How to Use SpeechWire

Access your ballots, submit rankings, and type critiques for competitors.

What is SpeechWire

- SpeechWire is an online database and tournament organizer that helps make the process convenient for all parties involved at the competition. Below are the uses for the following individuals:

- **Tournament Host-** organize classrooms for scheduling, send out invitations and updates, and keep track of attendance.

- **Tab Staff (tournament organizers)-** schedule rounds and handle registration with each attending team.

- **Students-** receive notifications on where and when their rounds will take place.

- **You, The Judge-** receive notifications, type critiques for each speaker you see, and submit rankings for those students.
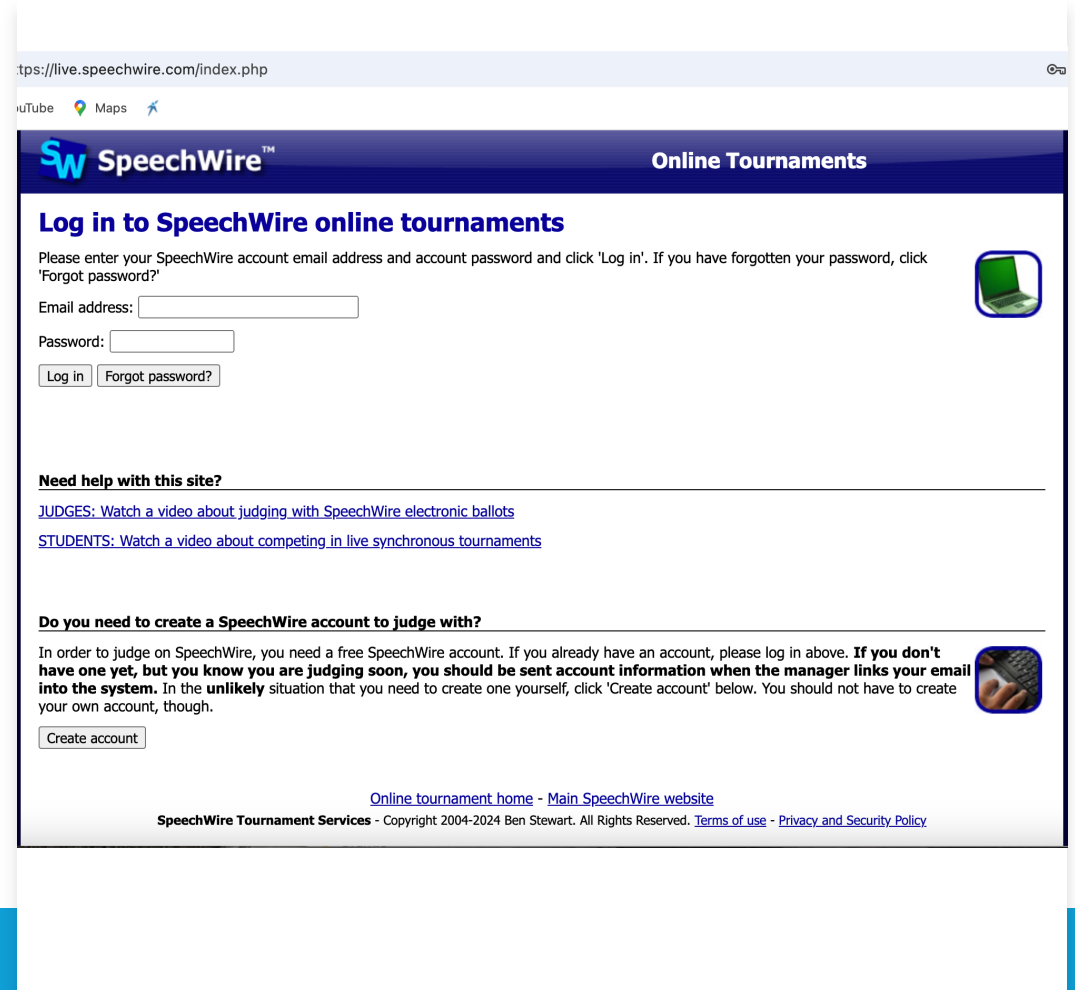
The Judge Pools

- Depending upon what events you are trained to judge and what type of judges are needed for that tournament, will determine which pool you are in.

