



Tournament Information Handbook for Judging Panels

2009 National High School Mock Trial Championship

Atlanta, Georgia

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—Tournament Contact Information—

2009 Host Coordinator **Stacy Rieke**, *State Coordinator, Georgia High School Mock Trial Competition*

Peggy Caldwell, *Asst. Mock Trial Coordinator*

Tournament Website www.nhsmtc-ATL-09.org

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 StacyR@gabar.org
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Mailing Address 104 Marietta Street, NW
 Suite 100
 Atlanta, GA 30303

*All checks/money orders should be made payable to the State Bar of Georgia.
No credit cards or purchase orders accepted as payment. Thank you.*

—Major Tournament Sponsors—

The Georgia Council of State Court Judges
The Georgia Bar Foundation
The Sutherland Law Firm

—Welcome—



William H. Noland

*2009 Chair, High School Mock Trial Committee
Young Lawyers Division, State Bar of Georgia*

Roy E. Manoll, III

Chair, Georgia National Competition Planning Board

Dear Judging Panel Volunteer:

Welcome to the 26th Annual National High School Mock Trial Championship! So far, the 2009 national season is shaping up to be a great one and the Georgia Mock Trial Committee and National Competition Planning Board appreciate your willingness to play a crucial role in judging the national competition rounds in Atlanta this year.

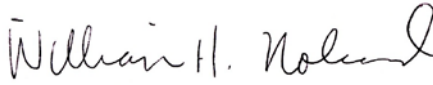
If you have judged in previous national tournaments or during your state tournament, you know how carefully the teams prepare for this competition. We look forward to having well-prepared judging panel volunteers, as well, so that we can provide the best possible experience for every team in this tournament. To that end, we have designed this handbook to assist you in making your travel plans and ordering tickets for tournament events, and will send you additional preparation materials by mail in April.


The preparation materials you'll receive in April are designed to enhance your analysis of this year's criminal case and will contain the case and rules, along with the following judging aids: the Trial Guidelines (Script) for Presiding Judges, Trial Guidelines for Scoring Evaluators, a one-page summary outlining the differences between the Georgia Rules and the Modified Federal Rules Used in High School Mock Trials (for Georgia volunteers), the Criteria for Scoring a Trial Presentation, an Explanation of Performance Ratings, a Sample Scoresheet and the confidential Bench Brief. In addition, you'll receive an audio orientation on CD to assist you in preparing for the trial rounds you'll observe.

Justice George Carley of the Supreme Court of Georgia will conduct the on-site judging panel orientation during the Atlanta tournament. Justice Carley has served on the Board of Directors of the NHSMTTC, Inc. since 2003 and has been the Special Consultant to the Georgia HSMTTC since 1988.

We look forward to having you join us for this very exciting national event in May. Questions about the tournament may be directed to the Georgia mock trial office at any time. Again, many thanks for all that you do to support this outstanding law-related academic program. We *know* you will enjoy yourself!

Sincerely,


William H. Noland


Roy E. Manoll, III

—Frequently Asked Questions— *from Judging Panel Volunteers*

- **Who judges the Competition?** Any attorney or judge, with prior high school mock trial judging or coaching experience, who is in good standing with their State Bar Association, is invited to participate as a Judging Panel Volunteer at the national tournament in Atlanta. State Coordinators are strongly encouraged to invite qualified individuals from their State to attend the tournament as judging panel members. The Judging Panel Volunteer Form is available on our website. The form may be completed and submitted directly to the host coordinator via email or fax. An e-mail address and cell phone number is required for each judging panel volunteer. While the judging panel preparation materials will be mailed to each volunteer before the end of April, most communication with the judging panels will be handled via email. Judging panel members are also asked to provide a correct cell phone number for emergency contact on competition days only.

- **When and how will the National case materials be released for the Atlanta tournament?** The case materials will be posted online (under the Case Material section) on **Tuesday, 31 March 2009 at 5:00 p.m. (EDT)**. The host coordinator will send an email to all state coordinators notifying them that the materials have been posted on Tuesday, 3/31. The state coordinators should pass this information along to their state champion team. Hard copies of the case materials (for teams) are not available from the host committee.

- **When will judging panel members receive their preparation materials for the tournament?** The Judging Panel prep materials (including the case materials and rules pertaining to the trials) will be mailed (via regular USPS) to all confirmed volunteers **in April**. In addition to the prep materials, panel volunteers will also receive their preliminary assignment memo and the confidential bench brief. Most prep materials will be posted to the website, with the exception of the confidential bench brief.

- **Are additional event tickets available for purchase?** Yes. All events will require a ticket. This handbook contains information about all tournament events. Ticket order forms may be found on the website. The **State Coordinator** (or his/her official designee) must submit all required ticket order forms to reserve space for their state delegation. Tickets to all events must be **pre-paid**. Checks, cash and money orders are the only acceptable forms of payment. COD's or IOU's will not be accepted. Purchase orders will not be accepted. Credit Cards are not accepted. Checks or money orders should be made payable to the **State Bar of Georgia**. There will be a \$25 charge for all returned checks. *All Judging Panel volunteers should coordinate with the State Coordinator and/or the State Champion team to order event tickets, so that your state's entire delegation submits only ONE event ticket order. Thank you.*

- **How are transportation arrangements to be made?** See the transportation section in this handbook for detailed information on transportation options. *All out-of-town judging panel member (including Board members) will receive a complimentary MARTA pass.* Georgia judging panel volunteers who do not plan to drive to and park at the courthouse may purchase a MARTA pass to be used for tournament transportation at a discounted rate. **Complimentary MARTA passes will be mailed to out-of-town judging panel volunteers (and Board members) along with the preparation materials in April.**

- **How will Hotel reservations be handled?** See the hotel information section in this handbook for detailed information on hotel reservations. The deadline to make hotel reservations is **Friday, 10 April 2009**. All hotel reservations will be made through the Georgia mock trial office, NOT THE HOTEL. Do not contact the hotel to make room reservations for any member of your state's mock trial delegation. Tournament rates are ONLY AVAILABLE to those who follow the reservation

instructions outlined in this manual. The rooms remaining in the mock trial block after 4/10/09 will be released. Space may or may not be available in the competition hotel after this date and time. Tournament rates will not be available after this date.

