Policy Manual
for the
2017
Georgia Mock Trial Competition

Adam Hebbard (Law Offices of Adam Hebbard, Athens), HSMTC Chair
T. Peyton Bell (Carlock, Copeland and Stair, LLP, Atlanta), HSMTC 1st Vice Chair
Justice George H. Carley, Ret. (Georgia Supreme Court, Atlanta), HSMTC Consultant Emeritus
Judge Stephen L. A. Dillard (Court of Appeals of Georgia, Atlanta), HSMTC Special Consultant

Michael Nixon, State Coordinator

Address:
104 Marietta Street, NW
Suite 100
Atlanta, GA 30303

Telephone:
404/527-8779; 800/334-6865, ext. 779

FAX:
404/527-8717

Email:
mocktrial@gabar.org

Web Site:
www.georgiamocktrial.org

Facebook:
www.facebook.com/GeorgiaMockTrial

The Georgia High School Mock Trial Competition is a project of the High School Mock Trial Committee of the Young Lawyers Division of the State Bar of Georgia

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# COMPETITION POLICY AND PROCEDURE SECTION

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## Related Programs

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- The Law Academy .................................................................................................................. 44

All competition forms may be found under the “Forms” link in the Team Information section of the GHSMTTC website at [www.georgiamocktrial.org](http://www.georgiamocktrial.org).
Competition Policy and Procedure Section
# Summary of Key Updates/Changes in Rules and/or Policy Language

The 2017 Rules went into effect on October 1, 2016. If your team has a question regarding any of the 2017 Rules or the changes to the Rules, please contact the Mock Trial Office.

<table>
<thead>
<tr>
<th>Rule Number or Area of Change/Addition</th>
<th>New/Updated Language Highlighted in Yellow</th>
<th>Comment</th>
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<tr>
<td>(f) Official/Competing and Non-Competing/Additional Team Members—These fourteen team members are designated as “official/competing” team members; all other student participants are designated “non-competing/additional” team members. All official/competing and non-competing/additional team members must sign the Code of Ethical Conduct form (see Rule 7(m)). The Code of Ethical Conduct form must be submitted to the on-site trial coordinator before the first competition round at any level of the competition in order to be eligible to compete.</td>
<td>Changes the designation of the Timekeeper to that of a “non-competition/alternate’ team member. This allows a team to use up to four unique students as timekeepers.</td>
<td></td>
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<tr>
<td>(g) Squad Composition—Each team will field two squads: prosecution/plaintiff (“P”) and defense (“D”). Teams will designate each squad’s official/competing team members by their signing the Code of Ethical Conduct form as a member of one of the two trial squads. Each trial squad will have a maximum of seven competing team members each (3 serving in attorney roles, 3 serving in witness roles and 1 alternate—see Rule 12). Each team must supply one timekeeper per squad in each Round of competition. These timekeepers may be drawn from a pool of up to four non-competing students; this pool will sign the Code of Ethical Conduct as “Timekeepers”. Timekeepers for a team may keep time for either squad throughout the competition day and are not limited to one squad. (Refer to Rule 7(j) if a team is unable to fill the timekeeping spots.)</td>
<td>Replaces the timekeeper with an alternate for each squad.</td>
<td></td>
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<tr>
<td>1. At each competition round, roles and responsibilities of official/competing team members within each trial squad must be identified and listed on the Trial Squad Roster Form (see Rule 36).</td>
<td>The Trial Squad Roster form and Code of Ethical Conduct form will be updated to reflect the changes.</td>
<td></td>
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<tr>
<td>i. From one round to the next, roles and responsibilities of the official/competing team members may be interchanged within each designated trial squad, but not between trial squads.</td>
<td>See page XXX for further discussion and explanation on the changes.</td>
<td></td>
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<tr>
<td>ii. However, no substitutions by a non-competing/additional team member for an official/competing team member may be made during the entirety of a competition level, unless there is an emergency that arises during competition. A non-competing/additional team member may not serve as an assistant timekeeper during any round. Non-compliance with this portion of Rule 7, at any level or round of the state competition, may result in penalties being applied by the trial coordinator under Rule 33(b) and (c).</td>
<td></td>
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<tr>
<td>(h) Substitution During a Round—If an emergency arises during the competition and a team must substitute a non-competing/additional team member for an official/competing team member (i.e. no alternates are available), permission must be obtained from the on-site trial coordinator and that permission, if given, will extend only to the end of the last round during that competition level. In the case of an emergency affecting team composition before the day of the competition, contact the state mock trial office.</td>
<td>Updates Rule to outline allowance of using a non-competing team member if the team does not have an alternate.</td>
<td></td>
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</table>
Rule 7(i) Unable to Field a Full Competition Team—A team, unable to field a full team of 14 members, may compete with as few as nine members. If the team has 12 or 13 members, the team would compete without alternates or dedicated timekeepers and would move forward in accordance with Rule 7(j). In the case of the team only having 9 to 11 members, six team members should be assigned attorney duties, three for each side. The remaining three to five team members will serve as witnesses, with one, two or all three playing the roles of two witnesses (depending on the overall number of witness-members available) beginning in the courtroom with the Plaintiff/Prosecution, then transferring to the Defendant/Defense’s courtroom to play those roles.

Rule 7(j) Submitting to Time Kept by Opposing Team—If the team does not have enough students to provide dedicated timekeepers per Rule 7(g), the 7th official/competing team member of the squad (the alternate) will then act as timekeeper for that round. This student will be listed as both an alternate and timekeeper on that squad’s Trial Squad Roster form for that round.

1. If the team is unable to provide any timekeepers (in one or both courtrooms), it must submit to the times called by the opposing squads’ timekeepers.
2. If neither team in a round is able to provide a timekeeper, one coach from each team will be designated as the official timekeeper from that team for that round.

Rule 12. Team Duties

(a) Official competing team members must handle all aspects of the trial during a competition round, including any rules disputes (see Rule 34) at the conclusion of the trial round.

(b) The alternate from each squad may be substituted into one of the 6 speaking roles between rounds, but may not be used on the team’s other squad at any point during that level of competition.

Rule 12(e) Closing Arguments must be presented by both sides at the conclusion of the defense’s case in chief. The Prosecution/Plaintiff gives their closing argument first but may reserve all or a portion of its closing time for a rebuttal.

Rule 12(f) The attorney who will examine a particular witness on direct examination is the only person who may make the objections to the opposing attorney’s questions of that witness’ cross examination. and The attorney who will cross examine a witness will be the only one attorney permitted to make objections during the direct examination of that witness.

Rule 15(a) Per Rule 7(g), each team must attempt to supply two timekeepers per round, one for each squad. Timekeepers are not official/competing team members and, except for exceptions covered by Rule 7(h), cannot be used as substitutes between rounds. These designated timekeepers are the only non-competing team members who may act as timekeepers throughout the duration of that level of competition. Timekeepers may keep time for either squad and may switch between squads between rounds.

Rule 15(e) Each team will provide one timekeeper for each round for each squad (Prosecution/Plaintiff and Defense/Defendant). A master copy of the Time Sheet is provided on the website. Time card templates are also provided on the website. Time cards must be printed on yellow paper. When the time allowed for a category has expired, the timekeeper will raise the STOP card so that it may be visible to the judge and both counsels. If the STOP card is raised and the attorney continues without permission from the judge to do so, attorneys for the opposing team may use a special objection, such as “time has expired,” to bring the matter to the judge’s attention.

Outlines how a team should proceed if it is not able to field a team of 14 students.

Outlines how a team should proceed if it is not able to supply a timekeeper in one or both courtrooms during a Round.

Adds note for Rule 34 and describes use of alternate within the squad.

Clarifies Rule on closing arguments.

Clarifies the roles of objecting attorneys with witnesses.

Fully defines the role of timekeepers

Strikes language regarding timekeepers due to previous Rule language changes
| Rule 28(c) | (c) In head-to-head matches at the Regional Competition (the semi-final round (when utilized) and championship round) and at the District Competition (all rounds), the rounds stand alone, with each team beginning with a clean slate. If the two teams in the championship an affected round tie in the following three categories in this order—win/loss of courtroom, number of ballots, and number of points—the trial coordinator will use this procedure to resolve the tie:
1. Figure the point spread for each ballot won by a team and
2. Add the point spreads for each team.
The team with the largest cumulative point spread wins the championship round. Only in the extremely rare event that this point-spread total also results in a tie, Rule 28 would be invoked in its entirety, thus evaluating the teams’ performances throughout this level of competition (i.e., the State Finals would look only at performance at the State Finals level). The trial coordinator would examine the individual team records, taking each of the following steps in this order until the tie is broken: |
| Rule 803(6)(d) | d. all these conditions are shown by the testimony of the custodian or another qualified witness, or by a certification that complies with Rule 902(11) or (12) or with a statute permitting certification; and |
|             | Clarifies the tie-breaker process for head-to-head matches. |
|             | Eliminates the reference to Rule 902 since 902 is not in the HSMT Rules of Evidence. |
Coach Responsibilities

Education of young people about the law and our legal system is the primary goal of the Georgia High School Mock Trial Competition and healthy competition helps to achieve this goal. However, all coaches are reminded of their responsibility to keep the competitive spirit at a reasonable level. The reality of the adversary system is that one party wins and the other loses, and coaches must prepare their team to be ready to accept either outcome in a mature and gracious manner.

Coaches can help prepare students for either outcome by placing the highest value on excellent preparation and presentation, rather than winning or losing a round or a level of competition. This program stresses that the work product (the trial presentation) must be that of the students (see Rule 43), but adult assistance does enter into the preparation process in the areas of honing trial skills, assisting in practice rounds, offering critiques of the students’ skills, etc.

It is also the responsibility of all members of the coaching staff to read the GHSMTC Rules and the Code of Ethical Conduct thoroughly, to encourage student team members to do the same and to follow the letter and the spirit of both. To these ends, coaches should endeavor to conduct the activity with the following items in mind:

Teacher Coaches

Also see Rule 7(d)—Teacher Coaches

Teacher coaches are the educational backbone of a mock trial team and are the primary point of contact between the state Mock Trial Office, the student team members and members of the attorney coaching staff. Teacher coaches should provide substantive instruction in conjunction with the attorney coaches, to the extent that they are able, in the following areas:

✓ The function of the American legal system, including citizen participation in that system
✓ The role of the judicial branch within our federal system of government, including the concept of checks and balances within that system
✓ Promote and heighten appreciation for the principle of equal justice for all
✓ Promote an understanding of basic court/trial procedures
✓ Promote cooperation among young people of various abilities and interests.
✓ Assist students in the development and improvement of such life skills as:
  ♦ Listening
  ♦ Speaking
  ♦ Reading
  ♦ Reasoning
  ♦ Teamwork
  ♦ Goal Setting
  ♦ Leadership
  ♦ Professionalism
✓ Assist students in developing such higher level skills as:
  ♦ Critical Analysis of Problems
  ♦ Strategic Planning and Implementation
  ♦ Constructive Argumentative Skills
  ♦ Questioning Skills
  ♦ Critical Thinking Skills
  ♦ Oral Advocacy Skills
Teacher coaches should not consider themselves ancillary to the mock trial preparation process and should endeavor to become active with their team members and attorney coaching staff throughout that process. However, teacher coaches have the additional responsibility of handling many of the logistical issues that face a mock trial team, including:

- Maintain and improve communication and cooperation between the local legal and educational communities
- Placement of competition dates, etc. on the school calendar
- Recruitment/Retention of team members
- Completion/Submission of required competition forms
- Dissemination of competition information to team members and coaches throughout the school year
- Reservation of team rehearsal space (if using a school facility)
- Coordination of logistical/travel/meal planning (including bus/hotel reservations) for regional and/or state finals competitions

Teacher coaches are also obligated to insure that the ballots and worksheets are carefully reviewed before such documents are distributed to students to ascertain whether sharing the content of these documents is in the best educational interest of student team members.

SPECIAL NOTE: All members of the coaching staff should be aware of major/chronic medical issues a student team member may have. Please be sure that team members who must deal with such medical issues plan to have all necessary medical supplies (i.e. asthma inhalers, etc.) with them on competition day.

**Attorney Coaches**

*Also see Rule 7(c)—Attorney Coaches*

Attorney coaches provide the legal knowledge necessary to assist students in preparing a mock trial presentation for competition. The attorney coach is the official sponsor of a high school mock trial team in Georgia and may assist the teacher coach in handling logistical issues throughout the season. Trial Practice and Ethics Continuing Legal Education (CLE) credit is available for attorney coaches active in the Georgia High School Mock Trial Competition if they meet the following requirements:

- Spend at least 10 hours in face-to-face instruction with a high school mock trial team and/or its individual student team members from the case release date until the end of the state competition season in mid-March.
- Complete the required form to receive credit (form provided on the GHSMTC website)
- Submit the required fee for the credit ($30)
- Submit the required form and fee by the published deadline each season (March 15)
- **No partial CLE credit is available for this activity.**

Coaching instruction for a high school mock trial team and/or individual student team members must include the following:

- Instruction should have a significant intellectual or practical content
- The attorney coach must work in conjunction with the teacher coach of the high school mock trial team, in the best educational interest of the students involved
Student instruction shall be a part of an organized program of learning that will:
- Provide a practical understanding of the way the American legal system functions, including citizen participation in that system
- Further the understanding of the role of the Judicial Branch within our federal system of government and the concept of check and balances within that system
- Promote and heighten appreciation for the principle of equal justice for all
- Further the understanding of court procedures
- Further the understanding of professional responsibilities and/or the ethical obligations of lawyers.
- Further the understanding of the legal issues covered in case materials provided for the competition season.

Instruction must include basic trial procedures, including strategies for developing a theory of the case, creating an opening statement, preparing a closing argument and conducting direct and cross examinations of witnesses, etc., within the framework of the Rules of the Georgia High School Mock Trial Competition.

