NATIONAL SPEECH & DEBATE ASSOCIATION
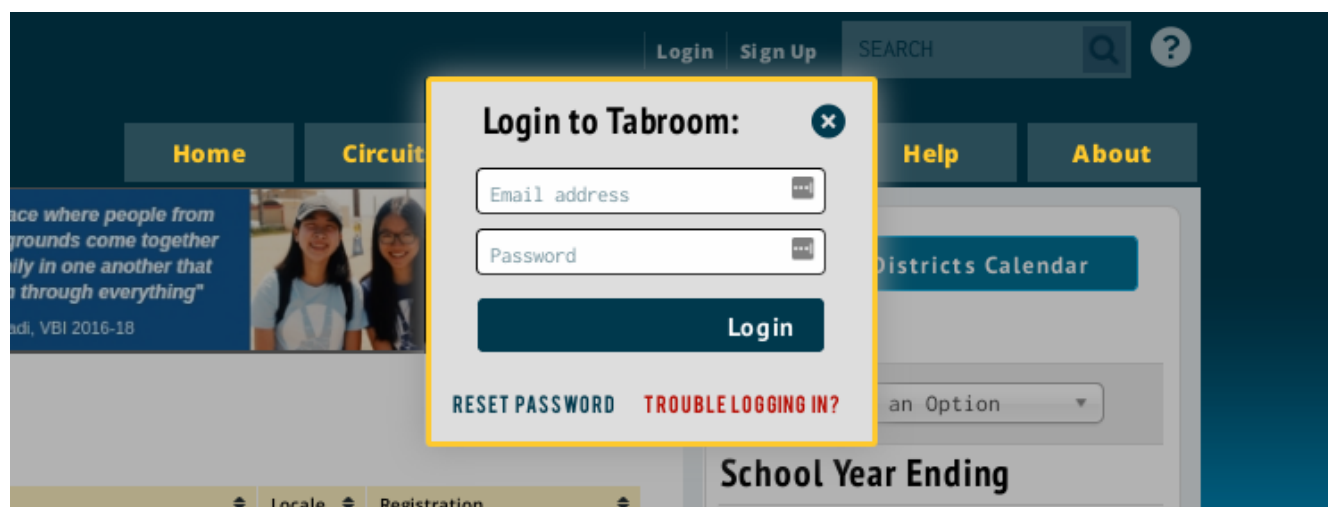
CONNECT. SUPPORT. INSPIRE.

Completing your District Dates Form on Tabroom.com
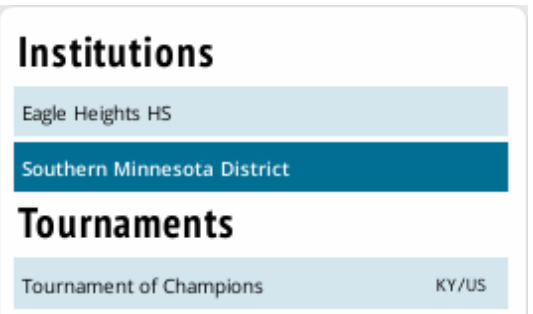
2020-2021

Completing your District Dates Form

As an NSDA district chair, you'll be using Tabroom.com for district tournament registration, tabulation, and reporting results. The Tabroom.com team is striving to help your tournament run efficiently and simplify your reporting of qualifiers to the NSDA National Tournament. During setup, and while running your tournament, you should consult this document for guidance. More help and documentation regarding Tabroom.com is available at docs.Tabroom.com.

Before beginning to set up your district tournament, make sure you can log into Tabroom by pointing your browser to https://www.Tabroom.com, then clicking "Login" near the top of the page.

Enter your email address and password and click "Login". If you're having trouble logging in, use the "Trouble Logging In?" link located at the bottom of the form. If you still cannot log in, please use the "Reset Password" link and check your email for a customized link to reset your password.

You will be taken to your "Tabroom homepage" after successfully logging in. Your account will be connected to your NSDA district, and you should see your district located in the right sidebar of the homepage. You may click that link to see your district's NSDA profile in Tabroom and begin the process of creating your district tournament.

Institutions

Eagle Heights HS

Southern Minnesota District

Tournaments

Tournament of Champions   KY/US

After clicking into your districts details page, click the "Tournaments" button in the upper right, and then click "Create District Tournament".

This will begin the process of creating your district tournament records in the Tabroom.com system. Any information you cannot provide at this time can be entered later; it is not imperative that all fields be filled on the first pass.

All district tournament information must be complete and finalized by November 30 if all of your tournament series will be held in the next calendar year. If any part of your tournament series starts in the current year, finalized info must be entered by October 31.