- **Will there be a reception honoring judging panel volunteers this year?** Yes. The judging panel reception, which is sponsored by the Georgia Council of State Court Judges, will be held on **Thursday evening, 7 May 2009 from 5:30 p.m. until 7:30 p.m.** at the State Bar of Georgia's headquarters in downtown Atlanta. **There will be a complimentary shuttle between the Hyatt Regency and the State Bar for those invitees staying at the hotel for the tournament.** Members of the State Bar of Georgia may park free in the Bar's adjacent parking garage. Any other attendee may drive and park at the State Bar at the posted rate. The invitations and RSVP cards for this reception will be mailed to confirmed volunteers beginning in late March. (Please return RSVP card by the indicated deadline. Thanks!)

—Transportation—

Each tournament participant is responsible for making his or her own transportation arrangements. You can reach Atlanta easily by air, train, bus, or car.

Getting to Atlanta

By Air—Those tournament participants traveling to Atlanta by airplane will arrive at Hartsfield-Jackson Atlanta International Airport, the busiest airport in the world. The airport and hotel are directly connected on the north/south MARTA train line. *The Atlanta host committee strongly suggests that travel to and from the airport and to/from other points of interest around Atlanta be accomplished through use of the MARTA rail system (see information below on receiving free or discounted MARTA passes).* Other ground transportation from the airport to the hotel including taxi service is also available.

By Train—Tournament participants traveling by train will arrive at the Amtrak Brookwood Station at 1688 Peachtree Road, Atlanta. Taxi service and MARTA bus service from the station to the hotel is available.

By Automobile—Tournament participants traveling by car or bus will arrive at the Hyatt Regency downtown. Cars may park in their adjacent parking garage. Parking rates at the hotel for the tournament will be posted to the hotel section of the website in the spring.

Security at the Airport

All tips below are gathered from the Transportation Security Administration website and the Delta Airlines website.

General Airport Security Issues

- ◆ A PHOTO I.D. CARD is required to check-in at the ticket counter or curbside check-in, to pass through security stations and to board the aircraft.
- ◆ Don't wear accessories or carry items on your person that will cause the metal detectors to go off, including heavy jewelry, metal belts or large belt buckles, metal accessories, concealed body piercing, etc.
- ◆ Put all cell phones, keys, wallets, change, PDA's etc. in your carry-on bag before going through security at the airport.
- ◆ Check your purse and/or carry-on for items that are not allowed on airplanes (knives, scissors, etc.) and leave those items at home.
- ◆ Wear shoes that can be easily slipped on and off at airport security checkpoints. Avoid thick-soled shoes.
- ◆ Do not bring lighters or prohibited matches to the airport.

Checked Baggage

- ◆ Do not lock your checked baggage, unless you are using a TSA approved lock. TSA conducts random searches of bags and all bags must go through a screening process once checked.
- ◆ Consider putting personal belongings (i.e. underwear, etc.) in clear plastic (Ziploc) bags to reduce the chance that a TSA screener will have to handle them.
- ◆ Pack shoes, boots, sneakers, and other footwear on top of other contents in your luggage.
- ◆ Place valuables such as jewelry, cash and laptop computers in carry-on baggage only. Tape an I.D. or business card to the bottom of a laptop.

- ◆ Put all undeveloped film and cameras with film in your carry-on baggage. Checked baggage screening equipment will damage undeveloped film.
- ◆ Be sure a luggage tag is affixed to the outside of all bags (carry-on or checked) and that an I.D. tag of some sort is affixed to the inside of each bag, as well.
- ◆ Avoid over-packing so that your articles don't spill out if your bag is opened for inspection.
- ◆ When claiming luggage at baggage claim, be sure to check the luggage tag – many bags look similar.

Liquids on Aircraft

- ◆ With certain exceptions for prescription and over-the-counter medicines, baby formula and breast milk, and other essential liquids, gels, and aerosols, the following rules apply to all liquids, gels, and aerosols you want to carry through a security checkpoint.
- ◆ We suggest transporting any toiletry item or other liquid/gel in a doubled Ziploc bag in checked baggage. If that is not an option, see the information below. For persons with medical issues who require liquids/gels on board the aircraft, separate specific information may be found online at the TSA website (www.tsa.gov).
- ◆ All liquids, gels and aerosols must be in 3 oz. or smaller containers. Larger containers that are half-full or toothpaste tubes rolled up are not allowed. Each container must be three ounces or smaller.
- ◆ All liquids, gels and aerosols must be placed in a single, quart-size, zip-top, clear plastic bag. Gallon size bags or bags that are not zip-top such as fold-over sandwich bags are not allowed. Each traveler can use only one, quart-size, zip-top, clear plastic bag.
- ◆ Each traveler must remove their quart-sized plastic, zip-top bag from their carry-on and place it in a bin or on the conveyor belt for X-ray screening. X-raying separately will allow TSA security officers easily examine the declared items.

