



LEADERSHIP

Everything a chairman
needs to run the JCI World
Debating Championship



Debating Guide

A chairman's guide to running the
JCI WORLD DEBATING
CHAMPIONSHIP



Sponsored by
Eric H. Stevenson, 1963 JCI President

Table of Contents

<u>INTRODUCTION.....</u>	<u>2</u>
<u>MATERIALS.....</u>	<u>3</u>
1. HUMAN RESOURCES	3
2. ROOM LAYOUT REQUIREMENTS.....	3
3. EQUIPMENT.....	3
<u>ROOM LAYOUT</u>	<u>4</u>
<u>ACTION STEPS.....</u>	<u>5</u>
4. ADMINISTRATION	5
5. THIRTY MINUTES BEFORE THE DEBATE	6
6. FIVE MINUTES BEFORE THE DEBATE	6
7. STARTING THE DEBATE	7
8. AFTER THE DEBATE	8
<u>SCORING GUIDELINES FOR ADJUDICATORS</u>	<u>9</u>
9. ADJUDICATORS.....	9
10. POINTS AWARDED:.....	9
<u>SCORING SHEET</u>	<u>11</u>
<u>TIME SHEET</u>	<u>12</u>
<u>POLICIES REGARDING FUNDING</u>	<u>13</u>

Introduction

We are happy to present to you the newly updated JCI World Debating Championship Guidelines. This tool was restructured by 2004 JCI Vice President Graham Hanlon and 2002 JCI Vice President John MacLeod, in conjunction with the JCI World Headquarters team, to assist you in chairing this great international program.

We are also happy to advise that the awards for this program are sponsored by 1963 JCI President Eric Stevenson.

We hope these guidelines will help you and we encourage you to provide feedback on how we can improve them.

Please send all comments and feedback to the JCI Programs Manager at JCI World Headquarters.

The JCI World Debating Championship Materials

1. Human Resources:

- Vice President to work with Chair
- Assistant with knowledge of debating competitions
- Timekeeper
- Adjudicators
- Debaters

2. Room Layout Requirements

- Two long tables with 3 chairs for each team member
- One long table in middle at the rear with two chairs for Chair and assistant
- Small table at front of audience for timekeeper
- One large table at front of audience with three chairs for the Adjudicators
- Podium or lectern for speakers
- At least 200 chairs for audience
- Backstage rooms or other areas where teams can prepare

3. Equipment

- Stopwatch
- Bell
- Time cards
- Flipchart (for listing teams and motions, etc.)
- Plenty of water and drinking glasses for each debate
- Calculator for Adjudicators
- Pens and markers
- Four microphones

The JCI World Debating Championship Room Layout

ROOM LAYOUT

JCI (Junior Chamber International)

DATE:
VENUE:
ROOM:
TIME:

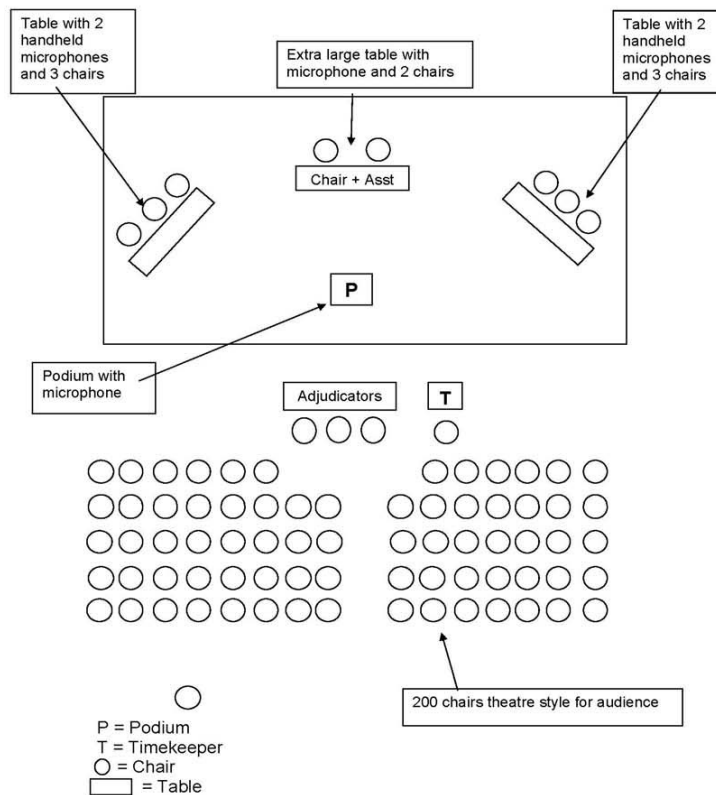
EVENT NAME: JCI World Debating Championship, sponsored by Eric H. Stevenson, 1963 JCI President

