



2008 Regional Coaches Training "Rules"

Welcome!

Showing a Christlike attitude, all officials should avoid sounding harsh or uncaring. Quizzers should be treated with kindness and understanding. Officials should announce errors and fouls in a calm voice. Should a quizzer be overcome by emotion, the quizmaster may call an official time-out for the team in need. The coach may communicate only with that quizzer and may make any necessary substitution. [Section XVI.A.17.Note]

Coaches should also show a Christlike attitude at all times, respecting the decisions of the officials.

Having the proper attitude is the most important quality for all persons involved in JBQ.

NOTES:

- Any time the quizzers says anything other than what is printed in the Bible Fact-Pak questions/answers, you are left open to the opinion of the officials, particularly the QM. **(Officials should always try to rule in the favor of the quizzer.)**
- Coaches should never be allowed to look at the official scoresheet. (It may contain the point values for future questions.) Coaches should never be allowed to speak directly to the scorekeeper. (Coaches must speak with the Quizmaster only!) No official should state the scores out loud. (Some coaches do not want their quizzers to know the score). Nowhere in the rules does it state that one of the duties of any official is to provide the scores to the coaches (except after the match is closed pending the reading of the scores).
- Quiz Room Arrangement: One judge on either side of the QM. Scorekeeper can be anywhere as long as quizzers and coaches cannot see the scoresheet.
- Resources:
 - Quicksheets and Test: <http://kyjbq.com/resources.htm>
 - Ohio Rules: <http://www.ohioaq.org/index.php?id=448>
 - Indiana Rules: <http://www.greatlakesjbq.com/indiana/rules.htm>
 - National Rules: GPH: \$3.50 <http://nationaljbq.org/resources/index.cfm>



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Rules that seem to give people problems

- [111.F 2nd NOTE] **During the rereading of an interrupted question, if the other team buzzes in, it is not a foul.**
- [IV.A.1 NOTE] **Either NIV or KJV is okay regardless of which version was declared.**
- [VIII.C] **Substitute question for only 1 team:**
 - It is a reread question. (Only substitute for that team.)
 - If the QM identified the wrong quizzer and he begins answering. (Substitute for the team that had buzzed in first.)
 - Help or hindrance by the opposing "team". (Substitute for the offended team.)
 - Help or hindrance by the same "team". (Substitute for the other team unless this is reread.)
 - A "correct" decision is reversed. (Substitute as a reread for the other team unless this is a reread.)
- [VIII.D] **Wrong quizzer responding.**
 - On opposing team – stop, foul, substitute for the team that had buzzed in.
 - On same team – stop, foul, substitute for the other team (unless reread).
 - If QM identified wrong quizzer and he responds – stop, NO foul, substitute for team that had buzzed in first.

VOIDING QUESTIONS & SUBSTITUTE QUESTIONS

1. Void a question and select another of the same point value from the back of your printed questions when:
 - a) The point value or any word read differs from the Bible Fact-Pak printouts, unless the error in point value is realized before finishing the introductory remarks.
 - b) An official gives any information that would help a quizzer.
 - c) There is obvious help or hindrance from the audience, coaches, team members, or officials.
 - d) A quizzer remains illegally in the match and responds to a question.
 - e) The buzzer shows a tie between opposing teams.
 - f) Buzzers are not working properly.
 - g) Judges reverse a decision of "correct" on an interrupted question.
 - h) A quizzer other than the one identified begins to answer, unless it is the one who had buzzed in first.
2. Read a substitute question for BOTH teams UNLESS:
 - a) It is a reread of an interrupted question.
 - b) You identified the wrong quizzer and that quizzer begins to answer. (If both quizzers are on same team, read only for that team.)
 - c) The opposing team gives a help or hindrance. Read for offended team only.
 - d) An interrupted question is voided because of help or hindrance by same team. Read for opposing team only.

Judges reverse a "correct" decision on an interrupted question. Read for opposing team only.



