Coaches' Handbook

Minnesota Service Cooperatives

Senior High
KNOWLEDGE BOWL®

2017-2018

"The man who does not read has no advantage over the man who cannot read."
- Mark Twain

RURAL KNOWLEDGE BOWL®

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KNOWLEDGE BOWL® - U.S. Federal Registration No. 2,831,517 and Minnesota State Registration Nos. 33721 and 33756; and

RURAL KNOWLEDGE BOWL® - U.S. Federal Registration No. 1,438,364 and Minnesota State Registration No. 11,449.

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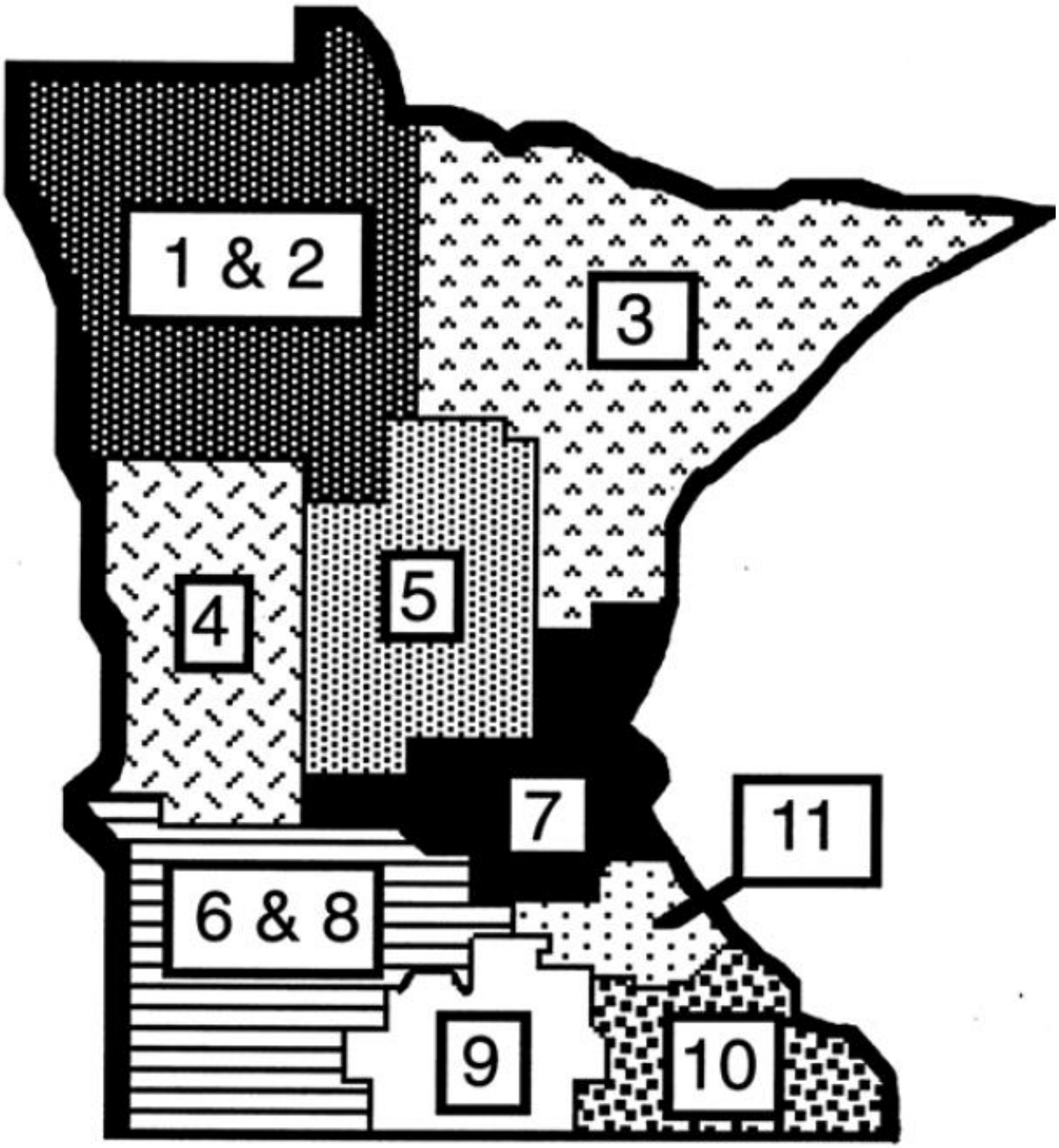
Minnesota
Service Cooperatives



Minnesota Service Cooperatives
State KNOWLEDGE BOWL® Coordinator

Susan Ward
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Regional
Service Cooperative
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Region 11 - Metropolitan
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2 Pine Tree Drive
Suite 101
Arden Hills, MN 55112
612-638-1536
FAX: 612-706-0811
betsy.narr@metroecsu.org

The following pages include State Tournament Guidelines that will be enforced at the state meet. They are also suggested guidelines for local, subregional, and regional competitions.

For any further information, assistance, or questions, please contact your regional service cooperative senior high KNOWLEDGE BOWL ® coordinator listed on the preceding page.

GENERAL INFORMATION

Minnesota Service Cooperatives' KNOWLEDGE BOWL® competitions are interdisciplinary academic contests designed for students in grades 7-12. During the contest, teams of students compete in written and oral rounds by answering questions related to all areas of learning, typical of secondary educational programs. Questions test students' recall, problem solving, and critical thinking skills.

When the senior high KNOWLEDGE BOWL® program was introduced in Minnesota in 1979, eight school districts in West Central Minnesota participated. By the spring of 2015, participation had grown to include over 900 teams from 280 school districts throughout Minnesota. This competition provides a format for student growth centered around academics.

The Minnesota Knowledge Bowl program encourages participation for all eligible students and will strive to accommodate special needs while maintaining the integrity of the competition. Please refer to the student's case manager and/or school specialist regarding necessary accommodations. Contact your region coordinator to verify the approval of needed provisions.

TEAM COMPOSITION

A senior high KNOWLEDGE BOWL® team consists of **five (5) members only**, **including the alternate**. Only four members compete during the oral rounds. A member of each team is appointed as a spokesperson and this person should, if possible, give the answer for all questions. Other team members can feed the answers to the spokesperson. An alternate spokesperson may ONLY be designated prior to expiration of time.