EQUIPMENT REQUIRED: 2 handheld microphones for each team, fixed microphone for podium

SETUP: Podium with microphone in the middle and tables with 3 chairs on left and right sides of the stage, extra large table for chairman and assistant with microphone, 200 seats for audience on the floor

FOOD AND BEVERAGE: Water

STAFF IN CHARGE/ASSIGNED STAFF:





The JCI World Debating Championship Action Steps

4. Administration

- a) Market the championship before the conference or congress, sending out the rules, guidelines and Adjudicators sheets to National Presidents.
- b) Encourage National Organizations to register before the conference or congress. No entries will be accepted the day of the championship; all entries must be submitted by the day before the championship. *Given time constraints, the optimum number of participating teams is eight. This will provide for four first-round debates, two semi-final debates, and then the final.*
- c) Request that all teams confirm their participation and submit details of team members to the assigned Vice President*.
- d) Prepare a selection of debate motions. These should draw on Appendix I which lists past successful motions**. At the end of the JCI World Debating Championship, we ask that you submit a report to JCI. In this report, please include which motions were used, and of those which were and were not successful in providing for a good debate. JCI will then add the successful ones to the list of past motions for future debates.
- e) Write the motions on slips of paper prior to the debate and put them in a box or a bowl for the debating teams to draw at random. Please refer to 5(b) and 6(f) regarding the drawing of the motions for each debate. (At the discretion of the assigned Vice President the motion for the final debate may be selected by him/her.)
- f) Prepare team sheets and hand them to Adjudicators at the beginning of each debate.
- g) Hand name cards to teams and ask them to complete them and place them in front of them on the debating table

***At that time the assigned Vice President shall inform all participants to arrive 30 minutes prior to the published start time of the JCI World Debating Championship to review rules and start preparations for the debate to ensure the championship begins on time.**

**The Vice President may create and use additional motions. It is important that a motion is clear and unambiguous and that it has clearly identifiable positions for the two teams to debate. Motions that are topical to JCI are sometimes useful. Avoid controversial issues, but encourage motions that may allow humor.

5. Thirty Minutes before the Debate

- a) Once all teams are present (*though do not wait more than five minutes*) give a brief review of the rules and expected timeline of the JCI World Debating Championship.
- b) Next draw names to see which teams will be debating each other. The first name drawn will debate the second name drawn, the third name drawn will debate the fourth name drawn and so on, until all names have been exhausted. (*The first team drawn or the first team to advance to successive rounds will be the Government team (proposition.)*)
- c) The two teams that are involved in the first debate shall draw their motion out of the box/bowl prepared earlier by the assigned Vice President. Both teams will then be given 15 minutes to prepare their strategies. The picking of the motion shall take place no later than 15 minutes before the published time of the debate to ensure the debate starts promptly.
- d) While the first two teams are preparing for their debates, take the opportunity to review the rules with adjudicators and answer any questions they may have*.

*The above mentioned timeline is very tight; therefore, it is at the discretion of the assigned Vice President to ask the teams to arrive more than 30 minutes before the published start of the championship to ensure that the competition starts on time.

6. Five Minutes before the Debate

- a) Welcome everyone to the venue and to the debate, thank organizers and sponsors, and mention what phase the championship is in (i.e. first round).
- b) Advise the audience of the motion.
- c) Introduce the competing teams, naming the team captain first followed by the remaining members of each team. Encourage the audience to welcome both teams with applause.
- d) Advise the audience of the time rules for each speaker:

Team captain	2 minutes
1 st Speaker	3 minutes
2 nd Speaker	3 minutes
Team captain	2 minutes

Each debate will take approximately 30 minutes (4 speakers at 3 minutes, 2 speakers at 2-2 (4) minutes + 2 timeouts at 1 minute = 22 minutes). Add to that setting up, introductions, etc. between debates.

