



NCFCA

Individual Events Tournament

Tabulation Guidelines

I. Mission Statement

The National Christian Forensics and Communications Association (NCFCA) believes that competitive forensics provides a means for homeschooled students to learn and exercise analytical and oratorical skills in addressing life issues from a Biblical worldview in a manner that glorifies God. NCFCA shall facilitate Qualifying Tournaments and host a National Tournament to provide this opportunity to homeschooled students.

II. Tournament Set-Up

A. Number of Preliminary and Elimination Rounds

1. **Qualifiers – Tournaments which qualify a competitor for their Regional Invitational**
 - a. An event with only one room of competitors (9 or less total competitors) will hold three preliminary rounds.
 - b. An event with two rooms of competitors will hold at least two preliminary rounds and a Final round.
 - c. An event with three or more rooms of competitors will hold at least two preliminary rounds, a SemiFinal round, and then a Final round.
2. **National Opens and Regional Invitationals** – Tournaments which advance competitors directly to the National Championship must hold at least three preliminary rounds in each event offered.
 - a. An event with only one room of competitors (9 or less total competitors) will hold three preliminary rounds.
 - b. An event with two rooms of competitors will hold three preliminary rounds and a Final round.
 - c. An event with three or more rooms of competitors will hold three preliminary rounds, a SemiFinal round, and then a Final round.

B. Grouping Individual Event Competitors

1. An Individual Event (IE) room cannot contain more than 8 competitors, except in the case of an event with only 9 competitors entered. In that case, the Tournament Director could opt to run that event in a single room of 9 competitors.
2. Single Room Events – In an event with a single room of competitors, all competitors shall perform in the same room for three preliminary rounds. Speaker position shall be reordered for each new judging panel.
3. Events with two or more rooms
 - a. Rooms will be divided as evenly as possible.

- b. Competitors are to be regrouped for each round.
- c. Preliminary groupings are randomly selected with consideration being given to club affiliation in the groupings. If possible, avoid scheduling siblings in the same group.
- d. Speaker position shall be randomized for each new judging panel. When determining speaker position for Extemporaneous, consideration should be given to the speaker position of competitors from the same clubs to prevent club members from drawing the same set of questions, if possible.

C. Setting IE Patterns

- 1. Many Tournament Directors will choose to divide the IE rooms into two fairly equal patterns (Pattern A and Pattern B.)
- 2. The IE patterns should be set after registration is complete. Pre-setting patterns is not allowed.
- 3. Try to balance the patterns equally taking the following criteria into consideration:
 - a. Number of rooms.
 - b. Speech categories. Platforms, limited preps, and interps should be represented in each pattern.
 - c. Multiple entered competitors. If at all possible, a competitor should have no more than 3 events in a pattern.

III. Preliminary Round Tabulation

A. Determination of Cumulative Scores

- 1. The competitor's cumulative score in the preliminary rounds determines the competitor's standing in the event.
- 2. At the end of each round, the tabulator will add the ranks given to each speaker by each of the three judges (e.g. a speaker receiving a 3, 4 and 7 will have a cumulative score of 14.)

B. Determination of Room Rank

- 1. Room rank is used for breaking ties and assigning sweepstakes points. It is determined by sorting the cumulative scores from lowest to highest (lowest cumulative score receives the top rank of 1) in each room of each round. Each room of competitors is ranked independently.
- 2. In the event of a tie in cumulative score, break the tie using the following methods in the order listed:
 - a. *Judges' preference* – The competitor who receives the better ranking from the highest number of judges should be ranked higher. (See Appendix 1 for further instruction.)
 - b. *Decimal Conversion* – Calculate the decimal conversion of the judge scores. (See Decimal Conversion Chart in Appendix 2.) The

competitor who has the higher decimal conversion receives the better rank.

- c. *Middle Rank* – If the tie cannot be broken, give all three students the same middle rank.

C. Leveling the Rooms

1. Tabulators will level the results of uneven rooms for fairness. (e.g. if one room in the event has eight competitors and the other two rooms have only seven competitors, the Final two places in the eight-person room are given the rank of seven for tabbing purposes.)
2. In determining whether leveling is necessary each event should be evaluated separately. (For example, you may need to level Humorous Interpretation, but not Impromptu.)
3. After tabulations in III.A. and III.B. (calculation of cumulative scores and ranks) are complete, level the room by changing the bottom scores to the number you are leveling to. Using the example above, you would change all 8s to 7s, in both the judge scores and the room rankings. (See Appendix 3 for further clarification.)

