**Debate Policies and Procedures**

**NPDA DRAW**

**Prep Room Options**

On-site Prep Room: Baker Center Ballroom – Fourth Floor

Virtual Prep Room: https://ucincinnati.zoom.us/j/8057333763

\*\*Please mute yourself when entering the virtual draw space and remain on mute unless you need to communicate directly with Tournament Staff\*\*

Preliminary Round Draw Procedures

* 5 minutes prior to the start of Draw members of the Tournament Staff will conduct a roll call to see which teams are present; because many teams choose to prep in a different space and send only a representative to draw a team will be considered present if any member of their team responds to the roll call. We will *not* wait until *all* members of a team are physically present to proceed with draw.
* Tournament staff will wait *no longer* than 5 minutes past the established draw time to complete roll call and announce the topic.
* The topic will be announced in the room and streamed virtually at <https://ucincinnati.zoom.us/j/8057333763>
* Please mute yourself when entering the virtual draw space and remain on mute unless you need to communicate directly with Tournament Staff
* After the topic is released it will also be posted here along with a time stamp of when the topic was announced for future reference:
	+ https://docs.google.com/document/d/1N2rVgKHbrklUxS2z32vdsp8f0dlPrbp4cI0PhxYva2A/edit?usp=sharing

Elimination Round Draw Procedures

* 5 minutes prior to the start of Draw members of the Tournament Staff will conduct a roll call to see which teams are present; because many teams choose to prep in a different space and send only a representative to draw a team will be considered present if any member of their team responds to the roll call.
* Once both teams in a given round are present, Tournament Staff will conduct the flip for sides if opponents have not met previously in competition.
* Tournament staff will wait *no longer* than 10 minutes past the established draw time to complete roll call and announce the topic.
* The topic will be announced in the room and streamed virtually at <https://ucincinnati.zoom.us/j/8057333763>
	+ After the topic is released it will also be posted here along with a time stamp of when the topic was announced for future reference:
	+ <https://docs.google.com/document/d/1N2rVgKHbrklUxS2z32vdsp8f0dlPrbp4cI0PhxYva2A/edit?usp=sharing>

**IPDA DRAW**

Draw for IPDA will take place in Baker Center Ballroom – Fourth Floor

Preliminary Round Draw Procedures

* 10 minutes prior to the start of Draw members of the Tournament Staff will ask students to line up under the designated section number along the wall to facilitate the strike process.
* At the start of draw pairings will be given their topic slip to begin the strike process.
	+ If one of the competitors is missing, the competitor in attendance will be asked to wait no longer than 5 minutes to choose a topic. If at the end of the 5 minute waiting period, the second competitor has still not arrived the competitor in attendance will inform the Tournament Staff of their selected topic and the start of prep time will be denoted.
	+ The late arriving competitor should check-in with Tournament staff upon arrival to receive their topic and determine the amount of prep time remaining.
* We are utilizing flighted rounds so make sure that you arrive for draw at the specified time for your flight.

Elimination Round Draw Procedures

* 10 minutes prior to the start of Draw members of the Tournament Staff will ask students to line up under the designated section number along the wall to facilitate the strike process.
* Once both teams in a given round are present, Tournament Staff will conduct the flip for sides.
* At the start of draw pairings will be given their topic slip to begin the strike process.
	+ If one of the competitors is missing, the competitor in attendance will be asked to wait no longer than 5 minutes to choose a topic. If at the end of the 5 minute waiting period, the second competitor has still not arrived the competitor in attendance will inform the Tournament Staff of their selected topic and the start of prep time will be denoted.
	+ The late arriving competitor should check-in with Tournament staff upon arrival to receive their topic and determine the amount of prep time remaining.

**IMPORTANT NOTE: If you or your partner are double entered in PF/LD it is your responsibility to arrive at draw on time. Please inform the judges/competitor in the other event that you need to leave promptly after the debate to make it to your next round and ask a teammate or coach to stay for oral critiques should they run long.**

**FORFEIT PROCEDURE IN DEBATE**

NPDA

* ALL debates are expected to begin *no later 30 minutes* after the topic is announced. This provides for 20 minutes of prep time and ample walk time to the room.
* Judges will be permitted to issue a forfeit to teams arriving after the 30 minute mark. Official start times are logged by the draw staff.

IPDA

* ALL debates are expected to begin *no later than 40 minutes* after the scheduled draw time. This provides ample time for topic strike, prep, and walk time to the room.
* Judges will be permitted to issue a forfeit to students arriving after the 40 minute mark. Official start times are logged by the draw staff.