There also will be a gap between the semi-final and final to first get the judgment of the second semi-final, and then to draw the final motion and give the team 15 minutes to prepare. Total time of the gap should be 30 minutes, at most

- e) Advise the audience and the teams that the bell will be rung **once** when 60 seconds have elapsed. At that point, points of information can be introduced, up until the bell is rung once a second time when there are only 60 seconds remaining. When the speaking time has expired, the bell will be rung twice.
- f) Before the start of each debate, draw the motion for the debate that will follow the current one. This will give the two teams approximately 30 minutes to prepare for their debate.

7. Starting the Debate

- a) Once again advise the audience of the motion and indicate that the debate can commence.

MOTION: _____

- b) Proceed to call upon the speakers in the following order:

Team Captain FOR: _____
(2 minutes)

Team Captain AGAINST: _____
(2 minutes)

1st Speaker FOR: _____
(3 minutes)

1st Speaker AGAINST: _____
(3 minutes)

2nd Speaker FOR: _____
(3 minutes)

2nd Speaker AGAINST: _____
(3 minutes)

Team Captain FOR: _____
(2 minutes)

Team Captain AGAINST: _____
(2 minutes)

- c) The timekeeper should ring the bell as stated in guideline 1(e) above and keep a record of the time used by each speaker on the Time Sheet provided.
- d) Each team is allowed (1) one-minute timeout during the debate.
- e) A timeout may be taken at any time during the debate as long as it is in between speakers.
- f) The team captain shall indicate to the Chairman that his/her team wishes to use their timeout, at which time the Chairman will ask the Timekeeper to inform them when the minute is up.

N.B. After each speaker, allow a brief period of time for the Adjudicators to fill in their marking sheets.

8. After the Debate

- a) When the team captain has concluded his/her summary, you should immediately ask the Adjudicators to retire and render a verdict.
- b) Invite the audience to participate in “questions”, “queries” and “points” from the floor. All questions and points should be directed through the Chair and you should advise the audience of this.
- c) It is important that the Chairperson keep order during this audience participation session (**see note below**).
- d) When the Chairperson of the Adjudication Panel returns, request him/her to deliver the result to you after which you announce the winners.
- e) Congratulate the teams, and thank the Adjudicators, the hosts, schools, mentors of both teams, visiting VIP’s and the audience.
- f) Finally before closing the debate, put the motion to the floor by reading aloud the motion and asking all those in favor to say “**aye**” all those against to say “**nay.**” Then indicate whether the “ayes” or “nays” have the motion and then ring the bell announcing that the debate is closed.

NOTE: The Chairperson of the Debate should remain impartial throughout the meeting and must insist on order at all times. The audience should address the Chair as Mr. or Mrs. Chairperson. During questions and points from the floor, direct the discussion towards that which is of relevance to the motion. The Chairperson should encourage speakers from the floor to speak, and to perhaps make points of their own which they feel were ignored or not adequately dealt with during the debate.



The JCI World Debating Championship Scoring Guidelines for Adjudicators

9. Adjudicators

- a) For each debate a panel of three Adjudicators will be appointed. None of the Adjudicators shall be from the same National Organization as any of the competing speakers.
- b) The Adjudicators should appoint from their group of three a spokesperson or chairman.
- c) A scoring system based on points should be used. A scoring sheet will be supplied. At the end of the debate the points awarded by each judge should be tallied and the decision reached. In the event that an individual judge scores both teams with the same points, the judge should add one additional point to the team that is deemed the winner. A draw or tie is not permitted.
- d) The Chair of the panel should compile the results. The debate will be won either 3 – 0 or 2 – 1.
- e) The Chair of the adjudication panel shall present the Chair of the JCI World Debating Championship with the results. The Chair of the World Debating Championship shall then announce the results.

10. Points Awarded:

Definition – 30 points

How clearly was the motion defined? Did the team seem to be knowledgeable/have a clear understanding of the motion? How clearly was the strategy for the argument set out as to how the team would propose the motion?

