1. Introductions

- Introduce competition officials & their roles.
- Ask students to introduce themselves & test buzzers.
- Ask coaches to stand, introduce themselves and shake hands. Ask the same of alternates.

2. Rules

- Read “Important Rules” at the start of each game and before Team Challenge Question segment (in folder or notebook).

3. Reading the Questions: using eOSB on computer.

- Announce whether the question is a toss-up, bonus question or team challenge question.
- For buzzer questions; announce question format (multiple-choice or short answer), then read the question.
- If neither team correctly answers a question, the moderator must read the correct answer for toss-up and bonus questions.
- For 1st buzzer segment, stop at 6 minutes or after reading Q #10.
- For team challenge questions: announce topic; amount of time and when to begin.
- In 2nd buzzer segment, begin reading questions where you left off.

4. Getting the Answer

- Verbally recognize the individual before she/he responds.
- Identify student with: 1) Red Team or White Team & 2) Competitor ID (Captain, 1, 2, 3)

5. Challenges

- Only players (not audience, coach or alternate) may request a challenge.
- The Moderator must recognize a player before they can state their challenge.
- The Science Judge makes a ruling in the room or takes the challenge to the Judges Grading & Appeals Room. If the team disagrees with the 1st ruling, the challenge must go to the Judges Grading & Appeals room where all decisions are final.
- There are no challenges on Team Challenge Questions.
- All Rules challenges should be decided by Room Officials. If the team challenges the same rule a 2nd time, the challenge must go to the Head Rules Judge.

6. Warnings

- Warnings may be issued to individual players, entire teams competing, or to members of the audience. Remember to stop the clock to discuss with other officials if a warning is needed. Have officials step outside the room for discussion if needed.
- More than two (2) warnings results in disqualification.

7. Who Won?

- Fill out official score sheet. Ask Captains to initial the score sheet. Report any Warnings on the score sheet.

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**MODERATOR**

What Do I Do?

**Important Task:**

*Review all questions before the competition and contribute to needed edits as organized by the Regional Coordinators.*

*Toss-Up?*

- No consultation among team members.

*Bonus?*

- Consultation is allowed, but the Captain must answer.

*TCQs?*

- Consultation allowed; written answers are handed in by the Captain. No challenges to TCQ answers.

**Acceptable Answers?**

- Responses to MC questions can be the letter (W, X, Y, or Z), or the answer exactly as presented in the question book, or both.
- Anything else is unacceptable, including synonyms, broader terms, and more specific terms.
- The first answer stated is the one that counts!

**Challenge?**

- Ask timekeeper to stop the clock.

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At the end of each match:

The Official Score sheet, transparency score tally, team challenge questions and transparencies, and any team scratch papers should be put back in your match envelope or packet. The packet should be taken immediately to Crab Pot Central by the Runner or official who will be going to there first.

BCB 2015
The **MODERATOR** is **THE person responsible for controlling each match**.

The Moderator must be extremely familiar with how the game is played and with all of the contest rules. It is, therefore, extremely important that you review the rules well in advance of the actual event. Additionally, you need to be familiar with the questions used in the competition.

**Pre-Competition Question Review**

*You will be provided with the question bank for your competition in advance of the actual event. It is important that you **review all the questions** before the competition and meet with the Regional Coordinator, other Moderators and Science judges to ensure question accuracy. Our “repairs” will be submitted to NOSB for consideration. NOSB makes final determination on which corrections to accept.*

*NOSB has replaced the hardcopy question books with eOSB, an electronic book format. All BCB Moderators and Science Judges will use the eOSB. Because we are using eOSB, after NOSB issues its final revisions to the question bank, no further changes or tailoring of questions will be possible. Hardcopy notebooks will be held at Crab Pot Central and the TCQ Grading Room for reference.*

*As preparation for the competition, please practice using the eOSB program and reading the questions out loud in order to: (1) help ensure that you read the questions smoothly; (2) become proficient with the pronunciations of scientific terms*

*As requested by your RC, participate in eNOSB webinar and other training sessions.*

**Competition Responsibilities**

The National Ocean Sciences Bowl is primarily an oral competition in which two student teams attempt to answer toss-up, bonus and Team Challenge questions. A competition round consists of: 1st 6-minute Buzzer Segment (toss-up & bonus questions); 2 Team Challenge Questions; 2+minute break (for question grading in a separate room); 2nd 6-minute Buzzer Segment.

1. **Before the match begins, the Moderator:**
   - ✅ **Records school names & officials’ names on the paper Score Sheet**;
   - ✅ **Calls the group to order**;
   - *Introduces officials;
   - *Asks students to introduce themselves & press their buzzer to test the system;
   - *Asks coaches to stand, introduce themselves & shake hands.

