Hello to all you wonderful tech judges!

We hope you know how much we appreciate you, and how much the students value your comments on the share sheets.

RAFFLE

When you get your judge packet at festival, you will find 2 raffle tickets in it. Put your name on the back of each, and drop them into the collection container.

That drawing will be at the end of lunch, just before announcements are made for acting semi-finals, followed by tech finalists. Winner must be present for the raffle in Judges HQ.

FINALS ROUND

We're getting a lot more students registering for tech. Let's hope a lot of them show up!

We're expecting to have a finals round for 3 groups, and possibly all 4. If all or almost all the 15 entries registered for Light Design show up, we'll have finals for them too.

BIG CHANGE FOR F3

It used to be Graphics / Publicity. One of the tech committee members became concerned that the category these days should be called Marketing / Publicity, and rewrote the rubric. So that's what it is now.

The rubric for that one runs 3 pages because we haven't had time to see where it can be condensed.

We hope those of you who have enjoyed judging Graphics / Publicity will be equally comfortable with Marketing / Publicity. Please give us your opinion, pro or con, when you have time.

CUTTING DOWN ON PRINTING COSTS

The rubric will be in your Tech Judge Packet, along with ballots and share sheets, some blank paper for making notes, and any last minute useful information.

The rest will only be in the online tech judge pages. If you want copies of suggested comments, ranking, additional raffle details, and the FAQs, please *print them yourself and bring them with you* — or whatever method works for you.

We will be doing this with the non-tech judges beginning next spring.

MANY THANKS

Again, thank you for judging tech. Your presence brings more interest in tech.

See you at Festival!

The DTASC Tech Tsars (Andrea Whitney, August Earle-Rodriguez, Steven Volpe)

WELCOME, DTASC <u>TECH</u> JUDGES

Thank you for sharing your time and expertise with us.

If you have questions or problems during the day or need to be assigned to a different room to judge, please text 1-424-318-1605

WHEN YOU ARRIVE:
- **Check in**
  - **Collect stuff** – this page, program, map, food, beverage(s)
  - Say which tech you want to judge.
  - Get your judge packet (check both sides of papers), ribbon, & sticker for ribbon
- **Tech Judge talk** will be around 8:15 am in a different location
- Look thru materials in your packet
  - Various **information** sheets to aid you – all the same color because it was easiest.
  - All the same color – for your tech event.
    - Green – Set Design; Gray – Light Design; Purple – Graphics/Publicity; Pink – Character Costumes; Ivory – World Court Costumes
  - **#10 envelopes, each with a ballot**
  - **Share sheets** – 15 should be enough; extras are available from Tech Tsar

Raffle tickets
- At lunchtime, show your ballot to Lynn at Tabs (or her designated substitute).
- If it's filled out correctly, you get 2 raffle tickets. Everyone else got 2, as well.
  - Write your name on the back & drop it in the container.
- Drawing will be at end of lunch.

WHEN YOU'RE THROUGH FOR THE DAY:
- Check out at Judges HQ and collect your stipend
  If you wish, donate all or part of your stipend to the scholarship fund
- Leave your judge packet to be recycled

THANK YOU….THANK YOU….THANK YOU….THANK YOU…
From: DTASC Judge Committee & DTASC Board

DTASC FAQ for MS/JV Tech Judges

What's something important I should know about judging tech at a DTASC festival?
- First, understand that you're dealing with children. They won't be perfect.
  - They may also be as young as 10 in MS. They're new at all this.
- Next, if the tech coordinator doesn't **congratulate them on getting their projects there**, please be the one to do it.
  - Up to half of the students who register for tech presentations never finish their work and don't come to the festival.
- The ones that are here need to understand that finishing the project and presenting it is a major accomplishment that deserves a round of applause for everyone.
  - They should all feel good about bringing their work to festival.

Why do I have more than 1 ballot in my packet if I'm judging one Tech event?
- If you're judging MS/JV, one ballot is for MS and the other is for JV. We'll know by the school codes which one is which, but if you to mark it at the top of the ballot or on the envelope, that would be helpful.