Instruction must be based mainly on the written case materials and other law-related education resource materials provided to the high school mock trial team by the Georgia High School Mock Trial Committee.

Instruction must include information related to the modified Federal Rules of Evidence used in the Georgia program, within the framework of the Rules of the Georgia High School Mock Trial Competition.

Instruction will promote cooperation among young people of various abilities and interests.

Attorney coaches are expected to assist students in the development and improvement of such life skills as:
- Listening
- Speaking
- Reading
- Reasoning
- Teamwork
- Goal Setting
- Leadership
- Professionalism

Attorney coaches are expected to assist students in developing the such higher level skills as:
- Critical Analysis of Problems
- Strategic Planning and Implementation
- Constructive Argumentative Skills
- Questioning Skills
- Critical Thinking Skills
- Oral Advocacy Skills

All activities must be conducted in a physical setting suitable to the educational activity of the program, including but not limited to a classroom and/or a courtroom setting.
Attorney and Teacher Coach Responsibilities as Mandated Reporters

On July 1, 2012, a new state law went into effect expanding the definition of mandated reporters who must follow procedures in reporting suspected child abuse. (Prior to this law, teachers were considered mandated reporters.) As a volunteer to a program of the State Bar of Georgia, the Bar wanted each volunteer to be aware of the law’s requirements.

Legal Obligation to Report Suspected Child Abuse

According to O.C.G.A. § 19-7-5, “child service organization personnel” having a reasonable cause to believe that a child under the age of 18 has been abused shall report the abuse.

“Child service organization personnel” means a person employed by or volunteering at a business or organization ... that provides care, treatment, education, training, supervision, coaching, counseling, recreational programs, or shelter to children.

Child abuse includes:
  – Physical injury or death inflicted upon a child by a parent or caretaker by non-accidental means; physical forms of discipline do not count, as long as there is no physical injury to the child;
  – Neglect or exploitation of a child by a parent or caretaker thereof; or
  – Sexual abuse or exploitation of a child.

An oral report shall be made immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused, by telephone or otherwise, to the Department of Family and Children Services (DFACS), Child Protective Services Section, and followed by a written report, if requested. If Child Protective Services is not available, the report should be made to the appropriate police authority or the district attorney.

Violators of the law can be charged with a misdemeanor and face up to a year in jail and a $1,000 fine.

The State grants immunity for any civil or criminal liability for the making of a report based on the requirement that the report is made in good faith.

A report of suspected child abuse is a request for an investigation. It is not an accusation and a reporter does not have to be absolutely certain of their suspicion. The DFACS has the responsibility for evaluating the report and determining whether an investigation is warranted. The department is also responsible for conducting the investigation and taking appropriate action to protect the child.

For a complete and accurate description of the law and related definitions, please read the statute which can be found online at http://www.lexisnexis.com/hottopics/gacode/ and searching for “19-7-5”.

State Bar of Georgia Child Protection Policy

In response to the passage of O.C.G.A. § 19-7-5, the State Bar of Georgia implemented a new policy outlining procedures for Bar employees and any Bar member working with children in conjunction with a Bar activity.

The Mock Trial office will contact Teacher and Attorney Coaches with information about this policy once all team registrations have been submitted.
Competition Policies and Procedures

The following section contains a detailed explanation of rules, policies and procedures. The Subcommittee on the Rules, the Subcommittee on the Problem and/or the HSMT Committee leadership has approved information contained in this section of the Coaches’ Manual. All teams should know and abide by the information included in this section of the Coaches’ Manual, as a supplement to the Rules of the Georgia High School Mock Trial Competition and the Code of Ethical Conduct.

TEAM REGISTRATION

Team registration will begin in August each year. Teams that submit their registration form and fee postmarked by October 1 will pay a $125 team registration fee. This fee supports the cost of administering the program for teams at all levels of the competition. Checks and money orders are the only form of payment accepted for team registration fees. No credit cards or purchase orders will be accepted for a team registration fee. Checks and money orders should be made payable to the State Bar of Georgia. A team registration form, with complete and accurate information provided, must be submitted with the registration fee by mail.

If a team submits a registration form and/or fee that is postmarked between October 2 through November 1, that team will submit a total late registration fee of $225 ($125 registration fee + $100 late fee).

All team registration fees, including late fees, once submitted are non-refundable, except as provided by the Rules of the GHSMTC or the policies contained in this manual. No team will be allowed to register for the current mock trial season if their registration form/fee is postmarked after November 1.

Teams will be allowed to indicate a preference for regional placement on the team registration form. The Mock Trial office will make regional assignments on a first come, first served basis. This preference is one of several factors that the Mock Trial Office will use to determine regional placement. Other factors include but are not limited to previous regional placement, school location, space availability at the regional competition site, and/or the number of other schools in that school system participating in the program. Space is limited in most regions. The Mock Trial Office will not reserve a spot for a team in any region without receipt of the registration form and fee. If a team registers late, the Mock Trial Office will place that team in a region as close as possible to their school where space is available, however travel may be required of teams registering late. A team in this situation may request that they be placed on a waiting list for placement in a region closer to their school should another team withdraw from the desired region before the competition date. However, the Mock Trial Office cannot guarantee that every team will be placed in the region of their choice, even if the team registers early, or placed in a region located near their school. Before registering a team for the competition, coaches should be aware that travel at the regional level may be a possibility and should communicate this possibility to the administration at the school. Before registering a team, coaches must consider the willingness of the students to travel in order to compete and the ability of the team (students, school, school system, etc.) to absorb related travel expenses (hotel, bus, etc.) at the regional level, which is not subsidized (unless otherwise noted in this policy manual or rules) by the Mock Trial Office.

REGISTERING A HOMESCHOOL TEAM: Homeschool groups wishing to register a team in the Georgia HSMT Competition must be an accredited or otherwise officially recognized homeschool organization and should indicate the name of that organization as the school name on the team registration form. All homeschool teams may only recruit participants for their team from within the group of high school students who are officially affiliated with and/or registered in at least one class with that group in both the fall and spring semesters in the year in which the team is registered to compete. If a student is registered in or affiliated with multiple homeschool groups, s/he may participate on only one mock trial team and may not have any contact with any mock trial team associated with any other homeschool group in which s/he may be registered/affiliated. Homeschool groups fielding a team in this competition may not recruit unaffiliated homeschool students or students affiliated/registered to a homeschool organization that does not field a mock trial team to compete on their mock trial team. All student participants must be officially affiliated with the homeschool organization registering the mock trial team, during the current school
year, in order to participate with the team. A violation of this policy will be dealt with under Rule 10 and could result in team or team member disqualification.

**NOTICE OF GHSMTTC COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT REQUIREMENTS**

This information may also be found at the beginning of the Team Manual (case materials).

If any team member has a disability and requires special assistance, special services, or printed materials in alternative formats in order to participate in the Georgia Mock Trial Competition, the teacher coach should contact the State Mock Trial Coordinator at 404/527-8779, 800/334-6865 (ext. 779) or mocktrial@gabar.org well in advance of the case release date or as soon as the student joins the mock trial team. There may be some delay in delivery of case materials in an alternative format if a coach does not inform the Mock Trial Office of this request in a timely manner and well in advance of the case release date.

At competition, it is not the intention of the High School Mock Trial Committee to disclose unnecessarily the special circumstances of any students; however, in some cases, limited disclosure is necessary to assure competition fairness. In such cases, disclosure will only be made to the extent necessary to assure fairness. Coaches with questions concerning the existence of any special circumstances should contact the Mock Trial Office well in advance of competition day.

**MOCK TRIAL IS AN EXTRA-CURRICULAR ACTIVITY**

All Coaches are responsible for knowing and abiding by Rule 9.

While our rules have always stressed that the mock trial program was an extracurricular activity, the High School Mock Trial Committee went to special lengths in 1993 to insure the future of the program. At that time, we faced some serious questions regarding how our program related to the schools as an activity and to what extent the program was governed by the regulations of the State Department of Education and the Georgia High School Association. Consequently, Rule 9 was written to appear in the form presented in the Mock Trial Manual.

The changes in Rule 9 won the endorsement of the State Department of Education and the Georgia High School Association in a letter to principals dated September 17, 1993: “[T]here have been some minor changes... [which] are administrative in nature and do not affect the way teams compete.... [T]he procedures [outlined in Rule 9] do not violate any rules or regulations of the Georgia Department of Education or of the Georgia High School Association. We hope that your students will be encouraged to participate in this worthwhile activity.”

Absolutely critical to Rule 9 is an understanding of the State Standards, which formed the basis for its definition of an “extracurricular activity”, and the language relating to extracurricular activities in the constitution of the Georgia High School Association.

- The language in the State Standards is absolutely clear:
  
  [160.5-1-.19 (2) (a) (b)]
  (a) Competitive Interscholastic Activities—any function held under the auspices or sponsorship of a school that involves its students in competition between individuals or groups representing two or more schools....
  (b) School Day—the period between the time students are required to report and the time of dismissal as specified by the local board of education.

  [160.5-1-.19 (3) (i)]
  (i) Competitive interscholastic activities and all individual and group practice for such activities shall be conducted outside the school day.
Neither school personnel, sponsors nor coaches shall suggest, require or otherwise attempt to influence students to participate in, practice and/or condition for a competitive interscholastic activity during the school day.

The language in the GHSA constitution is also clear:

Section 2.61—All practices (team and individual) and all regular season interscholastic contests... shall be conducted outside of the school day of the participants’ school.

(b) The “school day” is defined as: that period of time between when the students are required to report to school and the time of dismissal.

By basing Rule 9 on these understandings, the GHSMTC is free to enroll students from all Georgia educational institutions, independent and public; other law-related education programs, such as the Law Explorers; correctional facilities, such as the Youth Development Campuses; and teams from home school associations. Our teachers and principals are also free to determine which students will be granted team membership and are free from reporting eligibility to the Georgia High School Association.

When setting practice schedules, homeschool groups registered to participate in the Georgia High School Mock Trial Competition are bound by the “school day” as defined by the local board of education in the Georgia county or city where the most students participating with that mock trial team legally reside.

The Subcommittee on the Rules offers the following examples as advice to coaches assessing proper and improper activity during the school day—

ALLOWED—
- meetings/communications to set/clarify practice schedules or for team organization purposes;
- use of non-competition mock trials as a regular classroom activity tied to the general curriculum and not exclusive to current mock trial team members;
- attorney coaches speaking to any group, class, or meeting which is not composed exclusively of mock trial team members and where any mention of the current competition case is avoided;
- study or use of the rules of the Georgia Mock Trial Competition by any group, class, or meeting, which is not composed exclusively of mock trial team members, with or without an attorney coach present, providing no reference is made to the current competition case;
- study of the current competition case by individual team members independently, providing there is no organized interaction between team members or directions provided by any teacher or attorney coach and that no course credit is earned by the team member.

NOT ALLOWED—
- GHSMTC competition rounds (regional, district or state levels)
- dress rehearsals of the current competition case;
- attorney or teacher coaches working with students on the current competition case;
- meetings to prepare for practices with coaches where substantive work is done on the current competition case;
- meetings of any size group to study or practice with the current competition case materials;
- attorney coaches speaking to any group, class, or meeting composed exclusively of mock trial team members.

By adhering to the extracurricular activity definition in Rule 9, all teams participate in the Georgia Mock Trial Competition on an equal footing. If you have any questions regarding this rule, please contact the state Mock Trial Office.
TEAM COMPOSITION

There is no limit to the number of students that may join a school’s mock trial team. There are two categories of team members: official/competing and non-competing/additional team members. Each team fields 14 students, broken into two 7-student Squads. Those 14 students are the team’s official/competing team members. All other students are the team’s non-competing/additional team members.

Side note: ALL of the team’s students are listed on the Team Member Form. This form does not denote who is official and who is non-competing.

The 7 students per squad are broken into 3 attorneys, 3 witnesses and 1 alternate. The students declare to which squad they belong by their signing the appropriate space on the Code of Ethical Conduct form, which is submitted at the team’s registration the day of the competition. Once declared, those 7 students are the only students who may compete at that particular level of competition for that squad. Barring an emergency (Rule 7(h)), no non-competing student may fill a role on either squad; that’s what the alternate is for. If a team wishes, it may switch roles around within that 7-student squad between Rounds, with one student playing a witness in Round I and an attorney in Round II. Likewise, if it is known that a student will not be able to attend the competition for one Round, the alternate would be used for that spot during the affected Round.

Aside from the 14 official team members, each team must provide 2 timekeepers per Round. Timekeepers are non-competing team members and cannot be used as an alternate for either squad. Each team may use up to 4 unique students as timekeepers throughout the competition day and may switch between Squads (Rule 7(g) and 15(a)).

If a team only has 14 students, it would not have dedicated timekeepers. In this case, each Squad’s alternate would also sit as timekeeper; this student’s name should appear on the Trial Squad Roster Form in both the Timekeeper and Alternate spots.

If a team has less than 14 students, it would adjust by dropping the alternate for either/both squads, and then by doubling up witness roles depending on the total number of students on the team (Rule 7(i)). A team must field 6 attorney students. A team may compete with as few as 9 total students. In this situation, one witness student would play two witness roles, one for each squad:

- 12 team members = No alternate students, 6 students play one witness each
- 11 team members = No alternates, 4 students play one witness each and 1 student double up
- 10 team members = No alternates, 2 students play one witness each and 2 students double up
- 9 team members = No alternates and all 3 students double up

Well prepared teams will have student witnesses that are familiar with all six statements. This will make it easier for a student to double up at the last minute should the need arise.

If you have any questions about what to do in this situation, contact the Mock Trial office as soon as you realize the team is in the situation.