- The pool you are registered in means those are the only events you could judge throughout the day. Below are the different judge pools:

- **Speech-** includes Interpretation and Writing Events.

- **Debate-** includes Lincoln Douglas, Public Forum, and MS Extemp Debate.

- **Congress-** only includes Congressional Debate (MS and HS).

Getting Registered as a Judge

- The coach of the team you are judging for will handle registering you for the tournament using your name and email address.

- After the coach registers you in a pool for the tournament, you will receive an automatic email from SpeechWire asking you to complete your judge account by creating a password. Instructions are included in the email.

- Remember this password, for you will use it every time you judge at a SpeechWire run tournament.

Logging Into SpeechWire

- The first couple steps of using SpeechWire will be the same for everyone, regardless of what judge pool you are in.

- As a judge you will follow the link: live.speechwire.com

- Enter your email and password.

Wait for Your Blast!

- When you first log in, the page will be blank. Getting to this page is the first sign of success though!

- Once the tournament begins and you hear that rounds have been blasted/released, refresh your page and the link will appear.

- Click on the link to move to the next step.

- From looking at the link, you can determine:
  - The time your round begins
  - The room where the round will take place
  - The event you are judging

Abbreviations for Each Event

- SpeechWire tends to use abbreviations in the link for the event that you are judging. Below are the translations:

  - Congress- **CD** or **CX**

  - Declamation- **DEC**

  - Dramatic Interp- **DI**

  - Duo Interp- **DUO**

  - Humorous Interp- **HI**

  - Informative- **INFO**

  - Original Oratory- **OO**

  - Program Oral Interp- **POI**

  - International Extemp- **IX**

  - United States Extemp- **USX**

  - Lincoln Douglas Debate- **LD**

  - Public Forum Debate- **PF**

  - Middle School Declamation- **MSDEC**

  - Middle School Oratory- **MSO**

  - Middle School Interp- **MSINT**

  - Middle School Extemp- **MSEX**

  - Middle School Extemp Debate- **MSEXD**

  - Middle School Congress- **MSCD**

Subscribe to SpeechWire

- After you click the link, it will take you to a yellow page that asks for your phone number. This feature allows you to receive text alerts when your rounds get blasted in addition to email alerts.

- While it is optional, I encourage you to subscribe so that you do not miss future alerts.

Take Attendance Before Starting

- After you choose to subscribe or not, SpeechWire will take you to a page that has a list of all the competitors in your round.

- A large yellow **Start Round** button will be displayed. As tempting as it is to push, we ask that you wait until all competitors and judges are present before you click the button (exception is extemp).

- When the button is pushed, it sends a green light over to the Tab Room, assuring them that everything is good and there are no issues. Otherwise, if they don't see the green light after a period of time, they will send help to your room.

Examples of the Start Round Page:

- The page with the Start Round button and list of competitors could look different depending on the judge pool you are in.

SPEECH

Speaking order:
1: A2 Earl Willis (DE)
2: A1 Dan Kafoglis
3: A5 Raul Winthrop
4: A3 Tara Frost
5: A4 Ursula Underwood

Click here to start the round

- If you see a (DE) next to a name, that indicates that the speaker is Double Entered.

- If the (DE) student does not show up by the start time, begin the round without them and adjust the order accordingly. The student will join the room at the appropriate time. Do not penalize (DE) students for arriving late or leaving the round after they speak.

DEBATE

Electronic ballot

**Test Tournament Campus LD Rd. 1 Sect. A
Sun. Jan. 12 at 8:00 AM**

Debaters:
Aff/Pro: A2 **Abbi Adkins**
Neg/Con: A1 **Eli Hardwig**

Click here to start the roun

Please click the link above when the round begins so that the management of this tournament knows that y

Return to home page

CONGRESS

Speaking order:
1: A2 Barb Albert
2: A9 Iain Albert
3: A13 Marcellas Atkins
4: A4 Dan Borlon
5: A7 Gus Chatham
6: A3 Cole Colson
7: A11 Kara Elmington
8: A6 Fae Ferris
9: A10 James Ford
10: A15 Eli Hardwig
11: A8 Hector Hillingsby
12: A12 Laura Poughkeepsie
13: A14 Natasha Tillman
14: A5 Emily Underwood
15: A1 Annie Wolfe

Click here to start the rou

Ballots

- After you click the yellow button, the ballots and expectations for completing them will be different depending on the event you are judging.