Complimentary MARTA Passes

All judging panel volunteers and Board members traveling from outside the state will be provided with a **COMPLIMENTARY** MARTA pass. Additional MARTA passes may be purchased at a discounted rate using the MARTA Pass order form posted to the website. The deadline to order/postmark payment for additional MARTA passes is **Friday, 10 April**.

If a judging panel volunteer does not meet the 10 April deadline to order additional MARTA passes from the Georgia Host Committee, these passes may still be obtained upon arrival in Atlanta through vending machines at the MARTA Airport train station and at the Five Points train station.

The MARTA pass will allow unlimited transport on the MARTA transportation system, to and from the all competition venues, and to all Atlanta sites situated on or near a MARTA line. MARTA cards may be used for train or bus travel within the MARTA system. MARTA trains depart from rail stations every eight to ten minutes on weekdays and every ten to fifteen minutes on weekends. *Use of the MARTA transportation system is the method of transportation suggested by the Georgia host committee.*

Tournament Shuttle Service

For those tournament participants who have mobility issues and who will not be able, due to those issues, to use the MARTA train or walk to competition event sites, the Georgia host committee will organize shuttle service to and from tournament venues. If you believe that you will need to utilize this shuttle service at any point during the competition weekend, please complete the shuttle pass request. Only those persons with a shuttle pass will be allowed to use this service – seating will be limited. We will not issue shuttle passes on site. All requests for shuttle passes must be submitted before tournament rounds and passes will be included in the team registration materials provided to

the state coordinator upon check-in with tournament staff. Questions about this service may be directed to the Georgia mock trial office.

Traveling on the MARTA Transportation System

This information was gathered from the MARTA website.



Traveling on MARTA from the Airport to the Hotel

- ◆ The MARTA Airport train station may be accessed through both the North (blue) and the South (red) terminal baggage claim areas at the airport. After you de-plane and pick up any checked baggage from the appropriate carousel in the appropriate terminal, you will enter the MARTA train station located across from carousel #8 in both terminals. (Follow the overhead signs to the "MARTA City Train".)
- ◆ Use the **North Terminal Baggage Claim** for the following airlines – AirTran, American, Continental, Frontier, Midwest, Northwest, Spirit Air, United, US Airways and Wings Air

(International Carriers: Air Canada, Air Jamaica, British Airways, KLM, Korean Air and Lufthansa)

- ◆ Use the **South Terminal Baggage Claim** for the following airlines – Delta (International Carriers: Air France and Aero Mexico)
- ◆ At the entry stiles (note the GREEN arrows for the proper entry point), TAP the back of the Breeze Card (place it facing up) on the big “Breeze Card” circle on the right side of the stile to open the gates.
- ◆ Once you are through the entry stile, follow the signs to the train platform.
- ◆ Once on the platform, you are at the starting point of the North/South MARTA light rail line. On weekdays, trains run approximately every 10 minutes.
- ◆ At the Airport Station, it DOES NOT MATTER which northbound train you take (either the one going to Doraville or North Springs) because all trains have to go through the Peachtree Center station before diverging to different stations on the north side of the city. Choose whichever northbound train arrives first.
- ◆ It will take you approximately 20 to 23 minutes to travel from the Airport station to the Peachtree Center station on the train. As noted on the map, you’ll travel north and will pass through the College Park, East Point, Lakewood/Ft. McPherson, Oakland City, West End and Five Points stations (in that order) before arriving at the Peachtree Center station.
- ◆ You’ll exit the train on the left hand side and follow the signs to Harris Street.
- ◆ One item of interest at the Peachtree Center station is the extremely long escalator that takes you from the train platform to the street level. It is the longest escalator in the Southeast. If you wear bifocals or get dizzy easily, don’t look up or down – keep your eyes straight ahead on the escalator stairs and ALWAYS hold on to the rail. It can be a disorienting experience the first time you ascend or descend this particular escalator.
- ◆ Once you’re at the top of the escalator, follow the signs to Peachtree Street and/or the Peachtree Center Mall entrance. You have 2 options for getting to the hotel from here.
- ◆ If you want to be indoors the whole way, enter the Peachtree Center Mall food court through the doors next to the Oriental Express restaurant. Go through the food court and take a left at the Orange Julius stand. You’ll see the sign for the entry to the Hyatt at the end of that corridor, just past the Dairy Queen. Follow the corridor and you’ll enter the main lobby of the hotel.
- ◆ If you’d prefer to go outside, take a right out of the main station entrance onto Peachtree Street traveling north. Cross Harris Street at the light and enter the Hyatt’s main entrance on the right (same side of the street as the MARTA station).

Traveling on MARTA on a SATURDAY or SUNDAY

- ◆ Trains run every 20 minutes on Saturday and Sunday. Please take this into consideration when making your travel plans both days.
- ◆ Please note that the access passage between the Hyatt hotel and the Peachtree Center Mall will most likely be closed and locked on Sunday.
- ◆ Use the main entry/exits from Peachtree Street to gain entry either to the MARTA Peachtree Center station or the hotel on a Sunday.