IMPORTANT: The qualifying rule for state competition as it relates to team composition is as follows:

NOTE: Any team (this may be more than one team from the same high school) qualifying for and attending the state competition **must be comprised only of the same students that were registered on the winning team in the regional competition**.* Teams may compete with a minimum of one student. The team coach may substitute an undesignated alternate with prior permission from the state coordinator.

Once an oral round has started, there will be no scoring changes on any of the previous rounds, including the written round.

*If you know a student will be absent for regions, but want that student to be on the team if they make it to the state meet, that student must be one of the five registered for the regional team, and the other 3-4 students compete at regions without that student. Then, at state, all five could compete. Players may not be moved from one team to another once the regional meet has begun.

QUESTIONS

The questions have been developed in fifteen curriculum areas proportionate to the relative emphasis each area receives in a secondary curriculum. The questions have been randomized so that within each round, there will not be a string of items from a particular curriculum area. Questions test students' recall, problem solving, and critical thinking skills.

The questions used in the competitions relate to the following curriculum areas including:

- National & World Affairs
- American History
- Art & Music
- Biology
- Current Events
- Earth Science
- Economics & Law
- English
- Geography
- Government
- Health & Psychology
- Literature
- Math
- Minnesota History
- Physical Science
- World History
- World Languages

There are written and oral questions during the course of the competition. Depending on the level of competition, the format includes one written round and three, four or five oral rounds. Five alternate oral questions are included at the end of each round for use at the discretion of the reader and/or judge.

Five oral rounds will be used at the state competitions.

Fifteen tie-breaker questions will be provided for use at the state events.

Minnesota Service Cooperative KNOWLEDGE BOWL® secures pristine question sets for six local competitions, a subregional event, a regional contest, and the state final. The question sets are distributed on a regional basis throughout the state.

WRITTEN ROUND

Each senior high KNOWLEDGE BOWL® competition consists of one round of sixty (60) multiple choice written questions with a time limit of fifty (50) minutes. One point is awarded for each correctly answered question; points are not deducted for incorrect answers. This written round score is combined with oral round scores to determine team placement.

During the written round of competition, the team of five members works together to answer the questions with answers placed on a standard form. This round allows students to work cooperatively and assesses what they do well when speed is less critical.

ORAL ROUNDS

In an oral round, forty-five (45) questions are asked. The reader asks the question orally and the teams press a pressure sensitive tape attached to the equipment when they think they can answer the question. After buzzing in, team members discuss their answer with one another before providing the judge with an answer. Scratch paper is available at all times for the teams' use. The appointed spokesperson may ONLY be designated prior to expiration of time. Points are awarded for correctly answered questions.

COMPETITION STRUCTURE

Teams compete in multiples of three (3), partly due to the judging devices which permit three teams to buzz in, but mostly due to the fact that a group of twelve students (3 teams of 4 students) almost always turns up a correct answer.

Each room is set up with tables for three teams facing the judging table. The judging table seats the reader, judge and computer operator along with the computer equipment.

The diagrams below give a visual depiction of the table set up. Note the pressure sensitive tapes which run down the center of the team tables. This seating arrangement allows all four team members to respond while seated facing the reader, judge and computer operator.

Scratch paper, pencils, and table tents will be provided. Only the pressure sensitive tape, scratch paper and pencils are allowed on the table during the oral rounds. No books, purses, etc. are allowed on the table. Teams are asked to leave a clean table for the next round.

One note of caution: Team alternates or any other observers in the room are not allowed to talk out loud or respond in any other way to fellow team members. No one except competing team members may dispute a question or answer with the reader and judge. **At the state meet, coaches are observers.**

Teams consist of up to five members. Up to four members compete during oral rounds. Team members may be substituted between rounds. Alternates must stay in for the entire round.

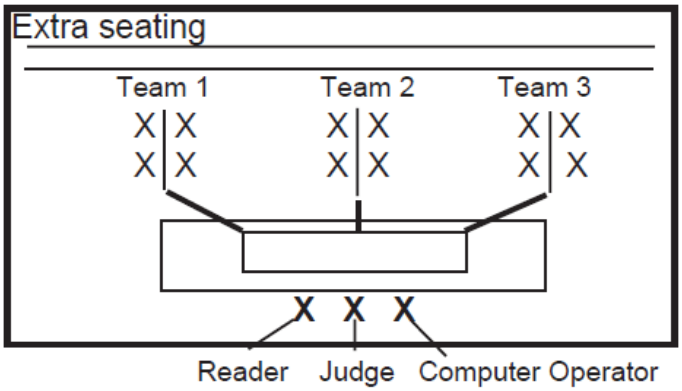
Competition starts with the written round, which allows the readers and judges time to go over the oral questions.

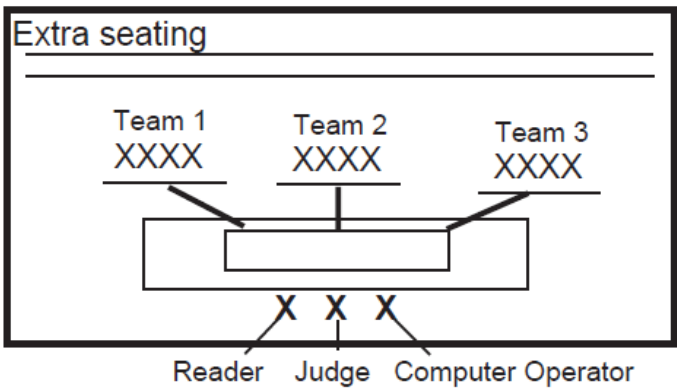
Team coaches often serve as readers and judges during local, subregional, and regional events.

Each region selects adult readers and adult judges to serve at the state event. Both readers and judges must have past experience as a reader or judge in KNOWLEDGE BOWL® competition. Team coaches of teams participating in the state competition are not eligible to be readers or judges.

As representatives of their schools, KNOWLEDGE BOWL® competition participants are to remove caps/hats for the competitions and be careful not to wear clothes with offensive symbols/words.