2. **The Moderator reads the “Important Rules”** at the start of the first Buzzer Round and before the Team Challenge Questions (these rules come with the TCQ packet).

3. **Moderator reads the questions.** Be sure to **position your laptop computer (with eOSB) so that students cannot see the questions** – hold at a steep angle or position behind a visual screen. The competition clock begins as soon as the Moderator has identified the “format” designation of the first toss-up question (e.g. multiple-choice).
   a) **There are 20 toss-up/bonus question pairs assigned per round.**
      *Please, pace your reading of the questions. You **stop the 1st buzzer segment after reading Question Pair #10 or 6 minutes**, whichever comes first.*
      Then, resume the 2nd buzzer segment where you left off in the eOSB program.
      *Replacement Toss-Up questions: There are no separate replacement questions. If a question has to be tossed, proceed to the next question pair in sequence. See NOSB 2015 Rules #51.*
b) **Before reading the question, the Moderator identifies:** 1) whether the question is a toss-up or bonus; and 2) its format - whether it is multiple-choice or short-answer. Subject areas are no longer provided since many questions are multidisciplinary. Additionally, “difficulty ratings” for questions should no longer appear, if they do – do not read them to students.

c) When a contestant elects to answer the toss-up question by buzzing in, the buzzer system identifies the 1st student to respond & locks out all other competitors.

*The Moderator verbally recognizes the student* as “Red Team or White Team, player__”). Should the student answer the toss-up question correctly, the student's team receives 4 points and is awarded a bonus question. A correct answer to the bonus questions results in the team receiving an additional 6 points.

*If neither team correctly answers a question, the Moderator must read the correct answer for toss-up and bonus questions.*

*Before the next toss-up question is read, the Science Judge resets the buzzer system,* so that individuals can buzz in again. The Moderator may reset the system, if the Science Judge does not.

*Play then continues as the Moderator reads the next toss-up question to the two teams.*

4. **A student MUST wait to be verbally recognized by the Moderator:** before beginning to answer the toss-up questions.

   a) If a **student blurs out an answer without buzzing in, buzzes in before the question “format” has been read, or buzzes in, but answers before being verbally recognized,** the response is a “Blurt” and is ignored (Note: you should not reveal whether the answer was correct or incorrect).

   *You announce “Blurt” from Team ____, then the opposing team has the opportunity to answer the question. If the question was not fully read, you re-read it in its entirety for the opposing team.* This rule is helps avoid situations where players lack self control or two players think they have activated the lock-out system and blurt out simultaneous answers. See NOSB 2015 Rules #18 & 19.

   b) If a **student buzzes in during the reading of the question,** this is an “Interrupt.”

      *You announce “Interrupt,”* then verbally recognize the team and student. See NOSB 2015 Rule #20.

      If student answers correctly, that team is awarded 4 points, and the team wins the right to answer a bonus question. If the student interrupts the question, is verbally recognized, but answers the toss-up question incorrectly, 4 points are deducted from the score of the student’s team and the question is re-read in its entirety for the opposing team. That team may answer the toss-up question for a chance at the bonus.

5. **Stalling is not allowed.** Pay particular attention to the clock at the end of the round, especially the last 30 seconds. Teams use strategies to use up time on the clock.

   a) It is not stalling: if a team waits the full 20 seconds to answer a bonus question;
      It is not stalling if a team prefaces the answer to a bonus question (only) with “Our answer is...”.

   b) It **IS stalling:** if the answer is long and rambling, with no clear relation to the correct answer options allowed.

   c) Note: The preface “My answer is...” is NOT allowed for Toss-Up questions.
While the Moderator concentrates on the questions and answers, the Rules Judge is attentive to the time and how students may be using it. If a team challenges on the basis of stalling, the Rules Judge is the authority in the room (no call to the Chief Judge).

6. **If the question has not been answered correctly, read the correct answer** as offered in the eOSB book, but do not explain or discuss it, unless there is a challenge. The Moderator may expect the Science Judge to address scientific challenges.

7. **Review rules for “when times runs out”** and refer to the flow chart to determine when and how to proceed with questions when time is up at the end of a buzzer round. NOSB Rules #56-61.

The Science Judge pays attention to the words the Moderator is reading and saying, particularly at the end of the round, so that when the buzzer goes off, they can corroborate whether the question was completely read. The Rules Judge also pays attention.

