Tournament hosts are not required to adhere to all of these norms. However, if you plan to deviate from the suggested norms, you should indicate this in your invitation.

**Tournament Norms and Standards**

NUMBER OF ROUNDS

**Norm #1** In debate events, all teams/individuals with one loss or better will participate in an elimination round. The elimination bracket should include those individuals who meet that standard.

**Norm #2** The number of rounds and the necessary elimination round ought to be dictated by the number of entries at the tournament. Here are suggested guidelines:

# of entries 3 rds (3-0/2-1) 4 rds (4-0/3-1) 5 rds (5-0/4-1)

10 Partial Quarters (2/4) Semifinals (1/3) Semifinals (1/2)

20 Partial Octos (3/7) Partial Quarters (2/5) Partial Quarters (1/4)

30 Octos (4/12) Partial Octos (2/8) Partial Quarters (1/5)

40 Partial Dbls (5/15) Partial Octos (3/10) Quarters (2/6)

50 Partial Dbls (7/19) Partial Dbls (4/13) Partial Dbls (2/9)

60 Partial Dbls (8/22) Partial Dbls (4/15) Partial Dbls (2/10)

70 Partial triples (9/27) Partial Dbls (5/18) Partial Dbls (3/11)

80 Partial triples (10/30) Partial Dbls (5/20) Partial Dbls (3/12)

100 Partial triples (13/37) Dbls (7/25) Partial Triples (4/16)

Many tournaments will opt to break to full rounds, rather than partial rounds when they are close to a larger number receiving points. For example, in a 4 prelim tournament with 49 LDers, directors may choose to break to full, rather than partial octafinals. This would also be acceptable.

**Norm #3** The number of rounds and the necessary elimination rounds of IEs ought to be dictated by the number of entries at the tournament. Here are suggested guidelines:

<10 Two prelim rounds straight to finals

10-16 Two prelim rounds straight to finals (6 in finals)

17-24 Two prelim rounds, Semis, Finals (6 in finals)

25-50 Two prelim rounds, Semis, Finals (6 in finals)

51-75 Two prelim rounds, Quarters, Semis, Finals (8 in finals)

76+ Two prelim rounds, Quarters, Semis, Finals (8 in finals)

TOURNAMENT SCHEDULE

Tournament schedules should accurately reflect the times in which events actually occur. Time must be allotted for speaking, but in debate, preparation time, decision-making time and/or comments by the judge afterward; travel time to and from the room. In IE’s, the time must account for the writing of comments; actual speaking time; entrance and exit of double entered speakers, and preparation time in draw events.

**Norm #4** The following time limits ought to be set in a tournament schedule. When possible, rounds may be accelerated, provided adequate judging pools exist and competitors are notified

2 hours for each policy debate round and flighted Public Forum & Lincoln Douglas rounds

1 hour for non-flighted Public Forum & Lincoln Douglas rounds

1 hour and 45 minutes for each round of Individual Events. Extemporaneous Speaking draw times should be scheduled at the 90 minute mark of the previous round

At least 30 minutes must be allotted in any time schedule for the power-matching of later rounds of debate.

The time allotment for Congressional Debate is clearly indicated in the constitution.

**Norm #5** The following guidelines should be followed for an IQT tournament, dependent on the number of rounds that are being offered. Should a tournament occur on one day, adjustments to the schedule should be made accordingly:

* Three preliminary debate rounds: 3 rounds of debate on Day 1; 2 preliminary rounds of IE’s on Day 2; Appropriate elimination rounds in both on Day 2; Congressional Debate prelims & finals on either day.
* Four preliminary debate rounds: 3 rounds of debate on Day 1; 2 preliminary rounds of IE’s on Day 2; Preliminary round 4 of debate on Day 2; Appropriate elimination rounds for both on Day 2; Congressional Debate prelims & finals on either day.
* Five preliminary debate rounds: 3 rounds of debate on Day 1; 2 preliminary rounds of IE’s on Day 2; Preliminary round 4 & 5 of debate on Day 2; Appropriate elimination rounds for both on Day 2; Congressional Debate prelims & finals on either day.
* Six preliminary debate rounds: If beginning before or at noon, 4 rounds of debate on Day 1; If starting later, 3 rounds of debate on Day 1; Preliminary rounds 4, 5, 6 on Day 2; 2 preliminary rounds of IE’s on Day 2; Appropriate elimination rounds for both on Day 2; Congressional Debate prelims & finals on either day.