Competition Seating Arrangement





POWER RANKING PROCEDURE

Teams are ranked after the written round and after each oral round.

Following the written round, teams are ranked according to written round scores. Teams with the highest three scores go to the designated competition room for oral round one. Teams with rankings four, five, and six go to the next designated room, etc.

After oral round one, the teams are ranked adding the written round score and oral round one score. Cumulative scores after each round place teams in the respective competition rooms.

Strength of Scoring (SOS) points will be given at the end of the meet as follows: each time in top room = 1.5 pts./round, each time in 2nd room = 1 pt./round, and each time in 3rd room = .5 pt./round. Only the top three rooms get SOS points.

Alternate methods of ranking may be used for local and invitational meets at the discretion of the host.

Tie Breaker Rounds

1). If a tie exists following the written round, a ten question written round tie breaker will be used. Ten randomly selected questions from the existing sixty questions will be used as tie breakers for the written round or **use the randomizing number feature in the scoring system.** The questions will represent varied disciplines and will be used at the subregional, regional, and state levels.

2). **If a tie exists following any oral round, the teams will be ranked based on points scored in the oral round just completed (more points results in a higher rank). When those scores are also tied, teams will be ranked in the same order that they were ranked before the oral round just completed.**

3). After oral round five, after SOS points have been added, cumulative score ties for rankings one through six will be determined by a tie breaker round consisting of fifteen questions. Ties after one tie-breaker round of fifteen questions will be determined by sudden death in overtime.

4). If there is a four way tie for first place after oral round five, placement will be decided as follows: The four teams will compete in two's according to a random draw by the spokesperson. The round will be run as in number three above. The winner from each will be placed in the championship round. The losers in each round will compete for third place with another fifteen questions.

Two Tiers at State Meet *

For the state meet, participating teams are divided into two tiers of twenty-four teams, based on the school size (grades 9-12) of all the teams at the state meet. Division into the two tiers will be based strictly on school population with the option for any school to move up a division. If a school chooses to move up a division, that school must: 1) compete at AA all year if your region provides two tier competitions, and 2) designate AA status prior to the KNOWLEDGE BOWL® competition season by contacting your regional coordinator. Once a school has chosen to move up a division, that school's status cannot change until the following year.

*The possibility of dividing into three tiers may occur in 2018. Regions will vote on this issue in fall of 2017. Coordinators will keep coaches informed.

Schedule of Events

LOCAL COMPETITIONS
December through March

Each Service Cooperative region conducts a meeting for its team coaches in the fall. The purpose of this meeting is to prepare and plan for the upcoming season. Decisions affecting the schedule and procedures for the local competitions are regional decisions; however, the rules and guidelines adopted by Minnesota Service Cooperatives' KNOWLEDGE BOWL® are to be implemented and followed on a regional basis for all competitions.

Suggestions:
If you are hosting a local competition, determine how many teams will compete (in multiples of three). You will need one room for each group of three teams. Host schools arrange for competition rooms, questions, readers, judges, computer operators, computers, and refreshments and/or lunch.

SUBREGIONAL COMPETITION
Finished by March 20, 2018

Most Service Cooperative regions allow all registered teams to participate in the subregional competition. It is strongly recommended that power ranking be utilized.

REGIONAL COMPETITION
Finished by March 20, 2018

The number of teams competing in the regional event is a regional decision. Power ranking is strongly recommended. Each Service Cooperative's top teams advance to the state competition.

STATE COMPETITION
Cragun's Conference Center
April 12 & 13, 2018

Forty-eight teams in two tiers compete in one written round and five oral rounds during the state event. Power ranking will be utilized.

STATEWIDE ADVISORY COUNCIL MEETING
Will be determined

The Regional Coordinator and two team coaches represent each Service Cooperative to review, evaluate, and propose recommendations for the KNOWLEDGE BOWL® program.

AWARDS

Awards for non-Service Cooperative sponsored competitions are left up to the discretion of schools involved. The awards for local, subregional, and regional competitions sponsored by the Service Cooperatives are determined on a regional basis. Suggested guidelines are as follows:

Local Competitions:

- Certificates of participation with name, school, and placements plus ribbons.

Subregional:

- Certificates plus KNOWLEDGE BOWL® ribbons or plaques.

Regional:

- Certificates plus KNOWLEDGE BOWL® pins, medals, patches, or trophies.

State:

- Each team member from the forty-eight competing teams will receive a T-shirt and certificate.
- Each team member from the top six teams in each tier will receive a neck ribbon and medal.
- School trophies will be presented to the top three teams in each division.
- Individual medals will be awarded to the Heritage Spirit Award winners.

Design the State T-Shirt

Win $25, and a trip to the State banquet!

Your design must:

- Be original
- Include 1-3 ink colors
- Incorporate the words:
  "Minnesota Service Cooperatives' KNOWLEDGE BOWL® State Meet 2018"
- Include on the back of your entry: your name, school, address, and school phone number.

Mail your entry by March 2, 2018 to:

State KNOWLEDGE BOWL® Coordinator
Lakes Country Service Cooperative
1001 East Mount Faith
Fergus Falls, MN 56537

The winner will be notified in April and will receive $25 at the state competition banquet, along with a T-shirt.

The contest is open to all Minnesota high school students.

Minnesota
Service Cooperative
KNOWLEDGE BOWL®
Code of Conduct
Participant Statement – Senior High

- As a student participating in the Minnesota Service Cooperative KNOWLEDGE BOWL® competition, I understand and accept the following responsibilities when participating in all events:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.

  - I will be fully responsible for my actions and the consequences of those actions.
  - I will respect the property of others.
  - I will respect and obey the rules of my school, the host site and the laws of my community, state and country.
  - I will abide by the rules of the event.
  - I will show respect for and abide by the decisions of the competition officials and host site personnel.

- By signing this we acknowledge that we have read and agree to the above statements.

- We understand that failure to adhere to this Code of Conduct may result in the disqualification of the student and/or team from further participation in any event.