Where do I get more share sheets?
- There should be a tech coordinator somewhere near by. The coordinator has extra share sheets (and ballots) for all the tech events.
- If you can't find the tech coordinator, have a room chair text to 818-517-3132 to say how many share sheets are needed, what color, and what room. The room chair can then come to Tabs to pick them up. Text first to save time.

What if I want to say a lot more on these share sheets?
- You can continue writing when you're in line for Tabs, or finish the share sheets at lunch. Just be sure they get turned in at Tabs no later than the end of lunch, so the students will actually get them. If you need more paper or additional share sheets, ask at Tabs.

I can't stay all day, but I really like judging tech.
- Ask the Judge Coordinator how long a day tech is expected to have. Sometimes it's through by lunchtime.
- However, if it can't be finished until after lunch and you cannot stay that long, your votes won't count. Your comments on share sheets can still be passed on.
- If at all possible, though, switch over to a performance area and judge acting events in the morning, so that your votes count.

Am I really judging a tech event all by myself?
- It's possible, but have the room chairs text for instructions. Maybe another judge is on the way. Maybe we're just really short of judges.
- If you're the sole judge, do the same job you would normally do with other judges present. Evaluate the presentations carefully, because you're picking the trophy winners. Write something good on each share sheet, even if the rest is constructive criticism. And thank you for helping your group of tech students have a good day.
- If you have **special qualifications in this field, you might want to introduce yourself** and tell the students a little about your background. They'll feel better to know a professional is judging them. (If it's not your field, don't say anything about it.) *(continued on back)*

- Reminder: do not discuss their work with the students except to ask them questions about it, if you want more information.
- When judging is finished, if you want each group to stand up again so you can remind yourself who's who, ask for that before students start leaving.
- You have plenty of time to fill out share sheets and the ballot then, but if the room chairs get antsy and want you to move, please let them escort you to Tabs. Someone there will find you space to continue writing.

They're showing me stuff on a tiny computer screen!
Teachers were notified to tell their students to print out everything that was on the computer so judges could actually see it. Treat this in any way that seems reasonable to you.

I've seen all the entries. Frankly, everyone is missing key elements, and some of the efforts look slap-dash to me. I really don't think anyone deserves a first place trophy. Maybe none of them should get trophies.
- This happens from time to time. Write notes about your feelings on the back of the ballot or on the envelope – anywhere except the share sheets. Write on the front of the ballot "Read back" or something like that, so we turn it over.
- We normally give trophies for 1st thru 5th place, plus 5 Honorable Mentions. If no one really deserves a trophy, they will all get Honorable Mention plaques.
- On the share sheets, try to **find something good to say about each entry. Then add some constructive criticism. Please don't say anything that would totally crush a student.**

One particular presentation really stands out. It's so terrific! Can't I tell the students that?
- Use the share sheet – just make sure you have the right school code for them. Do not speak to the students in person.

Notebooks – am I supposed to do something with them? They're not on the required list any more.
- The tech committee is hoping the judges can hold onto the notebooks after the students are excused, look them over, and agree on which is the best.
- If students ask about getting their notebooks back, tell them to go to Tabs in an hour or so.
- **Criteria for best notebook**: completeness according to the rubric for that event, plus appearance of materials. In other words, the best looking notebook that has the most stuff in it that it's supposed to have. Not just the prettiest – **has to have content** too.
- **Write the school code for the best notebook on the back of your ballot**. That means it's on the back of everyone's ballot.
- Deliver ballots, share sheets, and notebooks to Tabs.
- If Tabs says they don't want the notebooks, tell them to give them to Lynn.

DTASC FESTIVAL FAQ

WHERE DO I FIND …

BALLOTS

- In the Judge Packet – #10 envelopes, with Event, Round & Room on them

SHARE SHEETS

- Loose in the Judge Packet. You have 15 to start.
- Get more from your Tech Tsar.

RUBRICS for scoring sections

- In this packet – it has 2 pages

JUDGE NUMBER

- On your Judge Packet – the 3-digit number (such as 040, 261, etc.)

JUDGE RIBBON

- Handed to you when you collect your judge packet.
- You will also get a sticker to attach the ribbon. Do not use the sticker on any fuzzy material.

LUNCH TICKET

- Your Judge ribbon is your lunch ticket. Wear it where it can be seen easily.