THE REGIONAL COMPETITIONS

The 2017 Regional Competitions will take place the weekend of January 28. Team participation in the Georgia High School Mock Trial Competition is an optional and voluntary activity. Each team will participate in two preliminary Rounds (Rounds I and II). Regions with 10 teams or less will then pit the top two teams head-to-head for the Final Round. Regions with 11 or more teams will use a Semi-Final Round for the top four teams, which will then pare down to the top two teams for the Final Round.

Advancement through the Regional competition is governed by the use of Power Matching after Round I. A detailed explanation of the Power Matching method can be found later in the Manual.

The Regional trial schedule, once published, must be followed as closely as possible. All team members and coaches must understand that trials will proceed as closely to the announced schedule as possible, regardless of individual student or team conflicts. If a team is not ready for a trial round and all other parties are in place, the absent or incomplete team may be forced to forfeit the round (see Rules 11 and 33).
NOTE: Though Regional Coordinators have the discretion to delay the start of a competition round if they feel it is necessary, they will generally wait no more than fifteen (15) minutes past the announced start time of the round in question for any team (or individual team member) that is late in arriving at the court site. We cannot inconvenience the judges and attorneys evaluating serving on judging panels because of individual participant or team needs. We rely too much on their willingness to volunteer to inconvenience them in any way. The rules clearly provide for forfeiture, and if necessary, the trial coordinator will call a forfeit against a team that is causing delays at trial in the best interest of the program and to keep trials moving forward.

Experienced coaches have learned to be prepared for the contingency that their team may find itself moving from one round that may have run overly long with only a short break before the next round. It is entirely unreasonable for teams caught in this predicament to request that the regional coordinator delay the entire competition so that their teams may have a break or eat. This would inconvenience a much larger number of people for the benefit of a few, and the coordinator, in these circumstances, has to consider the larger number—especially the volunteer judging panel members waiting to score rounds.

Experienced coaches are prepared for this by having assisting parents or students ready with a snack for the students, so that they may quickly store up energy for the next round. Power bars are life savers in situations like this, and so is careful planning to insure that all team members have had a very good breakfast and are prepared for a long work day in which they may not get to eat until well after a normal lunch time. This kind of situation can happen in real court trials, and mock trials are not immune to this. It is encouraged that coaches at the schedule provided by the regional coordinator to see when the lunch break is scheduled. Experienced teams will arrange with parents to have lunch available in the courthouse before the round prior to lunch ends. This minimizes the amount of time students are waiting to eat and maximizes the time between rounds.

**Traditional Regional Competition Schedule:**

HSMT Regions 1-15 & 17-19 will be considered “traditionally scheduled regions” unless the regional coordinating team specifically requests one of the alternative scheduling options outlined below. A “traditionally scheduled” region will be held entirely on a Saturday, or a Friday evening/Saturday combination if either Round I is needed to be held Friday night due to local volunteer circumstances or if a Semi-Final Round is needed.

**HSMT Region 16:**

HSMT Region 16 will be activated in years when a private, non-GHSA member school that has an established school policy that prohibits student activities (academic and extra-curricular) on Friday evenings and Saturdays registers a team in the GHSMTC. Region 16 will be organized by its coordinating team using either the evening alternative schedule or the Sunday alternative schedule, both outlined below. Regardless of the schedule, Region 16 will be located in the metro Atlanta area; however, the city may change from season to season depending on courthouse availability.

A minimum of 5 teams, as outlined in Rule 1(f), will be necessary to seed Region 16. During the team registration process, the Mock Trial Office will accept volunteers from across the state to populate this region. The schedule adopted for Region 16 in any given season will depend on both the volunteer team responses during the registration process and on volunteer judging panel availability, as determined by the coordinating team. The Mock Trial Office will make every effort possible to set the date of any evening rounds on nights when as few academic, extra-curricular or sports activities are normally scheduled, although we make no guarantee that every conflict can or will be avoided.

**Details on the Alternative Evening/Sunday Regional Competition Option for Region 16:**

If this scheduling option is used, Region 16 will be scheduled with the first and second preliminary rounds Sunday afternoon the weekend of the Regional competition weekend. The championship round will occur on the following Tuesday evening. If a team travels more than 85 miles to participate in this region, the Mock Trial Office will provide up to $300 (inclusive of all dates on which the team participates) to offset the cost of school bus transportation to the Region 16 competition site (an invoice from the school or school system will be required to process the
reimbursement); however no lodging subsidy will be offered and no mileage expenses for individual vehicles will be reimbursed.

**Requisite Number of Teams in Region 16:**
In years when Region 16 is active, if the minimum requisite number of volunteer teams is not identified through the team registration process for either alternative schedule noted above by the November 1 late registration deadline, the Mock Trial Office will place all registered school teams from Regions with at least 7 teams located 35 miles or less from the Region 16 competition site in a random drawing and will re-assign, by random draw, at least five teams to compete in this Region. No team selected through this random draw method will be included in a random draw to populate Region 16 during the next Mock Trial season. The random drawing will be done with an eye towards keeping neighboring Regions balanced.

If teams withdraw from this Region and the number of teams drops to four within a week of the scheduled first Round, the Region will continue under emergency circumstances, as provided in Rule 29(b)(7). If additional teams withdraw from this region and the number drops to three or fewer teams, the region will be dissolved, as outlined in Rule 1(f), and teams dispersed elsewhere, if space is available in another Region. If space is unavailable in another Region, a team does not wish to be reassigned or is unable to be reassigned, the team will be withdrawn from the competition in that season and that team may request a refund of up to 70% of the team registration fee paid. Any late fee the team paid in that season will be forfeit.

**A Qualifying Region Team electing not to participate at District:**
If a duly qualified team elects to not participate in the District competition, the HSMTC will recognize the next ranked team to fill that spot (see Rule 1(m)).

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**THE DISTRICT COMPETITIONS**

Each Region will be paired with another Region to create a District, except in seasons where there is an odd number of Regions, where one District will have three Regions. For the 2017 season, the District competitions will take place on Saturday, February 18 for all Districts statewide, with the exception of the District containing Region 16. That District will follow a Thursday evening/Sunday afternoon schedule (Round I on Thursday evening and Rounds II and the Final Round on Sunday afternoon) on the same weekend as the other Districts. The Region matched with Region 16 will rotate each season between the following Regions (not in this particular order): Region 3 (Atlanta), Region 7 (Decatur), Region 8 (Jonesboro), Region 9 (Lawrenceville) and Region 11 (Marietta).

The following schedule lists the 2017 District pairings with the **host city** in bold.

<table>
<thead>
<tr>
<th>District</th>
<th>Regions Competing</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Region 5 (Cartersville) Region 6 (Dalton)</td>
</tr>
<tr>
<td>II</td>
<td><strong>Region 11 (Marietta)</strong> Region 13 (Newnan)</td>
</tr>
<tr>
<td>III</td>
<td>Region 9 (Lawrenceville) Region 16 (Atlanta – Alternate) <strong>(Non-Saturday Schedule)</strong></td>
</tr>
<tr>
<td>IV</td>
<td>Region 2 (Athens) Region 17 (Cumming)</td>
</tr>
<tr>
<td>V</td>
<td>Region 3 (Atlanta) Region 7 (Decatur)</td>
</tr>
<tr>
<td>VI</td>
<td>Region 8 (Jonesboro) Region 12 (McDonough)</td>
</tr>
<tr>
<td>VII</td>
<td>Region 10 (Macon) Region 14 (Savannah)</td>
</tr>
<tr>
<td>VIII</td>
<td><strong>Region 1 (Albany)</strong> Region 19 (Valdosta)</td>
</tr>
</tbody>
</table>

Each District is comprised of 6 teams, as outlined in Rule 1(i). Teams will qualify for the District competition by finishing in a qualifying position at the Regional competition:

- In Districts comprised of **two Regions**, the top **three** teams from each Region advances.
- In Districts comprised of **three Regions**, the top **two** teams from each Region advances.
On competition day, all 6 teams will compete in head-to-head matches, meaning one team’s Pros./Plaintiff and Defense squads will meet an opponent’s Defense and Pros./Plaintiff squads directly. The team winning that Round will advance using the Ranking Rule: BRACKET, BALLOTS, POINTS. Using the following scenario will explain:

<table>
<thead>
<tr>
<th>Team</th>
<th>Pros./Plaintiff</th>
<th>Defense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miltonville High School</td>
<td>A</td>
<td>R</td>
</tr>
<tr>
<td>Carley High School</td>
<td>E</td>
<td>T</td>
</tr>
</tbody>
</table>

The Round would match A vs. T and E vs. R. In each courtroom, 3 ballots are scored. One squad per courtroom will win a majority of ballots 3-0 or 2-1 and thereby win that courtroom. If A & R or E & T win both courtrooms, they win the Round (2-0 in BRACKETS). If the teams split the courtrooms, then the number of BALLOTS won by the teams is calculated:

<table>
<thead>
<tr>
<th>Team</th>
<th>Pros./Plaintiff</th>
<th>Ballots</th>
<th>Points</th>
<th>Defense</th>
<th>Ballots</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miltonville High School</td>
<td>A</td>
<td>2</td>
<td>280</td>
<td>R</td>
<td>1</td>
<td>150</td>
</tr>
<tr>
<td>Carley High School</td>
<td>E</td>
<td>2</td>
<td>290</td>
<td>T</td>
<td>1</td>
<td>135</td>
</tr>
</tbody>
</table>

In this case, both teams won a total of 3 ballots. Now, we must add the POINTS to determine the winner. Since Miltonville High School earned 430 points and Carley High School won 425 points, Miltonville High School wins the Round.

**The District Matches – 2 Region Districts**
At the District competition, the two Regional Champions will receive a Round I bye. Round I will be between one Region’s 2nd place team vs. the other Region’s 3rd place team. The other 2nd and 3rd place teams will meet as well.

<table>
<thead>
<tr>
<th>Milton Region Team A (Region Champion)</th>
<th>Carley Region Team A (Region Champion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milton Region Team B (Region Finalist)</td>
<td>Carley Region Team B (Region Finalist)</td>
</tr>
<tr>
<td>Milton Region Team C (Region 3rd place)</td>
<td>Carley Region Team C (Region 3rd place)</td>
</tr>
</tbody>
</table>

At the end of Round I, the two teams who won their matches will advance to Round II. The goal will be to avoid matching the 2nd place team from a Region against its own Region’s Champion team in Round II (though this will be permissible in the Final Round). Therefore, Round II will be matched in one of the following two ways:

A. If both the 2nd place or 3rd place teams from each Region wins Round I, the teams will be matched against the Region Champion team from the other Region: Milton #3 vs. Carley #1 and Carley #3 vs. Milton #1.

B. If the 2nd and 3rd place team from one Region wins Round I, the 3rd place team will be matched against its own Region’s Champion team and the 2nd place team will be matched against the other Region’s Champion team: Milton #3 vs. Milton #1 and Milton #2 vs. Carley #1.

After Round II, the two winning teams will advance to the Final Round to determine the District Champion, who then advances to the State Finals Competition in March.

**The District Matches – 3 Region Districts**
In seasons where there are an odd number of Regions, one District will be comprised of 3 Regions. In this instance, the top two teams from each of the three Regions will advance to the District competition. Prior to the District weekend, the Mock Trial office will rank the three Region Champion teams and the three Region Finalist teams by the average ballot count from each of the teams’ Regional competition.

At the District competition, the two Regional Champions with the highest ballot average will receive a Round I bye. Round I will be between the remaining Region Champion team vs. the lowest ranked Region’s Finalist team. The other two Region Finalist teams will meet.

<table>
<thead>
<tr>
<th>Milton Region Team A (#1 Region Champion)</th>
<th>Carley Region Team A (#2 Region Champion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campbell Region Team A (#3 Region Champion)</td>
<td>Milton Region Team B (#2 Region Finalist)</td>
</tr>
<tr>
<td>Campbell Region Team B (#1 Region Finalist)</td>
<td>Carley Region Team B (#3 Region Finalist)</td>
</tr>
</tbody>
</table>
THE STATE FINALS TOURNAMENT

The 2017 State Finals will take place on Saturday, March 4, 2017, and all Rounds will be held at the Gwinnett Justice and Administration Center in Lawrenceville. Teams from outside the metro Atlanta area will be lodged in the team hotel in Gwinnett County. Information on lodging accommodations will be in the District Champion packet provided at each District competition site. Reservations for state finals lodging (teams traveling 85+ miles to Lawrenceville) and any other required forms provided in the District champion packet are due by (and preferably before) 23, 2017.

All teams will participate in two preliminary rounds at the State level of competition. After Round 2 on Saturday afternoon, an awards assembly will be held at the courthouse. Here, teams will receive their District Championship plaques, the 2016 members of the Student Bar of Georgia will be admitted and the two teams advancing to the Final Round will be announced (unless adjustment is made, described below.)

The Championship Round will be held late Saturday afternoon. Members of the two finalist teams are eligible for Saturday night lodging at the same hotel site if they have traveled 85+ miles from their school to the Gwinnett Justice Center.

A District Champion electing not to participate at State:
If a duly declared District Champion team elects not to participate at the State Finals tournament, the HSMT will recognize the next ranked team to represent the District as “champion” at the State level of the competition (see Rule 1(n)).

Advancement through State Finals:
The State Finals competition will consist of eight (or ten) teams, competing in three Rounds. Like the District competition, teams will compete as teams in head-to-head matches between teams. Matches for Round I will be random.

After Round I, teams will be divided into two brackets depending on their win/loss record from Round I. Within the brackets, teams will be ranked 1-4 using the HSMT Ranking Rule. The top team in a bracket will be matched against the lowest team in the bracket, and the middle teams will be matched. Adjustments to the matches may be made to avoid rematches from Round I.

After Round II, the two teams who won both preliminary Rounds will meet to determine the State Champion.

