



JDCC 2016 – Corporate Directive

Prepared by the JDCC Organizing Committee

Approved by the Canadian Association of Business Students

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Introduction

The JDC Central (JDCC) Business Competition is an academic case competition in Central and Eastern Canada. It is the only event of its kind to in the region to combine academics, athletics and social challenges to test undergraduate business students in a highly competitive and spirited environment.

The competition is comprised of eight (8) academic cases, a parliamentary-style debate tournament, a two (2) sport athletic tournament and eight (8) social challenges. Prior to the event, each university is required to compete in a charity competition, which includes a large fundraising event and encourages regular volunteering in the community. JDCC also boasts three (3) amazing night events. Each evening is themed and the competition concludes on the third and final night with the gala dinner and awards ceremony.

This JDC Central Corporate Directive is one of two documents governing the competition. The first document is the JDC Central Policy, which discusses the structure of the competition, its eligibility, and other items consistent year over year. Any modification to the Policy must be approved by the Canadian Association of Business Students' Board of Directors. The second document, the JDC Central Corporate Directive includes information about the rules of the competition, as well as the planning and execution of JDCC 2016. The Corporate Directive has been amended by the 2016 JDC Central Organizing Committee, and approved by the Canadian Association of Business Students. Please note that the JDC Central Policy supersedes the JDC Central Corporate Directive.

Please review both of these documents carefully. As an OC member or a Captain, it is your responsibility to ensure that you have read and understood both documents. Any violation of the Corporate Directive will be considered intentional. Ignorance is not a plea! Furthermore, it is the Captain's responsibility to ensure that his or her entire team has read and understood the content herein provided. Any violation of the code of conduct, rules and regulations of the competition will be the responsibility of the offending delegate, and his or her Captain(s).

The Organizing Committee and Captains are to operate within the rules set forward by CABS, however they have the opportunity to suggest changes to the rule book by following the instructions put forward in Appendix A.

Your commitment, persistence, and enthusiasm that you and your teams are investing into this competition are what makes JDCC possible and ensures its success in the future. Together, we have the opportunity to build what will become one of the greatest competitions in Canada.

Welcome to JDC Central,

The JDC Central 2015 Organizing Committee

About This Document

This document is one of two governance documents for JDC Central. The first one is the JDC Central Policy. Anything outlined in the JDC Central Policy supersedes what is written in this document.

This document is binding upon the signature of the Memorandum of Understanding included in Appendix VII, with the exception of Appendices I, V and VI, which were included as best practices and are intended to aid delegations in being successful.

JDC Central 2015 Overview

History of JDC Central

“Jeux Du Commerce” (Commerce Games) has witnessed tremendous success since its inception in Quebec in 1989. JDC has become a prestigious annual event that brings together over 1200 of the top business students from across Quebec. Due to the success of les Jeux du Commerce, the competition began its expansion to the rest of the country. In 2006, the inaugural competition out west was held in Vancouver under a new name: JDC West. JDC West 2009 invited four Ontario schools to compete as half teams in order to bring awareness back to Ontario and develop JDC Central. The schools successfully made an impact at the games and gained significant support for establishing their own competition back in Ontario; JDC Central was born. The first JDCC was held at the Ted Rogers School of Management at Ryerson University in 2010 and the competition continues to embody JDC’s legacy of academic integrity, spirit and competitive excellence, under the guardianship of the Canadian Association of Business Students.

Vision Statement

JDC Central aims to become Canada’s premier undergraduate business competition, giving participating students the opportunity to grow into the leaders of tomorrow.

Mission Statement

JDC Central aims to provide a structure, culture, and opportunity for business students across Canada to achieve excellence in challenging academic, athletic, and social competitions.

Values

Below are the values upon which JDCC is founded. By upholding these values, JDCC is able to

provide a positive competitive environment that allows delegates to learn from their experiences.

Empowerment

Through our words, our actions, and the situations we create, we seek to empower those who experience JDCC. We want to offer an event that encourages confidence and fosters the opportunity for delegates to stand up and be noticed.

Connectivity

Our goal is to bring the world a little closer by creating opportunities to connect. We want to help JDCC participants meet people who can make a difference in their lives.

Professionalism

Being professional is about presenting yourself at your best, acting with integrity and reliability, and about delivering first-class results. We want our professionalism to leave a lasting impression on every stakeholder of JDCC.

Energy

The positive, supportive energy sets us apart from the rest of Canadian business competitions. It is the driving force that pushes us forward when we encounter obstacles. JDCC is created by students for students and should be experienced with electrifying enthusiasm.

Objective of the competition

JDCC provides an opportunity for students to explore many different aspects, disciplines, and cultures of business through their mentors, coaches, industry professionals and peers. Our goal is that each delegate leaves JDCC rich with knowledge, understanding, and relationships that will last a lifetime. JDCC aims to give its delegates the tools, connections and confidence to propel their careers and professional lives into motion.