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POINT OF ORDER & COACH’S APPEAL

From the Official Quiz Guidelines (2nd Printing 2003):

POINT OF ORDER – The calling of the judges’ attention to a procedural error and does not seek to obtain a reversal of a decision already announced. (See section XII for examples.)

COACH’S APPEAL – The calling of the judges’ attention to something that will need their consideration to obtain a reversal of a decision already announced. (See section XIII for the areas in which appeals can be made.)

Areas of Appeal:

1. calling attention to a possible rule violation (e.g. help or hindrance, improper procedure, etc.)
2. seeking the judges’ ruling to reverse a decision announced on the correctness or incorrectness of a response.

From the 2006 JBQ Guidelines Revision

XIII. Coach’s Appeal and Judges’ Ruling/Vote

A. Appeals and Judges’ Ruling/Vote

1. Each team is allowed only one coach’s appeal per match with the following stipulations:
 1. An appeal may only be used when changing rulings of “incorrect” to “correct.”
 2. An appeal is limited to citing a guideline for consideration by officials; no additional comments will be allowed.
 3. All procedures for appeals will be followed. (XIII. B. Page 18)
2. Each team is allowed two “judges’ rulings/vote” with the following stipulations:
 1. A coach will be allowed to call for a “judges’ ruling/vote” immediately after the Quiz Master’s independent ruling and before the next question called, a time out is granted, or the match closed.
 2. A coach may only request a “judges’ ruling/vote” no other comments will be allowed. If a coach does comment, the request for the ruling is lost.
 3. Should the Quiz Master begin with the introduction of the next question, the “judges’ Ruling” will not be allowed.
 4. The judges will vote by coin without conferring. After the vote the quizmaster will announce the decision.



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JUDGES' RULING

3. Each judge should have a set of questions and follow along, listening to the answer. If you are unable to rule whether an answer is correct or incorrect, you can call, "**Judges' ruling.**" Each judge, including the Quizmaster, should lay a coin face up if he feels the answer is correct or face down if he feels the answer is incorrect, and keep it covered until all judges have done this. This is done without conferring. The decision need not be unanimous for a judges' rule.
4. If a judge disagrees with your call of correct or incorrect, he may call for a "**Judges' vote.**" This should be called before a time-out is granted or before the next question is called, and is performed as described above.

COACH'S APPEAL AND JUDGES' RULING/VOTE REQUEST

5. Each team is allowed one coach's appeal per match subject to the following:
 - a) An appeal may only be used to change a ruling of "incorrect" to "correct".
 - b) The head coach may only cite a guideline from the Official Guidelines for consideration by officials (any additional comments will cause the appeal to be forfeited).
 - c) The head coach has 2 minutes to prepare and present the appeal (or withdraw the appeal). (Withdrawn appeals still count as the only allowed appeal per match.)
 - d) All judges shall vote by coin on the acceptance of the appeal without conferring. If the vote is not unanimous, the judges shall confer and vote a second time. The second vote does not need to be unanimous.
6. Each team is allowed 2 requests for a judges' ruling/vote subject to the following:
 - a) The ruling must have been independently made by the Quiz Master.
 - b) The request must be made before the next question is called, a time out is granted, or the match closed.
 - c) The head coach may only request the judges' ruling/vote. Any other comments will cause the request to be denied.

The judges shall vote by coin without conferring and the Quiz Master shall announce the decision (the vote does not have to be unanimous).



Rules Quicksheet

All coaches and officials should know the rules.

