



7th Episcopal District Quiz Bowl Guide: Rules & Procedures/2019
Bishop Samuel L. Green Sr., Presiding Prelate
Supervisor Phyllis N. Green, Episcopal Supervisor
Rev. Samuel Green Jr., Episcopal Director of Christian Education

SECTION 1: NATURE OF QUIZ BOWL

This guide supersedes all previous guides. Participation in the Episcopal District Quiz Bowl Tournament constitutes acceptance of these rules and procedures and any other directives of the Quiz Bowl.

A. GENERAL INFORMATION

7th Episcopal District Quiz Bowl is a Bible, an African Methodist Episcopal History both Connectional and specific to 7th District (State of SC), African American and South Carolina History quizzing program whose mission is to promote Biblical and Historical literacy through Bible study and competition.

B. PARTICIPATION TRACKS

Individuals participate in Quiz Bowl through their Presiding Elder Districts. Then through their Annual Conference. The Annual Conference created Teams will participate in the Episcopal District Quiz Bowl.

C. TEXT FOR STUDY AND COMPETITION

1. The study material is the 2019 CEC Quiz Bowl Excel Charts (Junior & Senior).
2. The Gospel of John

D. ELECTRONIC QUIZ EQUIPMENT

1. The Anderson Buzzing System
2. PowerPoint Jeopardy Game

E. CODE OF CONDUCT

1. During Competition

Quiz Bowl is a competitive game and we are excited about how we can challenge and motivate one another through the excitement of friendly competition. It is important, though, that we always strive to play the game with honesty, integrity and honor as we compete. This applies to how we view answering, our opponents, and the game itself, for both players and adults.

2. At all times during the event

Adults should recognize that they are role models for our players, and as such, should always hold themselves to the highest standard of Christian living and be mindful not to do anything that would weaken or compromise our witness and effective work with the Quiz Bowl players. Additionally, both adults and players are expected to follow all event rules, etc.

F. ELIGIBILITY

1. Creation of Team

- i. Each Presiding Elder District is encouraged to have a Presiding Elder District Quiz Bowl competition. From the winner create a Presiding Elder Team to compete in an Annual Conference Quiz Bowl competition during ASPIRE/ Christian Education Congress. From the winner create an Annual Conference Team to compete in the Episcopal District Competition during ASPIRE/ Christian Education Congress.



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2. Team
 - i. A team must be comprised of 3 to 10 players
 1. **During gameplay ONLY NO MORE THAN 5 and NO LESS THAN 3 are to be participating in any rounds.**
 - ii. A team is typically sponsored by the Presiding Elder District.
3. Individual
 - i. Grade Requirements
 - ii. For Senior Quiz Bowl, the individual must be in the 9th through 12th Grade.
 - iii. For Junior Quiz Bowl, the individual must be in the 6th through 8th Grade.
 - iv. Grade requirements are determined by the student's grade as of September 1 prior to the Quiz Bowl Tournament.
4. Under no circumstances shall a player participate in both Senior and Junior Quiz Bowl in the same year.

SECTION 2: TEAM COMPETITION

A. NATURE OF GAME

1. A game consists of Team and Toss-up Questions.
 - i. Team questions are answered only by team captains
 - ii. Toss Up questions a player on either team without team consultation may answer toss-up questions.
 - iii. Game play continues to alternate.
 - iv. Team Captain or player answers question correct has chance to choose the next question/category.
2. Source of questions
 - i. The study material is the 2019 CEC Quiz Bowl Excel Charts (Junior & Senior).
 - ii. The Gospel of John
3. Scoring
 - i. Value of the question
 - ii. Team that answers the question correct will receive the point value of the question.
4. Length of game
 - i. Game shall be 20 minutes in length.
5. Answering
 - i. The Player will lead in with WHAT IS or WHO IS... then proceed to answer the question.

