Tabulations Committee

The Orange County Debate League is seeking detail-oriented and organized individuals to help with the logistical and administrative aspects of our debate tournaments. This role involves pre-tournament preparation, on-site management, and post-tournament wrap-up to ensure smooth and successful events.

Key Responsibilities
- Tournament Software Setup: Set up each tournament on Tabroom, ensuring all necessary information is accurately inputted.
- Communication: Communicate registration information to coaches, providing clear and timely updates.
- Registration Assistance: Assist with registration and address any logistical or registration-related questions from coaches.
- Requirements Confirmation: Confirm that judge and entry requirements are met for each squad.
- Strikes and Conflicts: Verify and manage strikes and conflicts for judges and entries to ensure fairness and efficiency.
- On-Site Registration: Confirm the on-site registration of each squad and school, ensuring all participants are accounted for.
- Round Pairing: Pair each round on Tabroom, resolving any judge or team conflicts that arise.
- Results Entry: Accurately enter results into Tabroom, maintaining up-to-date and precise records.
- Results Confirmation: Confirm and calculate results from Tabroom data, identifying top speakers, teams, squads, and other awards.
- Assist with set up and take down (tables, signs, etc.) during tournament day.