_____

Student's Signature Grade

_____

Student's Signature Grade

_____

Student's Signature Grade

_____

Student's Signature Grade

_____

Student's Signature Grade

_____

School **Team#**

Minnesota
Service Cooperatives' KNOWLEDGE BOWL®
Code of Conduct

Coach's Statement

- I understand that our school district must adhere to all of the rules and regulations that pertain to the Minnesota Service Cooperatives' KNOWLEDGE BOWL® competition and that district policy will govern questions regarding student participation.

- As an advisor participating in Minnesota Service Cooperatives' KNOWLEDGE BOWL® competition, I understand and accept the following responsibilities in participating in all events:

  ~ I will respect the rights and beliefs of others and will treat others with courtesy and consideration and will take all reasonable precautions to make sure that my students do the same.

  ~ I will be fully responsible for my actions and the consequences of those actions and will take all reasonable precautions to make sure that my students do the same.

  ~ I will respect the property of others and will take all reasonable precautions to make sure that my students do the same.

  ~ I will respect and obey the rules of my school, the host site and the laws of my community, state and country and will take all reasonable precautions to make sure that my students do the same.

  ~ I will abide by the rules of the event and will take all reasonable precautions to make sure that my students do the same.

  ~ I will show respect for and abide by the decisions of the competition officials and host site personnel and will take all reasonable precautions to make sure that my students do the same.

- By signing this I acknowledge that I have read and agree with the above statements.

- I understand that failure to adhere to this Code of Conduct may result in the disqualification of a student and/or the team from further participation in any event.

I have read the rules and have made sure my teams know them. I acknowledge that failure to follow the rules will result in a score of zero for that round, unless the consequence is already addressed in the rules (ex. deferring after the buzzer=incorrect answer). In the case of an oral round, the team will also be disqualified for the rest of that oral round.

_____

Coach's Signature Date

_____

School

Minnesota Service Cooperatives' KNOWLEDGE BOWL®
Equipment and Software

The Minnesota Service Cooperatives' KNOWLEDGE BOWL® competition equipment and software are used to facilitate the KNOWLEDGE BOWL® team competition. Three teams of four students each compete to answer questions by pressing on pressure sensitive strips when they know the answer. With the help of the computer, the equipment and software determine the order in which the teams may respond to the questions, indicate when the teams' discussion time has elapsed by means of an audible signal, and tabulate scores for each team.

You will need one of these (plus 3 strips):

KB Pocket Box

The KB Pocket Box makes a computer and connector box unnecessary. It uses the same pressure strips and extensions, but can be carried in a small camera case. It also can be purchased without your local tech committee getting involved! It was developed by a former KNOWLEDGE BOWL® student (now coach), so you know it has what you need to get the job done. It is the size of a large calculator (4" x 8").

Software and Connector Box Compatible with PCs

This equipment allows you to use the program on a PC. It continues to use the current pressure strips and is in a Windows format. The connector box uses a PS/2 or USB port. The box and program are not compatible with previous programs/boxes. **System Requirements:** PC running Windows 95 or newer. Must have a PS/2 keyboard port or USB port and built in sound support. Works with Windows 95, Windows 98, Windows ME, Windows 2000, Windows XP.

Pressure Sensitive Strips

With press-at-any-point control, the five-foot strips allow team members easy entry with eight ounce nominal finger pressure sensitivity. **Use and Care:** The pressure sensitive strips are fragile and should be handled with care. When not in use, the strips should be rolled and secured with a twist tie to prevent folding or breakage.

Service

Please open and try new equipment within three days of receiving and try to make sure it works. If you are having difficulties with your equipment, please contact Monica Thompson at mthompson@lcsc.org as soon as possible, so we can get you up and running.

Please order equipment as soon as you know you need it. Although we try to accommodate "ship ASAP" orders, that is not always feasible. Overnight shipping is not available.

Equipment and Software Prices

Equipment		Minnesota Service Cooperative Members	Minnesota Non-Service Cooperative Members	Out of State
KB Pocket Box (does not include strips)		$275.00	$330.00	$410.00
Pressure sensitive strips:	Cost per strip	$55.00	$75.00	$85.00
	Set of three strips	$155.00	$210.00	$240.00

MINNESOTA SERVICE COOPERATIVES

KNOWLEDGE BOWL® EQUIPMENT ORDER FORM

SHIP TO (Please print clearly)		
Name:		
School:		
Address (no PO Boxes):		
City:	State:	Zip:
Email (required):		
Phone:		

BILL TO (If different than SHIP TO)		
Name:		
School:		
Address:		
City:	State:	Zip:
Phone:		

Which Service Cooperative are you a member of ?:

Item Description	Qty	Price Each*	Total
KB Pocket Box (no computer needed) **(does not include strips)**		Member: $275 Non-Member: $330 Out of State: $410	
Pressure Strip – Single		Member: $55 Non-Member: $75 Out of State: $85	
Pressure Strips – Set of 3		Member: $155 Non-Member: $210 Out of State: $240	
KB Pocket Box- Replacement A KB Pocket Box will be replaced within 2 years of original purchase for a replacement fee.		Member: $15 Non-Member: $25 Out of State: $35	
		SUBTOTAL:	
		SHIPPING (MN & surrounding areas): (other areas, please call for shipping cost) (IF ORDERING MULTIPLE ITEMS, SHIPPING COULD INCREASE)	$10.00
		TOTAL:	

*** Prices quoted are for Service Cooperative Members, Non-Members or Out of State orders.**

Method of Payment: ❒ Check enclosed ❒ Purchase Order enclosed
(P.O. #:_____)

Please order equipment as soon as you know you need it. Although we try to accommodate "ship ASAP" orders - that is not always possible.

4 EASY WAYS TO ORDER

- **Mail this order form to:**
  Monica Thompson
  L.C.S.C.
  1001 E. Mount Faith
  Fergus Falls, MN 56537
- **Phone your order in:**
  (800) 739-3273
  Mon-Fri, 8:00am-4:30pm
  Please have Purchase Order # ready
- **Fax this order form to:**
  (218) 739-2459
- **Email your order (with Purchase Order #) to:**
  mthompson@lcsc.org

PAYMENT METHODS

- Check (payable to LCSC)
- Purchase Order (must have an authorized signature)

FAST TURNAROUND!

