



# ROUND TABLE

## LEVEL: YSG 2, 3, AND GUILD

[Team Ballot \(T\)](#)

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### Overview

Speakers practice problem solving and consensus building skills related to a real-world scenario and experience the value of diverse ideas and healthy discussion over the course of three (3) rounds.

### Time Allotted

The Facilitator is responsible for managing 30 minute discussion times for each of 3 rounds. Two components of the Problem Solving Model will be addressed in each round, covering all six components over three rounds.

## Eligibility

- All YSG 2, 3, and Guild Inductees will be enrolled as Team Members at each tournament.
- Speakers who served as Student Instructors at a 2016 Communicators for Christ Conference will serve as Facilitators for the 2017 season. They will be assigned to teams based on registration timestamp.

## Rules

- One 3”X5” card containing written information may be taken into the room at the beginning of the first round and used throughout the remaining rounds.
- No additional information may be brought into the room after the beginning of the first round.
- All notes and research must remain in the room until the end of the final round.
- Only blank paper and pens or pencils may be used.
- Speakers must remain in the room for the entire round.
- No electronic devices are permitted.

## Preparation

- Speakers are encouraged to research topics and issues related to the scenarios posted on the website.
- Information for each scenario may be written on one 3x5 card to be used during the tournament.
- These scenarios may be used for discussions at home and in chapter to become familiar with the issues and to practice problem solving and consensus-building skills.

## Evaluation Criteria

**Both Facilitators and Team Members** will be evaluated on the components of the problem solving model and consensus building skills. Specific skills are listed in the Facilitator and Team Members ballots linked above.

## Team Member Instructions

### Round 1

1. Team Members will give their names to the evaluator(s) as they enter the room and then take their seats. (Supplies may only be brought into the room at the beginning of the first round.)
2. A scribe will be chosen to record notes on the large paper in the center of the table.
3. When everyone is seated and the evaluator(s) are ready, the Facilitator will announce “We are ready to begin” and the round will begin.
4. Members will state their names to the group and briefly tell something about themselves to get to know each other.
5. During the discussion, Members may refer to the Problem Solving Summary page provided (linked above) and use the information from their 3”X5” card.
6. At the end of the allotted time, the Evaluator will announce, “Time is up.”
7. All discussion is to stop immediately.
8. The Facilitator will remind the Members to gather their supplies and leave them neatly on the table.

- a. If supplies are taken out of the room, they will not be permitted back in the room for future rounds.
9. Team Members will thank the evaluators and leave the room.

## Round 2, 3

1. Team Members will give their names to the evaluator(s) as they enter the room and then take their seats.
  - a. They will choose a different place to sit each round.
2. When everyone is present and the evaluator(s) are ready, the Facilitator will announce “We are ready to begin”. Both the Facilitator and the evaluator will begin timing.
3. Team Members will simply state their names so the evaluators know where everyone is seated after the first round.
4. The round will continue as the previous round(s).

## Facilitator Instructions

### Round 1

1. The Facilitator will give his name to the evaluator as he enters the room and take his seat.
  - a. Supplies may only be brought into the room at the beginning of the first round.
  - b. The facilitator will sit in the same position all three rounds
2. The Facilitator will choose a scribe to record notes on the large paper in the center of the table.
3. When everyone is present and the evaluator(s) are ready, the Facilitator will announce “We are ready to begin”. Both the Facilitator and the evaluator will begin timing.
4. Team Members will only state their names at the beginning of future rounds.
5. Facilitator will lead the group through the assigned components of the Problem Solving Model, keeping time throughout.
6. At the end of the allotted time, the evaluator will announce, “Time is up”.
7. The Facilitator will stop the discussion immediately.
8. He will remind the Team Members to gather their supplies and leave them neatly on the table.
  - a. If supplies are taken out of the room, they will not be permitted back in the room for future rounds.
9. The Facilitator will thank the evaluator(s) and leave the room.

