

# IACCS/FACCS Brain Bowl Competition Manual

IACCS/FACCS are delighted to offer competitions for our Elementary, Middle School, and High School students. These competitions are designed for the purpose of allowing our students to gain valuable experiences through the process of competition and evaluation. We want our young people to develop their talents and have a platform for their God-given abilities. Thank you for your help and support in achieving this goal.

## Registration

- IACCS/FACCS competitions are only open to students who are enrolled in a IACCS or IACCS/FACCS member school or home school group.
- Home school students who are not in an IACCS/FACCS member home school group may participate in IACCS/FACCS competitions under the umbrella of an IACCS or FACCS member school if they have completed all requirements of that school to participate in the school's programs. Please contact the school for more information.
- It is the school's responsibility to register students for competition. Any registration received from a student separate from the school registration will be declined.
- Please follow all registration and entry deadlines. Due to scheduling and judging constraints, late registration entries will not be accepted.

## Conduct Code

- The conduct of any participant, school representative, parent, or spectator is expected to meet the standard of believers noted in I Timothy 4:12, *"Let no man despise thy youth. but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity."*
- Polite, courteous actions toward others evidencing respect and Christian graces are expected at all times. Patience, kindness, and good sportsmanship will be the rule.
- Groups of students representing their school are also expected to evidence behavior befitting the testimony of their school and Savior. This is true regarding the hours of the competition and the hours of the awards ceremony.

## Dress Code

- IACCS and FACCS feel that participants should adhere to the highest standards of Christian testimony, competition, and decorum. Therefore, students are expected to dress appropriately and modestly for all levels of competition.
- Participants should stay within the dress code guidelines of the school represented.
- However, sloppy, immodest, or inappropriate dress are not acceptable for this competition (*including baggy/sloppy/immodest shorts or jeans, and flip-flops*). The participant will be asked to change clothing or risk disqualification.

## Supervision

- It is the school's responsibility to provide adequate supervision for their students at all times during any competition.
- Parents may be considered as supervisors; please be sure they are aware of all competition guidelines and expectations for supervision.
- Each participating school is also required to provide the following adult sponsors to act as officials each day of the competition:
  - If one (1) or two (2) teams are entered: **two (2) officials**
  - If three (3) teams are entered: **three (3) officials**

## Competition Manuals

- Participants are to follow all of the guidelines as stated in this manual.
- There will be revisions from time to time in procedures and expectations. All schools, coordinators, officials, and judges will be made aware of the manual version (see top of page) that will be used for each competition.
- Manuals for all IACCS/FACCS competitions are available separately at [www.faccs.org](http://www.faccs.org) and [www.iaccs.org](http://www.iaccs.org)

## Competition Rulings

- All IACCS/FACCS competition coordinators, officials, and judges are aware of competition rules and regulations and are empowered to make decisions as needed.
- Any/all rulings or decisions made by coordinators, officials, or judges are final.

## Schedule

- The general schedule for the Brain Bowl is:
  - Day One: Preliminary Rounds
    - Check-in and orientation will be held before the Preliminary Rounds.
    - All teams will participate in the Preliminary Rounds.
  - Day Two: Finalist and Consolation Rounds
    - The top twenty (20) scoring teams from the Preliminary Rounds will compete in the Finalist and Consolation Rounds.
- A specific schedule will be released within two weeks of the competition.

## Questions

If you have any questions about the competition, please contact the below individuals for answers. Following this order will help you get the answers you need in a timely manner.

1. Your School Competition Coordinator - *call your school*
2. IACCS/FACCS Office of Program Services - *visit [www.faccs.org](http://www.faccs.org) or [www.iaccs.org](http://www.iaccs.org) for contact information*

## Purpose

- To enhance student development of poise and communication under pressure.
- To provide students with an outlet for their God-given talents and abilities.

- To foster an attitude of academic challenge and a chance for gifted students to excel through quality Christian competition.
- To provide an opportunity for students to meet and encourage students from other Christian schools.

### Description of Event

- Each school may enter up to two teams and is required to provide at least:
  - one (1) lock-out buzzer system that has at least four (4) buzzers,
  - one (1) stopwatch,
  - two (2) adults to act as officials for the competition (*3 if entering 3 teams*)
- Preliminary Rounds:
  - All teams compete against each other in a “quiz bowl” style competition.
  - Teams earn points for correctly answering questions.
  - Each team member also earns points for correctly answering questions.
- Finalist Rounds: the top ten teams from the Preliminary Rounds compete against each other to determine Finalist Round winners.
- Consolation Rounds: the 11<sup>th</sup>-20<sup>th</sup> place teams from the Preliminary Rounds compete against each other to determine Consolation Round winners.
- There are no regional competitions in this event, only the state competition.