B. GAME OFFICIALS

1. QUIZMASTER
 - i. Qualifications
 1. Must be an adult



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2. Good reading skills
3. Not involved with any team
- ii. Duties
 1. Attend an orientation
 2. Obtain copy of questions, rules and procedures.
 3. Read questions prior bowl.
 4. Secure the audience the necessary game officials: Timekeeper, Board operator, and a Scorekeeper from each team.
 5. Be in charge of all procedures of the game
 6. Enforce all game rules
 7. Read the questions loudly, distinctly and clearly, without giving advantage to either team, and make decisions as to the accuracy of the answers given.
 8. Must not give answers
 9. Be time conscious
2. ASSISTANT QUIZMASTER
 - i. Between 2 or 3 Assistant quizmasters may be used.
 - ii. Qualification
 1. Same as Quizmaster but assist. If any error correct during half-time.
 - a. Attend an orientation
 - b. Obtain copy of questions, rules and procedures.
 - c. Read questions prior bowl.
 - d. Secure the audience the necessary game officials: Timekeeper, Board operator, and a Scorekeeper from each team.
 - e. Be in charge of all procedures of the game
 - f. Enforce all game rules
 - g. Read the questions loudly, distinctly and clearly, without giving advantage to either team, and make decisions as to the accuracy of the answers given.
 - h. Must not give answers
 - i. Be time conscious
3. TIMEKEEPER
 - i. Selection
 1. The Timekeeper is selected from among the audience by the Quizmaster prior to the start of the game.
 2. Qualifications
 - a. Preferably, non-partisan to the teams participating.
 - b. Must be thoroughly familiar with the rules and procedures pertaining to each position.



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3. Duties

- a. Must be equipped with a stopwatch and be ready to begin time when instructed by the Quizmaster.
- b. Must understand that time runs continuously and is to be stopped only if "Time!" is called by the Quizmaster.
- c. Must stand at the beginning of and throughout the final minute of each half as an indication of the amount of time remaining. However, no verbal indication is given that one minute of play remains.
- d. Must call clearly, distinctly, and loudly "Time!" at the end of the designated time period. He is not to wait until the end of the question currently being read but is to call time immediately upon its expiration.

4. Scorekeepers

i. Selection

1. 2 or 3 Scorekeepers are chosen before game begins.

ii. Qualifications

1. Must be an adult
2. Good reading skills
3. Not involved with any team
4. Must be able to work under pressure.

iii. Duties

1. Must be equipped with pen/pencil or paper/notepad.
2. Must understand simple addition.
3. Keep accurate scoring records of the current games.

C. ROOM ARRANGEMENT

1. NOTE* Room Arrangement may be different depending upon size of venue.
2. The players must be seated, one team at each table, and facing the audience. The electronic signal block is to be positioned in front of each player at his or her position on the team.
 - i. No more than 5 players per team compete during any one game half. Other players may be substituted at the end of rounds.
 - ii. They may sit in any order they choose, without any required seating order by the Quizmaster.
 - iii. All team members must sit on the same side of the table, with the exception of one player who is permitted to sit at the end of their table.
 - iv. No players may sit on the opposite side of their table, facing their own team members.
 - v. Players must be seated with either their buttocks, one or both legs, or one or both knees on the seat of the chair (not the back of the chair), with the



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entire buttocks being on or above the seat of the chair (no standing or partial standing).

3. The Quizmaster stands directly opposite the Board Operator (preferably behind a lectern), with their back to the audience and facing the players.
4. The Timekeeper must be seated directly behind the Quizmaster or off to one side so as to be visible to members of both teams.
5. Coaches and other affiliated adults of the competing teams take their places as part of the audience.
6. The audience sits behind the Quizmaster, facing the players.
7. Assistant Quizmasters are to sit at either side of the Quizmaster's lectern or stage.

