1. Pick up your nametag and package of materials.

2. Determine which room you will be in. You will remain there for all three debates.

3. Read over the attached rules and script(s). You will need to become familiar with the terminology. If you are chairing in a Grade 8 Division or a Junior Division room, you will only need to be familiar with the “Cross-Examination Style” of debating.

If you are chairing a Senior Division, you will need to be familiar with “Cross-Examination Style” and “Parliamentary Style”. In Parliamentary debating debaters can rise on Points of Order, Points of Information and Points of Personal Privilege. When a debater rises on one of these points, you will be expected to rule (make a decision). If you agree with the point, you respond with “Point well taken” (and ask the other debater to apologize or withdraw) or “Point not well taken, please continue with your speech”. In Parliamentary debating, debaters are allowed to “heckle” their opponents.

4. Go to your appointed room and set up the room according to the attached diagram. Write the resolution on the blackboard in the form shown below. You may abbreviate the first part as BIRT (Be it resolved that…) Write the Affirmative information on the left side as you face the board and Negative on the right side as follows:

<table>
<thead>
<tr>
<th>BIRT: (Insert EXACT wording of Resolution here)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Affirmative Team</td>
</tr>
<tr>
<td>1st Affirmative: (Name)</td>
</tr>
<tr>
<td>2nd Affirmative: (Name)</td>
</tr>
</tbody>
</table>

5. As the participants arrive, they will write their names and team number on the board and you need to write their names, and the names of your judges into your script (use pencil so you can erase and reuse the script for the remaining rounds of debate).

6. **Start on time!** Begin by reading your script.

Read only the **bolded type**; the rest are directions to you. Check to be sure that all debaters, judges and the timekeeper are ready, then ask all persons present to be seated and announce clearly and firmly:

**I call this debate to order.**

**I am pleased to welcome you to this ______ round of the** (Insert name of Tournament). **The topic being debated is Be It Resolved That** (Insert EXACT wording of Resolution.)

**The Affirmative Team consists of :**

**Its First Speaker** (Insert name) and **Second Speaker** (Insert name).
Arguing the Negative Case will be:
Its First Speaker (Insert name) and Second Speaker (Insert name).

The Judges for this debate are (Name them).

I, (Insert your name) am your Chairperson, and (Insert name) is your Timekeeper.

Each debater will have a constructive speech, after which he/she will be cross-examined for 3 minutes by an opponent. As well, there will be one rebuttal lasting 3 minutes for the Affirmative and 3 minutes for the Negative.

The timekeeper will indicate how much speaking time is remaining by raising time cards. Fifteen seconds grace will be allowed; if a question has been asked before the time limit expires, a short answer may be given. Cross-examination begins immediately after a constructive speech has ended; the examiner will not be re-introduced before questioning begins. Judges should not confer with one another until after they have scored the debate.

Are there any questions regarding the Rules of Debate?

Pause for, and answer, any questions that may be raised about the Rules. Then introduce the various speeches with the following instructions between them. (Refer to the Rules of Debate at the back of this booklet.)

I call upon the First Affirmative speaker to deliver his/her constructive speech, including a definition of the question, then be cross-examined by the First Negative debater.

Time:  For Grade 8’s & Jrs.:  4 minutes, for Seniors: 5 minutes
Time:  3 minutes for Cross-Examination Questions

I call upon the First Negative debater to deliver his/her main address, challenging any definitions in issue, then be cross-examined by the Second Affirmative speaker.

Time:  For Grade 8’s & Jrs.:  4 minutes, for Seniors: 5 minutes
Time:  3 minutes for Cross-Examination Questions

I call upon the Second Affirmative debater to render his/her constructive remarks, and then be cross-examined by the Second Negative debater.

Time:  For Grade 8’s & Jrs.:  7 minutes; for Seniors: 8 minutes
Time:  3 minutes for Cross-Examination Questions

I call upon the Second Negative debater to present his/her main speech, then be cross-examined by the First Affirmative speaker.

Time:  For Grade 8’s & Jrs.:  7 minutes; for Seniors: 8 minutes
Time:  3 minutes for Cross-Examination Questions

There will now be a two-minute pause. (Time: 2 minutes to organize Rebuttals.)

I now call upon the first speaker for each team to deliver a speech rebutting his or her opponents, beginning with the Negative side. No new constructive argument or evidence may be introduced at this time except by way of refutation.

Time:  3 minutes each for Negative and Affirmative
When both sides have spoken and are seated again, you say:

**Have the members of either team complaints of rule violations by their opponents?**

*Rule on any such complaints that are raised. Then say to the Judges:*

*I am sure the Judges will take this into consideration.*

*Then say:*

**Would the Judges please complete the Scoresheets and I will pick them up.**

*After you have checked to make sure the Judges have filled in their Scoresheets properly, you announce the winner:*

*I hereby declare the debate to the ________________ team.*

**At this time, I would invite the judges to make brief comments.**

*Judges comment. (Keep your eye on the clock while they do this – remember that everyone has to get ready for the next round on time!)*

**Thank you.**

*Finally, thank everyone for participating, and remind them what time the next round of debate starts.*

*Take the Judges’ Scoresheets to the Results Room before starting the next round of debate.*