- Be on time – later than 5 minutes after completion of previous match or after scheduled start time could result in a forfeit
- Number of quizzers - minimum of 2, maximum of 8 on team; up to 4 quizzing at any time (team may consist of 1 quizzers if prior approval is obtained)
- Time to respond - 5 seconds after the reading of the question
- Time to answer - 30 seconds after being recognized; must complete the question (if interrupted) and the answer
- Interrupted question - once starting the answer, cannot go back and add anything to the completion of the question
- Non-quotation questions – only need to answer “in essence”
- Quotation questions – answer must be word perfect with no repeating of any part of a word; completion of an interrupted question only has to be “in essence”; repeating a word when giving the reference is okay
- “OR” – only one part has to be given for the answer to be correct
- “AND” – both parts have to be given for the answer to be correct
- Judges ruling – may be called by any judge; judges vote without conferring; vote does not have to be unanimous
- Overtime – 1 question from each point value in “random” order
- Sudden-death overtime – one 20-point question until the tie is broken
- Substitutions – may only occur during a timeout by either team or to replace a quizzers who quizzes out (6 correct answers), errs out (3 incorrect answers) or fouls out (3 quizzers fouls)
- Time-outs – each team is allowed 3 30-second timeouts; either the head coach or the captain may call a timeout; an extra timeout is allotted if match goes into overtime (unused timeouts may also be used); a 1 minute officials timeout is given if match ends in a tie
- Fouls –
 - Team fouls
 - Improper conferring
 - A “coach’s appeal” called by anyone other than the head coach
 - Calling a timeout when all have been used
 - Calling a coach’s appeal when all have been used
 - Help/hindrances
 - Quizzers fouls



Rules Quicksheet

All coaches and officials should know the rules.

- Pre-response (between the calling of “Question” and the reading of the first word of the question; VII.2, XVI.8, XVI.11)
 - Responding before being recognized
 - Responding when another quizzer is recognized
 - Unsportsmanlike conduct in an obvious attempt to distract
- Points of Order [can be called by HeadCoach, AssistantCoach, Quizzer] –
 - Quiz equipment needs to be reset [HC, AC, Q]
 - QM forgets to reread an interrupted question [HC, AC, Q]
 - QM reads wrong point value [HC, AC]
 - Quizzer remains illegally in match [HC, AC]
 - An extra point value question is called during the match [HC, AC]
 - To prevent a possible rules violation [HC, AC]
 - Voiding questions –
 - Mistake by the QM
 - Help given to the quizzer
 - Buzzer problems
 - Questions answered by a quizzer remaining illegally in the match
 - Judges reverse a decision of “correct” on an interrupted question
 - Wrong quizzer begins to answer
 - If the wrong quizzer is on the other team, then the question is void and a substitute question is read only to the team that had originally buzzed in first. **(NOTE: This is different from TBQ rules!)**
 - Coach’s Appeal and Judges’ Ruling/Vote
 - One coach’s appeal per match for each team
 - May only be used to change ruling of “incorrect” to “correct”
 - Coach may only cite a guideline for consideration by officials
 - Judges vote without conferring; if not unanimous, judges will confer and vote again; second vote does not have to be unanimous
 - The head coach has 2 minutes to prepare and present (or withdraw) the appeal
 - Coach’s Request for Judges’ Ruling/Vote
 - Each team is allowed 2 requests for a judges’ ruling/vote per match
 - Coach may request a judges’ ruling/vote immediately after the QM’s independent ruling and before the new question called, a time out is granted, or the match closed
 - A coach may only request a judges’ ruling/vote; no other comments are allowed
 - The judges will vote by coin without conferring and the QM will announce the decision
 - Question set –
 - Each match consists of 10 “10’s”, 7 “20’s”, and 3 “30’s”
(At least three “20’s” and one “30’s” in the first 10 questions)



Duties of JBQ Officials

Quizmaster/Judge

- General oversight of the match (including setting the tone of the match)
- Reading of each question loudly, distinctly, and clearly (only brief pauses for periods “.”)
- Recognizing the first quizzers who responded by color and number
- Stating “interruption” if a question was interrupted
- Determining correctness of quizzers’ responses
- Requesting a judges’ ruling
- Granting of time-outs (after asking if there are any points-of-order or coach’s appeals)
- Calling of fouls

Timekeeper/Judge

- Timing of all time periods and calling “TIME” when time is up
- Time to respond after QM finishes question: 5 seconds
- Time for quizzers to respond after being recognized: 30 seconds
- Team time-outs: 30 seconds
- Official’s time-out prior to overtime period: 60 seconds
- Coach’s appeals: 2 minutes
- All of the duties assigned to the Judge