D. DESIGNATION OF CAPTAIN

1. Before the game begins the Quizmaster will ask each team to designate a player who will serve as Captain throughout the game. The Captain is responsible for communicating all question answers to the Quizmaster a
2. The Captain may designate another player to serve as Temporary Captain anytime he chooses.
 - i. A Temporary Captain will assume the full duties of the Captain.
 - ii. The Temporary Captain will only serve as acting Captain for the duration of that question or until the captain appoints someone else Temporary Captain, whichever comes first.
3. If the Captain leaves the game at half-time, it is the team's responsibility to inform the Quizmaster of the new Captain.

E. GAME PLAY

1. Reading of Questions
 - i. The Quizmaster must read all questions exactly as they appear on the paper.
 1. Quizmaster must not change the wording of the questions.
 2. Quizmaster must not change the information contained in the Header.
2. Team (Collaborative) Questions
 - i. Team Questions will only be read once.
 - ii. The Quizmaster must stop reading the question immediately after someone has signaled, even if in the middle of a word.
 - iii. The captain signaling must begin his or her answer within 10 seconds and without team consultation.
 1. The first definitive answer given by a captain is the one accepted and evaluated. A definitive answer means words which would not be considered filler words (e.g. "OK," "UH," "UM," "HMM," etc.). Verbal fillers will not be considered as "words."



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2. If a captain starts an incorrect answer and then quickly corrects himself, the answer is wrong. To "start" an answer means to give at least a complete syllable.
 3. A pause during the answer exceeding 5 seconds should be treated as an incorrect answer.
 4. Notwithstanding the above rule, when in the Quizmaster's judgment, a captain intentionally slows down their answer for the purpose of stalling or gaining more time, the Quizmaster is permitted to rule him incorrect.
- iv. The Quizmaster must never ask for an answer on a Toss-up, but simply say "time" or "let's move on."
- v. When a question is answered correctly, the Quizmaster will indicate such verbally, award appropriate points, and proceed. Even though the entire question might not have been read, the answer will be accepted without the completion of the question being required.
- vi. If the captain signaling first answers incorrectly, the Quizmaster is to do the following:
1. Indicate such verbally and give the opposing team the opportunity to answer the same question (assuming time has not expired).
 2. If the Quizmaster had completed the reading of the entire question, the Quizmaster is not to re-read any portion of the question.
 3. If the Quizmaster had not completed the reading of the entire question
 - a. If the question was interrupted during the lead-in before the words "For 10 points," the Quizmaster is to begin reading the question a few words before the point at which the question was interrupted. The Quizmaster is not to re-read the header or the entire lead-in.
 - b. If the question is interrupted after the phrase "For 10 points," the Quizmaster is to begin reading at the phrase "For 15 points," which indicates the beginning of the actual question.
 4. The first opposing captain to press the signal button must give his or her answer. If it is correct, the Quizmaster will indicate such verbally, award appropriate points, and proceed to the corresponding question as in regular play.
 5. If no answer to a question is forthcoming from either team within 10 seconds of it being completely read, the Quizmaster should indicate verbally that time is up and then continue on to the next Toss-up question.
 6. Special Circumstances



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- a. If a player inadvertently buzzes in before the Quizmaster has read any part of a word past the header, the board will be reset and the player will still be permitted to answer the question; otherwise, regular game rules apply and the player will be required to give their answer.
- b. If a player who did not buzz in answers or begins answering, their answer will be disregarded (even if the correct answer was given) and their team will lose its opportunity to answer the question. The board should be cleared and the Quizmaster should finish reading the question for the opposing team; any member of the opposing team will be given the opportunity to buzz in and answer.
- c. If neither team has buzzed, then the question must be eliminated and replaced with another question.
- d. If the Quizmaster does not hear or understand the captain's answer, the Quizmaster is to warn the player and ask him or her to repeat what was just said. The captain is then to repeat what was just said, and is not to change it in any way. After the player repeats the answer, if the Quizmaster does not hear or understand it, the answer will be ruled incorrect.

