

GEORGIA HIGH SCHOOL ASSOCIATION

ONE ACT PLAY / TALLYING INSTRUCTIONS

FOR SITE COORDINATOR and TABULATOR

While the tabulator is tallying scores, the judges should discuss and determine the winner of the Best Actor, Best Actress and All Star Cast awards.

Check for overtimes first. Deduct 2 points per 15 seconds (or portion thereof) for any overtime play on all three judges sheets.

Check one judges' set of score sheets at a time. Arrange in order of ranks.

Judges should have ranked plays 1st through 8th (or through the number of plays at the competition). Confirm that ranks and points correlate. 1 is the highest rank. The points should reflect the rank. The 1st place play must have the highest points, etc.

Make sure there are **NO TIES.**

Check addition of score sheets carefully.

After checking each of the three sets of judges' score sheets, transfer each set of judges' ranks and points to the [online Vote Tabulation form provided by One Act Play access at app.ghsa.net - Forms - Ad Hoc Forms](#). Save play titles and judges' information in advance. Save at the bottom of the first page of the form.

1. Enter play titles to correspond with performance order.
2. Check judges' math on evaluation sheets.
3. Review judge's summary report, using evaluation sheet to check for accuracy.
4. Complete the "TABULATOR USE ONLY" section of the Judge's Summary Report.
5. Enter FINAL RANKS and FINAL POINTS from each Summary Report into the [online Vote Tabulation form provided by One Act Play access at app.ghsa.net - Forms - Ad Hoc Forms](#).
6. The form will complete the following actions:
 - Strike through (/) the lowest rank for each play.
 - Add the remaining two ranks to determine the winner. The lowest final ranking score wins.
 - If there is a tie in the ranks, the Tie Breaker will be used:

Tie Breaker Procedure:

In the event of a tie in ranks, points from the two judges who gave the highest ranking will be totaled to break the tie. Only in the event that the tie remains unbroken shall the points for all three judges be totaled to break the tie.

After the two tiebreaker methods, a tie in points will remain a tie at State Championships.

A tie for first place must be broken at the Region level.

GEORGIA HIGH SCHOOL ASSOCIATION

TIME RELATED DEDUCTION RESULTS IN A TIE

If a time related point reduction results in a tie on a Judge's Summary Report, evenly distribute combined ranks between the schools involved. This action should be performed by the tabulator, not the judge.

Example:

Judge #1 gives Play #3 a 98 and Play #5 a 96. At the end of the day, these are the two highest rankings/points from Judge# 1.

The tabulator gathers the Judge's Summary Reports and begins tabulation. Play #3 went over time by 8 seconds, so the Tabulator assigns a 2-point deduction, giving both Play #3 and Play #5 a 96 – a tie for first place.

The tabulator assigns a rank of 1.5 to each of the 2 plays
($1^{\text{st}} + 2^{\text{nd}} = 3$; $3 / 2 = 1.5$)

The tabulator will then complete the online tabulation form per instructions.

If the outcome is a tie at any level, the tiebreaker formula will be used.