### Eligibility of Participants

- This competition is designed for students in grades 9 - 12. *8<sup>th</sup> graders may be permitted to participate on a limited basis. Contact the Office of Program Services for more information.*
- Each school is permitted to enter up to three (3) teams of four (4) participants and two (2) alternates (optional). Minimum of three (3) participants is required.

### Awards

- Finalist and Consolation Rounds: plaques and/or ribbons are awarded to the school and each team member for first, second and third place teams.
- Individual awards: *(based on individual answers of Toss Up Questions only)*
  - Plaque and cash award for the top three individual scorers for the entire competition.
  - Plaque for the top individual scorer from the Finalist and Consolation rounds.
  - Trophy for the top scorer for the entire competition from each school.

### Brain Bowl Procedures

- **Teams**
  - Each team consists of four (4) team members and (2) two alternates (optional). A team may compete with only three (3) members.
  - Each team will elect a Team Captain – may change each round.
  - Alternates can be substituted for a team member and visa versa at anytime during the competition, but not during a round.
  - If a school has more than one team, those teams must remain separate and distinct as registered throughout the competition. *i.e. no team switching.*

- **Rounds**

- All rounds will begin at the scheduled time and will proceed with those participants who are present and ready to compete. Try to be present in the room a few minutes before each round is scheduled to begin.
- If a team fails to appear for a match after five (5) minutes, forfeit will occur.
- If a participant is late, he or she may still join the competition upon the next Toss Up Question but no attempt will be made to update him or her.
- A team may compete in a round with fewer than four members.
- Team members must wear their name tags to each round so that they may be seen by the Moderator and Scorekeeper.
- If a question is raised about anything at the end of a round, the teams will need to remain at their tables, converse with no one except their competing teammates, and wait to be dismissed by the Moderator.
- At the end of each round, the teams are to remain in their rooms until the runner returns with the room envelope and the Moderator dismisses the teams to the next round.

- **Questions**

- Questions will cover the following topics: English, math, literature, history, music, geography, art, people, news, trivia, mythology, science, current events, and sports.
- Questions will come from an un-circulated set of quiz bowl questions obtained by IACCS/FACCS from Patrick's Press - [www.patrickspress.com](http://www.patrickspress.com)

**There are two types of questions that will be asked by the Moderator.**

- *The Toss Up Question*: ten (10) points each.
  - There are fifteen (15) Toss Up Questions per round.
  - Either team may answer the Toss Up Question.
  - All participants must remove their hand from the buzzer before the Toss Up Question is asked. *Exception: when a lock-out system is used that has handheld buzzers, the participants may hold the buzzer.*
  - The Moderator will read the Toss Up Question. Both teams are given the following time to **activate the buzzer** for an opportunity to answer:
    - ten (10) seconds for math questions.
    - five (5) seconds for all other questions.
  - Answering a Toss Up Question.
    - Only one (1) team member (the one who buzzes-in first) will be permitted to answer the question.
    - The participant should not attempt to answer the question until called upon by name by the Moderator.
    - If the participant answers the question before being called upon by name, he or she will be issued one (1) warning by the Moderator. Three (3) such warnings in a round will disqualify the participant from the rest of the round and he or she may be replaced by an alternate team member. Five (5) warnings in a round will disqualify the participant from the competition!
    - No part of the question will be repeated by the Moderator.



