

District 91

Notes for Tiebreaker Judges' Briefing: Online Contest Edition

Version 1.00, August 2020

Conducted by: Chief Judge

When: several days before the contest and after the Contest Chair's Contestant Briefing (where the speaking area is confirmed).

Where: the same platform as the contest (e.g. Zoom).

Attendees: Chief Judge, Tiebreaker Judge, backup Chief Judge.

Final Checks

Confirm that the Tiebreaker judge:

- ... is eligible to judge the contest:

For Club contests:

- Judge must be a paid member.

For Area contests:

- Judge must be a paid member for a minimum of 6 months.
- Judge must have completed a minimum of six speech projects in *Competent Communication* or earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience.
- Judge must be no longer competing or intending to compete at any level in the contest.

For Division and District contests:

- In addition to the Area contest requirements above, no judge can be from the same club as any competitor.
- ... has completed and returned their Certificate of Eligibility and Code of Ethics,
- ... has received the link to the latest rulebook, the Online Speech Contest Exception and the Tiebreaker Ballot sheet for the contest/s they are judging,
- ... has a method of communication with the Chief Judge, e.g. Chief Judge's phone number or Whatsapp/SMS,
- ... has the e-mail addresses of the Chief Judge for submitting their ballot.

Give the Tiebreaker Judge an anonymous name that they are to use when they join the contest e.g. Judge 12 and take note of that anonymous name.

Briefing the Tiebreaker Judges

The Goal of Tiebreaker Judging

To rank all contestants – not just 1st, 2nd and 3rd places

Before the Contest

- Prepare your ballot sheet by either:
 - Signing and printing your name on a printed copy of the form,
 - Or an electronic signature on the form using a photo of your signature or a stylus.
- Read and familiarise yourself with the Judging Criteria and weightings.

Arriving at the Contest

- Arrive 45 minutes ahead of the contest start time.
- Anonymise yourself before you join the meeting.
 - Camera and microphone should be switched off and stay off throughout the contest meeting.
 - Disable any profile picture.
 - Rename yourself to your anonymous judge name.
- Tiebreaker judges will be placed in a separate breakout room with the Chief Judge upon arrival for any final questions and to confirm your identity.

During the Contest

- The speaking order will be sent via Whatsapp.
- Write the names across the top of the ballot; left to right or right to left depending on preference.
- If you need anything, message Chief Judge and they will ask Contest Chair for you. Do not enable your microphone/camera.
- After each speech, there is 1 minute of silence to mark against the criteria.
- After the last speech Judges will be moved to a breakout room for an unlimited length of silence whilst they complete their ballot.
- Completing your ballot:
 - Rank all contestants.
 - No ties allowed! If you have two speakers with the same points, it is up to you to break that tie.
 - Photograph or screengrab your completed ballot slip. Do not submit the workings at the top of the form, so crop the screengrab if necessary.
 - E-mail to Chief Judge only with subject "Ballot – [your name]".
 - If there are problems in receiving the ballot via e-mail we will arrange another method with you e.g. Whatsapp.
- When all ballots are received, the meeting moderator will move you out of the breakout room.

Marking and Fairness

- A speaker looking at the camera is considered “eye contact”.
- A speaker going outside the speaking area is not a disqualifiable offence; however, you may wish to reflect this in your marks for delivery.
- When marking for “audience reaction” use your own personal reaction.
- Do not pay any attention to a speaker’s timings signals when marking.
- Judges must NOT consider:
 - Age
 - Gender
 - Race
 - Creed
 - Nationality
 - Regional accents
 - Professional beliefs
 - Past performance or reputation
 - Future performance – how a speech might do if given another chance at the next level
 - Championing an underdog – encouraging the newbie or giving someone else a chance
 - Their own club norms
 - Video and Audio quality – this is not a competition for who can afford the best equipment

Judge only on the performance on the day. Be sure to judge the first and last speaker in the same manner.

In the event of technical issues...

- If technology fails and the contest can no longer continue (due to a lack of contestants or contest officials), the Chief Judge will reconvene the contest at later date or time. We will, however, aim to reconvene immediately if possible so monitor the agreed communication channel (e.g. Whatsapp).
- If the technology of one contestant fails, the Chief Judge will pause the contest until the technology issue is resolved. When rectified, the contestant will resume their speech at the point at which the technology failed.
- The Chief Judge will not intervene for small dropouts of audio or video and judges may have to judge on what they saw and heard.
- Judges might be required to judge an incomplete speech if a contestant has a technical failure that cannot be rectified.
- If the Tiebreaker Judge has a technology failure that means they are no longer able to judge all contestants fairly, they should inform the Chief Judge and renounce their role as Tiebreaker Judge.

Protests

Tiebreaker judges are not eligible to make protests on eligibility, originality and referencing of another competitor’s speech

After the contest

- Do not discuss notes.
- Do not discuss the result.
- Make no comment or criticism of the contest.
- Decline feedback requests.
- Destroy your ballot slips, ballot sheets and any notes.
- Remember to change your name back before your next meeting!

Questions?