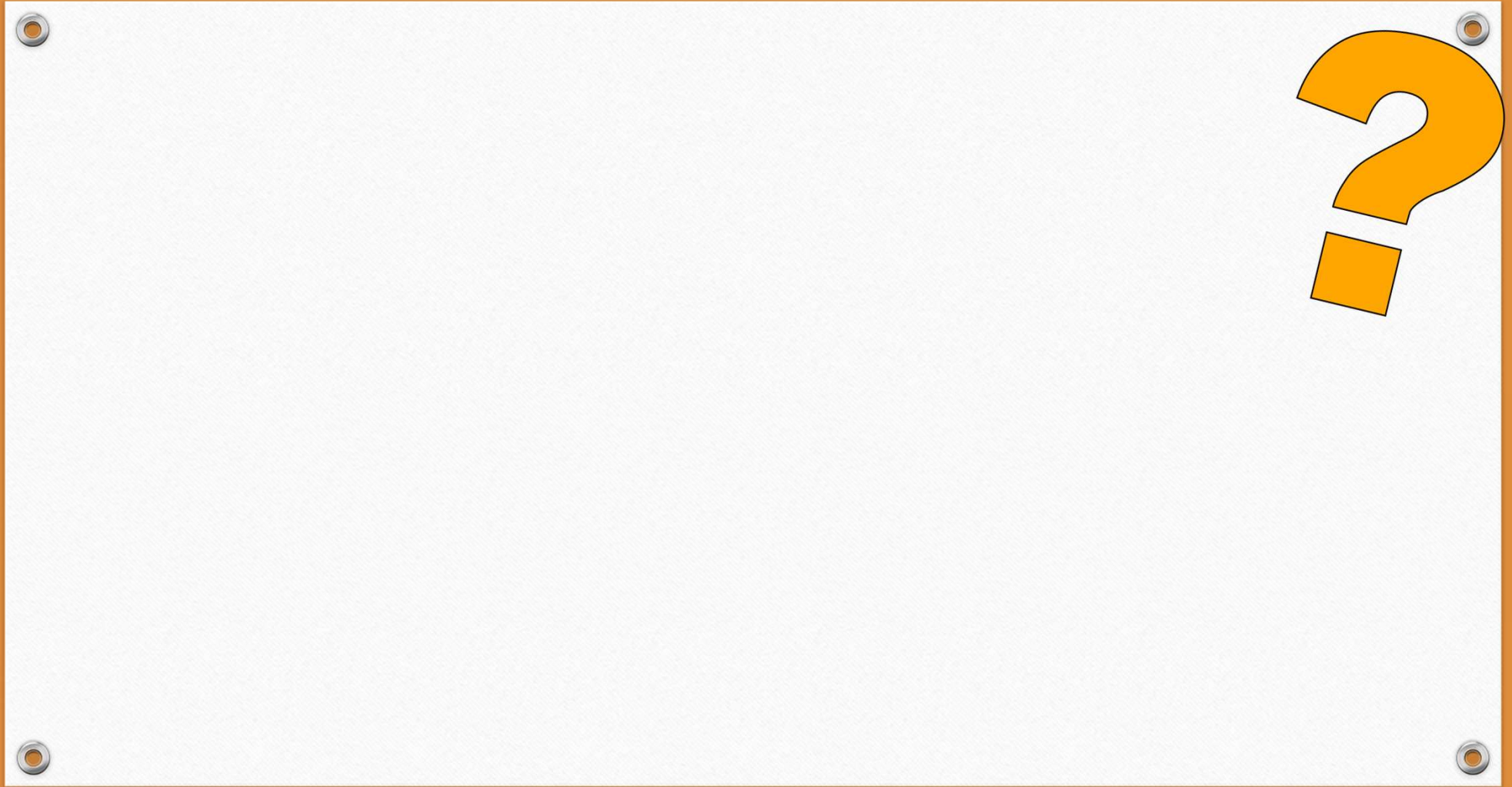


The Good Mindset (the DO's)

- Bring your laptop or tablet with charging cable.
- Bring a sweater or a thin jacket and wear comfortable shoes. Temperature of rooms can vary, but a lot of walking is guaranteed.
- Eat (fast) between your rounds especially on a Friday evening.
- Walk in with an OPEN MIND and park your opinions and biases at the door.
- Be Fair, be professional and engaged (take notes even if it is your 5th LD round of the day.
- Listen, Observe and Enjoy. You will learn so much about current events and public policies that even your debate kid will be amazed.
- Enjoy all the speech events, embrace them like short stage performances on Broadway and marvel at the talents these young adult posses
- Judging Debate is like a Box of Chocolates – you never know what event you are going to get that day. The element of surprise is what makes judging fun.

Good Judges Don't

- Judge a debate based on his or her own opinion about the topic of the debate. Judges must be impartial and fair – your political, religious and social views is not in the judging guidelines.
- Live “fact-check” a student’s argument and/or interject his or her excerpt opinion during the rounds. If the flawed information is not picked up by the opponent, the mistake can not be used to judge against the speaker. You can, however, point out the mistake in the comments section so the fact can be corrected.
- Mismanage time – Don’t cut off a speech prematurely and don’t extend prep time
- Be overly critical in your comments. Always leave a positive comment and give constructive suggestions.



Thanks and Enjoy Your
Round of Judging