- Only the team sponsor may question a score after a round is completed. This should be handled with the Moderator and Scorekeeper before sending the score sheet to Brain Bowl Central.
- **Challenges**
  - The Captain may challenge the:
    - answer to a question,
    - interpretation of the rules by the Moderator, or
    - scoring after the completion of a question.
  - A challenge must be presented by the Captain before the next question (either toss-up or bonus) has been started by the moderator.
  - The challenge should be written and sent to Brain Bowl Central in the room envelope by a runner for review by the Coordinators. Competition will continue until the response is received from the Coordinators.
  - If the challenge is not upheld by the Coordinators, five (5) penalty points are added to the score of the opposing team.
  - Decisions of the Coordinators are final.
  - A challenge to the scoring of a question should be handled by the Moderator.
- **Penalties**
  - Penalties are levied for the following reasons:
    - Interrupting a Toss-Up Question before it is completely read by the Moderator and answering it incorrectly,
    - issuing ANY challenge that is not upheld by the Coordinators,
  - Penalties are recorded as five (5) points added to the total score of the opposing team.
- **Spectators/Sponsors**
  - Although spectators and sponsors are welcome to observe, they must not interfere with the rounds in any way. For this reason, we ask spectators/sponsors to refrain from talking, applauding, and eating or drinking in the rooms.
  - Communication between the participants and any spectator/sponsor will not be permitted.
  - No one will be permitted to enter or leave a room once a round has begun with the exception of a runner or a late participant.
  - **Spectators/sponsors may not initiate or issue a challenge or contribute to a challenge discussion in any way.**
  - The Moderator may ask a spectator/sponsor to leave a round anytime these policies are violated or if his/her behavior is disruptive.
  - Spectators/sponsors should also dress modestly and appropriately.
- **Miscellaneous**
  - Paper, pencils, and copies of the rules will be provided to each team. No other reference materials, including calculators, slide rules, or PDAs will be permitted.
  - All cell phones must be turned OFF during a round. Do not set on vibrate as that will still disrupt competition with the small size of rooms.
  - No voice recorders or video cameras are permitted in the competition rooms.

## Officials

### ▪ Notes to the Moderator

- Report to Brain Bowl Central fifteen (15) minutes before the start of the first round to pick up questions and to preview them.
- Initial Procedures:
  - To activate the system, depress button on the Moderator's panel.
  - Allow each participant to test his or her buzzer by pressing the button in turn.
  - Recognize the Captain of each team.
  - Warn spectators not to attempt to communicate with the teams in any manner.
- Before the first round ONLY, take a few minutes to review procedures including practice questions in order to better acquaint the students with the lock-out mechanism.
- Toss Up Questions: (worth ten (10) points each)
  - Read each Toss Up Question only once. The first person to activate his or her buzzer will turn on the light also.
  - Only the participant whose light is on may answer. You should then call on the participant BY NAME to respond. Be careful not to indicate that the participant should answer in any way except calling him or her by his or her name.
  - A participant may not answer until he or she is recognized by name by you.
    - If the participant answers before you recognize him or her by name, the question will be thrown out, the participant given a warning, and a question from the "emergency list" section at the end of the round used in its place. In the event that a Toss Up Question is thrown out and replaced, the related Bonus Question will still be valid and not replaced.
    - After three (3) such infractions by any one participant during the round, he or she will be replaced by an alternate team member. Five (5) infractions will disqualify the student from the rest of the competition.
  - If the participant answers the question correctly, respond "That is correct (student's name) for 10 points."
  - If the participant answers the question incorrectly or doesn't answer within the time limit, reset the system and respond, "That is incorrect." Then offer the question, without repeating it, to the opposing team. They will have five (5) seconds to buzz-in and answer the question.
  - If the question was interrupted, the opposing team receives five (5) penalty points and the question should be read in completion for the opposing team.
- Bonus Questions: (Worth up to twenty (20) points)
  - Read each Bonus Question twice. Do NOT change the way the bonus is read the second time.

- Do NOT respond “correct” or “incorrect” to the answers until all of the parts of the Bonus Question have been attempted.
- After all parts have been answered, respond, "That is \_\_\_\_\_ parts correct out of possible \_\_\_\_\_ parts for a total of \_\_\_\_\_ points."
- You may then provide the correct answers.
- After each Toss Up and Bonus Question, the Scorekeeper will read the running score for each team, but that score is unofficial until confirmed by Brain Bowl Central and posted. Any discrepancies should be cleared up at the time the score is announced.
- You can expect the following situations to occur rarely, if at all:
  - If two lights/buzzers are simultaneously activated, you will announce a tie and ask both participants to submit their answers in writing to you. If the participants are on opposing teams and both answer correctly, both teams will be allowed to answer the Bonus Question in writing. If only one answer is correct, proceed with the Bonus Question in the usual manner. If both participants are on the same team, you should handle the Bonus Question in the usual manner.
  - If the answer to a question is challenged, the Captain should be instructed to write out his or her challenge and you will send it in the room envelope by runner to Brain Bowl Central. Continue the round until the answer returns. If the challenge is to a Toss Up Question, skip that related Bonus Question and return to it later if the challenge is upheld. Add five (5) penalty points to the score of the opposing team if the challenge is not upheld. The decisions of the Coordinators are final. There is no further appeal permitted.
  - In case of mechanical difficulty with the lock-out mechanisms, throw out that Toss-Up Question and proceed with one from the "emergency list."
  - If a decision is needed on procedures or rules not already in the manual, the Moderator should make his or her request for a ruling to Brain Bowl Central by sending the request in the room envelope.
- Sign your name at the bottom of the score sheet. Send it and the round questions in the room envelope the runner to Brain Bowl Central at the end of the round. Keep both teams in the room until the runner returns with the empty envelope. Then dismiss to the next round.

