



# GUIDE TO VIRTUAL QUIZZING

## NAZARENE YOUTH BIBLE QUIZZING

During the spring of 2020, much of the world's face-to-face activity came to a halt due to the COVID-19 pandemic. Churches, schools, and athletics were canceled to maintain safe social distancing protocols and to help minimize the spread of the disease in any way possible. Many districts and fields canceled their in-person events and were left wondering how they could continue Bible Quizzing, a ministry of the Church of the Nazarene that is built on community and in-person study and competition. Thanks to creativity and collaboration across denominational lines, virtual quizzing was brought to Nazarene Quizzing. While online quizzing is not a replacement for traditional Bible quizzing practices and events, it lends flexibility not only in times of pandemic, but also in times when quiz events have to be canceled or rescheduled due to inclement weather or other unavoidable factors.

Virtual quizzing uses most of the same principles of in-person quizzing but also utilizes an online video conferencing software such as Zoom. Quizzers, coaches, and officials join a Zoom room where the quizzers are assigned numbers for online jumping using the chat feature. Coaches submit a line-up to the Quizmaster and Scorekeeper. The officials ask questions and rule on answers given, keep accurate track of the score, substitutions, and time, and ensure that all typical quizzing procedures and online variations are followed. The main differences between in-person and virtual quizzing include:

- Jumping is done by typing numbers into a chat box
- The jump is awarded based on which number appears first in the Quizmaster's chat feature
- Time-out procedures vary based on the technology available
- Quizzers can be in separate locations when it's not possible to be together





In order to organize a virtual quiz, a coach or tournament director has to secure access to the Zoom platform, create a schedule and distribute it digitally, and train students, coaches, and officials on the digital procedures. One of the most important things to remember is that everyone participating in the virtual quiz will have varying levels of internet connectivity, online experience, and access to technology. With those variables in mind, planning and hosting an online quiz has to allow for flexibility. That flexibility comes in the form of timing of rounds, grace to quizzers if their connection breaks up, and patience with any lag with the technology that occasionally happens.

**ONE OF THE MOST IMPORTANT THINGS TO REMEMBER IS THAT EVERYONE PARTICIPATING IN THE VIRTUAL QUIZ WILL HAVE VARYING LEVELS OF INTERNET CONNECTIVITY.**

To participate, quizzers, coaches, and officials will need a device with an internet connection as well as a webcam and microphone. The easiest devices to use are desktop or laptop computers, but tablets and cell phones can be used as well. Adaptations can be made for those participating who do not have a webcam. Anyone participating in the virtual quiz will need to have access to the appropriate online platform. Zoom is the most tested and recommended hosting service at this time. As a result, the processes outlined below will assume the use of Zoom for the quiz. The processes outlined below may be customized and adapted for other similar platforms.





Just like an in-person quiz event, the tournament director (district, local, or field) will communicate about registration, procedures, and schedules and inform everyone about how those items will be distributed. Possible ways to communicate digitally include email, social media groups, and shared documents such as Google Drive, OneDrive, or Dropbox. The tournament director will also be the individual who coordinates access to Zoom rooms.

There are several ways to gain access to Zoom:

- Ask for volunteers to staff rooms who already have access to a Zoom Pro account (a paid account that offers unlimited access to Zoom). The advantage of using a Pro account is that the links and room numbers do not have to change for an event and rooms can stay “open” longer than free accounts.
- Pay for Zoom Pro accounts for the tournament (\$14.99 monthly) and allow staff to use these rooms.
- Use the basic free Zoom account and create new meeting codes for each round. This is the least desirable method as it adds complications for the participants and schedule makers.

The following processes and rules assist in participating in and running a virtual quiz. These are all considered overlays to the existing Nazarene Youth Quizzing Rules and Guidelines.

Upon entry into the Zoom room, each team will submit their roster (which should include the designation of the Captain and co-captain) prior to the start of a quiz round in accordance with the method established by the Tournament Director so that rosters and placement remain confidential until the quiz round begins. Zoom has a private messaging feature that makes this very simple.



Here is an easy reference guide for what quizzers need to know to effectively quiz on Zoom:

1. Use your team name prior to your full name for your username: " Teamname Firstname Lastname"
2. Mute audio (alt + A).
3. Ensure the video is operational and on.
4. Open chat pane (alt + H).
5. You will be assigned a number based on the lineup submitted by your coach. Know your number.
6. Type your number into the chat window text entry field, but don't click enter.
7. Once the quiz master enters ----- you can jump.
8. Jump by hitting enter.
9. Once recognized, unmute your mic and answer (alt + A).
10. Re-mute your mic (alt +A).
11. Reset by typing your number in the chatbox and wait for the quiz master.

Coaches and officials should follow directions one through four when entering a quiz area as well. The only time a quizzers' video should be turned off is if they do not have a webcam or if their internet connection is slow (turning off the camera will help with speed). Quizmasters' video and audio should stay on at all times unless they are in a time out. Coaches should turn off their cameras if the room is experiencing any sort of lag due to internet connectivity.

The Quizmaster and/or Scorekeeper will assign "bib numbers" to each team member, beginning with 1-5 for one team and 6-10 for the other team (11-15 should be used if there is a third team). The initial sub for each team will be designated 5 for one team and 10 for the other team (and 15 if there is a third team).

During the question preannouncement, the Quizmaster will press enter upon the final call of "question". When a quizzer wants to signal a jump, they press enter. Note that the ordering of responses in the chat window will sometimes not appear in the same order for Quizmaster compared to quizzers or spectators. The Quizmaster's display ordering is the only official ordering.