LUNCH

- Check 1ˢᵗ page of program booklet for location.

PROGRAM, Readable SCHOOL MAP

- On the table or counter near where you signed in as a Judge.
- If you don't see them, ask! Someone may have forgotten to put them out.

RESTROOMS

- Marked on school map. Or ask someone. The helpers are wearing cute headbands.

HOSPITALITY (Snacks, coffee, tea, water, etc.)

- Judges HQ, all day from 7 am until mid-afternoon.

THE ROOM YOU'RE SUPPOSED TO BE IN

- Use the full page school map where you can actually read room numbers.
- Orient yourself and your map wherever you are. Then look for the room number.
- Or ask someone.

HOW TO GET REASSIGNED IF YOU KNOW SOMEONE

- You or the room chair can text a message to Judges HQ.
- The text number is **1-424-318-1605**
- That number can be used to report trouble or emergencies where EMTs are needed, or just about any problem DTASC personnel should deal with.
- Always give your name & judge number & location.

SHARE SHEETS AND BALLOTS

How do I fill out a ballot?

- Put in all the information at the top and bottom of the ballot.
- Copy the list of school codes in the same order as on the board. Do not skip any.
- For each presentation, give each scene a score in all 5 areas.
- Use S, A, P, F, and L to score them. *(next page for explanation)*

- S = Superior; A = Accomplished (formerly Excellence); P = Proficient (formerly Good); F = Fair, and L=Lacks Evidence.

What if I can't decide on a score?

- You have to pick one. If you put two, Tabs uses the lower score.
- The back of the share sheets has a rubric that says what each score should mean.

What if there's a No Show?

- Put a line across all boxes on that row, or put an X in each box.
- IMPORTANT: Keep the No Show on the list in the right place to help Tabulations.

How do I fill out a share sheet?

- Put in the correct school code & other information top & bottom
- Add comments about the student presentations.

What do I put in the comments section on the share sheet?

- Say something positive about the presentation, even if it wasn't the greatest.
- Your judge packet has suggested comments, if you need help with something to say.
- It's okay to offer constructive criticism. Give suggestions for improving specific things.
- Do not say anything that would discourage a student from trying again – these are kids and they need some encouragement.
- ***Students will take your comments literally.***
- ***Check your spelling.***

How much time do I have for writing comments?

- Very little, unfortunately. The festival has approximate time lines, and needs to stay close to them.
- You have about 1 minute between presentations. You can ask for a little more, but it won't be more than another minute.
- If you want to write more, do it in line for Tabs or at Tabs after you turn in your ballot.
- If you really have a lot to say, put it in an email. Include the school code and round. Send it to dtascfest@gmail.com or dtascjudges@gmail.com

What if I know they broke one or more rules during their presentation?

- Judge the presentation, not the rule breaking.
- If the rules violation is for swearing, sexual gestures, or inappropriate behavior toward any ethnic, religious, gender etc group, please report it to Rules, with the school code.

Judging Reminders About the Rules

- Please do not judge down a group that was stopped for time.
- DO NOT make judgments based on a rules infraction.
- DO NOT grade down because of accents or poor drawing skills or physical impediments.
- DO NOT discourage students from attempting difficult tasks.
- DO NOT ask students which school belongs to a specific code.

How do I rank them?

- Decide which presentation should be in **First Place. Give that code a 1**. Then give the next best a 2 for 2nd place, and so on.
- Continue until every presentation has a unique number. Do not use any number more than once. **NO TIES** allowed.
- **Do NOT rearrange the codes**. Tabulations needs them in program order to save time.

- Your judge packet has a sample of how to rank as you go – directions on one side, sample ballot on the other. Or use your own system – but it needs to be done quickly.

What do I do when I've finished ranking?

- Fold your ballot & put it back in its envelope.
- **The Room Chair will escort all the judges from your room to Tabulations** so you can turn in your ballots and share sheets.
- **Please go with the Room Chair.** If you need more time for share sheets or ranking, take care of it in line at Tabs or after your room has been checked at Tabs.
  - o It's a lot easier in Tabulations if all the ballots for a room arrive at the same time.
- It's probably lunch time by now. Go enjoy your lunch.

