March 23, 2018

Dear Coaches:

***Tabroom Registration***

 All registration will be completed on Tabroom.com. The direct link is [http://sunflower.tabroom.com](http://sunflower.tabroom.com/).

When registering you will be required to provide the name, email, and phone number of the responsible adult that will be on site, as well as this information for each of your judges. To enter students click on the “Entry” tab. On the right side of the screen there is a drop down menu to add entries to each event. When you select an event it will take you to a screen that allows you to add entries from your NSDA roster (right side of screen). When you select an event there will be a screen that will ask you to fill in the speech title for Oration, and for all interp events you will be required list the name of the piece and the author. For interp you will also be required to enter the publication information for the piece (either print or digital).

Entry fees are $6 per entry, with the exception of duos, which are $12.

**Forms**

You are no longer required to fill out a green sheet prior to the tournament. Your entry registration serves as the Interpretation Bibliography Form and Script Verification Form.

You must click on the “NSDA Forms” tab and download a School Consent Form and appropriate Single Entry Letters of Intent that will be required at registration**. IE students who qualified for Nationals or are an alternate in any other event need to have an intent form. We need forms for those qualified in a team event in case both partners qualify in a speech event. Additionally, anyone who is double-entered in the IE tournament needs an Intent form.** Please also remember that if your student is eligible for the two Sunflower District World Schools Debate teams they also need to fill out an intent form. These forms have to be signed by you and the student, so please get started early. **PLEASE CAREFULLY CLICK THROUGH AND COMPLETE ALL REQUIRED FORMS UNDER THE NSDA FORMS TAB.**

All entries must be registered by 4:00 pm on Friday, April 6TH (seven days prior to the start of the tournament). No new entries will be accepted by Tabroom after this time. Name changes and drops will be allowed until 5:00 pm April 12th. All judges must also be entered by this time (please remember to include emails), and all obligations will freeze at this point. Any changes after this time must be made by the district committee at registration.

**Some IE helpful reminders – THERE ARE MANY DETAILS – PLEASE READ!**

Last year we had much fun trying to meet the newly adopted requirements from NSDA regarding scripts and other fun stuff. I would recommend you start working with your students now, so they can have a project for Spring Break to prepare for the qualifier. I have attached a copy of the NSDA unified manual for your reference.

**INTERP REQUIREMENTS:**

1) You must have the ORIGINAL of the material being used (book, script, magazine etc.) or it must be on the NSDA approved list of Internet sources and there is a specified format for the way you must print the material.

2) You must have a typed, double-spaced, copy of the script EXACTLY as it is performed. This means you must include all of the text from the material and all of the introduction/transitions.

3) You must photocopy the pages used and place them in order of presentation. If you have lines from one page that appear in different places, you must copy that page multiple times and then place it in order.

4) You must highlight/note the exact lines used in the printed material. If you use one of the sites that gives you ready-made scripts, this can be an arduous task! Start NOW.

5) You will need an MLA bibliography.

6) POI NOTE: This is really fun for POI. As of my last reading of the rules you must have originals of all material used. Last year we cited the US census and had to hunt down a paper copy through Inter-Library loan.

**SPEECH REQUIREMENTS:**

1) We will not be reading speeches in advance of the qualifier this year. If you would like someone to look over a student's speech, a committee member would be happy to do that for you. We found that there are only a few issues and they really rely on the coach to enforce/change.

2) You will need a typed, double-spaced copy of the speech to submit at registration. You need to reference the NSDA manual, but it must not contain more than 150 directly quoted words and it must have a complete **MLA Style bibliography.**I recommend if a student uses a word for emphasis that they use italics not quotations to note that in the speech.

3) **HERE"S THE PROBLEM!**Some students use information that they directly quote and "forget" to add quotations around those words. In reading orations in the past, I have found a quick Google search of a sentence will uncover this lapse in attention to detail. I have also found that students paraphrase information and fail to note it in the bibliography. Same search method usually works here. As coaches, you know your students - make sure you tae the time to read the speeches before you submit them at registration.

**EXTEMP: A STUDENT MAY NOT ENTER IN BOTH USX and IX**

1) No WiFi and No outlets - plan on this! If you have laptops that die quickly, figure out a plan. No one will be allowed to plug in laptops in the prep room (nationals either), but you will be able to plug-in in-between rounds.