Every order is a priority for us. All in-stock items will be shipped no later than 24-48 hours from receipt of order. All items are shipped via SpeeDee Delivery Service.

OVERNIGHT/NEXT DAY SHIPPING NOT AVAILABLE

MINNESOTA SERVICE COOPERATIVES

KNOWLEDGE BOWL® EQUIPMENT ORDER FORM

SHIP TO (Please print clearly)		
Name:		
School:		
Address (no PO Boxes):		
City:	State:	Zip:
Email (required):		
Phone:		

BILL TO (If different than SHIP TO)		
Name:		
School:		
Address:		
City:	State:	Zip:
Phone:		

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		SHIPPING (MN & surrounding areas): (other areas, please call for shipping cost) (IF ORDERING MULTIPLE ITEMS, SHIPPING COULD INCREASE)	$10.00
		TOTAL:	

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(P.O. #:_____)

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  Fergus Falls, MN 56537
- **Phone your order in:**
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  Mon-Fri, 8:00am-4:30pm
  Please have Purchase Order # ready
- **Fax this order form to:**
  (218) 739-2459
- **Email your order (with Purchase Order #) to:**
  mthompson@lcsc.org

PAYMENT METHODS

- Check (payable to LCSC)
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OVERNIGHT/NEXT DAY SHIPPING NOT AVAILABLE

KNOWLEDGE BOWL® Competition Rules
Judge

The judge is in charge of coordinating the round as follows:

1. While teams are filling out their written round, judges review oral questions. If any reader or judge disputes a question and/or answer, correct it or eliminate it and agree on which alternate question to use. All readers must use the same oral questions.

2. Identify yourself to the reader and equipment operator.

3. Check teams in and identify team spokespersons. Coordinate this with the equipment operator who operates the equipment.

4. The reader will wait five minutes for a tardy team and/or team member at the start of any oral round. If the team and/or team member is not seated at the competition table during that five minute period, the team and/or team members will not be allowed into the competition room until the score check following questions 15 or 30. (If the tardiness is caused by a delay in other competition rooms, the reader/judge will wait to begin the competition without penalty to the team.)

5. One of your main duties will be to keep order in the room and ask for "quiet" when unnecessary noise erupts from either teams or audience. The judge has control of consequences for unsportsmanlike behavior by team members or audience. Suggested guidelines: first time--official verbal warning; second time--team member is asked to leave the competition room and is disqualified from participation in the competition. In all cases the competition coordinator is notified as well as team coaches of affected students.

6. As a question is read, the judge should read silently along confirming the correct reading of the question. The judge should stop the reading of a question if the reader reads it in such a way that it is substantially altered. A question read incorrectly should be discarded and an alternate used. The question officially starts as soon as the reader begins to pronounce the question number. Any teams eliminated from a question due to an incorrect answer, will be excluded from alternate questions used due to procedural problems, on that same question.

7. A dispute on a question or an answer can only be raised by competing team members through their team spokesperson, or their designee, and must be done at the time it occurs before the next question is read. Coaches are observers.

DISPUTES <u>MUST</u> BE SETTLED IN THE COMPETITION ROOM AS THEY OCCUR, IN A TIMELY MANNER. THE JUDGE HAS THE FINAL SAY.

8. If there is a disagreement about an answer, the reader and judge should confer as to whether the answer is acceptable. The judge has the final say.

9. Make sure rules are followed as to reading of questions and operation of equipment.

10. During subregional, regional, and state competitions, the judge will be required to keep written scores. This will be a double check or in case of unexpected power failure, etc. If there are any discrepancies, this will be used as the official score. Sample score sheets, included in the appendix, may be copied for competition use.

11. **Conduct score checks only after questions 15, 30, and 45** to verify scores with the equipment operator and take the final scores to the tabulator, registration table, or otherwise as instructed by the competition coordinator.

12. In the event that a regional or state competition ends in a tie, a reserve set of 15 questions will be available for a tie-breaking round.

13. The spokesperson on a team is expected to give the answer. The alternate spokesperson must be designated prior to the expiration of time, **by saying, "I defer to ..." (can point to other member or say their name), or use similar language.**

14. A team may respond with one piece of relevant information in addition to the answer, which is related to that specific question. Samples might include: author and text, number of degrees in larger angle and smaller angle in a math problem. If more than one piece of relevant and related information is given or if the reader or judge doesn't know if that second piece of information is correct the answer will be rejected with a statement of "incorrect answer"**.** Any information contained in the question is not considered extra information. The articles that begin titles ("a", "an", "the") will be excluded from consideration as part of the answer. **Information that is printed in the question (read or unread) is not necessary in the answer, but may be included without penalty. At the state meet, only answers that are agreed upon during the question review will be accepted as correct.**

15. Pronunciations do not have to be exact. A plausible or phonetic pronunciation is usually acceptable, unless it demonstrates a fundamental lack of understanding about the correct answer (e.g., **Malcolm the Tenth** is not acceptable for **Malcolm X)**. As a general rule, while leeway may be given to vowel sounds, consonants should be in the correct order (e.g., **Olduvai** is not the same as **Olvudai)**, and syllables should not be added or omitted.

16. A player may be prompted to spell a phonetically close response. In such cases, the exact spelling is not always required (e.g., a player says **muh-NAY** and is prompted. A response of **M-A-N-A-Y** would be sufficient to remove ambiguity with **Monet**.)

17. If cell phones or other electronic devices are seen or heard during competition rounds, the student violating the policy will be disqualified for the remainder of the round. Additionally, the team will forfeit any points they have earned in that round up to that point. The team may continue, and the student may rejoin the team for successive rounds.

KNOWLEDGE BOWL® Competition Rules
Reader

Rules that the reader must follow are below:

1. While teams are filling out their written round, readers review oral questions. If any reader or judge disputes a question and/or answer, correct it or eliminate it and agree on which alternate question to use. All readers must use the same oral questions.

2. In case of any discrepancies during an oral round, alternate questions are included at the end of each oral round's question set. The reader and the judge may use them as they see fit. If there is disagreement about an answer, the judge has the final say.