Traveling on MARTA from the Hotel to the Courthouse

- ◆ Teams will be assigned specific times to leave the hotel for the courthouse both mornings.
- ◆ Judging panels may travel to the courthouse from the hotel at any time they choose.
- ◆ The courthouse will open at 7:30 a.m. (no earlier).
- ◆ On Friday morning and possibly on Friday afternoon, be prepared for crowded conditions on the trains and at the train stations. Teams must travel during “rush hour” to and from the courthouse and the numbers of commuters using MARTA is large.
- ◆ Teams and spectators will descend the escalator at the Peachtree Center Station and travel **SOUTH** one stop to the Five Points Station.
- ◆ Teams and spectators will exit the train and follow the exit signs to Underground Atlanta.

- ◆ Competition volunteers will be stationed at both the Peachtree Center and the Five Points MARTA stations, and along the route from the Five Points Station to the Courthouse, to assist tournament participants with directions and information.

MARTA General Information

Airport MARTA Station

The entrance to MARTA's Airport Station is located inside the airport's main terminal. From either the North or South baggage claim areas, the MARTA station is located across from baggage carousel #8. Follow the blue "MARTA City Train" signs hanging from the ceiling. Signage is plentiful and clear.

Airport MARTA Station Operating Hours

- ◆ Monday through Friday: Approximately 5 a.m. to 1 a.m.
(Last train leaves airport at 1:00 a.m.)
- ◆ Saturdays: Approximately 6 a.m. to 12 a.m.
(Last train leaves airport at 1:05 a.m.)
- ◆ Sundays/Holidays: Approximately 6 a.m. to 12 a.m.
(Last train leaves airport at 12:46 a.m.)

MARTA RideStores

Did you forget or misplace your MARTA card? The MARTA RideStore, located at the entrance to the **Airport Station**, is where you may purchase replacement Breeze Cards. Also, additional MARTA cards may be purchased at the **Five Points station**.

Train Frequency at all MARTA Stations

- ◆ Weekday (M-F) 5 a.m.-1 a.m.
Peak Service: Approximately Every 10 minutes
From 6:00 a.m. until 9:30 a.m.
From 3:00 p.m. until 7:30 p.m.
- ◆ Weekday (M-F) Off-Peak Service: Approximately Every 15 minutes
- ◆ Weekday (M-F) Off-Peak Service after 9:00 pm: Approximately Every 20 minutes
Trains run between Lindbergh Center Station
and North Springs Station after 9:00 p.m.
- ◆ Weekend (Saturday and Sunday) Service: Approximately Every 20 minutes
5 a.m.-12:30 a.m.

Note: Train time frequencies can vary during peak and off-peak hours. Times are approximations.

Transportation from the Hotel to the Courthouse

The Host Committee strongly encourages all official participants to utilize the **MARTA** pass provided to travel between the hotel and the Five Points station, which is located approximately 2 blocks from the Fulton County Courthouse (through the Underground Atlanta mall).

The Hyatt Regency hotel is 7 blocks from Fulton County Courthouse, an approximate walk time of 15 to 20 minutes. If you plan to walk to the Courthouse, the shortest route is straight down Peachtree Center Avenue, which (at Decatur Street) turns into Central Avenue and continues past the Courthouse. The walk will take you through a portion of the Georgia State University campus. It will not be necessary (nor is it recommended) to walk this route after dark. Never walk anywhere in the city alone. Always walk in groups and always (fair warning!) follow the appropriate rules and procedures for pedestrian traffic.

Transportation from the Hotel to Social Events

Most tournament events will take place either at the Hyatt Regency or at the Fulton County Courthouse. The two off-site events, the Judging Panel Reception at the State Bar of Georgia on Thursday evening and the event at the Georgia Aquarium on Friday evening, are both within walking distance of the hotel. Shuttle service (*a shuttle pass is required, see information on shuttle passes below*) will be provided for those unable to walk to either event.

NOTE: Judging panel volunteers will be provided with shuttle service from the hotel to the State Bar of Georgia for the judging panel reception on Thursday evening and no shuttle pass will be required for this event. However, all other transportation on the tournament shuttle will require a shuttle pass.

Shuttle Service To/From Tournament Event Sites

The host committee will provide shuttle buses for those tournament participants who have mobility issues and are unable to take MARTA or walk to the courthouse or other tournament event sites. If a judging panel volunteer has a mobility issue that would require that he or she use the shuttle service, please complete the **Shuttle Pass Request Form** found on the website. Passes will be issued to those individuals who indicate, in advance, their need of the shuttle service to and from tournament events. This service will be restricted only to those who have requested official shuttle passes using the **Shuttle Pass Request Form** in advance of tournament rounds.

—Hotel—

The Host Hotel is the Hyatt Regency Downtown Atlanta.

Hotel Reservation Information

The room block for the NHSMTC, Inc. in Atlanta is a **CLOSED ROOM BLOCK**.

ROOM RESERVATIONS

- To reserve rooms at the Hyatt Regency the **HOTEL RESERVATION FORM FOR JUDGING PANELS AND BOARD MEMBERS** must be submitted to the Georgia mock trial office by **Friday, 10 April**.
- Room reservations for the NHSMTC **may not** be made through the hotel.
- To guarantee the reservation, you must also submit the **Credit Card Authorization Form** to the mock trial office WITH the Official Hotel Reservation Form.

Contact Stacy Rieke with any questions about the hotel reservation process in Atlanta.

No NHSMTC room reservations will be accepted after 4/10/09.
The NHSMTC room block will be closed at that time and tournament room rates will no longer be available.

It is possible (although not guaranteed) that rooms may still be available at the host hotel after 4/10/09, but the hotel's normal room rates will apply to all late reservations and those not handled through the Georgia mock trial office.