D. Determining Final Preliminary Standings

1. *Cumulative Score* – Rank the competitors by calculating their total of all cumulative scores from all preliminary rounds. Begin by ranking the competitor with the lowest total cumulative score in first place and move through the scores until all the competitors have been ranked into preliminary standings.
2. If there is a tie in the cumulative scores, break the tie using the following methods in this order:
 - a. *Room Rank* – Calculate each competitor's total room rank as calculated in A.2. The competitor with the lowest total room rank is ranked higher.
 - b. *Judge's Preference in Head-to-Head competition* – If the tied speakers were in the same room in any preliminary round, give the tie-break to the competitor who won in head-to-head competition. Take care to check each round. If the competitors in question went head-to-head in more than one round, you must factor in every affected round individually. (For example, if Student A and Student B met in both round 1 and round 2, determine the winner of the head to head competition in round 1 and then determine the winner of the head to head competition in Round 2. If a competitor won both rounds, give that competitor the tie break. If the competitors remain tied, proceed to the next tie break.)
 - c. *Decimal Conversion* – Calculate decimal conversion of all scores received in preliminary competition. (See Decimal Conversion Chart in Appendix 2.) The competitor who receives the highest decimal conversion score receives the higher standing.

- d. *Sweepstakes Points* – Determine which competitor has higher cumulative sweepstakes points in the event.
- e. *Coin Toss*

E. Verification of Data –

1. All tabulation should be performed independently at least twice, once by a main tab and then by a shadow tab. These two should be verified periodically during the tournament, and must be in complete agreement for each round. It is preferable to verify the main and shadow tabs after every round.
2. Verification procedures – After each round, have main and shadow check the student’s complete names, cumulative scores and ranks in order by event. Take extra care when checking siblings’ names. Because of time constraints associated with announcing breaks at larger tournaments, you may choose to verify the competitors’ names and prelim standings only through 4 or 5 below the break line.

IV. Elimination Rounds Tabulation and Set-Up

A. Advancing From Prelims (Determining Breaks)

1. The goal is to advance as close to 50% as possible, up to 16 competitors. The Regional Leadership team will determine at the beginning of the season whether they will follow Option A (rounding down) or Option B (rounding up) for all Qualifiers in their Region.
2. Advance the top ranking speakers from the preliminary rounds into the outround segment of the tournament using the following chart:

Number of Competitors	Advance to Semi Finals		Advance to Finals	
	Option A	Option B	Option A	Option B
9			4	5
10			5	5
11			5	6
12			6	6
13			6	7
14			7	7
15			7	8
16			8	8
17	8	8	4	4
18	8	10	4	6
19-21	10	10	6	6
22	10	12	6	6
23-25	12	12	6	6
26	12	14	6	8
27-29	14	14	8	8
30	14	16	8	8
31-32	16	16	8	8
33+	16	16	8	8

B. SemiFinal Rounds

1. Grouping SemiFinalists
 - a. *Room size* – Competitors are placed in two equally balanced rooms of four to eight competitors. SemiFinal rooms must always be equal in size.
 - b. *Balancing Rooms* – Each room is balanced with strong and weak competitors by “snaking” based on preliminary standings. Snake the number in the pool as follows: speakers ranked 1, 4, 5, 8, 9, 12, 13, and 16 will go in Group A while speakers ranked 2, 3, 6, 7, 10, 11, 14, and 15 are placed in Group B. (See example of snaking in Appendix 4.)
 - c. *Speaker Order* – Speaker order in the SemiFinal round shall be randomly determined.
 - d. *Sibling Protect* – Consideration may be given to siblings as long as the rooms remain balanced in strength.
2. Tabbing SemiFinals
 - a. Calculate the cumulative score of the SemiFinal round and use this to determine the room rank (again, lowest cumulative score receives the better room rank.)
 - b. If there is a tie, use the following tie-breaks in order:
 - i. *Judges’ Preference* – The participant who receives the better ranking from the highest number of judges in the Final round should be ranked higher. (See Appendix 1.)
 - ii. *Preliminary placing*
3. Advancing from the SemiFinal Round to the Final Round
 - a. Advance the top competitors from each room to fill the Final round based on the chart in section IV.A. above.
 - b. You must advance the same number of competitors from each SemiFinal room.

