

Judge Instructions

Accessing, Completing, and Submitting Ballots

Step 1: Login to Tabroom.com

- After you receive notification from Tabroom or from tournament staff that judging assignments have been completed, login to your Tabroom account. You may login by following the link sent to you by email or text message, or you can simply navigate to <https://www.Tabroom.com> and login to your account. If you do not see the screenshot below, click the home button in the top-right of the window (shown here).




- You may access the ballot on your phone, tablet, or a computer—as long as it's connected to the internet (Wi-Fi or cellular data).
- You will see the screen displayed below, showing (1) your name, (2) the round number, (3) the courtroom to which you have been assigned, (4) what your role will be in the trial (Presiding Judge or Scorer), (5) the day and time the round is to begin, and (6) the two teams you will be judging and which of those is Prosecution and which is Defense.

Shawn Yancy's Judging

Current ballots

Current Ballots

Round	Round 1	
Courtroom	Courtroom B-144	
Role	Scorer	
Start	Fri 9:00 AM CDT	
Entries	Prosecution	ABC
	Defense	ABD

Click Start Round to retrieve your scoresheet.

START ROUND

Step 2: Access the ballot and begin the round.

- Once all the judges and necessary personnel are in place, you may begin the trial. All judges should click the green “START ROUND” button (shown in the above screenshot). This will open your ballot, and it also allows us to see that you have started your trial.
- The ballot should look mostly familiar in its layout, with score entries for each trial segment and the prosecution scores on the left and the defense scores on the right. A screenshot is shown below.

Room: Courtroom B-144**TEAM ROUND 1****Shawn Yancy**

We are all influenced by implicit bias, or the stereotypes that unconsciously affect our decisions. When judging, our implicit biases negatively impact students who are traditionally marginalized and disenfranchised. Before verbal comments or making a decision, please take a moment to reflect on any biases that may impact your decision-making process.

Thank you for volunteering for the National High School Mock Trial Competition. This is your official scoresheet. You can complete this form while watching the trial and submit it when the trial is done. You must submit this form before you start the debrief. This form must be completed independently and not shared with any students or coaches. If there is a problem, get in touch with your courtroom liaison.

You do NOT have to enter speaker's names; the drop down is there for your convenience only.

PROSECUTION Team ABC

Pro Opening Statement	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Atty Exam of Pro Witness #1	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Witness #1	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Atty Exam of Pro Witness #2	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Witness #2	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Atty Exam of Pro Witness #3	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Witness #3	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Pro Atty Cross-Exam of Def Witness #1	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️

DEFENSE Team ABD

Def Opening Statement	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Def Atty Cross-Exam of Pro Witness #1	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Def Atty Cross-Exam of Pro Witness #2	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Def Atty Cross-Exam of Pro Witness #3	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️
Def Atty Exam of Def Witness #1	Select the speaker ▼	0 - 10	⬆️ ⬇️ ⬆️

Step 3: Complete the Ballot

- Score as you go. We also recommend that you write the scores on a piece of scratch paper. This will ensure that if any technology issues arise, you will have a record of the scores you are awarding.
- DO NOT navigate away from the ballot during the trial round or refresh the webpage—**this will delete your scores** (it is fine if your device sleeps and the screen turns off).
- You are not required to use the drop-down menu to select the speaker of each role; that is provided for your convience only.
- Once all scores have been entered, Tabroom will display the result of your ballot as shown in the screenshot below. Remember, you may not award a tie.

The screenshot displays a ballot interface with two columns of scoring options. The left column is for the Prosecution team, and the right column is for the Defense team. Each column has a 'Pro Closing Argument' and a 'Def Witness #3' section, each with a 'Select the speaker' dropdown and a score input field (0-10). Below these sections, the 'PROSECUTION TEAM TOTAL' is 75 and the 'DEFENSE TEAM TOTAL' is 73. A red box highlights the 'YOUR SELECTED WINNER:' section, which shows 'Team ABC Representing the PROSECUTION'. A 'Save Scores' button is visible at the bottom right.

- DO NOT hit save scores yet. You must first complete the remaining part of the ballot nominating students for individual awards. If you attempt to submit an incomplete ballot (all trial elements scored and all six individual award nominations), you will receive an error like this:

The error message box contains the following text:

Oh, drat. Your ballot had errors.
You have not selected a speaker for Best Witness
You have not selected a speaker for Second Best Witness
You have not selected a speaker for Third Best Witness
Please correct these before continuing.

- For the best attorney and best witness awards, YOU ARE REQUIRED to choose the student's name from the dropdown menu provided. You will choose the top three attorneys and top three witnesses from the round.
- Once you have completed your ballot, click "Save Scores."

Step 4: Confirm your Ballot.

- Your ballot has not been submitted yet. After you click “Save Scores” you will be brought to a page summarizing your ballot. See the screenshot below (note, this example has errors).
- Review the scores you entered and the individual award nominations to confirm they are correct.
- If they are correct, click the green button to confirm and submit your ballot. If not, click the red button to return to your ballot and make the appropriate edits and then submit and confirm again.

You voted for the
Defense: ABD

ABC on the Prosecution	LOSING SIDE	ABD on the Defense	WINNING SIDE
Pro Opening Statement	1	Def Opening Statement	1
Pro Atty Exam of Pro Witness #1	1	Def Atty Cross-Exam of Pro Witness #1	7
Pro Witness #1	1	Def Atty Cross-Exam of Pro Witness #2	5
Pro Atty Exam of Pro Witness #2	8	Def Atty Cross-Exam of Pro Witness #3	8
Pro Witness #2	6	Def Atty Exam of Def Witness #1	5
Pro Atty Exam of Pro Witness #3	6	Def Witness #1	7
Pro Witness #3	7	Def Atty Exam of Def Witness #2	6
Pro Atty Cross-Exam of Def Witness #1	7	Def Witness #2	7
Pro Atty Cross-Exam of Def Witness #2	6	Def Atty Exam of Def Witness #3	6
Pro Atty Cross-Exam of Def Witness #3	6	Def Witness #3	7
Pro Closing Argument	6	Def Closing Argument	8
TEAM TOTAL	49	TEAM TOTAL	67

Top Competitors		
Best Attorney	Laura5 Lee	ABD
Second Best Attorney	Stephen Breyer	ABC
Third Best Attorney	Laura Lee	ABD
Best Witness	John Roberts	ABC
Second Best Witness	Niel Gorsuch	ABC
Third Best Witness	Elana Kagan	ABC

Please check the accuracy of the information above & confirm below.

You cannot change scores once they have been confirmed. You may write feedback until the end of the tournament.

NO! RE-ENTER BALLOT

YES! CORRECT! CONFIRMED!

- Once confirmed, Tabroom will display a confirmation message:

Results Confirmed



Thank you for your service! You can see your results until the end of the tournament by clicking on the Past tab of your Tabroom home screen. If you spot a data mistake, please contact the tournament officials.

Congratulations and thank you!

You have completed your judging assignment for this round.

A couple **important reminders**:

- DO NOT leave the courtroom until your liaison has confirmed receipt of your ballots by Tabroom.
- If you have any difficulty submitting your ballot, work with your liaison who may be able to help troubleshoot. If they cannot, the liaison will reach out to the competition staff for assistance.
- If you have volunteered for the next round today, please return to the judge orientation room.