- Click the judge pool below that you would like to see instructions for:

SPEECH

DEBATE

CONGRESS

Speech Ballots

- After you hit **Start Round**, it will take you to a page showing the list of speakers in speaking order.

- Note: Extemp speakers come one at a time. If you judge Extemp, click **Start Round** once you enter the room. Do not wait for speakers.

- Next to each speaker's name is a link to their ballot where you can add comments and their times.

- The boxes are **red** indicating that no comments have been added yet.

Electronic ballot

Thank you. The round has started.

Test Tournament Async CA Rd. 1 Sect. A
Sat. Jul. 18 at 9:00 AM
Judge: Ben Stewart TEST

Save ballot   Return to home page

Pos.	Competitor	Comments	Rank
1	A2 Earl Willis	Edit comments	
2	A1 Dan Kafoglis	Edit comments	
3	A5 Raul Winthrop	Edit comments	
4	A3 Tara Frost	Edit comments	
5	A4 Ursula Underwood	Edit comments	

Save ballot   Return to home page

Speech Ballots

- The ballots consist of a text box for inserting your comments as the competitor delivers their speech.

- In your comments, find a balance of areas they did well on and areas that need improvement.

Comments:

Performance time (length): [ ] (in format 1:23, where 1 is minutes and 23 is seconds)

[Save comments] [Discard changes and return to ballot]

- Record the time of each speech. Phones should be in Airplane Mode.

- Under the text box is a small box for you to insert their recorded time of the presentation.

- Click the **Save Comments** button often. SpeechWire will not save your comments if the internet crashes in the middle of typing.

Speech Ballots

- After you save your comments, it will return you to the previous page with the list of speakers.

- Note that the comments box is now **green** indicating that comments for that speaker have been added.

- After all competitors have delivered speeches, please submit rankings ASAP. SpeechWire allows judges to edit comments throughout the entire day. Do not wait until you finish commenting to submit ranks.

- Use the drop-down box to choose ranks. In Speech, 1 is the best, 5 is the worst (or 6, if there are 6 in round). No ties. Everyone needs a rank.

Electronic ballot

Test Tournament Async CA Rd. 1 Sect. A
Sat. Jul. 18 at 9:00 AM
Judge: Ben Stewart TEST

| Save ballot | Return to home page |

Pos.	Competitor	Comments	Rank
1	A2 Earl Willis	Edit comments	
2	A1 Dan Kafoglis	Edit comments	
3	A5 Raul Winthrop	Edit comments	
4	A3 Tara Frost	Edit comments	
5	A4 Ursula Underwood	Edit comments	

| Save ballot | Return to home page |

- After ranks have been picked, click **Save Ballot**. Ranks cannot be changed after submission

Speech Ballots

- After you submit your ranks, you may notice that two speakers have the same score (Ex: two speakers have 5's).

- This is normal. Simply part of the tabulation process to keep everyone in that event on an equal playing field.

- Once your ranks are submitted, click **Return to Home Page**.

- Return to the Judge Lounge to await further round postings.

- Thank you for Judging!

Electronic ballot

Test Tournament Async CA Rd. 1 Sect. A
Sat. Jul. 18 at 9:00 AM
Judge: Ben Stewart TEST

Return to home page

Pos.	Competitor	Comments	Rank
1	A2 Earl Willis	Edit comments	1
2	A1 Dan Kafoglis	Edit comments	2
3	A5 Raul Winthrop	Edit comments	5
4	A3 Tara Frost	Edit comments	4
5	A4 Ursula Underwood	Edit comments	3

Return to home page

Ballots

- Click the judge pool below that you would like to see instructions for:

SPEECH

DEBATE

CONGRESS

Debate Ballots

Electronic ballot

Thank you. The round has started.