3. Toss-up Procedure

- i. A Toss-up will be read twice.
- ii. The Quizmaster must stop reading the question immediately after someone has signaled, even if in the middle of a word.
- iii. The player signaling must begin the answer within 10 seconds and without team consultation.
 1. The first definitive answer given by a player is the one accepted and evaluated. A definitive answer means words which would not be considered filler words (e.g. "OK," "UH," "UM," "HMM," etc.). Verbal fillers will not be considered as "words."
 2. If a player starts an incorrect answer and then quickly corrects himself, the answer is wrong. To "start" an answer means to give at least a complete syllable.
 3. A pause during the answer exceeding 5 seconds should be treated as an incorrect answer.
 4. Notwithstanding the above rule, when in the Quizmaster's judgment, a player intentionally slows down the answer for the purpose of stalling or gaining more time, the Quizmaster is permitted to rule him incorrect.



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- iv. The Quizmaster must never ask for an answer on a Toss-up, but simply say "time" or "let's move on."
- v. When a Toss-up question is answered correctly, the Quizmaster will indicate such verbally, award appropriate points, and proceed to the corresponding question. Even though the entire question might not have been read, the answer will be accepted without the completion of the question being required.
- vi. If the player signaling first answers incorrectly, the Quizmaster is to do the following:
 1. Indicate such verbally and give the opposing team the opportunity to answer the same Toss-up (assuming time has not expired).
 2. If the Quizmaster had completed the reading of the entire Toss-up, the Quizmaster is not to re-read any portion of the question.
 3. If the Quizmaster had not completed the reading of the entire Toss-up
 - a. If the Toss-up was interrupted during the lead-in before the words "For 15 points," the Quizmaster is to begin reading the question a few words before the point at which the question was interrupted. The Quizmaster is not to re-read the header or the entire lead-in.
 - b. If the Toss-up is interrupted after the phrase "For 15 points," the Quizmaster is to begin reading at the phrase "For 15 points," which indicates the beginning of the actual question.
 4. The first opposing player to press the signal button must give his or her answer. If it is correct, the Quizmaster will indicate such verbally, award appropriate points, and proceed to the corresponding question as in regular play.
 5. If no answer to a Toss-up question is forthcoming from either teams within 10 seconds of it being completely read, the Quizmaster should indicate verbally that time is up and then continue on to the next Toss-up question.
 6. Special Circumstances
 - a. If a player inadvertently buzzes in before the Quizmaster has read any part of a word past the header, the board will be reset and the player will still be permitted to answer the Toss-up; otherwise, regular game rules apply and the player will be required to give their answer.
 - b. If a player who did not buzz in answers or begins answering, their answer will be disregarded (even if the correct answer was given) and their team will lose its



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opportunity to answer the Toss-up. The board should be cleared and the Quizmaster should finish reading the question for the opposing team; any member of the opposing team will be given the opportunity to buzz in and answer.

- c. If neither team has buzzed, then the question must be eliminated and replaced with another Toss-up.
- d. If the Quizmaster does not hear or understand the player's answer, the Quizmaster is to warn the player and ask him to repeat what he just said. The player is then to repeat what he just said, and is not to change it in any way. After the player repeats the answer, if the Quizmaster does not hear or understand it, the answer will be ruled incorrect.

F. Each Match consists of 4 Rounds:

1. **Round One** – CAPTAIN ONLY CAN ANSWER - **BUT** they must wait to be **RECOGNIZED** by the **QUIZMASTER**. If a Team Member **BLURTS** out **ANSWER**, even though it is a correct answer, the other team will have a chance to answer. (9 minutes)
2. **Round Two** - Any Team member can answer - **BUT** they must wait to be **RECOGNIZED** by the **QUIZMASTER**. If a Team Member **BLURTS** out **ANSWER**, even though it is a correct answer, the other team will have a chance to answer. (9 minutes)
3. **Round Three** – ALL Teams will submit their answer – Teams will be given a sheet paper to write down their final answer. If a Team Member **BLURTS** out **ANSWER**, even though it is a correct answer, their team would be disqualified from receiving the appropriate points.

