



Timekeeper - Schools' Mace

Role of the Timekeeper

Your responsibility is to ensure fairness and punctuality by accurately tracking each speaker's time, signalling at appropriate intervals and alerting the chair if a speaker exceeds their allotted time.

Timing Structure

- **First and Second Speakers (Proposition & Opposition):** 7 minutes each
- **Summary Speakers:** 5 minutes each (entirely protected time)
- **Points of Information (POIs):** Permitted between minutes 1:00 and 6:00 of the main speeches

Signals

Use a clear audible or visible signal (i.e., bell, gavel, table knock, clap). Be consistent with your signalling.

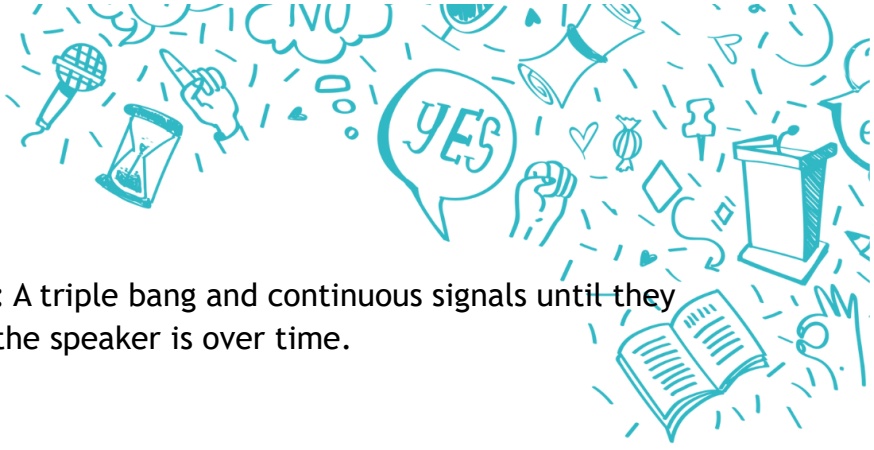
Main Speeches:

- **1 minute:** One signal (POIs may now be offered)
- **6 minutes:** One signal (POIs may no longer be offered)
- **7 minutes:** Two signals (time's up)
- **7 minutes 15 seconds:** A triple bang and continuous signals until they finish to acknowledge the speaker is over time.

Summary Speeches:

- **4 minutes:** One signal (one minute remaining)
- **5 minutes:** Two signals (time's up)



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- **5 minutes 15 seconds:** A triple bang and continuous signals until they finish to acknowledge the speaker is over time.

Procedure

1. Sit in a visible but non-distracting location.
2. Start your timer as soon as the first speaker begins.
3. Provide signals at the appropriate times.
4. Note the actual speaker times and record any significant overruns for the judges.
5. Repeat steps 1-4 for each debate.
6. At the end of the final debate, present your time recordings to the ESU Competition Lead, who will give it to the judges for their deliberation.

Thank you for your assistance in ensuring a smooth competition!