Hyatt Regency Atlanta

Address	265 Peachtree Street, NE Atlanta, GA 30303
Phone	404/460-6500
Main Fax	404/460-6549
Room Rate	\$135.00 (INCLUSIVE of tax and fees) – this rate is for a single, double, triple or quad room
Food Options	There are five restaurants/lounges on the hotel property: <ul style="list-style-type: none">○ <i>Avanzare – contemporary Italian cuisine</i>○ <i>Kafe København – quick breakfast, lunch & dinner buffet</i>○ <i>Parasol Bar – the lobby bar</i>○ <i>Perks – a coffee bar</i>○ <i>Polaris – in the historic “blue dome” atop the hotel – a landmark on the Atlanta skyline since 1967 – specializes in steaks, cocktails and desserts</i> <p>The Peachtree Center Plaza mall and food court is adjacent to hotel and provides over 40 choices in “economical” (fast) food locations and shopping</p>

Hotel Guidelines

- ◆ Check-in is at **3 p.m.** and checkout is at **12 Noon.**
- ◆ No incidental services (long distance, in-room movies, room service, etc.) are currently available to tournament rooms, however, incidental services are available upon request at check-in and a credit card will be required to activate those services.

Security at the Hotel

Below are a few general tips to make your stay at any hotel safer and more enjoyable:

- ◆ Keep your room key with you at all times. Use the paper envelope provided by the hotel to store a key card. Cell phones and credit cards may de-magnetize a key card.
- ◆ Always secure all door locks when in the hotel room.
- ◆ When leaving a hotel room, pull the door shut firmly and double check that it is closed and locked.
- ◆ Always check the peephole to positively identify a person who knocks on your hotel room door at any time.
- ◆ Do not open your door to someone who knocks unannounced.
- ◆ Always call the front desk to confirm an unexpected visitor's status with the hotel and only open the door if you requested the service.

- ◆ Identify the stairwell/emergency/fire exits on your floor. Make a mental note which direction you must turn and approximately how many steps there are to the closest fire stairwell.
- ◆ Observe where the nearest house telephone is located in case of an emergency.
- ◆ Make sure all windows and sliding doors in the room are secured.
- ◆ Leave one light on inside the room if you will return after dark.
- ◆ Do not invite strangers to your room.
- ◆ Do not draw attention to yourself by displaying large amounts of cash or expensive jewelry.
- ◆ Do not leave cash or other valuables unsecured in a hotel room.
- ◆ Keep your luggage closed/locked whenever you are out of the room.
- ◆ Note if hotel security locks certain access points after dark. Plan to use the main entrance upon return to the property after dark.

—Tournament Information Desk at Hotel—

The Tournament Information/Registration desk will be located at the Hyatt Regency.

No tickets or other competition items will be available for sale at the Tournament Information/Registration Desk.

All tournament attendees (coaches, students, spectators, state coordinators and judging panel members) may visit the Information/Registration Desk to ask questions about any tournament related event. Volunteers will be on duty at the times indicated below to assist with any tournament related matter.

All event tickets for the Official Mock Trial Team as well as all other tickets or tournament items ordered with your Registration Packet will be included in the on-site packets to be claimed at registration by the State Coordinator or his/her official designee.

The hours of operation of the Information/Registration desk will be posted on-site at the hotel and are currently scheduled as follows (*schedule for Friday and Saturday is subject to change*):

Wednesday	May 6	12:00 p.m. to 8:00 p.m.
Thursday	May 7	8:00 a.m. to 8:00 p.m.
Friday	May 8	7:00 a.m. to 9:00 a.m. 3:00 p.m. to 5:00 p.m.
Saturday	May 9	7:00 a.m. to 9:00 a.m. 3:00 p.m. to 5:00 p.m.
Sunday	May 10	8:00 a.m. to 12:00 noon

The Tournament Information/Registration desk at the hotel will be CLOSED between 9:00 a.m. and 3:00 p.m. on Friday and Saturday. Tournament information may be received at the Information Desk at the Fulton County Courthouse during this time.

—Tournament Weekend Schedule—

Items in **bold** indicate events related to judging panel volunteers.

Wednesday, 6 May 2009

8:00 a.m. – 10:00 p.m.

8:00 a.m. – 6:00 p.m.

Noon – 8:00 p.m.

Practice rooms open (Hyatt-8 rooms available)

Mock Trial Courtroom at State Bar of Georgia available for team scrimmages (by lottery—1 courtroom)

Tournament Information/Registration desk open (Hyatt)

Thursday, 7 May 2009

8:00 – 8:00 p.m.

6:00 a.m. – 6:00 p.m.

9:00 p.m. – 11:00 p.m.

8:00 a.m. – 4:00 p.m.

8:00 a.m. – 1:00 p.m.

1:00-2:00 p.m.

2:00-3:00 p.m.

3:00-4:00 p.m.

3:00-4:00 p.m.

5:30-7:30 p.m.

7:00-9:00 p.m.

8:00-12:00 a.m.

Tournament Information/Registration Desk open (Hyatt)

Practice rooms open (Hyatt)

Practice rooms open (Hyatt)

State Bar of Georgia mock trial courtroom available for team scrimmages (by lottery—1 courtroom)

National High School Mock Trial Championship, Inc. Board of Directors meeting (Hyatt—Executive Conference #219)

State Coordinator's Round Table Discussion (Hyatt)

State Coordinator's Business Meeting—*required for all state coordinators in attendance at the tournament* (Hyatt)

Timekeeper Orientation—*required for all teams - 2 students & 1 coach max per team may attend* (Hyatt)

Orientation Meeting for Coaches, Coordinators & Observers (Hyatt)

Judging Panel Reception (State Bar of Georgia)

Team Welcome Reception & Pin Exchange (Hyatt)

Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

Friday, 8 May 2009

6:30-8:00 a.m.