WEST IOWA

National Speech & Debate Association   [Tournaments] [District]

Create District Tournament Series

If your tournament series will begin in **2020**, your District Tournament info is due by **Sat October 31, 2020**

If your tournament series will begin in **2021**, your District Tournament info is due by **Tue December 1, 2020**

Create Your District Tournament

After selecting a timezone, you'll need to enter the Dates and Weekends of your district tournament.

Weekends are a representation in Tabroom of which weekend you'll be using to host which events. Naming these something like "Debate" or "Speech" will help you set up events next.

CREATE A NEW DISTRICT TOURNAMENT

General Information

Time Zone	America/Chicago ▼

Dates/Weekends

If you don't know the precise dates of all your weekends, put in your best estimate; it can be changed later. Dates must be finalized by Oct 31 if your district series starts in 2018 or Nov 30 if your district series starts in 2019.

There's no need to include your district name in the weekend name; that will be included automatically. Names like "IE & Congress" or "Debate" are fine.

1.	Congress 📅	11/14/2018	11/15/2018
2.	Debate	1/25/2019	1/27/2019
3.	Big Question	1/26/2019	1/27/2019
4.	IE (Speech)	3/8/2019	3/10/2019
5.	Weekend Label (IE, Debate, Congress)	Start Date	End Date

The Board of Directors voted that the pilot Congressional Debate qualification rules will be permanent beginning in 2020-2021. Districts may choose whether they would like to use the pilot qualification rules in speech or debate.

Districts may also choose whether they will use Tabroom.com or SpeechWire. Your entire tournament must be run on one software. SpeechWire may only be used if your district is using the pilot qualification rules in speech and debate.

If you are not using the pilot qualification rules in speech, select the rules you will use.

Finally, districts have the option to pilot the Congress time limits as described on this page.

Rules

The software you choose must be used for all events of the district tournament series.

Remember: scheduling & tabbing by hand is no longer an option for Districts

The NSDA is continuing to pilot a simplified version of the district tournament series in 2020-2021.

The format of these rules is designed to more closely follow those of a traditional tournament, to be more familiar to coaches and students, and therefore easier to run. Districts can pilot the speech and/or debate method. The pilot Congress rules have gone into effect for the 2020-2021 district season. The pilot speech and debate rules will go into effect next year.

If you elect to use the rules be aware that some additional setup may be required on the software of your choice. The pilot manual is available at https://www.speechanddebate.org ⟳.

Use Pilot District Rules:	☐ Speech	☐ Debate	
Tabbing Software	○ Tabroom.com	○ Speechwire.com*	
IE Ruleset	○ Double Down	○ CA Plan (3 judges)	○ CA Plan (2 judges)

* Speechwire is available only if you select Pilot Rules in both event types.

Pilot Congress Time Limits

In 2020-2021, optional pilot rules are available that limit the amount of time spent on each piece of legislation to 1/3 of the total floor time in the session. For more details, see the HS Unified Manual ⟳ on page 34.

Use Pilot Congress Time Limits	☐ Yes

Next, you will select your tournament method. Remember, any portion of your district tournament held in 2020 must be held online. The first question asks you, if the Executive Director approves districts holding tournaments in person in 2021, will you hold them in person or online? Even if it's permitted for you to hold your tournament in person, you are welcome to hold any portion of your tournament online!

Districts holding their speech tournament online have a choice to run synchronous (live) or asynchronous (recorded) events. All speech events must be held the same way, except Extemporaneous Speaking preparation must be held live.

Tournament Method

To the best of your current knowledge, will you hold your district tournaments:	◉ All online	○ In person if possible
If you hold your Speech events online, which are you more likely to use?	◉ Synchronous/Live	○ Async Recordings

If you need to order resources for your district tournament from the NSDA National Office, you can communicate that through the Orders & District Awards section of this page. All resources, including ballots and district awards will be shipped to the address you provide free of charge. However, if you request additional ballots or plaques after the District Dates Form deadline (October 31 or November 30), your district will be responsible for the shipping fees.

Orders

Extemp questions from the NSDA	○ Yes	◉ No
CX Debate Ballots	Number required: [ ]	
LD Debate Ballots	Number required: [ ]	
PF Debate Ballots	Number required: [ ]	

District Awards

Optional but encouraged. Learn more here

Coach of the Year award	○ Yes	◉ No	Student of the Year award	○ Yes	◉ No
Volunteer of the Year award	○ Yes	◉ No	Alum of the Year award	○ Yes	◉ No
Communicator of the Year award	○ Yes	◉ No	Administrator of the Year award	○ Yes	◉ No
New Coach of the Year award	○ Yes	◉ No	Assistant Coach of the Year award	○ Yes	◉ No

Where should qualifying award plaques, the above awards, and/or ballots be shippped?

| Name |
| Street |
| Street Cont'd |
| City | Iowa ▼ | 50131 |
| United States ▼ |

Step Two: Assign Events to Dates

Click the "Step Two: Assign Events to Dates" link when you're done.