3. Identify yourself to the judge and the equipment operator.

4. The reader will wait five minutes for a tardy team and/or team member at the start of any oral round. If the team and/or team member is not seated at the competition table during that five minute period, the team and/or team members will not be allowed into the competition room until the score check following questions 15 or 30. (If the tardiness is caused by a delay in other competition rooms, the reader/judge will wait to begin the competition without penalty to the team.)

5. Call out each question number you are reading. The question officially starts as soon as the reader begins to pronounce the question number. Read the questions clearly and loudly. WHEN A TEAM REGISTERS IN, STOP READING THE QUESTION AT THAT POINT! (NOTE: A beep will be heard when the team registers in.) The equipment operator will assist the reader by calling out only the first registered team to answer.

6. The equipment beeps when the team's time is up. The reader indicates that the team's time is up by saying "Answer .....". The team should respond within 3 seconds. If the team does not respond immediately, the reader says, "No answer", and the equipment operator calls out the second team that registered in. **Once the question is read in its entirety, and so noted by the reader to the teams, the teams have 3 seconds to buzz in. If the wrong answer is given by a team, the other teams who have not buzzed in have 3 seconds to buzz in or the reader will move on to the next question.**

7. Questions may be read in their entirety if no other team has registered in. For example, if the first team registered in fails to answer the question which has NOT been read in its entirety and no other teams have registered in, the remaining two teams will have the question read in its entirety. The reader will automatically reread the question, starting at the beginning. **If one or two teams have buzzed in, and the remaining team(s) ask a question, the officials will not respond with an answer until any team(s) already buzzed in have given their answer.**

*************QUESTIONS MAY BE READ IN THEIR ENTIRETY *ONE* TIME ONLY.*****************

8. It is suggested that the reader state "correct" or "incorrect", after each answer is given. If two answers are given and one is incorrect, the reader says "incorrect".

9. If any question and/or discrepancy arises, confer with the judge as to whether the answer is acceptable. If there is no judge available, your decision is final. A dispute on a question or an answer can only be raised by competing team members through their team spokesperson, or their designee, and must be done at the time it occurs before the next question is read. Disputes must be settled in the competition room as they occur. The judge has the final say. Coaches are observers.

KNOWLEDGE BOWL® Competition Rules
Reader

10. As a question is read, the judge should read silently along confirming the correct reading of the question. The judge should stop the reading of a question if the reader reads it in such a way that it is substantially altered. A question read incorrectly should be discarded and an alternate used. Any teams eliminated from a question due to an incorrect answer, will be excluded from alternate questions used due to procedural problems, on that same question.

11. If a question has a fill-in-the-blank answer in the middle, the reader will say the word "blank" for that space. If the answer completes the sentence, the reader will simply stop reading, and not use the word "blank." For example, "The Eiffel Tower is in "blank," France. OR The Eiffel Tower is in Paris...

12. Do not give verbal or nonverbal clues for more information in a situation where a team gives an incomplete answer. Verbal or nonverbal clues include the use of the words "be more specific, please", pregnant pauses, or gestures. Answers will be evaluated in their original forms.

13. The spokesperson on a team is expected to give the answer. The alternate spokesperson must be designated prior to the expiration of time **by saying, "I defer to ...."(can point to other member or say their name), or use similar language.**

14. A team may respond with one piece of relevant information in addition to the answer, which is related to that specific question. Samples might include: author and text, number of degrees in larger angle and smaller angle in a math problem. If more than one piece of relevant and related information is given or if the reader or judge doesn't know if that second piece of information is correct the answer will be rejected with a statement of "incorrect answer". Any information contained in the question is not considered extra information. The articles that begin titles ("a", "an", "the") will be excluded from consideration as part of the answer. **Information that is printed in the question (read or unread) is not necessary in the answer, but may be included without penalty. At the state meet, only answers that are agreed upon during the question review will be accepted as correct.**

15. When you come to a question where teams may need pencil and paper to arrive at an answer, please announce "pencil and paper" *before* you read the question. Please identify these questions during the review prior to the oral rounds.

16. If you come to a word which may a have questionable pronunciation, please spell the word.

17. Pronunciations do not have to be exact. A plausible or phonetic pronunciation is usually acceptable, unless it demonstrates a fundamental lack of understanding about the correct answer (e.g., **Malcolm the Tenth** is not acceptable for **Malcolm X)**. As a general rule, while leeway may be given to vowel sounds, consonants should be in the correct order (e.g., **Olduvai** is not the same as **Olvudai)**, and syllables should not be added or omitted.

18. A player may be prompted to spell a phonetically close response. In such cases, the exact spelling is not always required (e.g., a player says **muh-NAY** and is prompted. A response of **M-A-N-A-Y** would be sufficient to remove ambiguity with **Monet**.)

19. The judge has control of consequences for unsportsmanlike behavior by team members or audience. Suggested guidelines: first time: official verbal warning; second time: team member is asked to leave the competition room and is disqualified from participation in the competition. In all cases the competition coordinator is notified as well as team coaches of affected students.

20. **Score checks will only be done following questions 15, 30, and 45.**

21. If cell phones or other electronic devices are seen or heard during competition rounds, the student violating the policy will be disqualified for the remainder of the round. Additionally, the team will forfeit any points they have earned in that round up to that point. The team may continue, and the student may rejoin the team for successive rounds.

KNOWLEDGE BOWL® Competition Rules
Equipment Operator

The equipment operator should be familiar with operating the KNOWLEDGE BOWL® competition equipment. The rules for the equipment operator are as follows:

1. Identify yourself to the reader and judge.

2. Ask each team to buzz in for a test run. Coordinate this with the judge.

3. When a team registers in, the reader stops reading the question at that point. The equipment operator immediately calls out only the team that registered in first by saying “a,” “b,” or “c.”

4. The equipment beeps when the team’s time is up. The reader indicates that the team’s time is up by saying "Answer .....”. The team should respond within 3 seconds. If the team does not respond immediately, the reader says, "No answer", and the computer operator calls out the second team that registered in.