8. **The Moderator announces that it is time for the team challenge question.**
   a) The Science Judge hands the Moderator their copy of the TCQ & gives the rest of the packet to the Rules Judge.
   
   b) **The Moderator has a short announcement to read** to the two teams before they are told to begin the question. (This announcement will either be in the packet with question or will be taped to your table top.) Each team challenge question has a different time period, between 2 and 5 minutes in length. The Team Challenge Question is not read aloud.
   
   c) As the Moderator is reading the rules, the Rules Judges passes out the TCQ papers, face down, one copy in front of each team member.
   
   d) The Moderator tells the students when to begin. At the end of the specified time period, the team Captain turns in the paper to the Rules Judge. The a Room Runner or the Science Judge will take it to the Grading Room.
   
   e) After the 1st TCQ is finished, the 2nd TCQ immediately follows. A Room Runner or the Science Judge takes the 2nd TCQ to the Grading Room.

9. Following the completion of the 2nd TCQ, there is a minimum 2 minutes half-time break, while the TCQs are being graded. During this time:
   a) coaches may rotate in their alternate players and provide coaching;
   b) team members (players, alternates, coaches) **may not** leave the room;
   c) all observers returning to the competition room or new observers entering the room during the break **MAY NOT** speak to any team members. The Rules Judge monitors this.

10. The Runner or Science Judge returns with the TCQ grades. The Science Judge announces them, then passes the grade sheet to the Scorekeeper for entry into the score sheet.

11. Then, the Moderator begins the second Buzzer Segment, beginning where they left off at the 1st half. The completion clock begins once the subject is identified.

12. The game is over when the second Buzzer Segment ends or all toss-up questions have been read. The winning team is the one with the greater point total. Regarding ties - In general:
   *Round Robin matches (Rounds 1-3): points are awarded for win, loss or tie. No need to resolve a tie. Do not use Tie-Break Questions during the round-robin matches.
*For double-elimination rounds, see tie-break rule #55. There are question sets reserved for resolving ties during these rounds. Send a Runner to get them from the RC or Head Rules Judge. Read a series of 5 toss-questions.

*Trophy rounds: may require tie-breaker, per NOSB Rule #55. Use tie-break questions as identified by BCB Coordinator or Head Rules Judge.

13. **Fill out the official score sheet** and ensure that both team captains initial it before you leave the room for your next round. **Return the official score sheet,** all score sheets used by score keeper, and the used question packets to the Head Scorekeeper at Crab Bowl Central. Label the packet with Round # and Room #. You may assign the Runner to deliver these.

14. **Moderators manage Challenges and Warnings as needed,** coordinating match officials in making these determinations. Review NOSB Rules #62-70 about Challenges & Rules #71-77 regarding warnings.
   Please conduct any officials’ discussions/consultations outside of the room.

**MODERATOR’S PREAMBLE & IMPORTANT RULES**

**READ BEFORE EACH MATCH**

✓ **Before you start the Match, record school names & officials’ names on the paper Score Sheet; then call the group to order.**

Good Morning/Afternoon my name is _____ I am ___(your specialty)__ from __(institution)__,
I will be your Moderator. Other officials, please introduce yourselves: ________, ________, ________, ________, ________, ________.

Before we get started, I would like the coaches of both teams to stand. Please introduce yourselves, shake hands, and sit together in the Coaches’ seating. Alternate team members should also stand, introduce themselves, and sit with the Coaches in their designated seating during the match.

Players: please state your name and buzz-in to verify that your systems are working properly.

Please let me remind you and the audience of several important rules we will be carefully observing during this match.

(The first three rules should be read before each competition round begins, even if the teams choose to waive the reading of the rules.)

1. **All electronic devises (i.e. cell phones, MP3 players, calculators, kindles) must be turned off and kept in a pocket, purse or bag throughout the entire competition round, even during the 2 minute break.**

2. **Audience members may not take any notes, and may not review any reading materials (i.e. textbooks, novels, or papers) during the entire competition round, even including the 2 minute break. Please, put away all writing and reading materials, except for official event handouts.**

3. **When a competition starts no one may leave or enter the room, except the approved event photographer and the room runners.**

----Do you want me to read the rest of the rules in their entirety?-----------------------
4. On toss-up questions, you MUST be verbally recognized by the Moderator before replying. If you respond before being verbally recognized, your team is automatically disqualified from answering the question. The question will then be offered as a toss-up question to the opposing team.

5. In this match, I will identify you by saying either Red or White and either Participant (or Player) "1", "2", "3", or "Captain".

6. For toss-up questions there can be no conferring among team members ON EITHER TEAM at ANY time. If conferring occurs on the team that was initially recognized to answer the question, that team is disqualified from answering the question and the question is offered to the opposing team. If conferring occurs or has occurred, on the opposing team, they too are disqualified from answering the question.

