

JUDGE'S INSTRUCTION SHEET

1. Pick up ballots at least five minutes before the round and return them to the ballot table as soon after the round as possible!
2. Please do not give oral critiques. We do not have time.
3. Check to be certain that the correct name and school number are at the top of the ballot.
4. If a student fails to come to a round, he has either dropped or may be "double" entered. Wait until the round is scheduled to end, then leave. Write NO SHOW across the ballot.
5. Timekeepers are supposed to be in every round. Ask a student to keep time if a timekeeper is not available. We may be short-handed.

Filling Out Ballots

1. Filling out the ballot is important, but it cannot take very long. As soon as possible, return the ballot to the ballot table so it can go to the tab room.
2. Written comments are valuable. This is to be a nurturing experience, not a demeaning one.
3. **RATINGS:** Circle one of the ratings that you have on the ballot. There may be four excellent ratings in a single round.
4. **RANKINGS:** On the ballot, circle the ranking of the student compared to the others in the round. There may only be one 1st, one 2nd, and one 3rd.
5. **RULE OR TIME VIOLATIONS:** Lower a student one rating and one ranking if he does not follow the rules of the event. This includes the time. If it is only a few seconds, use your discretion.

TIMES

Poetry	4-6 minutes
Prose	4-6 minutes
Oratory	4-6 minutes
Extemp	4-6 minutes
Solo Acting	4-6 minutes
Duet Acting	4-6 minutes
Storytelling	4-6 minutes
Mime	4-6 minutes
Improv. Duet	4-6 minutes
Words and Music	10 minutes maximum
Readers Theatre	10 minutes maximum
Debate	8-5-3 minutes and 8 minutes Preparation

6. ON THE JUDGE'S RANKING SHEET THERE CAN BE NO TIES. The student will never see this sheet. We must have a decision on who will advance.

THANKS FOR HELPING!!!