Spirit of the games

JDCC's unique spirit of goodwill and sportsmanship sets it apart from other competitions. It celebrates the desire to challenge oneself in every facet of life, and fully realize individual and collective potential. JDC Central is an opportunity to be a part of something great. No combination of written words on a page will ever be able to capture the spirit that brings JDCC to life. It is simply something that must be felt in order for it to be truly understood and appreciated. JDCC is a celebration and cheering is central to this celebration. Teams develop their own cheers that they will chant throughout the weekend to encourage their teammates. All delegates will cheer for their peers from other schools using that team's cheer. The cheer your

team develops should be catchy and representative of whom you are as a school, but should be one that can be learned easily by the other teams attending.

Cheers must not include any vulgar sexual, racial, or derogatory terms or references. It is in everyone's interest that JDCC maintains its integrity and is inclusive to all stakeholders. Any violation of this rule will result in point deductions as further outlined in this document.

Joining JDC Central

For information on steps required to join JDC Central, please see the JDC Central Policy, Section 3. The Policy discusses the relegation process in detail, as well as the required next steps: submission of letter of intent, submission of preferred cases for non-full teams, submission of memorandum of understanding, payment of fees and payment details, and adherence to deadlines.

Code of Conduct

All delegates are bound by the Code of Conduct while participating in all official JDCC events, including any and all components of the competition that lie outside of the main competition dates (i.e. initiatives at each school for the Charity Competition).

- No excessive drinking
- No illegal substance use
- No gross negligence
- No violent behavior
- No disrespectful behavior
- No disturbing other guests (inclusive of all venues)
- Follow the itinerary and instructions from the JDCC Organizing Committee
- Follow instructions given by JDCC volunteers and OC
- Respect and follow the rules of the competition
- Be an ambassador for your school
- Have fun!!!

Any breach of this Code of Conduct will result in immediate deduction of Participation Points from the offending team's total. Further actions may be taken by the JDCC Organizing Committee (OC) including, but not limited to, disqualification of the offending participant(s), or disqualification of the offending team.

Eligibility

Specific eligibility requirements are found in the JDC Central Policy.

The OC reserves the right to audit members of each team. The students being audited will be required to provide proof, mailed directly from their respective registrar, that they are enrolled in classes.

Each team must designate a Captain(s), Godparent(s), and Faculty Advisor. These individuals are ineligible to compete in any academic, debate, social, or athletic competition.

The deadline for submitting a final roster with registered position is November 6th 2015. Beyond this date no competitor or position may be swapped or changed. In case of special circumstances and a competitor can no longer attend, revised rosters shall be reviewed and decided on by the OC on a case-by-case basis.

The Captain(s) position shall be confirmed to OC by June 1st 2015. This is due to the voting power held by Captains on JDC related discussions. In the case a team needs to change their Captain(s) it shall be reviewed and decided on by the OC and CABS Management Team on a case-by-case basis.

Important Dates & Deadlines

Below is a list of important dates and deadlines. Captains are reminded that attendance and participation at meetings as well as adherence to deadlines are both considered in determining the winner of the Captain of the Year award, as outlined in the JDC Central Policy. Failure to respect deadlines will result in a point penalty, as outlined in the JDC Central Policy, Section 3.11.

ECLR (Eastern Canadian Leadership Retreat)

May 28-30th 2015, Trent University

ECLR is mandatory for at least one incoming captain. If no Captain can attend, schools may send a proxy representative. Outgoing captains are encouraged to attend as ECLR serves as a formal transition from one year to the other. We recommend that captains come prepared with strategies and best practices regarding delegation selection and fundraising, as these items will be discussed. Issues from the past year will also be constructively discussed in an effort to find solutions and improve this year's competition. Registration link will be sent by ECLR OC in May.

Letter of Intent Due

July 1st 2015

All competing schools must submit a letter of intent, stating their intention to compete at JDC Central 2016. This letter is mandatory and must be signed by both Captains, by the Commerce Students' Society (or equivalent) President, and by the Dean of your School of Business.

Further details regarding the letter and what it should include can be found in the JDC Central Policy. Submit completed and signed letter via email to the Executive Directors.

CBSC (Canadian Business Schools Conference)

August 13th-16th 2015, Ryerson University

This conference is mandatory for at least one Captain. If no Captain can attend, schools may send a proxy representative. We recommend that all Captains read the Corporate Directive prior to attending the conference. Agenda items include:

- Unveiling of the theme for the competition
- Itinerary Review
- Sports vote and discussion of rules
- Clarification of any ambiguous rules, by request of Captains
- Review of Charity point allocation
- Review of Participation point allocation
- Memorandum of Understanding to be signed on the spot

Payments of Delegate Fees

October 9th 2015: First payment [\$100 per delegate, non-refundable deposit]

November 6th 2015: Second payment [\$250 per delegate]

- **The delegate fee for 2016 is \$350 per delegate**

Deadline to Hand-In Delegate Information

November 6th 2015

This is the deadline to submit:

1. Final Delegate Roster

- A spreadsheet will be sent to you by the OC to fill out. No “homemade” spreadsheets will be accepted.
- The information requested in the spreadsheet is: Delegate name (first & last), year of study, expected graduation date, major, delegate type, case (if applicable), role on team (i.e. sports captain, if applicable), date of birth, gender, emergency contact name, emergency contact info (phone #, email and relationship), allergies, mobility restrictions, dietary restrictions, gala meal choice (if applicable), T-shirt size, email address.
- After this date, replacement of delegates is at the discretion of the OC and will be granted on a case by case basis.