ADJUSTMENTS TO THE STATE FINALS SCHEDULE

In years when a private, non-GHSA member school that has an established school policy that prohibits student activities (academic and extra-curricular) on Friday evenings and Saturdays registers a team in the GHSMTC and that team advances as the District champion or as a wildcard team to the State tournament, a schedule adjustment will be made at the State level to allow that team to participate. If the team(s) in question compete at Regionals, but do not advance to State, then the traditional Saturday State schedule will proceed, as published in that season. A schedule adjustment at the State tournament will be made only in years when a private school team with a religious conflict regarding Saturday participation advances to the State tournament.

All teams advancing to State will be informed as soon as the possible that a schedule adjustment will be required in a given season. No team advancing to the State tournament may contest or appeal any schedule adjustment at the State level. If a District Champion team cannot compete using an adjusted schedule at the State level, that team may withdraw from the competition entirely with no refund of any registration fee paid under Rule 1(n) and a new District Champion team will be named in that District. A Wildcard team (in years when the Wildcard process is used) may decline the berth if an adjusted schedule causes the team too many conflicts and a second Wildcard drawing will be held to fill that slot, as outlined in the Wildcard Team portion of this policy section of the Coaches’ Manual. This policy may not be construed to allow individual student team members and/or schools/organizations without an established policy prohibiting student activities on a Saturday to request an adjustment to the State schedule.

In a year when such a team advances to the State tournament, the Mock Trial office will contact all teams advancing to the State tournament with details on the alternate schedule.
The State Finals competition requires an even number of teams due to the head-to-head matches for all Rounds. In seasons where an odd number of Districts exist, a Wildcard team will be randomly drawn from the District finalist teams. The procedure for naming the Wildcard team will be as follows:

1) Only District finalist teams that competed in the championship round at the District level of competition are eligible to be considered for a wildcard berth.

2) The Mock Trial Office will randomly draw one team Monday following the District competition weekend. The primary teacher coach for the potential Wildcard team will be contacted individually to confirm their team’s participation before any public announcement is made regarding wildcard team selection.

3) If a team declines to participate as a Wildcard at State, another random drawing will be held from the remaining District finalist teams. If a 2nd team declines to accept the invitation to participate as a Wildcard, additional random drawings will be conducted until a District finalist team is identified.

4) If a District champion withdraws from the State Finals competition and the District finalist team from that District has already been selected as the Wildcard, that District finalist team will assume the title of District champion and a new Wildcard team will be drawn.

5) The Wildcard team will be given the opportunity to advance to the State Finals competition and will compete without handicap and on an equal and even playing field with the District Champion teams in the tournament.
   i. This team will be identified as the “Wildcard” team in all State Finals publications and online.
   ii. This team will be required to complete and submit the same paperwork for the State Finals tournament as the District Champion teams.
   iii. If this team must travel more than 85 miles to the State Finals tournament, it will be eligible to receive assistance with hotel expenses (more information will be provided in the tournament packet they will receive after being named to a Wildcard berth).

6) Random matches for the first round at State will not be affected by District competition conflicts.

7) Power-matches in subsequent rounds at state will not be affected by District competition conflicts.

8) The District where the Wildcard teams competed in one season will not be eligible field a Wildcard team at the State Finals tournament during the next competition season.

**WEATHER POLICY FOR REGIONAL & STATE FINALS COMPETITIONS**

**Weather Policy Related to Regional and District Competitions:**
Winter weather is unpredictable and because of this unpredictability, the postponement of Regional and/or District competition rounds due to weather issues will most likely be, by definition, a last minute decision. The Mock Trial Office will strive to keep the primary teacher coach of all affected teams as up-to-date on the decision making process as possible. As a general guideline for Regional/District coordinators, if the public school system in the county/city where a Regional or District competition is scheduled to be held cancels classes and/or evening student activities on the date(s) that the Regional or District competition is scheduled, the Mock Trial Office prefers that the Regional or District coordinating team also postpone competition rounds. Additionally, if weather cancellations affect teams traveling from locations outside of the county/city in which the Regional or District competition is scheduled, the Mock Trial Office prefers that the coordinating team consider postponing the competition, rather than moving forward without the full complement of teams.

While the Mock Trial Office prefers that any postponed Regional or District competition be re-scheduled within 7 days of its original date, we are well aware that we must leave the coordinators with some flexibility in rescheduling, both in terms of the availability of the judging panels and the teams. However, the postponed competition must be completed by the end of the day on the Saturday two weeks before the scheduled start date of the District competition (in the case of Regional competition postponement) or the State Tournament (in the case of District competition postponement). Any Regional competition postponed due to weather and not
rescheduled within this time frame will be cancelled for the season and the teams assigned to that Region will not compete and none will advance to the District competition. In this instance, the District alignments would be rearranged by the Mock Trial office for any Regions affected by the cancellation of their District competition. Any team unable to participate in any re-scheduled Regional competition will be withdrawn from the program for that season, but may register without penalty in a future season. All weather-related postponements will be carried on the HSMT website, Facebook page, and Twitter feed.

**Weather Policy Related to State Finals:**
March weather can be unpredictable and a postponement of the State tournament due to extreme weather conditions is possible. The Mock Trial Office will strive to keep the primary teacher coach of all affected teams as up-to-date on the decision making process as possible. The Mock Trial Office will make a decision on any weather-related postponement in consultation with the Court Administrator’s and Sheriff’s Department representatives at the court site. If the State tournament is postponed due to weather, the tournament will be rescheduled for the next available weekend. No State tournament will be held after the last weekend in March. Any team unable to compete in a re-scheduled State tournament will forfeit its place in the tournament with no refund of any team registration fee and will not be replaced. The State tournament will move forward with the remaining teams in a modified Round I matching and advancement process. Any modifications will be announced by the Mock Trial office prior to the start of Round I of the State Finals tournament. All weather-related postponements will be carried on the HSMT website, Facebook page, and Twitter feed.

**TEAM WITHDRAWAL FROM THE COMPETITION**

Our Regional Coordinators work very hard to plan for the local competitions. Not only do they have to arrange for the logistics involving the teams, they must also recruit judges and attorney evaluators to score the rounds. As we approach competition dates, it is important for coaches to keep the coordinators and state Mock Trial Office aware of any developments with a team that would alter regional planning.

If your team decides not to compete after registering for the season, please inform your Regional Coordinator and the State Coordinator as soon as possible. Team withdrawal before competition day may affect the viability of the Region. A region must have at least five teams assigned to it in order to remain viable (see Rule 1(f)). Small regions are particularly vulnerable, if too many teams withdraw before competition day, a region may “implode” and remaining teams would be required to travel to a distant Region in order to compete. The Regional Coordinator will also need to make adjustments in the initial round matches. Finally, we do not want attorneys and judges to report to courthouses in vain. This is a waste of their time and does not encourage them to volunteer for future competitions. Please be courteous and keep us informed if your team plans not to compete.

If a Regional Champion team withdraws from the GHSMT after winning its Regional title, that team will forfeit its place at their District competition and will have its Regional title revoked. The GHSMT will then confer the title of “Regional Champion” on the Regional finalist (2nd place) team in that region and that team will then advance to the District competition (see Rule 1(m)).

If a District Champion team withdraws from the GHSMT after winning its District title, that team will forfeit its place at their State Finals competition and will have its District title revoked. The GHSMT will then confer the title of “District Champion” on the District finalist (2nd place) team in that District and that team will then advance to the State Finals tournament (see Rule 1(n)).

**TEAM SCRIMMAGES**

No inter or intra-regional team scrimmages are allowed during the current competition season (October 1, 2016 – the day after the Final Round of the State Finals tournament).
THE NATIONAL HIGH SCHOOL MOCK TRIAL CHAMPIONSHIP

In 2017, the National High School Mock Trial Championship will be held in Hartford, Connecticut on May 11-14, 2017 (this is Mother’s Day weekend). The first two preliminary rounds will be held on Friday and the second two preliminary rounds will be held on Saturday. The final round is held late Saturday afternoon.

Participation in the national tournament is an optional and voluntary activity for the Georgia champion team. The team may elect not to participate. In the case that a State Champion team elects not to participate (for whatever reason) in the national tournament, the High School Mock Trial Committee may recognize the State Finalist team to represent the state at this competition. The State Champion memo, which will be provided to the coaches of the State Champion team Saturday evening, outlines the HSMTC policies related to the State Champion team and that team’s responsibilities.

The case for the national competition will be released on or by 1 April, and we anticipate that it is expected to be a CRIMINAL case. The 2017 Georgia Champion Team will have approximately 7 weeks to prepare for trial. Spring Break usually falls within this preparation period and the State Champion team must consider this scheduling issue when determining rehearsal schedules for the national tournament.

Other schedule conflicts may arise for the State Champion team related to AP or IB testing schedules during the week of the national tournament. AP exams may be re-scheduled to allow an affected student to participate in a legitimate academic activity; however, IB exams may not be re-scheduled for any reason. Re-scheduling AP exams must be handled by the person (counselor or administrator) at the school who is in charge of AP exams. The Mock Trial Office does not coordinate the re-scheduling of AP exams for students on the State Champion Mock Trial team. There is a fee involved in re-scheduling an AP exam. To see a complete list of the AP and IB testing schedules for this academic year, visit the following websites:


Team Composition at nationals is different from Georgia. Each state is allowed to send eight competing students, plus one student timekeeper (9 students total) to compete in four preliminary Rounds. During these Rounds, the students must be able to play both sides of the case (prosecution and defense), each side including three witness roles, three attorney roles and one official timekeeper role. Teams will not find out which side of the case they will be playing until 30 minutes to an hour before the Round. States are allowed to bring along as many additional students as they wish. While those extra students are not allowed to play an active role in the competition Rounds, they may fully participate in all other activities associated with the tournament.

Funding from the High School Mock Trial Committee is very limited for support of the State Champion team. Our resources allow us to cover the basic expenses for the eight official team members, one teacher and one attorney coach, but not the designated timekeeper. The HSMT Committee does not cover expenses outside this 10 person official delegation, but it can help the team solicit funds from sources in the team’s local legal and business community. The State Champion team will face choices in both which members will be on the official team and how many other students may be accommodated given the economic realities in the spring of 2017.

Participation by family members is welcome at Nationals, to the extent that facilities allow for admission to observers. The Mock Trial Office will handle all logistical arrangements for the official team, other team members, all coaches and any parent/spectators wishing to travel with the Georgia delegation to the national tournament each year. Trial rounds are generally open to the public, but restricted capacity requires all observers to be registered, along with the student team members and coaches. Other social activities are available to observers on a ticketed, pay-as-you-go basis. Reservations will be made before April 15 each year; the Mock Trial Office will provide specific deadline dates to the State Champion team as soon after State Finals as possible.

Because of the size of the National tournament, the teams/observers may be required to use several hotels. Space in the tournament hotel may be available at tournament rates for parents/spectators and/or other members of the
Georgia delegation. Other hotels are usually in close proximity to the tournament hotel in the host city. Parents/Spectators may also be eligible to participate in group airfare discounts negotiated in the spring.

TEAM SUBMISSION OF CASE & RULES QUESTIONS

Each year, every member of the Problem Subcommittee, as well as members of the HSMT staff, carefully reviews the Mock Trial case materials. We try to catch every possible error, but nobody’s perfect. Additionally, through the course of a season teams may have questions regarding competition rules, policies and procedures. In 2017, we will address all case and rules questions using the method outlined below. Questions regarding logistics, schedules, the court artist contest, Law Academy, etc. should be directed to the state Mock Trial office (or the appropriate Regional Coordinator) by phone or by email. We will not answer case and/or rules questions on the Facebook page.

The following procedure will apply only for case and rules questions.

♦ Procedures: All case and rules questions must be submitted via email to the Mock Trial Office (mocktrial@gabar.org). Only teacher or attorney coaches may submit questions on behalf of a team. The Mock Trial Office will only process written case and rules questions submitted by email and will not accept questions submitted by any other method.

♦ Times to Submit Questions: Teams may submit questions from the case release date until 5:00 p.m. on Tuesday, January 10, 2017. No other case or rules questions will be entertained after this date.

♦ Receiving Answers: Teams will check the GHSMTC website under the Team Information section regularly for a running list of answers to all case and rules questions submitted throughout the season. Reminders that a new Q&A report has been posted on the GHSMTC website may be announced on the Facebook page, but the Q&A report itself will not be posted on Facebook.

♦ Mock Trial Office Closed: No updates to the case/rules Q&A report will be posted between 12/21/16 and 1/2/17. Any questions received during this time will be addressed in postings made after 1/2/17.

♦ Final Answers: The final Q&A report will be posted to the website by the end of the day on January 13, 2017. A clean copy of the case will also be posted as well in order for teams to have updated, clean copies of all statements and exhibits.

The fact that the Problem Subcommittee made a correction or addition to the case materials at any point during the 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 HSMT office and/or the Problem Subcommittee, not with a particular witness. The clean, corrected copy of the materials that will be posted by January 13 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.

AVOID UNFAIR EXTRAPOLATIONS

All Coaches are responsible for knowing and abiding by Rule 4.

Rule 4 prohibits “unfair extrapolations”. Unfair extrapolations are a mock trial phenomenon; they do not exist in real trials. Nevertheless, this is one of the most important rules of the competition. The rule is designed to make sure that students do not unfairly go beyond the bounds of the problem. Because unfair extrapolations are hard to define and are necessarily situation oriented, they create difficulties for judges and evaluators of the competition who are sometimes largely unfamiliar with the facts of the problem.

Compliance with Rule 4 against the use of unfair extrapolations continues to present a problem in some areas of the state. In 1996, the Subcommittee on the Rules took special care to instruct judging panels on how to evaluate extrapolations and how to implement the infractions noted in Rule 27. Beginning in 1997, the Subcommittee chose to share a portion of these instructions with coaches in hopes of preventing unfair extrapolation problems in the future.

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Presiding judges are asked to interpret this rule strictly and narrowly. Students who handle unfair extrapolations by successfully impeaching the witness should be given more points credit than those who rely on the judge to rule on “unfair extrapolation” objections.