Judge

- Catching any mistakes made by QM (incorrect identification of quizzers, reading wrong question, stating wrong point value, etc)
- Determining correctness of quizzers’ responses
- Calling of fouls
- Requesting a judges’ ruling

Scorekeeper

- Keeping a running total of each team’s points
- Keeping track of:
 - all correct and incorrect responses for all quizzers
 - all quiz-outs and bonus points
 - all team and quizzers fouls (use a circled “F”)
 - all time-outs called by each team
 - all coach’s appeals called by each team
 - all coach’s requests for a judges’ ruling
- Circling the number of all interrupted questions
- Circling the point value to be deducted for incorrect responses



Quicksheet for all Judges

(References are to sections of the
JBQ Official Quiz Guidelines)

Basic Rules for Play (see Section III)

- A quizzer must respond within 5 seconds after the conclusion of the reading of the question.
- The quizzer has 30 seconds from the time the quizmaster recognizes him to complete his response.
- If a quizzer interrupts the initial reading of a question and receives a judgment of incorrect, the question is restated and read in its entirety to the opposing team.
- If “interruption” is called, the quizzer has to finish the question before stating the answer. If the quizzer interrupts but “interruption” is not called, he does not have to finish the question, but if he does, he should be judged as on any other interruption.

Basic Responsibilities for Judges (see Section XVI.D)

- Indicate whether you believe a response is correct or incorrect when the Quizmaster calls for a “Judges’ rule.”
- Request a vote of the judges if you disagree with the Quizmaster’s initial ruling of correct or incorrect.
- Indicate whether you accept or reject a coach’s appeal.
- Call fouls if necessary.
- Announce “interruption” if the Quizmaster fails to do so when a quizzer interrupts the question.
- If the quizmaster should call an incorrect color or number when recognizing a quizzer and does not immediately correct his mistake, a judge should immediately identify the proper quizzer.

Judging answers and completions (see Section IV)

- Non-quotation question
 - A response is correct when it contains all the basic information (the same question and/or answer in essence) before time is called.
 - For answers that have words or phrases of similar meaning separated by the conjunction “or”, only one of those words or phrases is required to be given.
 - Word(s) in brackets [] are optional and in some cases may be substituted for the previous, similar word.
- Quotation question
 - A response is correct when the answer portion is given word-for-word, without adding, deleting, changing, or repeating any word before time is called.
 - The verse reference must also be correctly and may be given before and/or after the verse. Repeating a word in the reference is acceptable.
- All questions (quotation and non-quotation)
 - If interrupted, the question must be completed (in essence) before the answer is given (unless the official does not announce “interruption”).
 - If a word is mispronounced but clearly recognizable as the correct word, it is counted as correct.
 - Erroneous information given after the correct answer is disregarded.
 - If it is ruled that a quizzer’s own coach or team member gave the quizzer obvious help, the response is ruled incorrect.

Judges’ Rule (see Section XVI.D)

- If the quizmaster determines a response is obviously correct or incorrect (quotation or non-quotation), he should state his decision without asking for the judges’ help. However, if he is unsure, he should call for independent decisions by the judges – without conferring. Each judge, including the quizmaster, using a coin will indicate an independent decision by placing a coin “heads” up for correct, “tails” up for incorrect. At that time, the quizmaster will indicate for each to uncover his coin and will then announce the decision. The decision need not be unanimous.
- If a judge disagrees with the quizmaster’s independent decision, he may request a vote of the judges by coin without conferring. (He does this by clearing stating, “**Judges’ vote.**”) This must be done before a time-out is granted, before the next question is called, or before the match closed. The decision need not be unanimous.