7:00 a.m.

7:00 a.m.-9:00 a.m.

7:30-8:15 a.m.

7:30 a.m.

7:45 a.m.

8:30 a.m.

11:00 a.m.

12:15 p.m.

12:30 p.m.

1:00 p.m.

3:00 p.m.-5:00 p.m.

6:00-10:00 p.m.

8:00p.m.-12:00 a.m.

Breakfast - Team, Coach, Coordinator & Observer (Hyatt)

Pairings for RI Posted (Hyatt Tournament Information Desk & Fulton County Courthouse-FCC)

Information Desk open (Hyatt)

Staggered Entry times for Teams to court facility

Judging Panel/Courthouse Volunteer breakfast (FCC—Jury Assembly Room-7th Floor)

Judging Panel Orientation begins/courtroom assignments made

Round I (FCC-State & Superior Court)

Lunch

Judging Panels/Courthouse Volunteers = Jury Assembly Room

Teams = Freight Depot

Judging Panel Orientation begins/courtroom assignments made (FCC—Jury Assembly Room-7th Floor)

Pairings for RII Posted (FCC and Freight Depot)

Round II (FCC-State & Superior Court)

Information Desk open (Hyatt)

Tournament Event at the Georgia Aquarium

Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

Saturday, 9 May 2009

6:30-8:00 a.m.	Breakfast - Team, Coach, Coordinator & Observer (Hyatt)
7:00 a.m.	Pairings for RI Posted (Hyatt Tournament Information Desk & Fulton County Courthouse-FCC)
7:00 a.m.-9:00 a.m.	Information Desk open (Hyatt)
7:30-8:15 a.m.	Staggered Entry times for Teams to court facility
7:30 a.m.	Judging Panel/Courthouse Volunteer breakfast (FCC—Jury Assembly Room-7 th Floor)
7:45 a.m.	Judging Panel Orientation begins/courtroom assignments made
8:30 a.m.	Round III (FCC-State & Superior Court)
11:00 a.m.	Lunch Judging Panels/Courthouse Volunteers = <u>Jury Assembly Room</u> Teams = <u>Freight Depot</u>
12:15 p.m.	Judging Panel Orientation begins/courtroom assignments made (FCC—Jury Assembly Room-7 th Floor)
12:30 p.m.	Pairings for RII Posted (FCC and Freight Depot)
1:00 p.m.	Round IV (FCC-State & Superior Court)
4:00 p.m.	Announcement of Final Round Teams (Atrium—Fulton County Government Center)
4:00 p.m.-6:00 p.m.	Information Desk open (Hyatt)
3:30 p.m.	Judging Panel Orientation for Championship Round (FCC—Jury Assembly Room-7 th Floor)
4:30 p.m.	Championship Round (FCC)
8:00 p.m.	Awards Banquet (Hyatt)
10:00 p.m.	Team Dance (Hyatt)
9:30 p.m.+	Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

Sunday, 10 May 2009

8:00 a.m. -12:00 p.m.	State Coordinator Pick-Up of Competition Results (Hyatt—Information Desk)
	Participants Depart

—Ticketed Events—

The ticket prices listed below include the food, servers, equipment, space rental, decorations and/or entertainment.

Georgia Aquarium Event

Location: **Georgia Aquarium** (within walking distance from hotel)
Date/Time: Friday, May 8; 7:00 – 11:00 p.m.
Ticket Cost: **\$37.50**
What you get for the price: Aquarium admission for one and an appetizer buffet created by Wolfgang Puck Catering

Awards Banquet

Location: **Hyatt Regency**
Date/Time: Saturday, May 9; 8:00 p.m.
Ticket Cost: **\$50**
What you get for the price: A served dinner that will include a salad, meat or vegetarian entrée, starch, vegetable and dessert.

—Non-Ticketed Events—

Judging Panel Reception

This event is BY INVITATION ONLY.

Location: **State Bar of Georgia**
Date/Time: Thursday, May 7; 5:30 – 7:30 p.m.
Transportation: Shuttle service (no pass necessary) for Judging Panel volunteers will be available from the hotel to the reception site; on-site parking for those wishing to drive is available at the posted rate; members of the State Bar of Georgia park free.

Hospitality Suite

The hospitality suite is restricted to adults 21 years of age or older.

Location: **Hyatt Regency—Woodruff Suite**
Dates/Times: Thursday, May 7 (8:00 p.m. – 11:00 p.m.)
Friday, May 8 (8:00 p.m. – midnight)
Saturday, May 9 (9:00 p.m. – midnight)

Post Tournament Dance

All tournament participants are welcome to attend this event.

Location: **Hyatt Regency**
Date/Time: Saturday, May 9; 10:00 p.m.- midnight

—Fulton County Courthouse Information—

Identification

At the courthouse, all participants (including judging panel members) must wear their tournament badge in a visible manner at all times.

Courthouse Entrances

The **Judging Panel Volunteers** and **Board Members** will enter the courthouse through the **Pryor Street entrance**.

