

## SUBMITTING ONLINE BALLOTS AT THE TOURNAMENT

Once you have linked your account to a judge entry, you can access your online ballots.

- 1) To see your current ballots, log-in and go to your account dashboard by clicking your username/email in the upper part of the page. If you have any current ballots, you should see a list. **Make sure to click "Start Round" to let the tournament know that you are in the room and all competitors are present:**

### CURRENT TOURNAMENT ASSIGNMENTS & BALLOTS

#### Pending Rounds:

Round	Room	Starts	Entries	
OD_OD_1	H110	8:00 AM PST	Aff Pollard & Thomas Neg Klarman & Lowe	<a href="#">START ROUND</a>

If you don't see your ballot, you can check on upcoming rounds by clicking the "Upcoming" link in the sidebar, and then looking for the "Enter" button for the tournament you're attending:

### Judging

**2015 Kathryn Klassic Cal State Fullerton** 12/24 - 12/26/2015

[Upcoming](#) [History](#)

[Conflicts](#) [Paradigm](#)

[Offer Hired Judging Rounds](#)

School	Northwestern	Obligation for School	6
Judge Group	Policy	Hired Rounds	0
Diversity Enhancing?	<input type="checkbox"/> NO	Enter Ballots Online:	<a href="#">ENTER</a>

- 2) For each ballot, verify and fill out the required information (Points, Win/Loss, Side, etc.) and then click "Submit Ballot."

OD OD 1 BALLOT FOR HARDY Room H110

Side	Entry	Points	Range: 1 - 30. No point ties. Steps of 0.1
Aff	Washington PT	Tim Pollard:	<input type="text"/>
		Dylan Thomas:	<input type="text"/>
Neg	Emory KL	Brian Klarman:	<input type="text"/>
		Kristen Lowe:	<input type="text"/>
Win goes to:	<input type="text" value="Choose Winning Entry"/>	Side: <input type="radio"/> Aff <input type="radio"/> Neg	Low-Point Win? <input type="checkbox"/>
<a href="#">Submit Ballot</a>			

- 3) After submitting your ballot the first time, you must confirm the ballot - you'll be shown the data you entered the first time, and then the option to confirm or re-enter if you made a mistake:

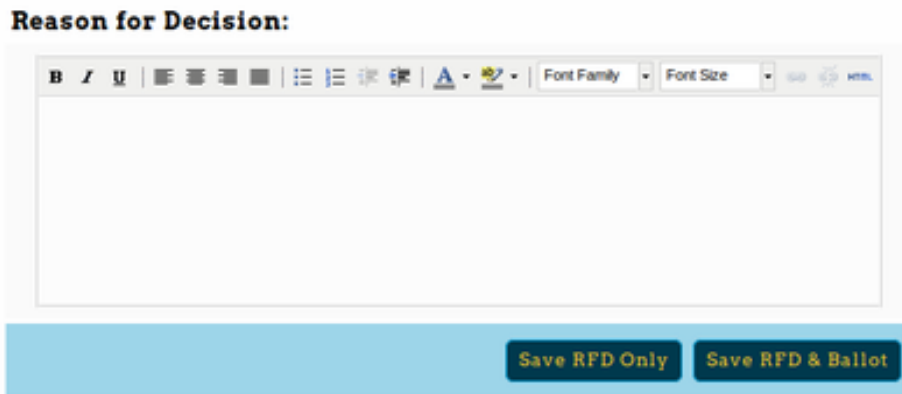
NO! RE-ENTER BALLOT

YES! CORRECT! CONFIRM IT

- 4) You **must** make thorough and constructive comments for both teams. Use the "Comments" section sidebar and click the Entry you want to leave comments for.



- 5) You **must** also fill out a Reason for Decision below the ballot - this will be saved and available to competitors and their coaches.



-Note that comments are only visible to that entry and their coaches, while the RFD is available to everyone in the round.

-If you accidentally close your ballot before filling it out completely or confirming it, you can still access it from your main account dashboard. You'll see "Re-Enter" or "Confirm" options, like this:

### Pending Rounds:

Round	Room	Starts	Entries	
<a href="#">OD OD 1</a>	H110	8:00 AM PST	Aff Pollard & Thomas Neg Klarman & Lowe	<div style="background-color: #004a7c; color: white; padding: 5px; text-align: center;">REENTER</div> <div style="background-color: #800000; color: white; padding: 5px; text-align: center;">CONFIRM</div>

-Once you have confirmed your ballot, you cannot make changes to the results/points without contacting the tournament director.

-However, if you would like to add additional information to the RFD or Comments sections, you can access them in your "Upcoming" list, by viewing previous ballots you've entered and clicking "Edit Comments:"

## CURRENT TOURNAMENT ASSIGNMENTS & BALLOTS

### Previously Entered Results:

Rnd	Entry	Res	Speakers	
OD 1	Aff Pollard & Thomas	W	Pollard: 28 Thomas: 28.1	<div style="background-color: #004a7c; color: white; padding: 5px; text-align: center;">Edit Comments</div>
OD 1	Neg Klarman & Lowe	L	Klarman: 28.2 Lowe: 28.3	