The entries at invitational tournaments may necessitate deviating from this norm. If entries are larger than can be accommodated with this format, tournaments will have the option of adjusting to adapt to large entries. In individual events, a 3rd preliminary round may be added to accommodate entries and to go to an appropriate elimination round.

TABULATION OF EVENTS

**Norm #6** Tournament directors are encouraged to engage competent adults, familiar with tabulation software, to tabulate events at the tournament. When possible, separate computers should be used for debate and individual events. If events are large enough that attention is needed for each individual event, then persons may be assigned to tabulate fewer events. For instance, if each debate event exceeds 50 contestants and the tournament offers novice divisions in the said debate events, then each form of debate may need to be tabulated on a separate computer.

**Norm #7** At the conclusion of each tabulation, steps should be taken to verify the accuracy of the tabulation. Double checks should be performed in either electronic or paper formats. Students may be assigned to these tasks.

**Norm #8** Tournament hosts are encouraged to post their results on the tournament website. Ballots may be distributed electronically as well. Electronic posting of results will assist the IQT coordinator in determining the accuracy of results for the sponsored IQT.

SPECIAL FEES (JUDGE, HOSPITALITY, ENTRY/DROP)

**Norm #9** The constitution states that judge fees must be used to hire judges for tournaments and may NOT be used as profit or other tournament expenses. Tournament hosts may use volunteer judges even though they charge judge fees. However, hosts must hire enough judges to cover all rounds not covered by school provided judges. There should be no expectation of coaches covering rounds if judge fees have been paid. If students are used as a first option in novice events, no judge fees should be charged for those events. The suggested number of hired judges would be as follows:

* 12 judges in each debate event to cover panels for quarterfinals
* A minimum of 3 judges per event panel per time slot
* 3 judges per chamber in Congressional Debate

**Norm #10** Tournament hosts may charge a judge fee for uncovered judges. As indicated above, these fees may be used only for hiring of qualified judges. Tournament hosts may also charge entry fees based on event. The following is considered a norm for a standard IQT (non-TOC):

Entry Fees Uncovered Judge Fees

IE $10-15 IE Judges $75-100

LD $20-30 Debate Judges $125-150

Cong $15-20

CX $40-60

Though these are considered ‘norms’ for fees, it is common for regions to come up with creative ways to cut the expense of fees. TFA encourages hosts to examine regional norms in addition to consulting the above.

**Norm #11** Tournament hosts may charge a hospitality fee for the tournament. However, that fee should not exceed the amount of $10 per lunch or dinner; $5 for continental breakfast; $10 for between meal snacks. If donations are accepted from businesses, either the fee will be prorated or eliminated. If food is provided to students, the fee charged will be on a per student basis. There is an expectation that if a hospitality fee is charged, that money will go to providing meals and snacks.

**Norm #12** Tournament hosts will implement the following policies for schools who must drop students from their tournament:

No drop fee is charged if the drop is five or more business days before the tournament

Forfeiture of the entry fee one to four days before the tournament

Forfeiture of the entry fee and no more than an additional entry fee for students dropping the day of the tournament

Schools must be notified of such fees. Schools failing to pay fees may be removed from the invitation list of the host school unless arrangements are made to pay the balance of the fees. Schools failing to pay fees may be reported to the Executive Council prior to the TFA State meet.

CO-HOSTING TOURNAMENTS/SWING TOURNAMENTS

**Norm #13** Swing tournaments must meet the following requirements

1. A school may play host to two halves of a swing tournament only if it is clear that the tournaments each are hosted by two separate TFA member schools
2. Schedules for the two tournaments should be clearly indicated and should allow for students to compete in both portions (rounds of the same event should not be run concurrently).
3. Each tournament in the entry process should maintain its unique website for entry.
4. Separate computers should be provided to tabulate results for each tournament.
5. Tabulation staff may be identical, but each tournament administrative host must be affiliated with the school of record
6. As much as can be avoided in non-power matched preliminary rounds, no contestant should compete against non-power matched preliminary round contestants from one tournament to the other.

SPEAKER POINTS IN DEBATE

**Norm #13** Speaker points in all debate events (CX; LD; PF) should be set with a limit of 30 points. Judges will be instructed to award no lower than 20 points unless there has been an egregious violation of ethics or deportment in the round.

**Norm #14** In team events, each speaker will be awarded points according to the above scale. Tournaments may award speaker awards in all divisions of debate.