- **Notes to the Scorekeeper** *(may be combined with Timekeeper)*
  - On the top of both pages of the scoring sheet, identify the room, round number, and school/team abbreviation of the two competing teams.
  - On the first page of the scoring sheet, verify the four (4) participants for that round – cross out participants who are not competing in this round.
  - Procedures for scoring:
    - For each Toss Up Question answered **correctly** record the participant's name in the "Participant" box and ten (10) points (no more, no less) in the "Points" box next to his/her name.
    - If the Toss Up Question is answered **incorrectly**, place an "X" in the "Points" box. (no need to write the participant name)
    - If the Toss Up Question is answered incorrectly by interruption, award five (5) penalty points to the opposing team in the "Penalty" box.
    - If the Bonus Question is answered correctly, points are awarded with a maximum total of 20 points for the team. No individual points are awarded. Points are awarded for each part of the question answered correctly. (5 points for each part)
  - If a team challenges a question and the challenge is not upheld by the Coordinators, add five (5) points to the "Penalty" box of the opposing team.
  - If two lights flash at the same time (very rare), both participants will be allowed to answer the question in writing.
    - If the participants are on opposing teams and answer the Toss Up Question correctly, both participants receive ten (10) points.
    - In this case, both teams can also obtain points on the Bonus Question. Record both participant's names in the "Participant" blank and circle to signify the tie.
    - If the participants are on the same team, each individual receives credit, but the points only count once towards the team's total score.
  - Identify, by participant name, any warnings given during a round. Place this information on the front of the score sheet at the time the infraction occurred.
  - Announce the score for each team at the end of each set of Toss Up/Bonus Questions. In the case of discrepancies, confer with Moderator and Timekeeper to clarify and correct the score.
  - Sign your name at the bottom of the score sheet, add up the total score for each team and individual, and transfer that information to the first page of the score sheet. Send the score sheets in the room envelope by the runner to Brain Bowl Central at the end of the round.

- **Notes to the Timekeeper** *(may be combined with Scorekeeper)*
  - Start rounds promptly on time.
  - After the Moderator finishes reading a Toss Up Question, allow the participants:
    - Ten (10) seconds to activate the buzzer for math questions.
    - five (5) seconds to activate the buzzer for all other questions.
  - If no one activates a buzzer in that time period, say "TIME." The Moderator goes on to the next Toss Up Question.
  - After the Moderator recognizes a participant, he or she has five (5) seconds to begin to answer. If, within that time, he or she has not begun to answer, say, "TIME."
  - The answer should be completed once a participant begins within:
    - ten (10) seconds for spelling questions that are very long,
    - five (5) seconds for all other questions.
  - After the Moderator finishes reading the Bonus Question once, the question will be repeated. Begin timing after the Moderator completes the second reading. The captain, or the designee, is permitted twenty (20) seconds to respond to all sections. At the end of twenty (20) seconds, say, "TIME."
  - Check the score at the end of each group of questions to see that you and the Scorekeeper agree. A participant's name is to be recorded every time Toss Up points are earned. Verify that Toss Up points are given every time Bonus points are earned.
  - In the case of discrepancies, confer with Scorekeeper and Moderator to clarify and correct.
  - Sign your name at the bottom of the score sheet.

**▪ Notes to the Runner**

- Station yourself inside the door at the beginning of each round.
- Do not allow anyone in the room with food or drinks.
- No one is allowed in the room after the round begins except a late participant.
- You must remain in the room during the entire round, except when handling a challenge.
- If a question or procedure is challenged, the written challenge will be handed to you in the room envelope. Transport it immediately to the Bowl Coordinator in Brain Bowl Central. Wait there for a response, then return to the room and hand the envelope with the response to the Moderator at the conclusion of the present question and answer.
- When the round is complete and score sheets have been signed by the Scorekeeper and Timekeeper, return score sheets and questions in the original packet to Brain Bowl Central and wait there until you are given the envelope to return to the room. The Moderator will dismiss the teams to the next round.