Content – 30 points

Was the content of the argument arranged in a way that the argument was communicated logically? Award points for demonstrating knowledge of the subject and the amount of technical information given. Clearly, given the short time to prepare, the level of detailed facts and figures will be limited.

Debating Skills – 20 points

Consider the delivery, clarity and intonation of the speaker. Did they include humor in the context? Also consider how the speaker dealt with points of information: Were they taken? Was the reply adequate? Consider how the argument was developed and how points raised by the other side were picked up and debated.

Teamwork – 10 points

Consider the speaker's ability to work as a member of a team and tie in his/her teammates' arguments. The speakers should be demonstrating that they have a coordinated strategy. Points should be deducted if the speakers on the same team contradict one another.

	Definition	Content	Debating Skills	Team Work	Timekeeping
Poor	1 – 6	1 – 6	1 – 4	1 – 2	Please Consult Time Sheet
Fair	7 – 12	7 – 12	5 – 8	3 – 4	Please Consult Time Sheet
Good	13 – 18	13 – 18	9 – 12	5 – 6	Please Consult Time Sheet
Very Good	19 – 24	19 – 24	13 – 16	7 – 8	Please Consult Time Sheet
Excellent	25 – 30	25 – 30	17 – 20	9 – 10	Please Consult Time Sheet

Timekeeping – 10 points

Usually, the full 10 points will be awarded. If a speaker does not use all the time allocated, then the judges may consider deducting points at their discretion. Where a speaker goes over the prescribed time, and exceeds the maximum 10 seconds time to conclude, then points must be deducted. As a rule of thumb, 1 point should be deducted for every second that the speaker exceeds the ten-second conclusion period.



**The JCI World Debating Championship
Scoring Sheet**

For: _____

Against: _____

Motion: _____

	<u>Definition</u> Definition Knowledge/ understanding Spontaneous treatment of argument/ rebuttal	<u>Content</u> Logical arrangement of argument Ability to communicate	<u>Debating Skills</u> Delivery, clarity and fluency, Intonation Humor (in context)	<u>Teamwork</u> Speaker's ability to work within a team and tie in teammates' arguments	<u>Time</u> Please consult the time sheet	<u>Speaker Total</u>
	<hr/> 30	<hr/> 30	<hr/> 20	<hr/> 10	<hr/> 10	<hr/>
Team Captain For						
Team Captain Against						
1 st Speaker For						
1 st Speaker Against						
2 nd Speaker For						
2 nd Speaker Against						



The JCI World Debating Championship
Time Sheet

For: _____ Against: _____

Motion: _____

	Speaker	Allotted Time	Actual Time	Difference	# of Points Deducted
Team Captain For		2 Minutes			
Team Captain Against		2 Minutes			
1 st Speaker For		3 Minutes			
1 st Speaker Against		3 Minutes			
2 nd Speaker For		3 Minutes			
2 nd Speaker Against		3 Minutes			
Team Captain For**		2 Minutes			
Team Captain Against**		2 Minutes			



The JCI World Debating Championship Policies Regarding Funding

- Trophies for the JCI World Congress Debating Championship shall be funded from the interest earned from the US \$30,000 donation made by 1963 JCI President Eric Stevenson.
- To ensure the interest is used solely for the JCI World Debating Championship, the donation shall always be held in a separate Certificate of Deposit (CD) account.
- After the purchase of the trophies, any left-over funds from the interest will be used to promote the JCI World Debating Championship, at the discretion of the JCI Secretary General.

The Trophies

- Friendship Quaich shall be the official trophy for the JCI World Congress Debating Championship.
- Trophies shall be purchased with the interest earned from the \$30,000 donated by Past JCI President Eric Stevenson.
- JCI Scotland shall provide the JCI World Headquarters with pertinent information regarding the selected supplier of the trophies.

Printed Materials for the JCI Awards Ceremony

- Any mention in JCI Awards Ceremony material of the JCI World Debating Championship shall be as follows: "The JCI World Debating Championship sponsored by Eric H Stevenson, 1963 JCI President."

Annotations

- The above policies shall be strictly adhered to unless Past JCI President Eric Stevenson gives other instructions or JCI cancels the World Debating Championship.
- Should the JCI World Debating Championship ever be cancelled, JCI shall consult Past JCI President Eric Stevenson as to the disposition of the funds from his donation.