G. Time

- i. When time is called by the Timekeeper
 1. During the answering of a question
 - a. The round or game is over, regardless of who may or may not be speaking at that moment. No further questions
 2. During the reading of a question
 - a. The round or game is over.
 - b. To begin the next round
- ii. Only the Quizmaster is permitted to call "time out" during the course of a game in situations such as the following:
 1. medical emergencies
 2. electronic malfunctions
 3. Toss-up contentions

H. PROHIBITIONS



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1. Any form of prompting by any person to any competing team member during the course of the game will not be tolerated.
 - i. Things such as note cards, hand or facial gestures, body language, signaling, communication of any kind (audibly or inaudibly), reading a teammate's handwritten notes on a toss-up question, etc. will be perceived as prompting. If the Quizmaster hears or sees any prompting which might hinder or help the playing team members in answering, he may do any of the following based upon the severity of the infraction and/or the relationship of that person with the team involved:
 1. Warn the offending person that such activity could result in a penalty for their team.
 2. Throw out the question
 - ii. Notwithstanding the above, if such prompting is from another member of the answering team or any affiliated adult, the answer will be ruled incorrect.
2. No texts, question books, study resources or other written materials may be brought to the table for use during the game, with the exception of a blank score sheet. Players may also bring blank paper and a pen or pencil to use once time has begun.
3. No timing devices with audible sounds are permitted by any participating team member during the course of timed play. Teams violating this rule will not be permitted to use any timing devices for the rest of that game.
4. No member of an eliminated or disqualified team may be substituted on a team still remaining in competition.
5. Knocking twice on the table, holding up two fingers or any similar action to indicate a 2-Part Toss-up question (or other actions meant to indicate other header information) will not be permitted beyond the reading of the header. If the Quizmaster rules a team to be in violation of this, that team will forfeit their right to answer the question and the question will be read only to the opposing team.

I. FORFEITURE

At the QUIZ BOWL, teams are expected to be seated at the table, ready to compete within 5 minutes of the scheduled start of the game, unless they are held up by a previous match. If not, it is within the rights of the Director to call for a forfeit

J. DISQUALIFICATION

1. A team member is not permitted to sit in on any game at the Quiz Bowl in the same round in which their team has yet to compete (and in which they are scheduled to compete at a later time). A coach or other affiliated adult is not permitted to sit in on any game in the same round in which none of their teams has yet competed (and in which they are scheduled to compete at a later time). Any exceptions to this, other than Quizmasters, must be cleared by the Director. This is necessary because the same questions are used in all hours of the same



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round. This will be rigidly enforced and any team found to be in violation of it will forfeit that round.

2. The following actions may result in disciplinary action, up to and including disqualification from the Quiz Bowl: profanity or vulgar language, prompting, cheating, outburst of anger (physical or verbal), disruptive behavior, and the like.
 - i. If these occur during a game:
 1. The Quizmaster has the authority to disqualify and/or remove the offending person (including team members, coaches, spectators) from a specific game.
 2. The Quizmaster must give a detailed written report of the incident to the Director immediately following the completion of the game.
 3. After a person has been disqualified from a game by a Quizmaster, the Board of Directors will review the situation and make a determination as to whether or not further action is warranted against the offending person.
 - ii. If this behavior is observed during any other function of the Quiz Bowl, the person observing the behavior should report it immediately to the Director.

K. JUDGING CORRECTNESS OF ANSWERS

1. Redundant information
 If the answer requires information that is also contained in the question, then the player is not required to give that information again.
 Example: For 10 points, the tribes of what nation crossed over? Answer: the tribes of Israel In this example, the player would only need to give the answer "Israel" because the other part of the answer was stated in the question.
2. Accurateness of the Required Answer(s)
 - i. To answer a question the player will lead in with, **WHAT IS** or **WHO IS...** then proceed to answer the question

GAME Schedule

	Team 1	Team 2	Team 3	Winner
Game 1				
Game 2				
Game 3				

**TEAM WITH THE HIGHEST NUMBER OF POINTS
 WINS!**



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