Quicksheet for all Judges

(References are to sections of the
JBQ Official Quiz Guidelines)

Coach's appeal (see Section XIII)

- After the appeal is presented, the judges (without conferring) will use coins to indicate their votes to accept or reject the appeal. Judges are encouraged to refer to the JBQ Official Quiz Guideline (without consulting one another) prior to voting. The quizmaster should request that the judges render their decisions when he feels they have had adequate time to review the appeal. If the vote is not unanimous, the judges will confer among themselves and cast another vote. The second vote need not be unanimous.

Calling of fouls (see Section VII)

- A foul should be called as it occurs, unless the quizmaster is reading the question or a quizzier is responding. In such cases, the foul should be called after the timekeeper has called "Time" or the quizmaster has stated "Correct" or "Incorrect".
- Examples of team fouls
 - A quizzier or coach improperly confers.
 - A "coach's appeal" is called by anyone other than the head coach.
 - There was improper help or hindrance from team members, coaches, or audience.
- Examples of quizzier fouls
 - A quizzier activates the equipment between the calling of "question" and the reading of the first word of the question.
 - A quizzier begins to respond before being recognized by the quizmaster, or when another quizzier was recognized.
 - A quizzier demonstrates unsportsmanlike conduct such as hitting the table or making noises or movements in an obvious attempt to distract the other team or assist a team mate.
- For each quizzier foul, 5 points are deducted from the quizzier's score. This is also reflected in the overall team score. For each team foul, 5 points are deducted from the team score.
- Any judge can call a foul. Fouls should be called immediately unless the correct quizzier is in the process of answering the question.

Incorrect identification of quizzier (see Section XVI.D.5)

- If the quizmaster should call an incorrect color or number when recognizing a quizzier, he or a judge may immediately correctly identify the proper quizzier. ("Red 1 – correction, red 2;" or "Red 1 – correction, green 1.")

Handling equipment problems (see Section VIII.B.6)

- Failure to reset the quiz equipment is considered a malfunction. If it can be determined at what point the malfunction occurred, all questions from that point will be voided. If the point of malfunction cannot be determined, the quiz match will be started over or rescheduled.

***Any judge may request the quiz coordinator's assistance
if he feels it is necessary.***



Quizmaster Quicksheet

The Quizmaster sets the tone for the match. Be pleasant and positive. Smile! Be fair in your rulings. When in doubt, rule in favor of the quizzer. Please consult the Official Guidelines for the complete rules. If you face an unusual situation, consult the league coordinator.

INTRODUCTIONS

7. **"Welcome to Round ____."** Introduce yourself, your scorekeeper, and your timekeeper.
8. Have each quizzer buzz in and give his/her name. Have substitutes and coaches introduce themselves.
9. Verify that the scorekeeper has all of required information filled out on the scoresheet.
10. **"Will anyone be quizzing with the King James Version?"** This is to help the judges follow along on the answers to quotation questions.
11. Ask for a volunteer to open the match with prayer.
12. Ask if there are any questions before you begin.
13. Open the match by stating the following, inserting the time: **"This match is now officially open at ____."**

READING OF THE QUESTIONS

14. Read the questions clearly and at a normal pace, exactly as they are printed. After each question, wait until the scorekeeper is ready before proceeding to the next question.
15. Each question should begin with the word **"Question"** followed by the introductory remarks **"Question number __ for __ points"** or **"Question number __ for __ points; Quotation question"** (if it is a quotation question).
16. If a quizzer interrupts during the introductory remarks, immediately stop and issue a foul to the quizzer who interrupted. Then state **"I will reread the question with all quizzers eligible to respond"** and read the same question, starting all over again with the word "Question" and the introductory remarks.
17. If you make a mistake in reading the question prior to completing the introductory remarks, stop, state that you made a mistake and will begin again with the same question.
18. When a quizzer buzzes in, identify him/her by color and number (i.e., **"Green two."**)
19. If a question is interrupted, stop reading immediately (do not complete the word unless you are on the last word of the question). State **"Interruption"** and then identify the quizzer (i.e., **"Green two."**). Mark the point of interruption on your copy of the questions.
20. If an interrupted question is ruled incorrect, state: **"I'm sorry but that is incorrect for a minus __ points. The question will now be reread for the red/green (the other team) team only."** Reread the question for the opposing team, starting with the word "Question" and the introductory remarks.
21. If you feel the initial answer given by the quizzer is incomplete, allow the quizzer the full 30 seconds.
22. Mark the number of points awarded each question on your copy. Indicate which quizzer responded with R1, G2, etc.
23. After the 10th question (and before beginning an overtime period), do a buzzer check by asking each quizzer to buzz in. This is to make sure you only have to go back a maximum of 10 questions in the event of a buzzer failure.

