



Adjudicator Training 2007

1. Outline

1.1. This is the procedure for the training of adjudicators.

1. Adjudicator Training Panel ("the Panel")

1.2. The Panel is to be appointed at the first WADL Committee meeting of the year. The President will call for nominations at the meeting and appointment will be by ordinary resolution.

1.3. The Panel must consist of:

- (i) the Technical Head of Adjudication
- (ii) the Administrative Head of Adjudication, and
- (iii) 2 or more WADL nationally accredited adjudicator of 3+ years' experience.

1.4. The Panel has the following responsibilities:

- (i) Organisation of the time, date and venue of the Training Day
- (ii) Conduct of the Training Day
- (iii) Marking of the adjudication sheets of all adjudicators at the Training Day
- (iv) Collection and analysis of the adjudication sheets of all first year adjudicators after Round 1 of the WADL season, and
- (v) Reporting to the WADL Committee.

2. Timetable of Events for Panel

- First Committee Meeting: Appoint Panel
 - Set date of Training Day
 - Opening Night – 14 days: Set time and venue of Training Day
 - Collect contact list of adjudicators
 - Post out notice to adjudicators
 - Locate video debate
 - Opening Night - 9 days: Check RSVPs from adjudicators
 - Contact unaccounted for adjudicators
 - Meeting of Panel to set agenda for Training Day
 - Collect video debate
 - Set venue, date and time of alternative training evening
 - Opening Night - 7 days: Hold Training Day
 - Mark adjudication sheets
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- Report to Technical Head of Adjudication.
- Round 2 - 7 days: Meeting of Panel to analyze adjudication sheets:
 - Report to Technical Head of Adjudication.

3. Adjudicator Training Day

- 3.1. Attendance at Training Day by all WADL adjudicators is compulsory. Failure to attend without prior notice results in removal from WADL adjudication list.
- 3.2. Failure to attend with notice results in:
- (i) 1st-2nd year adjudicator: Compulsory attendance at alternative training evening. Compulsory attendance at students' seminar to adjudicate the demonstration debate.
 - (ii) 3rd year+: Compulsory attendance at alternative training evening.
- 3.3. Training of Adjudicators must be by Nationally Accredited WADL adjudicators of 3+ years' experience using the WADL adjudicator's outline as a guide.
- 3.4. Compulsory elements of the Training Day:
- (i) Lecture 1: Administrative rules and requirements of adjudicators Procedure of WADL on the night
 - (ii) Lecture 2: Technical rules of adjudication debate: Adjudication of video debate compulsory for 1st and 2nd year adjudicators
 - (iii) Collection and marking of adjudication sheets

4. Selection of Adjudicators

- 4.1. On the Training Day the Panel must:
- (i) mark the adjudication sheets
 - (ii) prepare a consolidated list of adjudicators for the Technical Head of Adjudication indicating which adjudicators are to be included the First Round and which are to be rejected
 - (iii) file all of the adjudication sheets in name order in a master file, and
 - (iv) notify the Technical Head of Adjudication of the results of the Training Day.

5. Round One

- 5.1. All first year adjudicators and any other adjudicator so ordered by the Panel ("Trainee Adjudicators") must adjudicate on a panel of 2+ adjudicators in Round 1 ("Training Panel"). Every Trainee Adjudicator must adjudicate on a Training Panel at least once in Round 1.

6. Training Panels - Round One

- 6.1. Where a debate is adjudicated by a Training Panel:

- (i) Only the adjudication of the non-Trainee adjudicator on the Training Panel (“the Senior Adjudicator”) counts.
- (ii) The Senior Adjudicator must notify the debaters and the audience at the start of the debate that the debate is being adjudicated by a Training Panel and that: (a) only the adjudication of the Senior Adjudicator counts, (b) the Training Panel will retire briefly at the end of the debate to discuss the debate, and (c) the Senior Adjudicator will hand his or her completed scoresheet to the Chairperson prior to retiring from the room to discuss the debate with the Trainee Adjudicator.

6.2. The Trainee Adjudicator must take proper notes, fill out a scoresheet and hand the scoresheet to the Senior Adjudicator prior to retiring from the room at the end of the debate to discuss the debate. During the discussion of the debate the Senior Adjudicator must ascertain from the Trainee Adjudicator:

- (i) the Trainee Adjudicator’s decision, and
- (ii) the reasons for the Trainee Adjudicator’s decision.

6.3. The Senior Adjudicator must deliver the adjudication. The Senior Adjudicator must collect the Trainee Adjudicator’s scoresheet and notes (“the Round One Adjudication Sheets”), make sure that both are complete and clearly labelled with the Trainee Adjudicator’s name and the details of the debate (ie level and the schools involved), and hand them to the Head Adjudicator at that venue at the end of the night.

7. Head Adjudicators - Trainee Adjudication Sheets

7.1. The Round One Adjudication Sheets must be posted to the Technical Head of Adjudication the day after they are received.

8. Final Selection of Adjudicators

8.1. The Panel must meet no less than 7 days prior to the opening night of Round 2 and do the following:

- (i) review the Round One Adjudication Sheets;
- (ii) prepare a final list of Trainee Adjudicators suitable for independent adjudication in Round 2 and beyond;
- (iii) file the Round One Adjudication Sheets in the Training Adjudication File;

8.2. The final list must be delivered to the Administrative Head of Adjudication no less than 5 days prior to the opening night of Round 2. The Technical Head of Adjudication must keep the Training Adjudication File.