### Round 2, 3

1. The Facilitator will give his name to the evaluator as he enters the room and take his seat.
  - a. The facilitator will sit in the same position as the previous round(s).
2. When everyone is present and the evaluator(s) are ready, the Facilitator will announce “We are ready to begin”. Both the Facilitator and the evaluator will begin timing.
3. Team Members will only state their names at the beginning of the round as they have already worked together previously.
4. The Facilitator will summarize the progress of the previous rounds for the Evaluator, clearly stating the problem.
5. The round will continue as previous round(s).

## Evaluator Instructions

1. The evaluator will take a seat outside the circle of the table.
2. Team Members and the Facilitator will state their names as they enter the room.
3. Once everyone is present and seated at the table, the Team will introduce themselves to the rest of the team. The evaluator will note where each Team Member is seated.
4. When the everyone is ready to begin, the Facilitator will announce, “We are ready to begin.”
5. The Evaluator and Facilitator will both begin their timepieces.
6. The evaluator may jot notes during the round but may not interact at all with the team. The team members will not interact with the Evaluator.
7. When the allotted time is up, the Evaluator will announce, “Time is up.”
8. The Team will stop their discussion immediately, gather their supplies neatly on the table and exit the room.
9. The Evaluator will complete his comments on each ballot in the hospitality room as soon as possible and take the completed ballots and summary page to Ballot Return.

## Timekeeper Instructions

1. Time will begin when the Facilitator announce “We are ready to begin.”
2. Both the Evaluator and Facilitator will start their timepieces.
3. At the end of the allotted time, the Evaluator will announce, “Time is up.”

## Questions & Answers

### **Q: How many students will be on a team?**

A: Each team will have between 4-6 team members plus a facilitator.

### **Q: Can I request to be on a team with someone else?**

A: All Team Members will be randomly assigned for all three rounds.

### **Q: Will I be with the same team during all three rounds?**

A: Team Members are randomly chosen but will remain the same during entire discussion.

### **Q: Where do I get training to become a Facilitator?**

A: All Facilitators will get access to a brief training video prior to the tournament.

### **Q: What will happen if there more facilitators than are needed?**

A: Facilitators are assigned to groups based on the order they register (timestamp.) Student Facilitators are leaders that lead the way by signing up early.

Serving as a Team Member also develops very important skills. Learning to encourage team mates and helping the leader be successful are ways team members can lead from the side.

### **Q: Will all teams be given the same scenario?**

A: All teams at a tournament will work on the same scenario. However, they may decide on a different problem to solve.

**Q: Do I have to research all the topics posted on the website?**

A: The topics are posted so speakers can get a better understanding of the topic and become familiar with possible issues. This can be done through general research, interviews and discussing the topic with others before you arrive. The goal is not to come with a large amount of information but with perspectives, ideas to share and openness to hear from others.

**Q: May I bring additional cards if I have gathered a lot of information?**

A: Only one card per team member is allowed. The focus of this activity is not on gathering a lot of research to defend a position but on connecting and engaging with the other Team Members to practice the skills essential to problem solving and consensus building.

**Q: May I bring a computer?**

A: Speakers are only permitted to bring blank paper, pencil or pen, and information written on one 3”X5” card per topic.

**Q: Will we really sit around a round table?**

A: We are replicating real-world meetings that happen around tables in all kinds of venues so you will be sitting around a table, preferably a round table, as it is the most conducive to discussion.

**Q: Are we supposed to look at the evaluators when we speak?**

A: In the Round Table discussion, the purpose is to come to consensus with your team around the table. The evaluator’s role is to be a “fly on the wall” type observer. Keep your focus on your team but speak loud enough for everyone to hear.

**Q: How will my participation be reflected in the Young Speakers Guild Award?**

A: Facilitators and Team Members will be ranked in their respective roles and points will be awarded for the rank of each round.

**Q: As the facilitator, can I bring in notes for facilitating?**

A: Each person on the team may bring information on one 3”X5” card for each topic. A Problem Solving summary sheet will be provided to each team. No other information may be used during the discussion.