7. With the exception of articles such as “a”, “an,” and “the,” answers to multiple choice questions must be exactly as those on the written page. Prefacing the answer with “My answer is” is NOT acceptable on a toss-up question, but is optional on a bonus question.

8. For bonus questions you have 20 seconds AFTER the Moderator finishes reading the question to begin your answer to the question. You will hear the Timekeeper say "5 SECONDS," when you have only 5 seconds left to begin your answer. If you fail to begin your answer before the Timekeeper says "TIME," you have missed your bonus question.

9. For bonus questions, only the team captain's answer will be accepted. Once the team captain begins his or her answer, no further conferring or clarification may occur by other team members.

10. There are two types of challenges that team members may make during a game: challenges to the scientific answer and challenges to the enforcement of the competition rules. The team member requesting a challenge will raise their hand and request a challenge from the Moderator BEFORE the moderator begins the next question. All challenges must come from the team members who are actively competing. Neither the alternate nor any other audience member may object.

11. If the challenge can be resolved in the room, the competition officials will collectively make a ruling on the challenge. If the team requesting the challenge disagrees with the first ruling, they can challenge a second and final time.

12. For all challenges made a second time, it must go out of the competition room to the Judges’ Appeal Room where all decisions are final. NO EXCEPTIONS.

13. Only the timekeeper or other competition official can stop the game clock during a challenge.

14. Competition officials may issue warnings to individual players, entire teams, or to members of the audience that display inappropriate behavior. The official verbal warning along with the reason for the warning will be issued by the Rules Judge. The warning(s) for both players and audience members will be noted on the Official Score Sheets and tallied throughout the entire competition.

15. If a player or team receives two (2) official warnings throughout the entirety of the competition, that player or team will be disqualified from competing and will only be permitted to observe the competition.

16. If an audience member receives two (2) official warnings they will not be permitted to observe or participate in the competition activities for the remainder of the event.
Moderator’s Preamble & Rules before Team Challenge Questions:

1. It is time for the Team Challenge Question.
   *Teams: Do NOT turn the papers over until I instruct you to do so.
   *During this portion of the competition, I would like to remind the audience that they should remain quiet and seated until the break is called. The audience will be able to see the question on the overhead while the participants are working on their answer.
   *There is NO break between the first and second TCQ. Please, no talking, moving around or leaving the room until I announce the break.

2. Teams are encouraged to work together on this question. However, only the answer sheet handed in by the Captain will be graded.

3. Please write your school name and the competition room number, which is ____ on the back of your sheets now.

4. The question subject is ________ You will have _____ seconds/minutes to answer this question. The timekeeper will indicate when 45 seconds and 15 seconds are remaining. When time is called please put your pencils down.

5. The papers will be collected from the Captain of each team.

Questions?

You may now turn over the paper in front of you and begin.
Instructions for the MODERATOR’S MATCH SCORE SHEET

✓ Before the Match: RECORD officials’ names here and the names of the schools participating in this match at the bottom of this sheet. Complete the other information as well.

MODERATOR_____________________________________

SCIENCE JUDGE_________________________________________

RULES JUDGE___________________________________________

TIMEKEEPER_____________________________________________

SCOREKEEPER_____________________________________________

✓ Before the Match: READ the "IMPORTANT RULES" sheet ALOUD. This includes: asking the coaches and alternate team members to introduce themselves; checking the lock-out systems by having each student introduce him/herself.

✓ Before/after TCQ & at the end of the Match: See that the Rules Judge PICKS UP ALL PAPER at the beginning and end of the Team Challenge portion of the match as well as at the end of the round! The students are NOT to take their scratch work out of the competition room.

✓ During the Match:
  * Moderator notes any Warning(s) issued to a team(s) or individual(s) in the space provided and provides a brief description of the warning. Consult the training handout on Warnings for more details.

✓ After the Match:
  * Moderator records FINAL SCORES in the space provided & has Team CAPTAINS initial.
  * Moderator COLLECTS:
    1) Official Score Sheet (on top, outside the envelope),
    2) Scorekeeper's transparency sheets from the overhead, (2nd, outside the envelope) as well as
    3) all TCQ question materials (inside the envelope), student scratch papers, etc.
  * MARK THE PACKET with Round #, Room #.
  * The Runner takes the Match PACKET TO HEAD SCOREKEEPER at Crab Pot Central.

The Official Match Score Sheets will be provided in a folder in each Competition Room Box. There will be enough sheets for all your scheduled matches, plus 2 extras.