What's the column that says Inappropriate?

- If performers used swear words, had sexual gestures, put down or made fun of anyone on the basis of religion, ethnicity, gender identification, etc, mark that column and report the problem to Rules. You will need the school code.

What happens to my ballot after the festival?

- It will be shredded.

Who cares what color the ballot and share sheets are?

- Tabulations does. When things get really busy there, it saves a lot of time if we're looking for a particular color, rather than having to check the school codes on every ballot in the room.
- If you have to use a ballot or share sheet of a different color, please print the correct color at the top, as boldly as you can. That helps, too.

ROOM CHAIRS

What do Room Chairs do?

- Room Chairs list the codes in order on the board, call roll, tell performers when to start, time presentations, and keep things running smoothly.
- Room Chairs request chairs, keys, extra judges, or whatever may be needed.
- Room Chairs do their best to keep order in the room.
  - o As a Judge, please step in to help Room Chairs if a problem won't stop.
- Room Chairs will escort Judges as a group to Tabulations to turn in ballots and share sheets after each round.

WHO WON?

How do I find out who won?

- Be sure you have the school code(s) for whichever group(s) you're interested in.
- If you can stay for the Awards Assembly, you can see the actual winners.
  - o Tech goes first.
- Soon after the festival, the list of winners will be posted on dtasc.org.

What you will find in your Tech Judge Packet

- **Cover Letter** – which you're looking at now

- **Changes to Tech Events** – in case you've judged before and think it'll be like last time

- **Welcome DTASC Tech Judges** – explains what your day will be like

- **Raffle** – if you can fill out your ballot correctly, you can enter the raffle.
    - Prizes include DTASC t-shirts & baseball caps (while supplies last) and 2 Trader Joe gift cards.

- **Ranking** – 2 pages – the first page explains a simple easy ranking system, and the other page shows a ballot marked up using the system.

- In the **color** of your Tech Event
    - Green for Set Design
    - Gray for Light Design
    - Purple for Graphics/Publicity
    - Pink for Character Costumes
    - Ivory for World Court Costumes

- You will find the following:
    - **Requirements**
    - **Possible Comments**
    - **Share Sheet with rubric on the back**

- Your tech packet also has, in the event's color:
    - **2 ballots in #10 envelopes**
    - **15 share sheets**

Helpful Information

- If you need **more share sheets**, ask the tech coordinator, check with Judges HQ, or stop by Tabs & ask Lynn for some.

- If you need to **replace a ballot**, ask the tech coordinator, or stop by Tabs & ask Lynn.

- **Do not discuss your scores with other judges or the students.**

- **Do not decide to coordinate all the scores**. Tabulations will figure it out.

Again, **thank you for judging!** The students will appreciate your encouraging comments and your constructive criticism.

REWARD
FOR FOLLOWING DIRECTIONS

George Eliot
805-508-8055

Messages
george wins dtasc

If your ballot is COMPLETELY FILLED OUT THE WAY WE NEED IT WHEN YOU HAND IT IN, you get a ticket for the Judges' Raffle.

The Tabs person who checks your ballot will give you a raffle ticket right then — if there is nothing that needs to be corrected and nothing left undone on your ballot.
NOTE: You MUST get the ticket BEFORE you leave the Tabs table.

Here's how to fill out your ballot to get your raffle ticket:
- **Top part** filled out completely & correctly (Round, Room, Event, etc)
- **Bottom part** signed, with all info filled in (signature, name, 3-digit judge number, contact number)
- **School codes** listed **in performance order**
- **No Shows** listed **where they should have performed, with X's or line across**
- **Scores in every space using S A P F N**
- All entries **ranked** with no numbers repeated or skipped **(1 is the best scene)**

No ticket:
- ○ If the school codes are out of order
- ○ If the ballot isn't signed when it's turned in
- ○ If you didn't fill in the top
- ○ If you left out or screwed up the ranking numbers
- ○ If you used ABCDF instead of SAPFN, etc.

Any one mistake disqualifies you for that ballot.
But you can always do the next round correctly, and get a raffle ticket then.