5. If the first team does not answer or answers incorrectly, call out the second or third team that has registered in. If the second or third team has not registered in, the reader will automatically read the question again, if it has not already been read in its entirety. **Once the question is read in its entirety, and so noted by the reader to the teams, the teams have 3 seconds to buzz in. If the wrong answer is given by a team, the other teams who have not buzzed in have 3 seconds to buzz in or the reader will move on to the next question.**

6. Teams must not answer until the computer operator and reader call on them to answer! No team may answer without having registered in on the equipment!

7. The team spokespersons should answer all questions unless they designate an alternate spokesperson prior to the expiration of time.

8. If there are any discrepancies, team spokespersons may discuss them with the judge and reader.

9. After questions 15 and 30, the equipment operator will announce the team scores, referring to the teams by school name rather than team a, b, and c. **Score checks will only be done at these times. Equipment operators will also conduct a strip check.**

10. At the end of the round, verify the final scores with the judge and announce the final scores to the teams.

11. If cell phones or other electronic devices are seen or heard during competition rounds, the student violating the policy will be disqualified for the remainder of the round.

KNOWLEDGE BOWL® Competition Rules
Team Members

1. Student participants are recognized as representatives of their school districts and their communities. We celebrate your sportsmanship and appreciate your cooperation.

2. Teams consist of up to five members. Up to four members compete during oral rounds. Team members may be substituted between rounds. Alternates must stay in for the entire round.

3. Identify a team spokesperson. The spokesperson on a team is expected to give the answer. The alternate spokesperson must be designated prior to the expiration of time **by saying, "I defer to ...."(can point to other member or say their name), or use similar language.** When answering a question, speak as clearly and loudly as you can.

4. The reader will wait five minutes for a tardy team and/or team member at the start of any oral round. If the team and/or team member is not seated at the competition table during that five minute period, the team and/or team members will not be allowed into the competition room until the score check following questions 15 or 30. (If the tardiness is caused by a delay in other competition rooms, the reader/judge will wait to begin the competition without penalty to the team.)

5. The reader will call out the question number and read the question to the three teams. The question officially starts as soon as the reader begins to pronounce the question number. If the team chooses to answer, a team member touches the pressure sensitive strip to register in on the equipment. When a team registers in on the computer, the reader stops reading the question at that point. The equipment operator will call out <u>only</u> the first team to register.

6. The reader indicates when the team's discussion time is up by saying "Answer __". You must give your answer within 3 seconds. If the team does not respond immediately, the reader says, "No answer", and the computer operator calls out the next team that registered in. **Once the question is read in its entirety, and so noted by the reader to the teams, the teams have 3 seconds to buzz in. If the wrong answer is given by a team, the other teams who have not buzzed in have 3 seconds to buzz in or the reader will move on to the next question.**

7. No team may answer without having registered in on the equipment.

8. Questions will be read in their entirety if no other team has registered in. For example, if the first team registered in fails to answer the question which has NOT been read in its entirety and no other teams have registered in, the reader will automatically read the question again, in its entirety, starting at the beginning. Any teams eliminated from a question due to an incorrect answer, will be excluded from alternate questions used due to procedural problems, on that same question. **QUESTIONS MAY BE READ IN THEIR ENTIRETY *<u>ONE</u>* TIME ONLY.**

9. The spokesperson, or their designee, is the only person who may request a clarification on disputed questions and this can only be done at the time it occurs and before the next question is read. Should a disagreement about an answer occur, the judge has the final say. Coaches are observers. **ALL ROOM DECISIONS ARE FINAL.**

10. The judge has control of consequences for unsportsmanlike behavior by team members or audience. Suggested guidelines: first time: official verbal warning; second time: team member is asked to leave the competition room and is disqualified from participation in the competition. In all cases the competition coordinator is notified as well as team coaches of affected students.

11. The articles that begin titles ("a", "an", "the") can be excluded from consideration as part of the answer.

12. A team may respond with one piece of relevant information in addition to the answer, which is related to that specific question. If more than one piece of relevant and related information is given or if the reader or judge doesn't know if that second piece of information is correct the answer will be rejected with a statement of "incorrect answer". Any information contained in the question is not considered extra information. The articles that begin titles ("a", "an", "the") will be excluded from consideration as part of the answer. **Information that is printed in the question (read or unread) is not necessary in the answer, but may be included without penalty. At the state meet, only answers that are agreed upon during the question review will be accepted as correct.**

13. If cell phones or other electronic devices are seen or heard during competition rounds, the student violating the policy will be disqualified for the remainder of the round. Additionally, the team will forfeit any points they have earned in that round up to that point. The team may continue, and the student may rejoin the team for successive rounds.

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Minnesota
Service Cooperative KNOWLEDGE BOWL® Competition
Score Sheet

1				16				31			
2				17				32			
3				18				33			
4				19				34			
5				20				35			
6				21				36			
7				22				37			
8				23				38			
9				24				39			
10				25				40			
11				26				41			
12				27				42			
13				28				43			
14				29				44			
15				30				45			
olumn ubtotal				Column Subtotal				Column Subtotal			

Team _____ Total Score _____

Team _____ Total Score _____

Team _____ Total Score _____

Room _____ Round: _____

Minnesota Service Cooperative KNOWLEDGE BOWL® Competition Scoring Form

S = Score **T = Total** **Rounds**

Teams	Written Score	Rank	Oral 1 S/T	Rank	Oral 2 S/T	Rank	Oral 3 S/T	Rank	Oral 4 S/T	Rank	Oral 5 S/T	Place
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
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11.												
12.												
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16.												
17.												
18.												
19.												
20.												
21.												
22.												
23.												
24.												