In 1997, the Judging Panel Worksheet was redesigned to allow a section for “explanation of any penalty deductions,” where evaluators are instructed to list specific infractions and penalties assessed under Rule 27. Of course, there is no guarantee that each evaluator will note an infraction or apply the same penalty as another evaluator, but it is the intention of the Committee to provide opportunities for evaluators to target particular offenders or penalize the entire team for a pattern of abuse in this area and to provide a clearer explanation for their assessment.

In 2001, the Chair of the Problem Subcommittee was asked by the Rules Subcommittee to provide judging panel members with a brief explanation/example of fair and unfair extrapolations to be included at the end of the Bench Brief in the Judging Panel edition of the manual. The following paragraphs have been included in this area of the J/E Manual each year since:

This area has always caused problems in our mock trials, and Rule 4 has been carefully revised in an attempt to solve these problems. In short, the buck stops with the presiding judge. Presiding judges are asked to interpret this rule strictly and narrowly. Students who handle unfair extrapolations by successfully impeaching the witness should be given more points credit than those who solely rely on the judge to rule on "unfair extrapolation" objections. Rule 4(g) provides guidance on point deductions, as does Rule 26, and the worksheet now has a place where you may specifically explain point deductions, which are reflected on your ballot. Each scoring judge should make decisions regarding unfair extrapolations and point deductions independently; evaluators are not bound by the rulings of the presiding judge in determining unfair extrapolations or point deductions.

An extrapolation is the addition or alteration of a fact included in the testimony of a witness. Whether it is fair or unfair depends on the nature of the expanded testimony and the context within the issues presented by the problem. The key is to look for an advantage gained by the extrapolating witness.

Rule 3 (a) allows fair extrapolations "provided [a] reasonable inference may be made from the witness' statement." Stated differently, if the nature of the expanded testimony is a logical extension of the facts provided in the statement, and no advantage is gained, then it is not an unfair extrapolation. For example, if the particular statement mentioned that the witness took an umbrella to a party, a witness could certainly testify that it was raining, or s/he thought it was going to rain, so long as that fact is not crucial to the issue at hand.

Great care should be taken when deciding if an extrapolation is fair or unfair. A single embellished fact, such as the previous example, could be considered a fair extrapolation. However, if a witness peppers his/her testimony with seemingly "neutral" facts, that witness may then be perceived as very observant and possessive of a detailed memory. This may not impact a substantive issue in the case, but it certainly bears on the apparent credibility of the witness. In this context, the extrapolations "materially affect the witness' testimony," and should be considered unfair. This is another reason why presiding judges are asked to interpret this rule strictly and narrowly.

Context is equally as important. For example, if a witness testifies that s/he traveled through a green light on a certain date and time and his/her statement is silent as to that fact, this is an extrapolation. It is an unfair extrapolation only if the issue in the case was the color of the traffic light. If the color of the light is only tangential or immaterial to the issues involved, then no advantage has been gained.

Finally, the fact that an attorney asks a question of cross-examination that might call for extrapolation is not a license for the adverse witness to extrapolate. Rule 3 (b) requires the witness to refrain from extrapolating in such an instance. Rule 611 (b) also provides guidance regarding the scope of cross-examinations.
Again in 2017, orientation of judging panels will stress this problem with unfair extrapolations, and team coaches are urged to instruct students to remain well within the scope of the case materials and the ideals of the Code of Ethics. These efforts have had a positive impact on the conduct of our trials, and we will remain vigilant in monitoring the use of any extrapolation.

It is your obligation, as a mock trial team coach, to temper your students’ creativity with a strong message of integrity and fair play. There are many strategies for handling a witness who is injecting material in their answers that could be seen as an unfair extrapolation. It is much better to handle unfair extrapolations through impeachment and witness control than objecting to the presiding judge. In addition, counsel witnesses to play their role within the rules and spirit of the competition. A good mock trial is one in which no “unfair extrapolation” objections are necessary.

### TIME MANAGEMENT AND FAIR PLAY

Each year the High School Mock Trial Committee and the Subcommittee on the Rules reminds all participants that both the letter and the spirit of the Mock Trial Rules should be followed at all times during the competition season. According to Rule 14, each part of a mock trial is governed by time limits. These limits are set to encourage students to prioritize their presentation in order to create the most effective case, based on the materials provided, for their particular side, either Plaintiff/Prosecution or Defense. These limits are also in place to insure the smooth and efficient progress of all trial rounds during a competition.

During some rounds of previous mock trial competitions, some student witnesses, on cross examination, have abused the spirit of these time limits by giving unnecessarily long, non-responsive answers for the sole purpose of using up their opponents’ allotted cross examination time. In 2008, the Rules Subcommittee added language to Rule 50 in an attempt to address this issue. The Subcommittee on the Rules continues to feel that this practice does not fall within the spirit of the Rules and **IS TO BE DISCOURAGED BY ALL COACHES.**

Coaches should instruct their witnesses on cross-examination to provide a direct and succinct answer to the question asked. Coaches should instruct student attorneys to ask closed-ended questions on cross-examination to prevent witnesses from “running” with a narrative, non-responsive answer. A student attorney who receives what s/he feels to be a non-responsive answer during a cross-examination should be coached in various manners of controlling the witness, including seeking the assistance of the presiding judge by way of objection. Both the student attorney and the student witness must abide by all rulings of the presiding judge. Presiding judges and scoring evaluators will be instructed to take into account, when evaluating the overall witness and team performances, whether a particular witness has enhanced or degraded his/her team’s performance by using delaying tactics on cross examination, including, but not limited to: answers in narrative form, non-responsive answers, excessive requests to have questions repeated and/or excessively long pauses during questioning.

A non-exclusive list of examples of witness conduct that may, under certain circumstances, give rise to a properly made objection based on Rule 50(c) may include, without limitation, offering answers in an unnecessarily long, narrative form; intentionally non-responsive answers to unambiguous questions; excessive requests to have questions repeated; excessively long pauses during questioning; unreasonably lengthy review of any exhibit or witness statement; not heeding a judge’s instructions to limit answers appropriately; or by asking the cross examining attorney irrelevant and non-responsive questions. If there is a question regarding this practice or the instructions that will be given to all evaluators, please contact the Mock Trial Office well in advance of competition rounds.

### WITNESS CHARACTERIZATION AND COSTUMING

During most mock trial seasons, there are no costuming options allowed under Rule 20. The Subcommittee on the Rules realizes that the characterization of witnesses is one of the most enjoyable and entertaining parts of a mock trial competition. However, no illustrative aides, props, uniforms or costumes may be utilized by any student to characterize any witness role they are playing. The Subcommittee understands that this is a complex issue, with
many shades of gray and many differing opinions on the subject. In all that is done, the Subcommittee’s main concern regarding Rule 20 and the issue of costuming is that anything that is allowed is “equally available to all teams and students”. The Rules Subcommittee cannot and will not legislate every clothing decision a team and their coaches must make for a competition round, but asks that in the absence of any specific stipulated exception to Rule 20 in the case materials, that coaches err on the conservative side regarding this issue. The Subcommittee on the Rules also offers the following examples as advice to coaches:

**Acceptable (may include, but is not limited to the following):**
Body language and movement; vocalization or verbiage that conveys age, station or geographic region (this includes but is not limited to accents, limps, posture, gestures, facial expressions, stooped shoulders, slang phrases etc.)

**Not Acceptable (may include, but is not limited to the following):**
ROTC uniform or other uniform worn by a student playing the role of a police or military officer; fake or reading glasses worn by a student who doesn’t normally wear prescription or reading glasses; baggy jeans, untucked t-shirt and sneakers worn by a student playing the role of a teenager; a cane used by a student playing an elderly or disabled witness, when the student doesn't normally use a cane; a blazer with a nautical type emblem worn by a student playing the role of a sea captain or sailor; pink hair, leather jacket and faded jeans worn by a student playing the role of a rock star; a wig or silver hairspray worn by a student playing the role of an elderly person; a shawl worn by a student playing the role of an elderly person; make-up worn to imply age or wrinkles, etc.

Scoring evaluators will continue to be instructed not to add or subtract points based on a student’s physical appearance. The Rules Subcommittee, the Mock Trial Office, trial coordinators and judging panel members have no interest in playing the role of the “fashion police”. Scoring evaluators are instructed to score students on their substantive performance, not on the entertainment value of their appearance, their appearance in general or the legal merits of the case. However, scoring evaluators are encouraged to deduct points if they feel a team or individual team member has violated the letter or spirit of any rule or the Code of Ethical Conduct of the Georgia High School Mock Trial Competition, including Rule 20, since there are no specific costume options stipulated in this year’s case materials. In the judging panel materials, judging panels are instructed to interpret Rule 20 strictly and narrowly. All points awarded and deducted by individual scoring evaluators are subjective and are awarded or deducted at the evaluator’s discretion. Evaluators are encouraged, but not required, to note any specific point awards or deductions on the 8.5”x14” worksheet provided for them during each round.

### APPROPRIATE DRESS FOR COMPETITION ROUNDS

The Georgia Mock Trial Competition encourages all participants to arrive at the competition dressed appropriately to appear in court. This does not necessarily mean that every participant must wear a three-piece suit for the competition; however we ask that coaches use good, professional judgment when helping students determine what is and what is not “appropriate for court”. Dress rehearsals are an excellent opportunity to observe what students plan to wear before competition day. The Subcommittee on the Rules offers the following examples as advice to coaches when assessing appropriate and inappropriate dress for court. When in doubt, we ask that coaches please err on the conservative side.

**Appropriate attire may include, but is not limited to the following:**
- Sports coats or blazers (with or without a tie); Slacks, chinos or “Dockers”; “Polo” shirts (shirts with collars); button down shirts; turtleneck or mock turtleneck shirts; Culottes, skirts, skirts or split skirts (worn with hosiery); Sweaters or cardigans; Dress shoes or heels, loafers, oxfords (etc.) and socks or hosiery; Suits (with ties for men; skirt or slacks for ladies); Dresses; head covering worn for religious reasons
Inappropriate attire may include, but is not limited to the following:
- Blue jeans; Denim skirts or dresses; T-shirts, especially those with a logo imprinted on it (shirts without collars); shorts; tank tops; bare midriffs; halter tops; low-cut blouses; sweat suits (wind or track suits); skirts or dresses shorter than 3” above the knee; Lycra or spandex tops or bottoms; tennis shoes; hiking boots; excessive jewelry; men’s or women’s hats

All judges and evaluators in the mock trial competition are given the following instructions regarding the appearance of student participants:

Students should not be evaluated based upon their dress, their jewelry, their hairstyle or any other aspect of their physical appearance. We are proud that students from diverse racial, ethnic, religious and economic backgrounds participate in the Georgia Mock Trial Competition.

**RULE CITATION**

During our evaluation process in previous seasons, the issue of rules citation has been raised several times and the Subcommittee on the Rules has decided to address this issue with additional language in the Coaches’ Manual, the Judging Panel Manual and during the judging panel orientation at Regionals, District and State Finals. Please take care in assuring that your students are familiar with the Rules of the Georgia High School Mock Trial Competition and the Georgia High School Mock Trial Competition Rules of Evidence.

In consultation with their coaches, teams should determine whether rule numbers will be cited in all objections, in only some objections or not at all. Keep in mind that even if students do not cite the rule numbers when making objections, the presiding judge may ask them for the rule that forms the basis of their objection. If a presiding judge makes such a request, a student attorney should be prepared to offer that information.

Further, be aware that some evaluators may increase scoring based upon correct citation either on the student’s own volition or under question from the court; however, incorrect citation or the omission of a citation may cause decreased scoring by some evaluators. Many factors go into determining the score to be given each individual student and/or team. Keep all these considerations in mind when preparing your team for the competition.

**JUDGING PANEL CONFLICT RESOLUTION PROCEDURE**

The following procedure will apply at the Regional, District and State Finals levels of the competition.

All Regional/District coordinators and the members of the State Finals Planning Board work extremely hard each season to insure that enthusiastic and knowledgeable VOLUNTEERS staff the competition rounds as presiding judges and evaluators. The Code of Ethical Conduct for these judges and evaluators sets the highest standard of objectivity and fairness for our judging panels. The high standards set by the Code should make conflicts and the need to invoke the conflict report procedure extremely rare. By agreeing to participate in the program, our judging panels are agreeing to hold true to these principles.

While we have never been able to rule out every possible “conflict of interest” in every round using the method below, it has proven to be generally useful at all levels of the competition in identifying conflicts early in the panel assignment process. The Judging Panel Conflict Procedure will be as follows for the regional and state finals competition levels.

**TEAMS**

1. Team coaches will review this report and will be allowed to indicate those panel members with whom they feel they may have a conflict. Coaches are required to state in writing the nature of the conflict. Indicated conflicts will be ignored if a written explanation is not given. No conflicts will be considered if they are submitted later than 30 minutes before the beginning of the first round of the competition.

2. Legitimate conflicts may include, but are not limited to the following examples: the J/E formerly coached a team in the competition, the J/E is a family member of a team member or coach, the J/E works in the same
firm, office or department as a coach and/or the J/E has a spouse that is a member of the faculty of a team’s school.

3. After completing the Conflict process, return the judging panel report to the volunteer at the registration table. If there are no conflicts, write “no conflicts” at the top of the front page of the report. All teams are required to return this form to the trial coordinator no later than 30 minutes before the start of the first competition round.

4. The trial coordinator may consider team coach concerns in making judging panel assignments, but in no way is a team guaranteed that the judging panel member they have conflicted-out will be eliminated from judging their team.

JUDGING PANELS

1. Judging panel members will be presented a list of the team names (and schools) at orientation. They will be allowed to recuse themselves from judging a particular team. At no time will the team codes or the names of team members or coaches, which will identify the teams in competition, be shared with the judging panels. The trial coordinator may consider these concerns in making trial assignments.

