

# Online Judging Guide using NSDA Campus

## Getting Started

After the tournament releases rounds, you will see a message like the one below. Click on the green Start button to open your ballot and see the link to the room.

## Current Rounds

Judge	Round	Room	Starts	Entries
Knetzger	PF Round 1	Test - No Room	Thu 10:25 AM	West Bend BC West Bend WS
<b>START</b>				

After you've clicked on start, the ballot will appear. In the upper right hand corner, you'll see the blue room link. That will open up a new tab with the room.

## Filling out the ballot

If you are judging PF, make sure to pick the right side for each team. Following the round, enter the points (and ranks in policy) for each debater. Pick the winning team and side they were on. Making sure your comments are done, proceed to submitting your ballot

Room Link: 

**John Knetzger**

**PF Round 1**

Topic: Resolved: The United States federal government should enact the Medicare-For-All Act of 2019.

Points: Range: 1-30 . Ties are OK. Steps of 0.5.

Side	Speaking Position	Code	Name	Speaker	Points
Pro	1st Speakers	West Bend BC	Banovich & Cook	Brionna Banovich:	<input type="text"/>
				Grace Cook:	<input type="text"/>
Con	2nd Speakers	West Bend WS	Wichlacz & Spors	Raymond Spors:	<input type="text"/>
				Abigail Wichlacz:	<input type="text"/>

Winner  Side:  Pro  Con Low-Point Win?

## Entering comments

Right below the ballot, you will see 3 tabs, one for the RFD and a tab for each team. Whatever you type in the RFD Box will go to everyone. What you type for each team will only go to that team and their coaches. It should look like this:


### Feedback

Reason for Decision

109

113

These comments go to all participants in the round



A large empty text area for entering comments.










Save Comments Only

Save Comments & Ballot

## Using the Timer:

A timer is located on the bottom right of the screen. There is a speech timer and a prep timer for each team.

**Timers** *if you refresh or navigate away, these timers will reset*

 <b>05:00</b>  
<b>Ronald Reagan DR Prep</b>
 <b>08:00</b>  
<b>Rufus King RT Prep</b>
 <b>08:00</b>  

## Final Steps:

After the round has ended, make sure you've provided comments and speaker points (ranks if policy) for both teams as well as a great RFD. To pick a winner, choose the winning team from the choices next to "Win goes to," pick the side they were on and indicate if it was a low point win. When you've entered everything, click on submit ballot. STOP! You aren't done yet. You need to verify your ballot. A ballot entry verification screen will come up next. Click on the green button if the info is correct. If it isn't, click on the red button and fix it.

When you click on the green button, you're all done. Hang out until the next round is announced/blasted and repeat this process!