Test Tournament Campus LD Rd. 1 Sect. A
Sun. Jan. 12 at 8:00 AM

NOTE: test lincoln douglas

Save ballot | Return to home page

A2 Abbi Adkins

Side: Aff/Pro

Abbi Adkins: [   ] points

A1 Eli Hardwig

Side: Neg/Con

Eli Hardwig: [   ] points

- After you click **Start Round**, you will be sent to the Debate ballot which consists of a single page with everything you need.
- Notes:
  - Enter your comments as the round progresses. Do not wait until the end.
  - Click **Save Ballot** frequently as you are typing, so nothing gets lost.
  - You can continue making edits and saving your comments throughout the day.
  - **You can only save your Speaker Points and Winning Decision ONCE!** Be sure you are making the correct selections before saving. Comments can still be edited after this though.

Debate Ballots

A1 Eli Hardwig

Side: Neg/Con

Eli Hardwig: [_____] points

Winning Debater(s)

○ **A2 Abbi Adkins**

○ **A1 Eli Hardwig**

[Save ballot]

Order/Time Limits of Speeches	
Affirmative Constructive	8 min.
Negative Cross Examination	3 min.
Negative Constructive	7 min.
Affirmative Cross Examination	3 min.
1st Affirmative Rebuttal	4 min.
Negative Rebuttal	6 min.
2nd Affirmative Rebuttal	3 min.
*Prep time per debater to be used during each round	4 min.

Comments for A2 Abbi Adkins

[   ]

The timing of speeches during the round is provided. This varies by event (Lincoln-Douglas, Public Forum).

Debate Ballots

Comments for A2 Abbi Adkins

abbi

Comments for A1 Eli Hardwig

eli
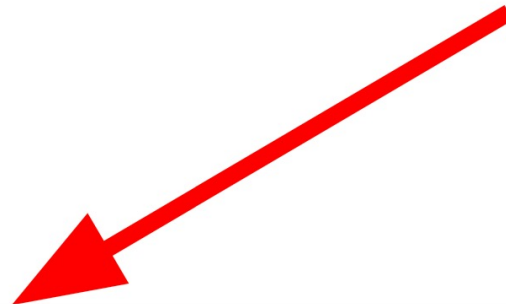
Reason for decision

Reason for

Type comments to the debaters during the round!

NOTE: Each debater sees all comments.

- Your ballot MUST have a Reason for Decision included before submitting.
- This can be 1-2 sentences.

Provide your "Reason for Decision" (RFD).

- Your RFD should start with something along the lines of,
"The Affirmation (or the Negation) won the round because.....".
- It can also be structured to state why the losing side lost.

Debate Ballots

NOTE: test lincoln douglas

[Save ballot] [Return to home page]

When finished, "Save ballot".

NOTE: You cannot change your decision after saving.
- You can continue editing comments though.

A2 Abbi Adkins

Side: Aff/Pro

Abbi Adkins: [____] points

Assign points here.

A1 Eli Hardwig

Side: Neg/Con

Eli Hardwig: [____] points

The winner MUST have more points.
- No decimals or halves.
- No ties.

Winning Debater(s)

◉ **A2 Abbi Adkins**

○ **A1 Eli Hardwig**

Indicate winner here.

[Save ballot]

- Please click '**Save Ballot**' with your decision, points, and RFD as quickly as possible once the debate ends. You can finish your comments later. Tab needs the decision and Points ASAP.

- Thank you for judging!