On the Events schedule page, you will assign which events will take place on which weekend of your district tournament.

If your district tournament does not offer an event, mark it as "Not Offered".

EVENTS SCHEDULE

Please indicate which weekend/dates each event is held on. If you are not offering a qualifier in a given event, select "Not Offered".

You can change this later if you alter your district dates.

Event	Congress 11/14	Debate 1/25	Big Question 1/26	IE (Speech) 3/8	Not Offered	Order debate ballots:
HOU	●	○	○	○	○	
SEN	●	○	○	○	○	
CX	○	●	○	○	○	Order [ ] CX ballots
LD	○	●	○	○	○	Order [ ] LD ballots
PF	○	●	○	○	○	Order [ ] PF ballots
BQ	○	○	●	○	○	
DI	○	○	○	●	○	
DUO	○	○	○	●	○	
HI	○	○	○	●	○	
INF	○	○	○	●	○	
IX	○	○	○	●	○	
OO	○	○	○	●	○	
POI	○	○	○	●	○	
USX	○	○	○	●	○	

Go to Next Step

Click "Go to Next Step" when you are finished with this page.

During the next step, you'll assign specific dates and deadlines for your weekends.

If your site (school at which the tournament will be held) has been used in other tournaments on Tabroom (eg. invitationals), select it from the Host Site and we'll import your rooms into the tournament to prevent you from re-entering them. If no correct options appear, please enter a new site name.

All date options can be edited, so if you're unsure of specific registration information, you can use your best available information.

Each weekend will have a Details and a Dates & deadlines section, please do fill out all of them.

When you're done, click on "Go to Final Step".

LOCATIONS, DATES & DEADLINES

Congress

Label/name	Congress	Events	HOU SEN
Host Site	Select an Option ▾	Or, New Site	School/site name
City/Location	Saint Paul	State	Minnesota ▾

Dates & deadlines

Tournament start	11/14/2018 at 8:00 AM	Fees & Obligations freeze	11/7/2018 at 8:00 PM
Tournament end	11/14/2018 at 8:00 PM	Judge entries due	11/7/2018 at 5:00 PM
Registration opens	10/14/2018 at 8:00 AM	Online drops & name changes until	11/7/2018 at 5:00 PM
New entries due	11/7/2018 at 5:00 PM	Nuisance fines apply after	11/7/2018 at 12:00 AM

The final step is our national districts survey. Please take a moment to complete all the questions.

Judging obligations are recorded here as "Judges owed per entry".

BEFORE YOU GO...

To better understand the expenses that schools face when entering the district tournament series, we ask that you provide the established fees for each event. We understand a number of districts do unique things to facilitate their competition, so please use the last question to provide greater clarity/context.

District Nonprofit Status

I've applied for and received a nonprofit ID:	●
I've applied for and received 501(c)3 status.	○
I intend to apply for 501(c)3 status but haven't yet	○
I do not intend to apply for 501(c)3 status	○

Fee Information

What is your base/school fee? (For hospitality/general district use)			⌃⌄
What are your judging obligations?	In IE/Speech:	⌃⌄	per entry
	In Debate:	⌃⌄	per entry
	In Congress:	⌃⌄	per entry
What do you charge for a hired judge?	In IE/Speech:	⌃⌄	☑ None Offered
	In Debate:	⌃⌄	☑ None Offered
	In Congress:	⌃⌄	☑ None Offered

Entry fees entered on the bottom of the survey form will be copied to your tournament for registration and invoicing for registering schools.

Entry Fees

Entry fee in Big Questions:		
Entry fee in House:		**Copy to All Congress Events**
Entry fee in Senate:		
Entry fee in Lincoln Douglas:		**Copy to All Debate Events**
Entry fee in Policy:		
Entry fee in Public Forum:		
Entry fee in Dramatic Interp:		**Copy to All Speech Events**
Entry fee in Duo Interp:		
Entry fee in Humorous Interp:		
Entry fee in Informative Speaking:		
Entry fee in International Extemp:		
Entry fee in Original Oratory:		
Entry fee in Programmed Oral Interp:		
Entry fee in US Extemp:		

When you've finished the survey, you can click on the blue "Save Survey" button at the bottom of the form. *Your district members are now able to register for your district tournament whenever you set your dates to open.*

This will finalize the creation process of your tournament and return you to your Tabroom homepage. Under "Tournaments" in the right sidebar, you will now see your district tournament.

Tournaments

Tournament of Champions	KY/US
Southern Minnesota District Tournament	MN/US
See Past Tournaments	