



ARBITRATOR CHECKLIST

Thank you for participating in the 11th MEVA Vis Pre-Moot! This checklist is to help you prepare for and conduct a productive argument session. Everything you need will be available on the BCDR website [here](#).

BEFORE YOUR SESSION: GET MATERIALS AND JOIN YOUR ZOOM ROOM EARLY

- ✓ Bookmark the problem, arbitrator's brief, and relevant legal texts located [here](#).
- ✓ Find the Zoom link to your session on the BCDR website [here](#). Make sure you're on the correct date tab!
- ✓ *JOIN YOUR ROOM 15 MINUTES BEFORE THE SESSION.*
 - Choose a Presiding Arbitrator amongst the arbitrator panel. This person will keep time and ensure session is conducted in a fair and equitable manner. See [ePre-Moot Rules](#) for reference.
 - Moderators will have arbitrators and teams introduce themselves and will ask teams to take a pledge.
- ✓ If there are any technical difficulties, inform your room moderator or Whatsapp group.

DURING YOUR SESSION: PREPARE GRADING FORM, ASK QUESTIONS AND ENJOY

- ✓ Use the team and oralist names in the chat to prepare your electronic grading form.
- ✓ The moderator will ask whether the parties have reached an agreement on the order of proceedings. Teams generally use 14 minutes for their argument and 1 minute for rebuttal. One oralist will inform the tribunal of the order and time allocation.
- ✓ Try to keep teams to time if possible. We have LOTS of arguments so keeping to schedule is VERY VERY important.
 - Remember that this is early in the competition. When asking questions try to make sure you are 1) advancing the argument, 2) exploring legal background of argument, 3) confirming law or facts related to a student's argument. We are here to help train, not participate in the argument!

AFTER YOUR SESSION: GIVE BRIEF FEEDBACK, SUBMIT YOUR GRADING FORM

- ✓ The electronic grading form can be found [here](#).
- ✓ You've finished the argument! Now it's time for BRIEF feedback for no more than 10 minutes. Remember, time is important here. Each session, including feedback and scoring, should last *NO MORE THAN 1 HOUR AND 45 MINUTES*.
- ✓ After feedback, moderator will ask all participants to leave the room. The arbitrators should discuss scoring and agree on a range of 10 points when scoring each oralist.
 - Score should be objective as possible.
 - Do not score based on which position you think *should* win. Only score based on the performance of the oralist.
- ✓ The grading sheet includes additional guidance on scoring criteria.
- ✓ When you submit the electronic grading form please inform your moderator through the WhatsApp group.