2. Legitimate conflicts may include, but are not limited to the following examples: the judge/evaluator formerly coached a team in the competition, the J/E is a family member of a team member or coach, the J/E works in the same firm, office or department as a coach, the J/E has a spouse that is a member of the faculty of a team’s school and/or (at state finals only) the J/E served as a judging panel or coordinating team volunteer in a regional competition.

3. Every effort will be made to honor potential conflicts raised by a member of the judging panel, but the trial coordinator is not required to find a solution to every conflict.

Indication of a potential conflict by a team or a judging panel member is not grounds for a dispute once a judging panel has been seated (see Rules 31-35). A team refusing to be judged by a seated panel will forfeit the round. (For scoring purposes, note the last paragraph of Rule 11.)

USE OF COURTHOUSES

Many of our teams use Georgia courthouses for practice before Regional and/or District competitions and most Regional and District competitions as well as the State Finals tournament are held at court facilities as well. All participants in the program are responsible for policing the court facilities after use to be sure that they are left in the same, or better, condition in which they were found. Please adhere to the general policies of the High School Mock Trial Competition below and to any specific requirements of a particular court facility:

♦ ALWAYS FOLLOW ALL DIRECTIONS GIVEN BY COURT ADMINISTRATORS, SECURITY PERSONNEL AND TRIAL COORDINATORS WHILE AT A COURT SITE!

♦ Never leave students unsupervised at a court facility.

♦ Leave all sharp/metal objects (pocket knives, scissors, nail files, etc.) at home or in a vehicle. To move the line along quickly, don’t bring anything to the courthouse that you don’t absolutely need.

♦ Never bring food or beverages into a courtroom and this includes chewing gum.

♦ Place all trash in an appropriate container.

♦ Always replace any moved furniture (chairs, podiums, etc.) before leaving the courtroom.

♦ Never handle the electronic equipment (microphones, telephones, computers, etc.) or move paperwork around in a courtroom. Speak with court administrators or security personnel if you have questions regarding equipment or paperwork.

♦ Turn off all electronic devices (cell phones, etc.) or place them on vibrate. Ringing cell phones distract student participants and the judges and evaluators.

♦ Know and communicate with your team members and spectators where the evacuation routes and emergency
exits are at the courthouse.

♦ Be aware that some courtrooms are equipped with security cameras and noise alarms—ask about the security measures taken at your courthouse and have your team govern itself accordingly.

♦ Be aware that some court security requires that cell phones be turned on at the security checkpoint to prove that they are in working order—if a cell phone isn’t necessary, leave it in a vehicle. Also, be aware that some facilities ban camera cell phones.

♦ Be aware that some court facilities require the use of elevators for movement between floors, not a stairwell. If this is the case at your court facility, please adhere to this policy and use stairwells only in an emergency. Your patience is, as always, appreciated.

Please encourage your attorney coaches to inform the court administrator, your Regional/District coordinator and the judge whose courtroom you wish to use, if you wish to use the courthouse for practice sessions. The more open the lines of communication, the better. Dress rehearsals at a courthouse are a good way to get teams ready for competition day. During a dress rehearsal, teams will have time to see how courthouse security works, where facilities are and know what to expect on the day of competition. It also gives teams a chance to get rid of the nervousness of trying their case in the real courtroom for the first time.

Teams should plan on arriving at the courthouse plenty of time before team orientation. It takes longer than most expect to get everyone through security and to the appointed meeting places before the day begins. Experienced coaches will have their teams arrive with enough time to find their team staging area (if one is provided by the courthouse), use the facilities, and get settled before a long day of activity.

Spectators should allow team members and coaches through security first on competition days. No one should ever joke about security issues at security checkpoints or elsewhere in the facility. Spectators bringing camera equipment to the State Finals competition in March will be asked to remain at the rear of all security lines, allowing teams and coaches first priority to pass through the checkpoint. If there are any questions regarding courthouse etiquette or security, contact your regional coordinator or the Mock Trial Office.

OFF-SEASON ENRICHMENT ACTIVITIES

A list of off-season mock trial and/or law-related enrichment activities will be posted to the GHSMTC website throughout the year, but will mainly appear during the spring and summer. These activities may assist your team and/or individual team members in building mock trial skills during the off season. None of the events, classes, activities, etc. listed under the “Enrichment Activities” link in the Resources section of the GHSMTC website are sponsored by or coordinated through the Georgia High School Mock Trial Committee. If a team and/or student chooses to participate in one or more of these programs that team and/or individual student may not present themselves as a representative of the Georgia High School Mock Trial Committee and no GHSMTC program funds will be expended to support team and/or individual student participation in any of these activities. If a mock trial team made up of students who have participated or plan to participate on a GHSMTC-affiliated mock trial team chooses to participate in an invitational tournament not affiliated with the GHSMTC or the National High School Mock Trial Championship, the primary coach of that team must disclose that participation to the Georgia Mock Trial Office at least seven business days before the start of that activity. Students who have participated or plan to participate on a GHSMTC-affiliated mock trial team and who participate as an individual in summer law-related education classes or camps need not disclose that participation to the Mock Trial Office. For questions about participation in off-season enrichment activities, contact the Mock Trial Office.
The Power Match System
A Detailed Explanation of the Procedures for Team Advancement
at the Regional Competitions for the 2017 Georgia Mock Trial Competition
See Rules 26-29

The following explains the scoring and advancement process used for the Regional Competition. For information about the District and State Competitions, please see their respective sections.

THE PRELIMINARY ROUNDS (ROUNDS 1 & 2)

The first Round of the Regional competition will be by random draw. The trial/scoring coordinator will ensure that both squads from the same team do not meet each other in the random draw at the Regional competition.

The Georgia Mock Trial Competition will employ a “power match” system for team pairing and advancement to succeeding rounds. The main advantage of using the power matching system is that it requires teams with similar win-loss records to compete against each other at each stage of the competition. The ultimate goal of the system is to allow the two strongest teams at any level of the competition to rise to a place in the Final/Championship round.

The only real alternative to the power matching system is a purely random draw in each Round. The use of a random draw system versus the power match system in a mock trial competition has been debated at in different states and at different levels since organized competitions began in the late 1970’s. However, the main problem with a random draw system in all Rounds, in the context of mock trial, is its unfairness. A purely random draw in all Rounds can be inequitable. In the case of a mock trial competition, a random system does nothing to guarantee that teams earn their right to a spot in the Final Round by insuring that they compete against teams with equivalent records in the 2nd preliminary (and, if applicable, Semi-Final) Round(s).

Additionally, we have no reliable prior history of the performance of teams in the competition, and therefore, have no basis for seeding the teams for the initial matching. Therefore, the initial matches are the only random matches in the competition. Power matching teams in the 2nd preliminary and subsequent Rounds insures that a team will not advance to the Finals without competing against a team with an equivalent record in at least one preliminary Round.

Power matching works most efficiently if there are seven or more teams involved in any given level of the competition. However, even if the number of teams competing at any level of the competition is less than seven, the power match system assures the fairest competition possible for this type of academic activity. NOTE: In emergency situations, when a Regional competition consists of only four teams, power matching is still used to match teams for the second Round, realizing that adjustments may have to be made to prevent matches where squads compete against their opponent from the first Round or their team's other squad. (See the last item in this section for more details on 4-team regions.) This policy insures consistent implementation of the power-match system in all Regions and at all levels of the Georgia High School Mock Trial Competition.

The trial/scoring coordinators, along with their colleagues on their organizing committee and in conjunction with staff at the Mock Trial Office and/or GHSMT Committee volunteers, will implement the power-match system. After each Round, they will use appropriate charts to publish the matches and announce competitors for the next Round. In all matching assignments, the trial/scoring coordinator’s decision is not open to dispute or appeal following the Rounds. In this explanation, the use of the term team refers to the entire team from a school — both Prosecution/Plaintiff (P) and Defense (D). The use of the term squad refers to the Prosecution/Plaintiff and Defense subdivisions of the team. In each Round, each individual scoring evaluator will complete a scoresheet, or ballot.

On this ballot, evaluators will assign individual speaker points based on a scale of 1-10, with ten being the highest score available in any performance category and one being the lowest score available. After assigning speaker points in each category on the ballot, an evaluator will add the speaker points (no greater than 110 points for either squad on that ballot) and the team points (no greater than 10 points for either squad on that ballot) together to determine a final point total (no greater than 120 points for either squad on that ballot) for each squad in that round. In a preliminary round, a squad can gather no less than 39 and no more than 360 points in a round where three
evaluators complete ballots. In a semi-final or final round, depending on the number of scoring evaluators in the jury box, a squad can gather more than 360 points. The squad with the highest number of total points on the ballot wins that ballot. Scoring evaluators complete their individual ballot separately from the other members of the panel and do not confer regarding the completion of the ballots in any round.

After the ballots are submitted for a given courtroom, the trial/scoring coordinator, based on how many of the available ballots each squad won in the round, determines which squad wins the courtroom. The squad that wins the majority of the ballots (i.e., 2 or 3 out of the 3 available) in that courtroom wins the courtroom.

Once the winner (and loser) in each courtroom is determined, based on the outcome of the ballots, that information is used to determine how squads are ranked within each win-loss record, or bracket. Pros./Plain. and Defense squads are ranked independently at this stage. Two brackets will exist (1-0 [one win-zero losses] and 0-1 [zero wins-one loss]) after Round I; as the competition progresses, additional brackets will develop. The ballots and total points assigned by the judging panel determine how squads will be ranked and then matched within each win/loss bracket. Because we believe that total points are more subjective as a standard of measurement than the win-loss record, the bracket becomes the first standard of ranking. It is supplemented by the ballots earned and lastly total points, so that teams are also ranked within brackets according to ballots and total points earned in the round or previous rounds. Thus, throughout power matching, the following RANKING RULE applies: we rank by BRACKET (that is the team’s win/loss—W/L—record) first, then by number of BALLOTS received during the round(s), and finally by TOTAL POINTS. ALWAYS, teams are ranked in this order and only in this order (see Rule 28).

After squads have been ranked within each bracket after Round I (1-0 and 0-1), squad matches are made for Round II by taking the top ranked “P” squad within each bracket and matching it with the lowest ranked “D” squad within the same bracket. This method of matching, called the “pure power-match formula”, is designed to allow the most powerful teams to work their way up to the championship round. In making matches for Round II, trial/scoring coordinators must also make sure that squads do not compete against their Round I opponents again and that they are not matched against their team’s other squad. This occasionally will require minor adjustments in the pure power-match formula described above.

THE SEMI-FINAL AND FINAL ROUNDS

In Regional competitions with 11+ teams competing, the four top-ranked teams after Round II will rise to a Semi-Final Round. At this point, squad matches will be governed by team matches. The first-ranked team will go against the fourth-ranked team, and the two middle teams (#2 and #3 ranked) will go against each other, regardless of whether the squads have competed against each other in the preliminary rounds.

The Semi-Final Round stands alone and the cumulative record from the two preliminary rounds has no bearing on the ranking after the Semi-Final Round. The two most powerful teams will come out of the Semi-Final Round, according to the RANKING RULE: BRACKET, BALLOTS and TOTAL POINTS. Both of their squads will meet in the Championship/Final Round, whether or not this match produces a rematch from an earlier round. The winner of the Regional Championship will be determined by the results of this Championship round, applying the RANKING RULE: BRACKET, BALLOTS, and TOTAL POINTS. Like the Semi-Final Round, the Championship Round stands alone and the cumulative record from previous rounds has no bearing on the outcome of this round.
A SAMPLE SCENARIO

In this example, let us assume that we have seven teams competing in a Regional competition, as noted on the sample registration form that follows.

<table>
<thead>
<tr>
<th>TEAM I.D. #</th>
<th>“P” CODE</th>
<th>“D” CODE</th>
<th>SCHOOL NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A</td>
<td>M</td>
<td>Hazzard County HS</td>
</tr>
<tr>
<td>2</td>
<td>B</td>
<td>T</td>
<td>Springfield HS</td>
</tr>
<tr>
<td>3</td>
<td>C</td>
<td>U</td>
<td>Carley County HS</td>
</tr>
<tr>
<td>4</td>
<td>E</td>
<td>S</td>
<td>Mountain View Academy</td>
</tr>
<tr>
<td>5</td>
<td>F</td>
<td>O</td>
<td>Gnatville City HS</td>
</tr>
<tr>
<td>6</td>
<td>G</td>
<td>N</td>
<td>Barrier Island HS</td>
</tr>
<tr>
<td>7</td>
<td>H</td>
<td>V</td>
<td>Milton County HS</td>
</tr>
</tbody>
</table>

Before the competition rounds began, the teams above were given competition codes (Pros./Plain: A-H and Defense: L-S) and were randomly matched for Round I, making sure that there are no “team to team” matches (where the P and D of two schools are matched only against each other). With seven teams (14 squads) competing simultaneously in 7 different courtrooms, Round I will result in two brackets: 1-0 and 0-1. While there could be seven squads in each bracket, the brackets will most likely not be balanced in number of Pros./Plain. and Defense squads. (i.e. more Pros./Plain. squads may win the first trial than Defense squads, or vice versa.)

