

## CHAIRMAN

The chairman is in charge of introducing the motion, and he runs the debate.

## TIME-KEEPER

The time keeper makes sure that speaking time is respected and is allowed to ask a speaker to stop speaking when time is up. (see below)

- The responsibilities of jury members include:
  - \* Deciding on the winning team according to adjudication criteria
  - \* Deciding on a best speaker from the losing team
  - \* Announcing the results with tact and eloquence
  - \* Providing individual feedback to debaters after the debate

## Time-keeper's guide (best with a bell!)

- use a working phone or a stopwatch
- Start timing the speech when a speaker begins their speech
- When the time is up, give a long forceful shake of the bell (or speak! if you don't have a bell)
- Points of order If a speaker addresses the chairman with a "point of order", stop the clock immediately then restart it when the speaker who was interrupted continues their speech.