CLOSING THE MATCH

24. After the final question, ask: **"Are there any coach's appeals or points of order?"** If not, state **"This round is closed pending the reading of the scores."**
25. Once the scorekeeper has finished determining the individual and team scores, ask a coach from each team to verify the scores and to initial the scoresheet. After the scorekeeper reads the scores and any corrections are made, state the first and second-place teams and top two high scorers. Then state: **"This round is officially closed."**
26. At this time, you may give positive feedback to the quizzers, review questions they missed, etc.

TIE GAME

27. In the event of a tie, announce the match reopened and give one minute for the teams to confer and make substitutions.
28. Ask three additional questions, one of each point value in random order, as listed on the question set.
29. Should there still be a tie at the end of the first overtime period, ask as many 20-point questions as are needed to break the tie.



Quizmaster Quicksheet

TIME-OUTS

30. Three time-outs are allowed during regulation matches. An additional time-out is granted to each team during overtime, and the teams may also use any unused time-outs. A time-out lasts 30 seconds.
31. When a coach or captain calls for a time-out, state: **"Time has been called. Are there any appeals or points or order?"** If there are no appeals, state: **"Time-out is granted for the (red/green) team."** The teams are not to begin conferring until you grant them time-out. If they do so, you can give them a warning before assigning a foul.

JUDGING A RESPONSE CORRECT OR INCORRECT

32. A quizzer interrupting a question must first complete the question before giving the answer. Completion of the question does not have to be word-for-word. If the answer is given before the question is completed, even if both are recited correctly, the quizzer must be ruled incorrect.
33. When a quizzer answers correctly, state: **"That is correct for __ points."** When a quizzer answers incorrectly or gives no answer, state: **"I'm sorry, that is incorrect for minus __ points."** (Deduct half the value of the question.) If no response has been given by either team within five seconds after you complete the question, state: **"No response."**
34. ESSENCE: Only answers to quotation questions must be given verbatim. All other answers, and the completion of all questions, including the question portion of a quotation question, can be given "in essence." This means that the answer must include all the basic information, even if given in different words.
 - a) Words that mean essentially the same thing as the words given in the Bible Fact-Pak should be ruled correct. Example: Rahab hung a scarlet thread, cord, rope, etc.
 - b) The words "Christ" and "Jesus" should be considered synonyms and thus interchangeable, except in the questions that ask for the meaning of these two words. Similarly, the words "apostle" and "disciple" should be considered interchangeable, except for the questions that ask for the meaning of these two words.
 - c) If the question and/or answer includes the word "and," all information joined by "and" must be included. Example: "The Bible is the inspired Word of God and is His revelation to all people of himself and His plan of salvation." The answer must include all of the following facts: the inspired Word of God AND His revelation to people of himself AND His plan of salvation.
 - d) If the question and/or answer includes the word "or," only one of the phrases must be included. Example: "What is symbolized, or pictured, by water baptism?" If the quizzer says only "symbolized," or only "pictured," or another word or phrase that means the same thing, he should be ruled correct.
35. Incorrect information given BEFORE the response is complete should be ruled incorrect. Incorrect information given AFTER the answer is complete is disregarded and does not make the answer incorrect. Example: "What are the four Gospels? Matthew, Mark, Luke, John, and Acts" is correct. "Matthew, Mark, Luke, Acts, and John" is incorrect. This includes quotation questions. Incorrect information given after the quotation question response is complete is disregarded.