Ballots

- Click the judge pool below that you would like to see instructions for:
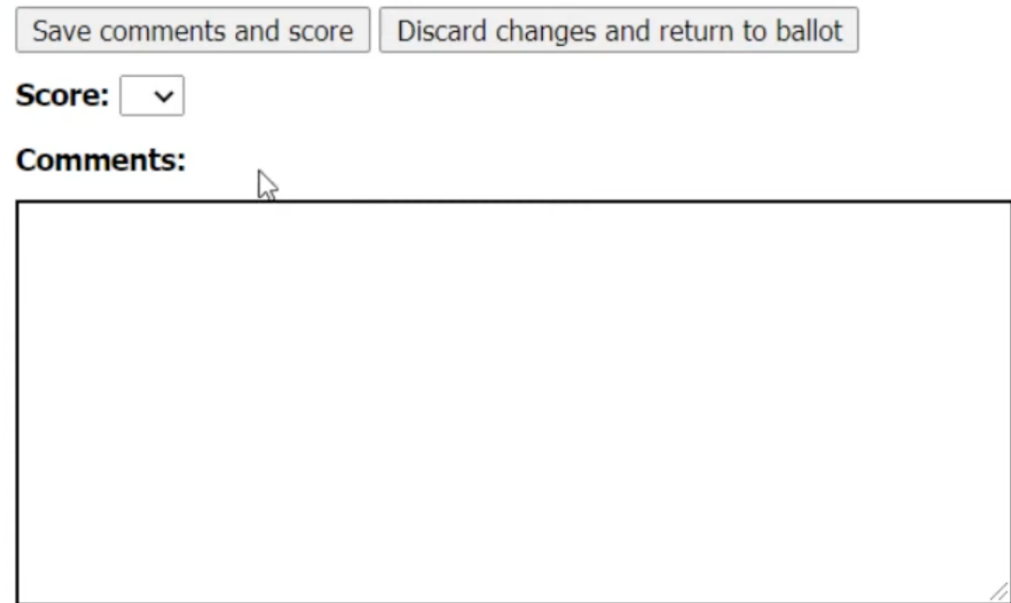
SPEECH

DEBATE

CONGRESS

Congress Ballots

- After clicking Start Round, the page will display the list of competitors.
- Students CANNOT be double entered in Congress. Ignore that part of the image.
- Competitors are listed alphabetically, not in seating order.
- Every time a debater goes up to give a speech, click:

    "Add a speech"

Congress Ballots

- When you "Add a speech" it will take you to a comment box and a drop-down arrow for scoring.

- Enter your comments for the speech that is currently being delivered.

- Rank the speech using the drop-down box. 6 is the best. From there you rank lower based on how much improvement is needed (5,4,3).

- Typically, you avoid scoring 2 and 1 unless there is major unprofessionalism taking place.

| Save comments and score | Discard changes and return to ballot |

Score: [⌄]

Comments:

- After comments and scoring are complete, click **Save**.

Congress Ballots

- Click on the speech links next to their names to continue editing comments on that speech throughout the day.

- Add a speech for the PO after they have completed their term and rank based on how well they ran the round.

- When the entire session is complete, rank the top 8 competitors in the round using the drop-down boxes under "**Rank**" (exception being Parliamentarian).
  - 1 = The best ; and down from there.
  - No ties!
  - Leave the remaining competitors blank

- After all ranks are selected, click

    "Save Ballot"

Congress Ballots

- After you save your ballot, the rankings will turn **bold**, indicating that they cannot be changed.

- The competitors you did not rank will automatically receive 9's.

- Comments and speech scores can still be edited throughout the duration of the tournament.

- After your rankings are in, you can "**Return to home page**" to await further round blasts.

- Thank you for judging!

Competitor	Speeches	Add a speech	Rank
A2 Barb Albert *entered in 2 events*		Add a speech	4
A9 Iain Albert		Add a speech	9
A13 Marcellas Atkins	Speech 1: **5** Speech 2: **4**	Add a speech	3
A4 Dan Borlon *entered in 2 events*		Add a speech	6
A7 Gus Chatham	Speech 1: **6**	Add a speech	1
A3 Cole Colson		Add a speech	9
A11 Kara Elmington	Speech 1: **6**	Add a speech	2
A6 Fae Ferris		Add a speech	9
A10 James Ford *entered in 2 events*		Add a speech	5
A15 Eli Hardwig *entered in 7 events*		Add a speech	9
A8 Hector Hillingsby		Add a speech	8
A12 Laura Poughkeepsie		Add a speech	9
A14 Natasha Tillman		Add a speech	7
A5 Emily Underwood		Add a speech	9

Return to home page

Ballots

- Click the judge pool below that you would like to see instructions for:

SPEECH

DEBATE

CONGRESS