MODERATOR – What do I do?

- **Introductions**
  - Follow the outline on the official score sheet
  - Ask the coaches to shake hands, introduce themselves, and sit together near the back of the room
  - Identify who will be acknowledging the students

- **Reading the Questions**
  - Announce whether it is a toss-up or bonus question
  - Announce the question number
  - Announce the question category
  - Announce whether it is multiple choice or short answer
  - Read the question
  - If the question is interrupted, stop reading and say, “Interrupt”

- **Who Won?**
  - Complete the official score sheet
  - Ensure both team captains sign the score sheet

**Keep in Mind .......**

<table>
<thead>
<tr>
<th>Toss-Up ?</th>
<th>Bonus ?</th>
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<tbody>
<tr>
<td>No consultation among team members.</td>
<td>Consultation is allowed, but the captain must answer.</td>
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</tbody>
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**Minimum Requirements:**
- Be able to articulate clearly and maintain a good pace
- Know and be able to apply all of the rules
- Read and review the questions prior to the event
- Have a college degree in math or the sciences

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**Note:** At the end of each match, the official score sheet should be signed and placed in the corresponding round-numbered envelope. The packet should then, immediately, be taken to the score room by the Runner or official who will be going to the score room first.