2) No cut files! We have learned that students will have a variety of information saved on their computer that we will not ask them to delete. However, they should not have that information mixed in their extemp files. They should also not access that information during prep. This also includes old notes/outlines, quotes that they have typed out (if they have the entire book that is fine), or debate files.

3) All articles used to research during prep must be the entire article and highlighted in only one color in each article.

4) The prep room will be monitored and all notes must be discarded before leaving the room. No student may leave the room while prepping, except when dismissed to go speak.

5) NO TALKING - Competitors may not discuss anything during prep and it is best if they just do not confer in the prep room.

6) Extemp files at NSDA tournaments may not have handwritten notes except for an index, articles must be originals or Xerox copies, highlighting may be in only one color. Laptops ARE permitted in the extemp prep room. See page 47-49 of the District Tournament Operations Manual for the Rules and Guidelines for laptop use. Please note **power cords are NOT permitted in the extemp prep room.** There’s more in the manual. Please read it and follow it.

***IE Tournament***

Qualification Notes:

We need 30 entries in any single event to qualify three students

When entering students Tabroom will show you how many entries you are allowed based on the number of school degrees. Entries in Policy and LD/PFD count towards this total. Congress entries DO NOT count towards this total.

Other entry limitations:

* Each student wishing to enter a Sunflower District event must be a member on record no fewer than seven days prior to the event.
* Students must be registered at the website in order to enter a district tournament.
* Each student may enter congress and two debate/speech events. Big Questions Debate does not count.
* Each school may enter up to four in each event, but the total number entered MUST not exceed the number said school is allowed due to chapter/affiliate strength. This number will change as you record NFL points. Your number is finalized April 6th for IE.

**Judges Formula**

 1-3 entries = 2 judges

4-6 entries = 3 judges

7-9 entries = 4 judges

10-12 entries = 6 judges

13-14 entries = 7 judges

15-18 entries = 9 judges

19-21 entries = 10 judges

22-24 entries = 11 judges

25-27 entries = 12 judges

28-30 entries = 13 judges

31-32 entries = 14 judges

**IE Tournament Rules**

* Original book, magazine, or manuscript must be presented at registration for your interpretation pieces (this includes POI). If you cannot prove publication at registration the entry will be disqualified before we begin. If you need to list your sources on a separate page you may do so.
* No student may repeat a selection from a previous year.
* Orations and Informatives must be the original work of the student. **Additionally, ALL ORATIONS AND INFORMATIVES ARE TO BE DOUBLE SPACED AND QUOTES FROM SOURCES SHOULD BE IN QUOTATION MARKS. ANY COMMON SAYING, STORY CREATED BY YOUR STUDENT, OR COMMON EXPRESSION SHOULD NOT BE IN QUOTATION MARKS, BUT SHOULD BE IN ITALICS.** We need to know for sure what is directly quoted and what is not. Sayings such as, “An apple a day…” are expressions and are common property. Use quotation marks for only that information that is from sources that deserve credit. Paraphrasing an author’s words does not require quotation marks. The rule of thumb is that if the student uses four or more words in succession from an author, then quote it. MLA or APA format is required.

·         **Interpretation:**Students may NOT change the gender of a character

 **Please note the schedule below is a tentative one.**

 **Friday, April 13 at Wichita East High School**

District Committee meets 9:00 a.m.

Registration 12:00 p.m. (North Library)

Assembly 1:00 p.m.

Extemp Meeting 2:15 p.m.

Extemp Draw 2:30 p.m.

Round 1 ALL EVENTS 3:00 p.m.

Extemp Draw 4:45 p.m.

Round II ALL EVENTS 5:15 p.m.

**Saturday, April 14 at Wichita East High School**

Extemp Draw 7:45 a.m.

Round III ALL EVENTS 8:15 a.m.

Extemp Draw 10:00 a.m.

Round IV ALL EVENTS 10:30 a.m.

Extemp draw 1:00 p.m.

Semifinals ALL EVENTS 1:30 p.m.

Extemp draw 3:00 p.m.

Finals ALL EVENTS 3:30 p.m.

Awards to follow 6:00 p.m.

Things to do:

* Find the original sources of your DI/HI/DUO/POI scripts.
* Orations and Informatives – typed double-spaced with MLA/APA Bibliography
* Begin securing judges for the IE tournament.
* Get your Letter of Intent forms filled out and signed!
* **Pay entry fees from past NSDA tournaments and clear all NSDA invoices.**