Sample Questions
Written Round

1. The supraspinatus is a muscle located in the region of the ...
   A. ear
   B. neck
   C. ankle
   D. stomach
   E. buttocks

2. Which is the world's longest continuous mountain barrier?
   A. Alps
   B. Urals
   C. Andes
   D. Rockies
   E. Himalayas

3. A siren blows every 45 seconds. The number of times it blows in 15 minutes is ...
   A. 22
   B. 20
   C. 18
   D. 16
   E. 14

4. A composition for orchestra consisting of three or four distinct movements is classified as a ...
   A. symphony
   B. sonata
   C. cadenza
   D. overture
   E. mass

5. Mr. North can fill a cargo plane in 12 hours working alone. Mr. Secord works at half the speed of Mr. North. But together they can do the job in ...
   A. 4 hours
   B. 5 hours
   C. 6 hours
   D. 7 hours
   E. 8 hours

Sample Questions
Oral Round

1. What Asian nation gained its independence from the United States under the provisions of the Tydings-McDuffie Act of 1946?
•••Answer: Philippines

2. Name both of the European countries that are contiguous to the Gulf of Cadiz.
•••Answer: Portugal, Spain

3. What genre of literature was produced by all these people?
   Kate Wilhelm
   Robert Silverberg
   Samuel Delaney
   Harlan Ellison
   Ian Watson
•••Answer: science fiction

4. 5(Y+3-5) = Z. What is the value of Y?
•••Answer: (Z/5) + 2

5. A double replacement reaction is a chemical reaction between two salts in which cations exchange partners. Another name for such a reaction is ...
•••Answer: metathesis

6. Which article of the Constitution accepts responsibility for all debts of the U.S. and declares the Constitution as the supreme law of the land?
•••Answer: Article VI

7. What is the name for the type of meter that is longer than pentameter but shorter than heptameter?
•••Answer: hexameter

8. What opera by Rimsky-Korsakov included sections based on these stories?
   Narrative of the Prince Kalendar
   The Baghdad Festival
   The Prince and the Princess
   The Sea and Sinbad's Ship
•••Answer: Scheherezade

KNOWLEDGE BOWL® Champions

In 1979, Lakes Country Service Cooperative purchased the rights to "Rural Knowledge Bowl®". The first year involved nine teams from that region. Over the years, more Minnesota Service Cooperatives across the state joined in, and the name was legally changed to Knowledge Bowl®. Once a statewide meet began, there were still several changes--most notably a 2-tier system that still exists today.

List of State Champions:

1982		**Fergus Falls**
1983		**Fergus Falls**
1984		**Fergus Falls**
1985		**Fergus Falls**
1986		**Little Falls**
1987		**Duluth Cathedral**
1988		**Moorhead**
1989		**Northfield**
1990		**Greenbush**
1991		**Bemidji**
1992		**Chaska**
1993		**Chaska**
1994		**Moorhead**
1995		**Chaska**
1996	**A**	**Grygla**
1996	**AA**	**Hibbing**
1997	**A**	**Morris**
1997	**AA**	**Chaska**
1998	**A**	**Murray Co. Central**
1998	**AA**	**Cretin-Derham Hall**
1999	**A**	**Moose Lake**
1999	**AA**	**Cretin-Derham Hall**
2000	**A**	**Moose Lake**
2000	**AA**	**St. Cloud Tech**
2001	**A**	**NRHEG**
2001	**AA**	**Hibbing**
2002	**A**	**Cook**
2002	**AA**	**St. Thomas Academy**
2003	**A**	**Springfield**
2003	**AA**	**Chaska**
2004	**A**	**Park Christian, Moorhead**
2004	**AA**	**St. Anthony Village**
2005	**A**	**East Grand Forks**
2005	**AA**	**St. Thomas Academy**
2006	**A**	**St. John's Prep**
2006	**AA**	**St. Anthony Village**
2007	**A**	**Glencoe-Silver Lake**
2007	**AA**	**St. Anthony Village**
2008	**A**	**St. John's Prep**
2008	**AA**	**Eden Prairie**
2009	**A**	**Loyola Catholic**
2009	**AA**	**Chaska**
2010	**A**	**Sebeka**
2010	**AA**	**St. Anthony**
2011	**A**	**Sebeka**
2011	**AA**	**St. Anthony**
2012	**A**	**St. John's Prep**
2012	**AA**	**Chaska**
2013	**A**	**Glencoe-Silver Lake**
2013	**AA**	**Spring Lake Park**
2014	**A**	**St. John's Prep**
2014	**AA**	**Buffalo**
2015	**A**	**Glencoe-Silver Lake**
2015	**AA**	**Alexandria**
2016	**A**	**St. John's Prep**
2016	**AA**	**Academy of Holy Angels**
2017	**A**	**Glencoe-Silver Lake**
2017	**AA**	**Saint Thomas**

KNOWLEDGE BOWL® CODE OF ETHICAL CONDUCT

KNOWLEDGE BOWL® in Minnesota is unique in that team coaches also serve as competition officials. Because other sports and activities often don't employ their coaches in this dual role, this Code of Ethical Conduct is presented to help coaches determine what conduct is acceptable at KNOWLEDGE BOWL® competitions and what conduct is not acceptable.

We hope that no coach would ever do these things, but we feel the need to state them anyway. Hopefully for new coaches this will help clarify their role; for experienced coaches it will remind them of the responsibility they have, and for the students it will help maintain the fairness of the competition.

- **Coaches will not use knowledge gained at the officials' meeting to help their team.**
  Examples include but are not limited to:
  - ♦ telling team members answers to specific questions
  - ♦ telling team members what specific questions will be asked
  - ♦ telling team members about the general topics (science, literature, etc.) or difficulty of specific questions
  - ♦ telling team members that a specific round or the meet in general will have specific types of questions (e.g. lots of math in Round 3, lots of easy questions in Round 4)
  - ♦ using knowledge about the questions to make player assignments (e.g. putting geography expert in Round 2 where there are a lot of geography questions)

- **Coaches who are acting as readers, judges, or computer operators will not make decisions based on the effect they will have on their own or competing teams.**
  Examples include but are not limited to:
  - ♦ ruling one's own team correct when the answer was not correct
  - ♦ ruling a competing team incorrect when the answer was correct
  - ♦ enforcement of rules (timing, deferring, number pieces of information allowed in answer, protests, etc.) differently for own team than for other teams

- **Coaches will not communicate with their team members during a round of play (between Question #1 and #45, including score checks)**
  Examples include but are not limited to:
  - ♦ communicating answers to teams, either verbally or non-verbally
  - ♦ communicating strategies (e.g. buzz faster or slower, protest that, listen to Tim on geography questions, etc.)
  - ♦ communicating encouragement (e.g. take your time, relax, good job, etc.)