C. Final Round

1. Speaker order will be randomly determined in the Final round.
2. Tabbing the Final round –
 - a. Calculate the cumulative score of the Final round.
 - b. Use the cumulative score from the Final round to determine the Final placings (lowest cumulative score receives the better placing.)
 - c. In the event that two or more competitors are tied, use the following methods for breaking ties, in the order listed:
 - i. *Judges’ Preference* – The participant who receives the better ranking from the highest number of judges in the Final round should be ranked higher. (See Appendix 1.)
 - ii. *Preliminary placing*

V. Final Event Standings

- A. Finalists** - Final Standings for events with outrounds– The Final standings for the event are determined by the results of the Final round.
- B. SemiFinalists** - If there are SemiFinalists in the event, their Final standings should be determined by the following process:
1. Put the SemiFinalists in room rank order. You should have two of each rank (two 5th places, two 6th places, etc.), one from each room.
 2. Look at each pair of ranked SemiFinalists (i.e. the two 5th places). Go back to the preliminary standings to determine which SemiFinalist out of the pair should be ranked higher. The competitor with the better preliminary rank will be ranked higher between the two. (i.e. The two 5th place SemiFinalists will receive the Final rankings of 9th and 10th place.)
 3. Repeat with each set of ranks until you have individually ranked every SemiFinal competitor. (See Appendix 5 for further clarification.)
- C. Final Standings for events with a single room of competitors** –
1. In an event with only one room of competitors, three rounds will be held and the Final ranking will be determined by the Final preliminary standings in that event.
 2. Recognition of Competitors – The Option (IV.A.1) that the Regional Leadership Team chooses before the season begins will determine how many competitors will be recognized at the awards ceremony.

Number of Competitors	Option A	Option B
4	2	2
5	2	3
6	3	3
7	3	4
8	4	4
9	4	5

VI. Sweepstakes

- A. The goal of the Sweepstakes Award** is to recognize overall excellence and achievement in Individual Events throughout the tournament. A competitor must receive points in a minimum of 3 events to receive a sweepstakes award. While sweepstakes awards do not affect advancement to a subsequent level of tournament, it is used as a tie-break in certain places and must be calculated identically at all sanctioned NCFCA tournaments.

B. Calculation of the Sweepstakes Award is built in to the IE spreadsheet, but the methods are included here for your understanding and validation.

1. Assign Sweepstakes values
 - a. In the preliminary rounds each room rank shall receive the following point values:

Rank	Points
1	3
2	1.5
3	0.5

- b. In the out rounds each SemiFinalist that does not advance to the Final round shall receive 3 points for performance in the SemiFinal round. Each Finalist shall receive the following point values for his standing in the Final round.

Rank	Points
1	12
2	11
3	10
4	9
5	8
6	7
7	6
8	5
sf	3

- c. In single room events, the number of sweepstakes points earned in each of the three rounds is identical to the number of points earned in other preliminary rounds. There is no extra recognition for Final standings in those events.
2. Add all earned sweepstakes points in one event together for the total of sweeps points earned in that event.
3. Each competitor's sweepstakes points from each event he is entered is calculated together at the conclusion of the tournament.
4. Sort the competitors by total points to determine the ranking. The competitor with the highest number of Sweepstakes points is 1st place, and so on. If total points are tied, use the following tie breaks in order:

- a. Count the number of events in which the competitor received points. The competitor that received points in the higher number of events is ranked higher.
- b. Compare the Final finishes of the tied competitor. For example, if one competitor won an event, but the other did not, the competitor who won the event would be placed higher.
- c. Coin toss

C. The number of Sweepstakes awards to present at a tournament is determined by the size of the tournament. The guideline is to recognize roughly 10% of the total number of IE competitors participating at the tournament.

VII. Disciplinary Adjustments

- A.** Occasionally there is a need to make adjustments in the tabulation due to issues such as a disqualification. These actions are rare and should only take place at the discretion of the Tournament Director and with the oversight of the Tab Director. At times, the penalty imposed for an infraction of the rules will be to essentially remove a student from a room by dropping him to the bottom of the room in question. At other times, a student will need to be removed from the entire event.
- B.** To drop a student to the bottom of the room where he has already performed, simply take each judge's worksheet and re-rank as if the student in question received last place from each judge. In other words, if a judge ranked the student 1st, for example, the student would be re-ranked to the lowest score in the room and each other competitor would move up accordingly. If another judge ranked him 3rd, the top two competitors would keep places 1 and 2, and the 4th place competitor would move up into the 3rd place spot, and so on. Follow this process for each judge worksheet in the round, then re-tab the room, including re-ranking, if necessary.
- C.** To drop a student from an entire event, follow the process outlined above for each room where the competitor performed. Do this before any breaks to outrounds are made.