Courthouse Parking

Parking for the Fulton County Courthouse is available in nearby lots and garages. The most convenient is the Underground Atlanta Parking garage on the corner of Martin Luther King, Jr. Drive and Central Avenue. Parking rates for all parking areas apply and are posted.

Courthouse Policies

All participants in the National High School Mock Trial Championship are required to strictly adhere to the following policies set down by the Court Administrator at the Fulton County Courthouse. Any violation of these policies by a team or an individual participating in the National High School Mock Trial Championship may cause that team or individual to be barred from the courthouse. All coaches are responsible for insuring that all policies are followed at all times, including by participants and spectators. Thank you for your careful attention to this important matter.

THERE WILL BE NO:

- Food or drink inside the courtrooms.
- Use of the stairwells to move between floors during the competition—elevators must be used to move between floors. (Once someone enters the stairwell, they cannot exit because the door is locked from the inside and use of the stairwells—unless there is an emergency—will set off alarms.)
- Smoking in the building.
- Change in the furniture arrangement of the courtroom (podiums **MAY NOT** be moved per instructions from the Court Administrator’s office).
- Re-Arranging, moving or removing equipment, materials or paperwork used by court personnel.

PLEASE MAKE SURE THAT:

- Proper respect is given to the trial site, including the courtrooms, the common areas and the restrooms
- Trash is always placed in an appropriate receptacle and that the courtroom and courthouse are left in BETTER shape than it was found.
- Cell phones and other PDA’s are turned OFF or set to silent mode during competition rounds
- Sharp/metal object (pocket knives, scissors, nail files, etc.) are left at home or in a vehicle and not brought into the court site. (Do not bring things to the courthouse that will set off the metal detector or slow down the security screening process.)
- You locate the emergency exits and evacuation routes, in case of an emergency.

Courthouse Security

SECURITY AT THIS COURTHOUSE IS A SERIOUS MATTER.

COMPETITION TEAM MEMBERS, COACHES AND JUDGING PANEL VOLUNTEERS HAVE FIRST PRIORITY WHEN GOING THROUGH THE SECURITY CHECKPOINTS. ALL OTHER SPECTATORS HAVE BEEN INSTRUCTED TO STAY TO THE REAR OF THE SECURITY LINES AND ALLOW COMPETITION PARTICIPANTS THROUGH FIRST.

People who crack jokes about what they may or may not be carrying will delay the procedure, embarrass the prankster, and may lead to action by the Fulton County Sheriff's Department or the host coordinator to exclude such persons from the courthouse, thus prohibiting their participation in the tournament. Please check purses and other bags before entering the court site to insure that you (or any member of your team) are not carrying a weapon of any kind.

Bags are subject to search. It is suggested that the use of bags be limited as much as possible.

To pass through security, everyone must empty all pockets of keys, change, wallets, cell phones, etc. Additionally, coats must be removed and placed on the X-ray conveyer to pass through security.

The following items should not be brought through security checkpoints:

- ◆ Weapons of any kind (including pocket knives, scissors, etc.)
- ◆ Sharp metal objects (including nail files, nail clippers etc.)
- ◆ Large metal jewelry or other accessories

Cell phones and other PDA's are allowed at the courthouse; however, they must be **turned off** (or set to silent mode) inside the courtrooms.

Cameras that take still photos are allowed, but must be disclosed at the security checkpoint. Passes are not required for still cameras.

Only those individuals that have been pre-approved to bring video equipment into the courthouse during the competition may do so. *(Please complete the Video Request Form found on the website—a pass will be issued to those individuals receiving permission to bring video equipment through security and into the courthouse.)*

Those individuals bringing video or still camera equipment into the courthouse must stay to the REAR of the security lines and allow students and coaches through first.

If a security officer has a question as to whether an individual is associated with the national tournament, the deputy may request a photo i.d. to confirm the individual's identity. Those individuals not listed on a team's master spectator list may be denied access to the courthouse.

Tournament badges must be clearly displayed at all times while at the courthouse.

As always, your patience and cooperation during this process will be greatly appreciated!

—General Security Information—

Out and About in a Major City

The following are common sense safety tips for any traveler in any city of any size:

- ◆ As a pedestrian, walk confidently and stay alert—be aware of the people around you at all times.
- ◆ Know as much about your destination as you can before you leave for your trip.
- ◆ Know the name and address of where you are staying.
- ◆ For emergency assistance of any kind, dial 911 from any phone.
- ◆ When traveling in any new area, always be alert, aware of your surroundings and trust your instincts.
- ◆ Do not discuss travel plans or other personal matters with strangers.
- ◆ Upon arrival, get your bearings, and note locations of well-traveled, well-lit areas where you could obtain assistance if necessary.
- ◆ Use up-to-date area maps and travel main roads.
- ◆ Do not go out alone—explore the city, at a minimum, in pairs—be sure someone in your group knows where you are at all times.
- ◆ If you think you are being followed, turn around and look for the nearest building for help, or cross the street and walk in the opposite direction.
- ◆ Carry a minimal amount of cash. Use travelers' checks and credit cards whenever possible. Record their identification numbers, and keep that record in a separate, safe place. Most banks do not offer foreign currency exchange unless you have an account with them. Travelers' checks are widely accepted.
- ◆ Always carry purses, wallets, hotel keys and car keys securely. Do not leave purses on chairs, under tables or on bathroom hooks.
- ◆ Be observant, and always report any suspicious activity to Law Enforcement, Security Officers, or Hotel and Business Managers.
- ◆ Always lock your car, whether parked or traveling. When parked, keep valuables out of sight. At night, park in well-lit areas.
- ◆ In the unlikely event you are confronted by an assailant, do not resist demands for your valuables.