When you get your ticket:
- Take it with you back to Judges' Headquarters (Judge HQ).
- Write your name on the back of the ticket.
- Put the ticket into the raffle container at Judge HQ.

Raffle prizes will be drawn at approximately 1:00 pm and just before the assembly announcing finals rounds.
- Winner must be present.

RANKING

Rank as you go, using the margin of your ballot or the Notes section.

If you have a method for ranking that works for you, great.

Feel free to develop your own.

One method:

USE COMPARATIVE RANKING   ⟶   CBE

The 1st group is the best so far. In the margin, list their school code.

Is the 2nd group better or worse? Put their school code above the first code in the margin if they were better, below if they were worse.   CBE

      (This group was definitely not as good as the first.)   ⟶   CDD

Is the 3rd group better or worse than the 2 you've already seen? Put their school   CAC
code above, below or in between the first 2.   – – – – – – – – ⟶   CBE

      (This group was WAY better than either of the others.)   CDD

Is the 4th group better or worse than each of the 3 you've already seen? Put their
school code above, below or in between the first 3.

      (This group was better than the second group but not as good as the first.   CAC
      The third group is still way ahead of the rest.)   – – – – – – ⟶

Continue until you have seen and ranked all the groups.   CBE
                                             CTG
                                             CDD

Then number the groups with 1 being the top of the list and the best performance
you saw, 2 being the next best, and so on, with the highest number being the worst
group (i.e., if you saw 10 groups, the worst would be #10 on your list).

Now fill in the ranking number in the last column opposite each school's code.
REMEMBER the order will NOT be the same as the order of performance.

                    – – – – – – – – ⟶   1 CAC

See the other side of this sheet for a completely filled out ballot with these codes   2 CAZ
ranked as shown.   3 CBE

                                       4 CTG
(Judges' Notes: details that will help you remember which group is which)   5 CGJ
                                         6 CDD

See next page for a completely filled out ballot with these codes ranked as shown.

Acting Ballot

Drama Teachers Association of Southern California

Event Number 7 7   **Event Name** Lg Group Drama

Room B-102   **Round** (1) 2   Semi-Finals Finals

Instructions

1. Fill in Event and Room Number and circle the round.

2. Copy the school codes in the order of performance the room chair has listed on the board.

3. Watch the scenes and make SUPPORTIVE comments on share sheet provided for student feedback. **CRITERIA are on back of share sheet.** Please have one you can read while filling out the others.

4. On this ballot, assign a letter for the quality in each category. Use the following abbreviations:

   S = Superior   **A = Accomplished**   **P = Proficient**   **F = Fair**   **N = Needs Work**   **X = No Show**
   (Grade = A)   (Grade = B)   (Grade = C)   (Grade = D)   (Grade = Fail)

5. After you have scored all the scenes, rank them from best (1) to worst (12) in the RANK column.
   You might want to rank unofficially as you see the scenes, then number them.

6. **SIGN YOUR BALLOT** (the festival cannot continue without all ballots being signed)

7. Place in the envelope, and bring it and your share sheets directly to Tabulations.

See other side for this method of ranking:

1 CAC
2 CAZ
3 CBE
4 CTG
5 CGJ
6 CDD

You must score in every category for every event

ORDER OF PERFORMANCE	SCHOOL CODE	Judges Notes:	TECHNIQUE	CHARACTERIZATION	INTERACTION	STAGING	OVERALL EFFECTIVENESS	RANK	NOT APPROPRIATE
EX:	CWZ30		A	P	A	S	A	3	√
1	CBE 50	Crucible - all in black	A	A	A	P	P	3	
2	CDD 50	Our Town - all girls	P	A	F	P	P	6	
3	CAC 50	How Green/Valley - green shirts	S	S	S	S	S	1	
4	CCT 50		X	X	X	X	X	X	
5	CTG 50	Our Town - 3 boys, 3 girls	P	P	P	P	F	4	
6	CGJ 50	Laramie Project; sexual gestures	P	P	P	P	P	5	✓
7	CAZ 50	Member of Wedding	S	A	A	S	A	2	
8									
9									
10									
11									
12									

Judge's Name (print) John Doe   **Judge Number** 027

Judge's Signature *John Doe*   **Cell Phone Number** 818-555-6234