

Completing Speech E-ballots on SpeechWire

Your coach should have already submitted your email address to the tournament manager during registration. If you already have a SpeechWire account, you will be able to use it to submit your e-ballots. If not, then at some point the management of the tournament should link your email address to a new SpeechWire account, at which time you will be emailed login details for the account at your email address.

You will access your e-ballots by going to the SpeechWire e-balloting website, which is at:

ballots.speechwire.com

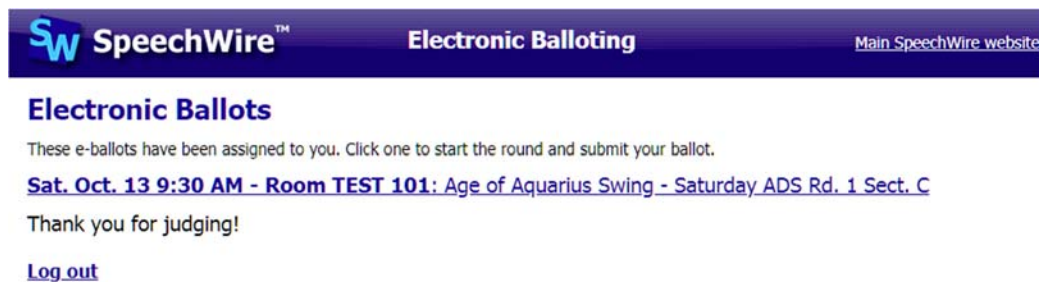
There is also a link in normal SpeechWire coach accounts to the e-balloting login, but you can bypass that step by just going to ballots.speechwire.com directly.

If you need to reset your SpeechWire account password, you can do so at:

www.speechwire.com/forgot

Once on the ballots website, type in your email address and your SpeechWire account password.

Once you log in, you will see any ballots that you have been assigned on the home page:



SpeechWire™ **Electronic Balloting** [Main SpeechWire website](#)

Electronic Ballots

These e-ballots have been assigned to you. Click one to start the round and submit your ballot.

[Sat. Oct. 13 9:30 AM - Room TEST 101: Age of Aquarius Swing - Saturday ADS Rd. 1 Sect. C](#)

Thank you for judging!

[Log out](#)

Click or tap the round that you are currently judging. If you have not yet started the round, a large highlighted link will let you mark that it has begun. Do this once they are in the room with competitors and the round is actually starting. This lets the tab room know that the room has started and that they don't need to worry about what's happening there.

Electronic ballot

Age of Aquarius Swing - Saturday ADS Rd. 1 Sect. C
Room TEST 101, Sat. Oct. 13 at 9:30 AM

[Click here to start the round](#)

Please click the link above when the round begins so that the tab room knows that you have started the round.

[Return to home page](#)

Once you start the round, you will see your electronic ballot.

There are drop-downs where you can select the rank for each student, and a box to type in the points for each student. If a student is a no-show, you can select NOSHOW from the ranks drop-down and leave the points for them blank. **Please note that you can only submit the ranks and points for the round ONCE! You cannot edit it later! If you make a mistake, you must go and let the tab room know!**

Save ballot Return to home page

| Pos. | Competitor | Comments | Rank | Points |
|------|------------------------|---------------|------|--------|
| 1 | ZZ1 Abbi Adkins | Edit comments | ▼ | |
| 2 | ZZ5 Laura Poughkeepsie | Edit comments | ▼ | |
| 3 | ZZ2 CJ Lowe | Edit comments | ▼ | |
| 4 | ZZ6 Zak Vilen | Edit comments | ▼ | |
| 5 | ZZ4 Hannah Clarkson | Edit comments | ▼ | |
| 6 | ZZ3 Raul Winthrop | Edit comments | ▼ | |
| 7 | ZZ7 Xenia Royce | Edit comments | ▼ | |

As the round is happening, you can submit comments for each of the speakers using the "Edit comments" button on their line. The box will be highlighted in red for any students that you have not submitted comments for yet. Once you submit comments for them, it will turn green.

Electronic comments

Age of Aquarius Swing - Saturday ADS Rd. 1 Sect. C
Room TEST 101, Sat. Oct. 13 at 9:30 AM

Speaker #1 -- ZZ1 Abbi Adkins

Save comments Discard changes and return to ballot

Type your comments here

You can submit comments during the round, or you can submit your ranks and points first and then go back in and submit comments. Once the round is over, please submit your ranks and points as soon as possible, and then finish your comments! Please do not hold up the tournament by waiting to submit ranks and points.