"Jay-Walking" in Downtown Atlanta

- ◆ Don't do it! (You've been warned!)
- ◆ Please cross all streets within the designated crosswalk at the appropriate times (look for the "walk now" signals at each intersection).
- ◆ The Atlanta Police Department strictly enforces the "jay-walking" statutes in downtown Atlanta, particularly near our hotel.
- ◆ The police may not (and probably won't) give you a warning before issuing a ticket for "jay-walking".

On the MARTA Transportation System

This information was gathered from the MARTA website.

Rail Safety

- ◆ Do not enter the track or right-of-way areas because the rail lines carry fatally high voltages.
- ◆ Stand back while trains approach.
- ◆ Attempt to board only after trains have come to a complete stop and riders have exited.
- ◆ Always take your seat promptly after boarding the train.
- ◆ Hold onto handrails if you are standing.
- ◆ If you are using headphones, keep the volume low so that you can hear surrounding noise.

Security

- ◆ If you need help or want to report a crime, pick up the blue telephone located on all platforms and concourses. This phone connects you to the MARTA Police.
- ◆ Alert the Train Operator via the train intercom of any unlawful or suspicious behavior.
- ◆ Notify the Train Operator via the train intercom of any unattended packages.
- ◆ Be prepared to identify the car number you are in; this will help police respond in an efficient manner.

Escalator Safety

- ◆ Step on and off of an escalator carefully.
- ◆ Hold the handrail.
- ◆ Stand to the right, one person per step.
- ◆ Do not rest personal items on handrails or steps.
- ◆ Hold child's hand, no sitting or playing on escalator.
- ◆ Wheelchair users must use elevators.
- ◆ No strollers, walkers or carts on an escalator.
- ◆ Secure loose clothing, shoelaces and draw strings—avoid edges.
- ◆ Avoid wearing open toe and soft shoes.

Bus Safety

- ◆ Bus Operators are not allowed to board passengers once the bus has pulled away from the curb in a station or bus stop.
- ◆ Please try to be at bus stall/stop five minutes before scheduled time.
- ◆ Collapsible or folding baby strollers are allowed on the bus, but must be folded while on board.
- ◆ Please ring the bell in a timely manner before your stop to allow the Operator enough time to bring the bus to a safe stop.
- ◆ Please remain behind the yellow line on the bus in order to give the Operator an unobstructed view.
- ◆ Please refrain from speaking to the bus operator while bus is in motion.
- ◆ Please allow other passengers to exit before entering.

—Case Materials—

2009 Criminal Case

The 2009 Criminal Case will be posted online on **Tuesday, 31 March at 5:00 p.m. EDT.**

Case/Rules Questions and Answers

Teams may ask questions pertaining to the 2009 case or the rules (including the scoring system) beginning on 3/31/09. The **Q&A report will be posted to the website** on a regular basis in the weeks before the competition begins. After the final Q&A list has been posted on **Monday, 27 April**, the host committee will post a clean, updated version of the case materials. The hard copy of the materials judging panel members receive in April will most likely NOT contain these updates and the host committee encourages judging panel members to print and bring with them a copy of the Q&A report posted online.

The fact that the Georgia National Problem Subcommittee made a correction or addition to the case materials at any point during the national competition season is not relevant during a trial round. Teams are to assume that the fault for any typographical error or any other correction, addition or clarification to the case materials indicated in the Q&A list posted online lies with the Georgia HSMT office and/or the Georgia Problem Subcommittee, not with a particular witness. The clean, corrected copy of the materials that will be posted by Monday, 27 April is to be considered the first and only

version of these materials submitted by any party in this action when trying this case in a competition round.

—Forms—

All forms will be posted online. Some forms have a specific link on the left-hand side of our home page. Contact the mock trial office if you have trouble locating a specific form on the website. You'll need **Adobe Acrobat Reader version 9.0** to fully utilize the interactive forms online. You can download a free Reader upgrade at www.adobe.com.

NOTE: Judging Panel Volunteers should coordinator with your STATE COORDINATOR to submit your delegation's event ticket and T-shirt orders as a group at one time. All other forms may be submitted separately. Thank you!

The following forms are available to assist you:

- **Hotel Reservation Form**—(*Judging Panel & Hotel sections of website*)
- **Credit Card Authorization Form (for the hotel)**—(*Judging Panel & Hotel sections of website*)
- **Travel Information Form**—(*Judging Panel & Registration Materials sections of website*)
- **MARTA Pass Order Form**—complete & return only if applicable—(*Judging Panel & Registration Materials sections of website*)
- **Shuttle Pass Request Form**—complete & return only if applicable—(*Registration Materials & Register Now sections of website*)
- **Event Ticket Order Form**—complete & return only if applicable—(*Judging Panel, Registration Materials & Ticketed Events sections of website*)
- **Tournament T-Shirt Order Form**—complete & return (with state champion team's order form) only if applicable—(*T-Shirt Orders section of website*)

—Competition Photos—

Paula M. Gould Photography will supply the official photographers for the 2009 NHSMTTC in Atlanta. Information on team photos and ordering competition candids online will be provided on our website later in the spring.

—Championship Round Video—

A video of the 2009 national championship round will be available for sale after the tournament at www.shopGPB.com under the "Special Events" section. The release date will be emailed to all state coordinators as soon as possible after the conclusion of the '09 tournament.