Round I had the following matches:

<table>
<thead>
<tr>
<th>TEAM I.D. #</th>
<th>“P” CODE</th>
<th>“D” CODE</th>
<th>SCHOOL NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A</td>
<td>M</td>
<td>Hazzard County HS</td>
</tr>
<tr>
<td>2</td>
<td>B</td>
<td>T</td>
<td>Springfield HS</td>
</tr>
<tr>
<td>3</td>
<td>C</td>
<td>U</td>
<td>Carley County HS</td>
</tr>
<tr>
<td>4</td>
<td>E</td>
<td>S</td>
<td>Mountain View Academy</td>
</tr>
<tr>
<td>5</td>
<td>F</td>
<td>O</td>
<td>Gnatville City HS</td>
</tr>
<tr>
<td>6</td>
<td>G</td>
<td>N</td>
<td>Barrier Island HS</td>
</tr>
<tr>
<td>7</td>
<td>H</td>
<td>V</td>
<td>Milton County HS</td>
</tr>
</tbody>
</table>

After Round I

After Round I, the ballots were totaled and each Squad’s summary sheet was completed with the Win/Loss, Ballots and Total Points noted. In this scenario, the Pros/Plain and Defense squads were then ranked using the Ranking Rule as follows:

**Power Match Form – After Round I**

1. After entering scoresheet information on the “Tabulation of Scores by Team” form (blue), sort those sheets in Win/Loss order (1-0, 0-1), Ballot order (3,2,1), and Point Totals and record data below for both the “P” and “D” squads.

<table>
<thead>
<tr>
<th>“P” Code</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>1-0</td>
<td>3</td>
<td>294</td>
</tr>
<tr>
<td>G</td>
<td>1-0</td>
<td>3</td>
<td>278</td>
</tr>
<tr>
<td>C</td>
<td>1-0</td>
<td>2</td>
<td>294</td>
</tr>
<tr>
<td>A</td>
<td>0-1</td>
<td>1</td>
<td>265</td>
</tr>
<tr>
<td>B</td>
<td>0-1</td>
<td>1</td>
<td>245</td>
</tr>
<tr>
<td>E</td>
<td>0-1</td>
<td>0</td>
<td>274</td>
</tr>
<tr>
<td>F</td>
<td>0-1</td>
<td>0</td>
<td>274</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>“D” Code</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>1-0</td>
<td>3</td>
<td>308</td>
</tr>
<tr>
<td>S</td>
<td>1-0</td>
<td>2</td>
<td>289</td>
</tr>
<tr>
<td>V</td>
<td>1-0</td>
<td>2</td>
<td>304</td>
</tr>
<tr>
<td>U</td>
<td>1-0</td>
<td>2</td>
<td>282</td>
</tr>
<tr>
<td>M</td>
<td>0-1</td>
<td>1</td>
<td>280</td>
</tr>
<tr>
<td>T</td>
<td>0-1</td>
<td>0</td>
<td>273</td>
</tr>
<tr>
<td>O</td>
<td>0-1</td>
<td>0</td>
<td>264</td>
</tr>
</tbody>
</table>
Under the power-matching system, squads are matched with squads in the same power bracket (Win/Loss), but, as you can see above, the brackets may not always be balanced. In the example above, 3 Pros./Plain. squads are in the 1-0 bracket and 4 Defense squads are in the 1-0 bracket. You will also notice that ballots earned and total points or scores vary as squads are ranked within brackets. Within the bracket, ballots won outweigh total points earned.

Given the results from Round I above, the goal is to match highest to lowest within brackets, working back toward the middle. The disproportionate success of Defense against Pros./Plain. squads presents a challenge. When this occurs, the bracket with the fewest number of squads controls the initial matching. To indicate this, a line is drawn under the “shortest” bracket:

In the example above, the 1-0 bracket with the lowest number of teams is in the Pros./Plain. column (in the 1-0 bracket the Pros./Plain. has 3 squads and Defense has 4 squads), and this bracket will control the initial matching for Round II, which in a pure power-match, would be H v. V, C v. N and G v. S.

However, before the matches are set, the Scoring coordinator needs to make sure that two things have not happened:

– the squads cannot be of the same team
– the squads cannot have met in Round I

Since H and V are from the same Team, they cannot be matched together. Therefore, H moves to the next highest option and will be matched against S, with the rest of the bracket as follows:

| Power Match Form – After Round I |

1. After entering scoresheet information on the “Tabulation of Scores by Team” form (blue), sort those sheets in Win/Loss order (1-0, 0-1), Ballot order (3,2,1), and Point Totals and record data below for both the “P” and “D” squads.

<table>
<thead>
<tr>
<th>“P” Code</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Points</th>
<th>“D” Code</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>1-0</td>
<td>3</td>
<td>309</td>
<td>N</td>
<td>1-0</td>
<td>3</td>
<td>308</td>
</tr>
<tr>
<td>G</td>
<td>1-0</td>
<td>3</td>
<td>300</td>
<td>S</td>
<td>1-0</td>
<td>3</td>
<td>289</td>
</tr>
<tr>
<td>C</td>
<td>1-0</td>
<td>2</td>
<td>278</td>
<td>V</td>
<td>1-0</td>
<td>2</td>
<td>304</td>
</tr>
<tr>
<td>A</td>
<td>0-1</td>
<td>1</td>
<td>294</td>
<td>U</td>
<td>1-0</td>
<td>2</td>
<td>282</td>
</tr>
<tr>
<td>B</td>
<td>0-1</td>
<td>1</td>
<td>265</td>
<td>M</td>
<td>0-1</td>
<td>1</td>
<td>280</td>
</tr>
<tr>
<td>E</td>
<td>0-1</td>
<td>0</td>
<td>255</td>
<td>T</td>
<td>0-1</td>
<td>0</td>
<td>273</td>
</tr>
<tr>
<td>F</td>
<td>0-1</td>
<td>0</td>
<td>274</td>
<td>O</td>
<td>0-1</td>
<td>0</td>
<td>264</td>
</tr>
</tbody>
</table>

In the example above, the 1-0 bracket with the lowest number of teams is in the Pros./Plain. column (in the 1-0 bracket the Pros./Plain. has 3 squads and Defense has 4 squads), and this bracket will control the initial matching for Round II, which in a pure power-match, would be H v. V, C v. N and G v. S.
Since there is an uneven number of P and D teams with a 1-0 Win/Loss record, one team was left out of the top bracket. Therefore, this scenario would call for a middle bracket to be drawn, pitting the top losing team vs. the bottom winning team:

Making the final set of matches follows the same steps as used above. The pure Power Match would pit B vs. O and M vs. F and E vs. T in Round II:

Just as with the invalid matches detected in the top bracket, the Trial/Scoring Coordinator would need to check the Team list and the Round I matches for any invalid Round II matches. Doing this would show that there are no team-team matches, nor any repeats of Round I matches. If there were, the Coordinator would make minor adjustments to the pure power-match formula and switch opponents, looking for the nearest fresh opponent provided by the formula. The Trial/Scoring Coordinator must resolve conflicts within brackets, through this method of making minor adjustments as noted above, whenever possible.
After Round II

At the end of Round II, the preliminary rounds would be concluded. The Trial/Scoring Coordinator would then compile the combined win-loss, ballot and total point results for both squads (in all four courtrooms, 2 for Round I and 2 for Round II) from each Team. There will be five possible win-loss records for the teams (based on the performance of their Defense and Pros./Plain. squads): 4-0, 3-1, 2-2, 1-3, 0-4. A team rises and falls (to the semi-final and/or final round) as a unit; its standing is based on the combined strength of its two squads. The goal of the power-match system is to allow the two most powerful teams to rise to the final round. Referring back to the Registration Form, we will now rank the teams by their I.D. number and P/D code:

**Power Match Form – After Round II**

1. After entering scoresheet information on the “Tabulation of Scores by Team” form and totaling the school’s total record in Round I and Round II, use the grey “Total” section of the Team Tabulation Form (blue) to rank the schools in order by Win/Loss, Ballots, and then Points.

<table>
<thead>
<tr>
<th>Team I.D. #</th>
<th>“P” Code</th>
<th>“D” Code</th>
<th>TOTAL Win/Loss</th>
<th>TOTAL Ballots</th>
<th>TOTAL Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>H</td>
<td>V</td>
<td>4-0</td>
<td>11</td>
<td>1228</td>
</tr>
<tr>
<td>5</td>
<td>C</td>
<td>U</td>
<td>4-0</td>
<td>10</td>
<td>1155</td>
</tr>
<tr>
<td>4</td>
<td>E</td>
<td>W</td>
<td>3-1</td>
<td>8</td>
<td>1174</td>
</tr>
<tr>
<td>6</td>
<td>G</td>
<td>N</td>
<td>3-1</td>
<td>6</td>
<td>1170</td>
</tr>
<tr>
<td>1</td>
<td>A</td>
<td>M</td>
<td>2-2</td>
<td>4</td>
<td>1099</td>
</tr>
<tr>
<td>2</td>
<td>B</td>
<td>T</td>
<td>0-4</td>
<td>1</td>
<td>1058</td>
</tr>
<tr>
<td>5</td>
<td>F</td>
<td>O</td>
<td>0-4</td>
<td>0</td>
<td>1038</td>
</tr>
</tbody>
</table>

Note again the use of the **RANKING RULE**: teams are ranked by BRACKET (W/L), then BALLOTS and finally TOTAL POINTS.

**The Semi-Final Round**: Remember, in Regions with 11+ teams, the top four teams would face off for a Semi-Final Round. In the example above, Team 5’s Pros./Plain. and Defense would face Team 7’s Pros./Plain. and Defense while Team 1’s squads would face Team 4’s squads. This round would stand alone from the two preliminary rounds and be scored separately. At the end of the Semi-Final Round, all four teams would be ranked based on W/L, Ballots then Points to determine the top two teams to advance to the Final/Championship Round.

In our scenario above with no Semi-Final, Teams 7 and 3 will go to the Final/Championship round in this Region. Note that Team 4 had accumulated more points than Team 3. However, its win-loss record and lower ballot number exclude it from consideration for the Final/Championship round. Remember, it is the team’s total win-loss record that is the most important factor. Whenever a tie occurs, the Mock Trial Manual provides a procedure for breaking ties. (See Rule 27)

If these seven teams listed were at the top of the rankings out of a much larger field (in a large region with 11+ teams or at State Finals), it is statistically possible that Team 4 above, and even Team 6, could be the most powerful team. In the past, State Finals has produced two undefeated teams, but it has more often produced one undefeated team and several 3-1 teams. One year, only one point separated the top three teams. Hence, this is another argument that persuaded the Rules Subcommittee and the national program to adopt the ballot measurement between the win-loss and total point’s columns.

In the Final/Championship Round, Team #7 (Milton County HS) and Team #3 (Carley County HS) will compete for the Regional title. The match will be H v. U and C v. V. Although it is possible that one of the team’s squads would have already been matched with the opposing team’s squad in a preliminary round, this would not affect the match for the Final/Championship round. Teams experiencing this have been known to alter strategy based on what they learned from the first experience; therefore, neither team would have an advantage over the other due to this
factor. Since both teams have this option, it can actually provide a better trial the second time around. The same evaluators will not be judging the same teams, so a new set of evaluators would have a different match to judge. This round stands alone, as noted before. Each team’s cumulative record from the preliminary rounds is not factored in when determining which team wins the Regional title. The team (either #3 or #7) that is ranked first after this single round, according to the ranking rule, with the most wins (2-0 or 1-1), then the most ballots and then the most total points in the 2 courtrooms, that team is declared the regional champion.

In this scenario, the outcome of the final round is as follows:

<table>
<thead>
<tr>
<th>Team I.D.#/Code</th>
<th>Bracket</th>
<th>Ballots</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 (C U)</td>
<td>1-1</td>
<td>4</td>
<td>525</td>
</tr>
<tr>
<td>7 (H V)</td>
<td>1-1</td>
<td>2</td>
<td>535</td>
</tr>
</tbody>
</table>

Team #3 (C U) from Carley County HS wins the Regional Championship.

POWER MATCHING IN FOUR TEAM REGIONS

Regions operating under emergency situations (outlined in Rule 1(f)) where there are only four teams participating, will power match according to the procedure outlined in Rule 29(b)(7). Pairings in the first round will be at random. In the first round, the P and D squads from any given school team will be matched randomly with the P and D squads from two other school teams. School team matches (where the P and D of two schools are matched against each other) are prohibited.

Power matching will be used for the second round to determine pairings making sure that the following pairings do not occur:

- P and D of two schools are matched against each other
- P and D of same school are matched against each other
- P and D pairing from first round is matched against each other

NOTE: With only four teams and the above restrictions on pairings, true power matching may or may not occur.

If coaches or team members have questions about the power matching system used in the Georgia High School Mock Trial Competition, contact Michael Nixon at the state Mock Trial Office at 404/527-8797 or MichaelN@gabar.org well in advance of your scheduled competition date.
Required Season Forms

Several forms are used throughout the season as a way to communicate with the Mock Trial office as well as during the competitions. These forms have different uses and due dates. Below is a brief explanation of each form’s purpose and information on the use of the forms.

All forms are available on the Team Information section of the Mock Trial website. A team’s valid username and password are required to access the forms.

All forms are fillable and saveable PDFs that only require Adobe Reader to use. Adobe Reader is a free application and is available at www.adobe.com/reader. All forms should be filled out on the PDF directly, saved, and e-mailed to the Mock Trial office at mocktrial@gabar.org or printed and faxed to 404-287-8383.

Forms Used Prior to Competition

Supplemental Attorney Coach Form

Use this form to add or delete any Attorney Coaches from your team’s roster. This is used for any alterations made after the initial Team Registration form is submitted to the Mock Trial office.

Due: Friday, January 13, 2017

2017 Supplemental Attorney Coach Form

Due By: January 13, 2017

INSTRUCTIONS: Use this form to report only new Attorney Coaches added to your team’s coaching staff after you submitted your team registration or to delete a previously listed Attorney Coach from your staff. The purpose of this form is to check the eligibility of new Attorney Coaches in order to comply with the HSMT Rules of the Competition (see Rule 7(b) and (i)). If new Attorney Coaches are added to a team’s staff after January 13 and before the first Round of the Regional competition, the primary Teacher or Attorney Coach must notify the Mock Trial Office immediately. Keep a copy of this form for your files. Complete this form on the PDF and EMAIL it to mocktrial@gabar.org.

Please complete on PDF directly.