All normal quizzing rules apply, but there are some exceptions and special cases, outlined here. There may be unforeseen situations that arise in a quiz when a Quizmaster will need to be gracious with rules based on the technology. Quizmasters are encouraged to give students grace in those situations and to be consistent in doing so. The following are specific rule changes:



- Only the active quizzers can jump (i.e., the designated substitute cannot jump). A jump by the substitute during the round may be called as a foul by the Quizmaster. The substitute should turn off their video to show that they are the substitute.
- Quizzers can come and go from the Zoom meeting without incurring a foul and without the need of a timeout. If an active quizzer leaves the Zoom meeting, the substitute may enter the quiz at the beginning of the next question without the team being assessed a timeout. However, if the quizzer re-enters the Zoom meeting, the team will be required to call a timeout to substitute the quizzer who re-entered the meeting. The Quizmaster has the authority to call a foul on the team if the Quizmaster has a reasonable suspicion that the team is abusing this substitute rule to avoid calling a timeout. This rule is intended solely to recognize that technical complications are likely to occur, not to be used as a way to avoid calling a timeout to make a substitution. A Quizmaster should issue a warning prior to awarding a foul; however, depending on the circumstances and context, the Quizmaster may assess a foul prior to issuing a warning (e.g., when a team has been warned on numerous prior rounds).
- If a quizzer types enter during the question reannouncement but prior to the Quizmaster typing enter, the jump will be ignored by the Quizmaster.
- Normal jump fouls are in effect when a quizzer types enter after the call of the question (after the Quizmaster presses enter and the dots are showing). The Quizmaster's chatbox is the official chatbox for making these determinations.



- Questions will not be redone and appeals will not be accepted for equipment malfunction. If a quizzier is disconnected or leaves the Zoom meeting while answering a question, the Quizmaster has the discretion of assessing an error or doing a replacement question. Quizmasters should be cognizant of lag issues as they are brought to their attention. Room technology can be restarted as needed throughout the day.
- A quiz out or error out does not require the quizzier to do anything other than stay on mute and turn their video off.
- A Coach may call for substitutions during a timeout as normal. Captains may also call for substitutions during a timeout as if they were coaches. Timeouts may be called by a Coach or Captain by unmuting and say "timeout" every second until recognized by the Quizmaster. Only during a timeout may a team and its coaches use back-channel communication (text, phone, or any other messaging app) outside of the Zoom meeting to communicate with each other. Timeout procedure should be determined by the tournament director before the event (muting one's device, alternating timeouts, use of Zoom break out rooms) and accommodate the students' technology.
- If a Captain is not connected to the Zoom, or is unable to speak in the Zoom due to a technical problem, the co-captain is the acting Captain. If both Captain and co-captain are in such a state, any other quizzier on the team may act as Captain.
- To challenge or appeal, the quizzier acting as Captain should unmute and say "challenge" or "appeal" every second until recognized by the Quizmaster. This is purely a signal to the Quizmaster of the intent to consider challenging or appealing. It is not a challenge or appeal in and of itself. The Quizmaster gives the quizzier time to consider the challenge or appeal, and the quizzier may then elect to ask "may I challenge/appeal" or respond with "withdraw". A withdrawn "challenge" or "appeal" signal is not considered a challenge or appeal. Quizzers should be judicious in their use of this rule. If the Quizmaster may issue a warning to a team if the Quizmaster believes that a team is abusing this rule. Depending on the circumstances and context, the Quizmaster may assess a foul without issuing a warning (e.g., when a team has been warned on numerous prior rounds).
- It is encouraged but not mandated that Quizmasters attempt to resolve all rulings without content judges for time efficiency.



## SAMPLE SCHEDULE

	Room 1	Room 2	Room 3	Room 4
Number	124 456 7890	234 567 8900	345 678 9000	456 789 9000
Password	quizzing	quizzing	quizzing	quizzing
Officials	Jana/Addison	Betty/Sue	Tom/Jerry	Tim/John
<b>Friday</b>				
6:00	2 - 1	5 - 6	4 - 7	3 - 8
6:45	3 - 4	1 - 7	8 - 6	2 - 5
7:30	6 - 2	7 - 8	4 - 1	5 - 3
8:15	8 - 4	2 - 3	7 - 5	6 - 1
9:00				
9:45				
<b>Saturday</b>				
9:00	8 - 4	2 - 3	7 - 5	6 - 1
9:45	1 - 3	4 - 2	5 - 8	6 - 7
10:30	4 - 5	3 - 6	2 - 7	8 - 1
11:15	7 - 3	6 - 4	1 - 5	8 - 2
12:00	<b>Lunch Room 1, 3 and 7 open</b>			
1:00				
1:45	2 - 1	5 - 6	4 - 7	3 - 8
2:30	3 - 4	1 - 7	8 - 6	2 - 5
3:15	6 - 2	7 - 8	4 - 1	5 - 3
4:00	4 - 5	3 - 6	2 - 7	8 - 1
4:45	1 - 3	4 - 2	5 - 8	6 - 7
5:30	<b>Dinner Room 1, 3, and 7 open</b>			
6:15				
6:45	7 - 3	6 - 4	1 - 5	8 - 2
7:30	<b>Varsity Seeding</b>			
8:15	S1 - S4 (A)	S2 - S3 (B)	S5 - S8 (C)	S6 - S7 (D)
9:00				
9:45				
<b>Sunday</b>				
2:00	WA - WB (E)	LA - LB (F)	WC - WD (G)	LC - LD (H)
2:45	WF - LE (I)		WH - LG (J)	
3:30	WE - WI (K)		WG - WJ (L)	
4:15	WK - LK *		WL - LL *	