A completed round will eventually look something like this:

Save ballot Return to home page

| Pos. | Competitor | Comments | Rank | Points |
|------|------------------------|---------------|----------|--------|
| 1 | ZZ1 Abbi Adkins | Edit comments | 2 ▼ | 98 |
| 2 | ZZ5 Laura Poughkeepsie | Edit comments | 1 ▼ | 100 |
| 3 | ZZ2 CJ Lowe | Edit comments | 5 ▼ | 90 |
| 4 | ZZ6 Zak Vilen | Edit comments | 5 ▼ | 88 |
| 5 | ZZ4 Hannah Clarkson | Edit comments | NOSHOW ▼ | |
| 6 | ZZ3 Raul Winthrop | Edit comments | 4 ▼ | 92 |
| 7 | ZZ7 Xenia Royce | Edit comments | 3 ▼ | 95 |

Hill Country Swing 2020

Judging Practices: Judges will be operating from two programs simultaneously, the digital ballot on Speechwire and the Zoom meeting where performances will take place. It is highly recommended that a suitable computer with stable internet access be used, since multitasking will make the use of most tablets and phones unusable by themselves. However, we recommend the use of dual technology-- e.g. a laptop to access the Speechwire digital ballot and another device to access the Zoom performances. It is important that judges save their work regularly in Speechwire, as many internet connections will "time out" after shorter periods of time between data transfers. Save your work! PLEASE TYPE YOUR COMMENTS DURING PERFORMANCES, NOT AFTER THE ROUND. This will save you zoom fatigue and allow for better breaks between judging tasks. Again, save your work often—every 3-4 minutes (sometimes your local WI-FI will time out due to lack of transmission activity; a simple save of your work initiates transmission and makes sure you don't lose your work). You may also wish to type your comments into a separate document and that cut/paste the comments into Speechwire after you submit ranks.

Rules specific to the Digital Environment:

1. Competitors are restricted to the use of a single camera and single microphone during a performance.
2. Physical audiences may not be present during a performance (virtual audiences through the videoconferencing platform are welcome). This should not be construed as to require that students who reside in the same physical spaces or who must perform simultaneously within the same facility-- e.g. a classroom or residential dwelling-- may not be in the same room except for duo interpretation, which has a specific rule). But students in the same room may not serve as audience members!
3. Prohibit competitors in Duo from competing together in the same physical space (meaning duo partners must be at least in separate rooms with individual access to the Zoom system, even if in the same building/facility or residence).
4. We promote editing practices that allow for simulation of a face-to-face environment (such as the use of visual aids and content warnings) while discouraging editing practices that would not be possible in a face-to-face environment (such as motion, video transitions, or audio manipulation)

BUT WE WHOLEHEARTEDLY ENDORSE STUDENT CREATIVITY AS WE BEGIN THE YEAR ADAPTING TO BOTH THE POSSIBILITIES AND LIMITATIONS OF THE DIGITAL ENVIRONMENT.

Extemp Draw: Will be conducted in a specific Zoom room. Students will be directed to another Zoom room at the appropriate time to be placed in the correct breakout room.

Zoom: Judges & Students MUST have a registered/validated individual Zoom account to access the tournaments. Blind guest access will not be allowed. Each event will have a designated Zoom room, from which students will be placed in the breakout room that corresponds with their section.

Speechwire: When completing your student roster, you should also be sure to add student emails and generate student accounts for Speechwire. Distributed schedules will be sent to students individually through their Speechwire designated emails. Judges also should have Speechwire accounts, which can be created when judges are entered. Be sure to have access to correct judge emails, also, so that judges may access their ballots.

Round Structure: All events will feature two prelim rounds breaking to finals (except for single section categories, obviously). Due to the potential for Zoom fatigue and the need to allow for multiple time zones, there will not be time in the schedule for semi-final rounds. However, we will advance a maximum of 50% (rounded up where applicable) of the entry field for events with fewer than 12 entries, or SIX/SEVEN finalists maximum otherwise, depending on the cumulative ranks and cleanest breaks based on the most relevant mathematical measure (cumulative ranks first, followed by rank reciprocals, followed by subjective points as a third tie-breaker).