SCHOOL NAME: ________________________________

PRIMARY TEACHER COACH NAME: ________________

NEW ATTORNEY COACH #1
Name: ____________________________
Bar Number: ______________________
Email Address: ____________________

NEW ATTORNEY COACH #2
Name: ____________________________
Bar Number: ______________________
Email Address: ____________________

NEW ATTORNEY COACH #3
Name: ____________________________
Bar Number: ______________________
Email Address: ____________________

Please remove the following Attorney Coach(es) from the Team’s Coaching roster:
Name: ____________________________
Name: ____________________________

mocktrial@gabar.org
Team Member List
This form lists all students actively involved with the Mock Trial team, both competing and non-competing. You are not declaring which 14 students will make up the competition squads with this form, just providing the names and birthdates for all of the students on the team.

Due: Friday, January 13, 2017

Supplemental Team Member List
This form is used to adjust (add or delete) the official Team Member List submitted on the form above. It is only used if adjustments are needed between the submission of the Team Member List and 5 days before the Regional Competition.

Due: Anytime between January 13 and 5 days before Round I of the Regional Competition.
**Forms Needed for Day of Competition**

The following forms are required for the day of competition. It is the responsibility of each team to have the necessary forms on hand. There will be no copying facilities available at the competition site.

**Code of Ethical Conduct (New format for 2017 season)**

This form is required of all teams competing in the Mock Trial competition. It has spaces for 7 Prosecution/Plaintiff team members, 7 Defense team members, timekeepers, Teacher Coaches, Attorney Coaches, Court Artist Contestants and Non-Competing Team Members. Everyone listed on the Team Member List (and Supplemental List if used) must sign the Code of Ethical Conduct in their applicable space. (Note that Court Artist Contestants will not appear on the Team Member List). It is advised that the team complete the Code of Ethical Conduct at the last practice before a competition weekend.

Once completed, the 14 declared competing students are the only students who may compete during that level of competition. Any substitutions during or between Rounds may be made between the 7 students on each squad. Please see Rule 1(e) for more details.

The Code of Ethical Conduct is turned in to the registration table prior to the beginning of Round I at each level of competition.

**Trial Squad Roster Form (New format for 2017 season)**

This form provides the opposing squad and judging panel members a roster of which students are playing which roles. It should be completed and copied prior to arriving to the courthouse on competition day. It should be completed on the PDF and printed to make it easy for all parties to read.

Each squad should have **5 copies per Round** available (1 for opposing counsel, 1 for the presiding judge and 1 each for the evaluators). Plan ahead and have enough copies for all scheduled Rounds at that level, plus a few extras. The Squad Code will be provided to the teams before the day of competition so it may be entered on the form with the names.

If a team only has 14 students and does not have dedicated timekeepers, the alternate for each squad will keep time; that student should have his/her name listed as both theAlternate and the Timekeeper to reflect this.

If a coach knows that a substitution will need to be made between Rounds (someone cannot arrive until after Round I for instance), the Trial Squad Roster Form should be reflective of the substitution.

If an emergency arises during the day of the competition and a substitution needs to be made, make the substitutions on the pre-printed forms themselves.
Dispute Forms

These forms are used to lodge disputes on the day of competition.

The **CHARGE OF ETHICS/RULES VIOLATION** form is used for anything that happens during a round outside the bar. The local Coordinating team will have copies for use. See Rule 37 for details and procedures.

The **TEAM VIOLATION** form is used for anything that happens during a round inside the bar. This form is submitted by the students at the conclusion of the trial round before the courtroom is dismissed by the presiding judge. Coaches cannot confer with the students during any phase of the process regarding any aspect of a rules violation dispute. Each squad should have a few copies available. See Rules 34 – 36 for details and procedures.

Time Sheet

The Time Sheet is used by the squad’s Timekeeper to provide a record of the amount of time spent on each phase of the trial round. Each squad is responsible for providing a Timesheet for each Round.

Prepared timekeepers have multiple copies on hand in case of mistakes that need to be corrected in starting a new Timesheet.
Explanation of the Performance Ratings Used on the Mock Trial Ballot

Individual participants will be rated on a scale of 1-10 speaker points, according to their role(s) in the trial. The scoring evaluator is scoring INDIVIDUAL PERFORMANCE in each speaker category and TEAM PERFORMANCE in the Team Points and Total Points boxes. The scoring evaluator is NOT scoring the legal merits of the case.

Scoring evaluators are strongly encouraged to exercise their OPTION of recognizing outstanding individual performance by honoring one OUTSTANDING ATTORNEY and one OUTSTANDING WITNESS per competition round. This would be a joint decision of the majority of the judging panel, including all scoring evaluators and the presiding judge. The appropriate certificates should be completed and signed by the judging panel and returned to the trial coordinator for distribution during the awards ceremony.

Scoring evaluators may individually consider penalties for violation(s) of the Rules of the Competition or the Code of Ethical Conduct. Penalties would reduce point awards in the appropriate performance categories below. Penalties will not be indicated separately on the ballot. Please see Rule 27 for the treatment of rule infractions.

<table>
<thead>
<tr>
<th>POINT(S)</th>
<th>PERFORMANCE</th>
<th>CRITERIA FOR EVALUATING STUDENT PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 2</td>
<td>Not Effective</td>
<td>Unsure of self, illogical, uninformed, not prepared, speaks incoherently, definitely ineffective in communication</td>
</tr>
<tr>
<td>3 – 4</td>
<td>Fair</td>
<td>Minimally informed and prepared. Performance is passable, but lacks depth in terms of knowledge of task and materials. Communication lacks clarity and conviction.</td>
</tr>
<tr>
<td>5 – 6</td>
<td>Good</td>
<td>Good, solid, but less than spectacular performance. Can perform outside the script but with less confidence than when using script. Logic and organization are adequate, but not outstanding. Grasps major aspects of the case, but does not convey mastery of it. Communications are clear and understandable, but could be stronger in fluency and persuasiveness.</td>
</tr>
<tr>
<td>7 – 8</td>
<td>Excellent</td>
<td>Fluent, persuasive, clear and understandable. Organizes materials and thoughts well and exhibits mastery of the case and materials.</td>
</tr>
<tr>
<td>9 – 10</td>
<td>Outstanding</td>
<td>Superior qualities listed for 7-8 points performance. Additionally, thinks well on feet, is logical, keeps poise under duress. Can sort essential from nonessential and use time effectively to accomplish major objectives. Demonstrates the unique ability to utilize all resources to emphasize vital points of the trial.</td>
</tr>
</tbody>
</table>

On a scale of 1-10 (with 10 being the highest), rate the performance of the town teams in the categories on the ballot. Each category is to be evaluated separately. DO NOT GIVE FRACTIONAL POINTS. After scoring speaker points for individuals, award 1-10 points to each team as the team award. Each scoring evaluator should consider “5” as the average team award, with reductions made for team penalties and additions for outstanding team performance. Please see Rule 27 for the treatment of rule infractions.

Teams MAY NOT receive the same team point award, and the final total must not be the same for each team. Ties are NOT ALLOWED in the Team Points or Final Total boxes. The team with the largest number of total points on the scoresheet wins the judge’s ballot. The team with the largest number of ballots per courtroom wins the courtroom. Scoring evaluators are reminded to total all scores and sign the ballot.
On a scale of 1 to 10 rate the teams for P (Prosecution/Plaintiff) and D (Defense/Defendant) in the categories below, recording one score in each blank box. Do NOT use fractional points. Please use ballpoint pen and press down hard.

<table>
<thead>
<tr>
<th>Category</th>
<th>Not Effective</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
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<tr>
<td>10</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**SPEAKER POINTS**

**OPENING STATEMENTS**

- **P**
  - Direct Examination by attorney (P) 8
  - Cross Examination by attorney (D)
  - Witness' Performance (P) 8

- **D**
  - Direct Examination by attorney (P) 7

**P'S FIRST WITNESS**

- Direct Examination by attorney (P) 7
- Cross Examination by attorney (D)
- Witness' Performance (P) 8

**WITNESS NAME:**

**(Signature)**

**P'S SECOND WITNESS**

- Direct Examination by attorney (P) 7
- Cross Examination by attorney (D)
- Witness' Performance (P) 6

**WITNESS NAME:**

**(Signature)**

**P'S THIRD WITNESS**

- Direct Examination by attorney (P) 8
- Cross Examination by attorney (D)
- Witness' Performance (P) 8

**WITNESS NAME:**

**(Signature)**

**D'S FIRST WITNESS**

- Direct Examination by attorney (D) 8
- Cross Examination by attorney (P)
- Witness' Performance (D) 7

**WITNESS NAME:**

**(Signature)**

**D'S SECOND WITNESS**

- Direct Examination by attorney (D) 9
- Cross Examination by attorney (P)
- Witness' Performance (D) 9

**WITNESS NAME:**

**(Signature)**

**D'S THIRD WITNESS**

- Direct Examination by attorney (D) 7
- Cross Examination by attorney (P)
- Witness' Performance (D) 6

**WITNESS NAME:**

**(Signature)**

**CLOSING ARGUMENTS (and rebuttal, if any)**

- **P**
  - Direct Examination by attorney (P) 8
  - Cross Examination by attorney (D)
  - Witness' Performance (P) 8

- **D**
  - Direct Examination by attorney (D) 9
  - Cross Examination by attorney (P)
  - Witness' Performance (D) 9

**SUB-TOTAL (maximum 110 per side)**

- **P** 82
- **D** 89

**TEAM POINTS**

- (1-10 per side)
- **P** 7
- **D** 8

**FINAL POINT TOTAL**

- (maximum 120 per side)
- **P** 89
- **D** 95

**Scoring Judge's Signature**

Please return this scoresheet to the Trial Coordinator before beginning the critique. The Trial Coordinator will keep the white copy and give the yellow copy to P and the pink copy to D.
Explanation of
Team Scoring Summary Form

Each team will receive a copy of a record summary sheet that includes the information shown on the sample form on the next page, along with the ballots and worksheets generated for that team at each level of the competition this season.

The Sample Team Record Summary Sheet shows the win/loss record, number of ballots received, and total points for the “P” squad in the first section and the “D” squad in the second section for each round. This summary sheet will assist coaches in explaining the team’s record to students and fellow coaches and should be used in conjunction with the explanation of the power-matching system provided in this manual.

The third section is the final record of the team (“P” squad and “D” squad combined) for both Round 1 and Round 2 (preliminary rounds). When this summary sheet is received after the conclusion of a level of the competition the primary teacher and/or attorney coach should review it carefully, paying close attention to the third section of the form containing the final record.

The semi-final round (if needed) and final round of competition stand alone. For teams competing in either of these rounds, the team’s record in these rounds is provided. After each level of competition (preliminary rounds, semi-final round, and final round) each team’s record is verified by the scoring coordinator and the trial coordinator who sign the form.

Any questions regarding a team’s final record or the ballots should be brought to the attention of the trial coordinator within 30 minutes of receiving the scoresheet packet on competition day. See Rule 26(d) for further details on this process.
**SCORING SUMMARY FOR THE TEAM FROM _________________**

Level of Competition (circle one):  Region  State

Date of Competition:  

“P” Code: ________________

<table>
<thead>
<tr>
<th>Round</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (Preliminary)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 (Preliminary)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUB TOTALS:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

“D” Code: ________________

<table>
<thead>
<tr>
<th>Round</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (Preliminary)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 (Preliminary)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUB TOTALS:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TEAM TOTAL (totals of P & D from both Round 1 & Round 2—add together sub-totals and record below)

<table>
<thead>
<tr>
<th>WIN/LOSS:</th>
<th>BALLOTS:</th>
<th>TOTAL POINTS:</th>
</tr>
</thead>
</table>

Verified by Scoring Coordinator: ________________________
Verified by Trial Coordinator: ________________________

*If Applicable, SEMI-FINAL ROUND RECORD (semi-final round stands alone)*

<table>
<thead>
<tr>
<th>Squad</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>P Squad</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D Squad</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SEMI-FINAL ROUND RECORD** *(if applicable)*

Verified by Scoring Coordinator: ________________________
Verified by Trial Coordinator: ________________________

*If Applicable, FINAL ROUND RECORD (final round stands alone)*

<table>
<thead>
<tr>
<th>Squad</th>
<th>Win/Loss</th>
<th>Ballots</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>P Squad</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D Squad</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**FINAL ROUND RECORD:** *(if applicable)*

Verified by Scoring Coordinator: ________________________
Verified by Trial Coordinator: ________________________

*WHITE copy to trial coordinator; YELLOW copy to team*
Related Programs

THE CRAIG HARDING MEMORIAL COURT ARTIST CONTEST

The Court Artist competition allows artistically talented students who are not members of their school’s Mock Trial team to become involved in this law-related education experience. This contest is organized by the Special Projects Task Force of the GHSMTC and is coordinated by Julie Culhane (Savannah). Entries are judged by faculty at the Savannah College of Art & Design (Savannah campus), who select a state champion court artist. The registration form for this contest will be posted on the GHSMTC website under the Programs section. The deadline for submission of no more than two court artist registrations per school is **Friday, January 13, 2017**. For more information on this contest, please contact the Mock Trial Office.

THE LAW ACADEMY

The Special Projects Task Force held the 19th annual Law Academy on September 15-18, 2016 at the State Bar of Georgia in Atlanta. The Academy is an intense clinic-style weekend course for leaders of high school mock trial teams and ends with a challenging Student Bar Examination. Students meeting minimum scores on the exam are admitted to the Georgia High School Student Bar Association. Information about the 2014 Academy is posted on our web site under the Law Academy section.

Information about the upcoming 2017 Academy will be posted under the website in May. The 2017 Law Academy will be held in the fall of 2017. Space will be limited. The Academy dates, the application packet and information on the application and deposit deadline will be available online on the Law Academy page of the website before the end of this school year. Questions about the Law Academy may be directed to the Mock Trial Office at 404/527-8779 or mocktrial@gabar.org.