2. Signed Waivers

- The waivers will be sent to you by the OC and will need to be signed by each and every delegate of your school. The three waivers are:

- i. Signed Photo Waiver
- ii. Signed Liability Waiver 1 (F306-E Delegate Conduct Agreement)
- iii. Signed Liability Waiver 2 (F308-E Assumption of Responsibility and Risks)

3. Headshots of each delegate

- Please save in a high resolution .JPEG format
- Please save as Firstname_Lastname.jpeg

4. Resume of each delegate

- Save as Firstname_Lastname.pdf

November Meeting

November 6th-8th 2015, Hilton Toronto

This third and final Captains meeting is mandatory for at least one Captain. If no Captain can attend, schools may send a proxy representative. The purpose of this meeting is to run through all the logistical details of the competition, and to do a walk-through of competition facilities. Captains must review all materials sent to them by the OC in preparation for the conference, and come with any questions and recommendations they may have.

Deadline to complete the Groovin' for Charity Event

November 30th 2015

The criteria explaining what constitutes a completed Groovin' for Charity event can be found in this document, under the Charity Competition section.

Confirmation of Arrival/Departure Times and Rooming List Due

December 1st 2015

Mid-November, the OC will send you proposed arrival and departure times based on your geographical location. Please confirm that you acknowledge your arrival and departure times before December 1st 2015. Rooming lists will also be due on this date, and a template will be sent by the OC.

Deadline to Submit Team Video and Music for Dance

December 17th 2015

Deadline to Submit Charity Logs

December 24th 2015

After this date, the charity logs become final and no new additions can be made. The last supporting documents must be submitted by December 29th (to respect the rule of submitting supporting documentation to the Director of Charity within 5 days of the charity activity being

completed.

JDC Central 2016

January 8th-10th 2016, Toronto

Competition Theme

The theme of the competition will be unveiled at CBSC.

Competition Rules

1. Academic Competition

The rules pertaining to team composition can be found in the JDC Central Policy, along with the list of 8 categories of academic cases.

Academic Competition Process

The academic competition is comprised of four (4) major stages: isolation, resolution, presentation, and debrief. The competitors will be provided with an academic competition schedule a minimum of a week prior to JDCC.

JDC Central volunteers will escort competitors in the following periods: isolation to resolution, resolution to presentation. Any communications or attempts at communicating with anyone other than volunteers during said periods is prohibited and will result in disqualification of the competitor's academic case team. Communication or attempts include but are not limited to the following: talking, winking, nodding, waving, or any physical gesture. No warning is required by the escorting volunteer, non-escorting volunteer, or witnessing OC member.

Isolation

The academic schedule will require that all competing case teams are in isolation prior to the start of the first presentation.

No one other than those scheduled to be in isolation, designated volunteers, and OC shall be permitted into isolation, unless approved by OC. Any approved individuals shall declare not to share any case knowledge, and this knowledge will be considered when granting approval.

Check In

All case competitors are required to enter isolation at their designated time outlined in the academic case schedule. Any team that arrives late for isolation will be subject to disqualification, unless special circumstances exist, in which they will be reviewed and decided on by the OC on a case-by-case basis. If two competitors arrive for isolation on time, they will be allowed to continue without their third team member. Any late delegates will be disqualified immediately.

When checking in team members are required to have their delegate badge to confirm their identity. Competitors that cannot provide their delegate badge at time of check in will not be permitted into isolation, and will risk the disqualification of their team. Teams do not have to

check in as a group, but are reminded that late competitors are not allowed in, and two (2) competitors are required to compete.

Search for Prohibited Items

All competitors upon entry of isolation will be required to check all personal belongings at the provided secure coat check. Competitors will be searched later and any personal belongings deemed prohibited will be confiscated by isolation volunteers. Neither JDCC nor the volunteers will be held liable for lost or stolen items confiscated at isolation, and as such competitors are encouraged not to bring personal items.

Prohibited items include, but are not limited to: programmable or digital watches, phones, laptops, tablets, pagers, wallets, purses, books, notes, coats, and any item that the isolation volunteer deems advantageous.

Personal items that will not aid the competitor in anyway like: lip balm, feminine products, or medically required products will be permitted into isolation, but will be inspected by isolation volunteers. Any competitor found with unauthorized material disguised as an approved personal item will be disqualified along with their competing case team.

No food or drink items will be permitted into isolation. If the competitor is in isolation or resolution during predetermined meal times they will be provided such amenities.

Resolution

As stated earlier, competitors will be escorted from isolation to resolution. Any communication or attempts at such with someone other than a volunteer or an OC member will be grounds for disqualification during this escort. Additionally, if any prohibited item is found at this point, it will be means for disqualification.

Resolution will be three (3) hours long, in which teams will generate their case solution. Individual resolution rooms will be provided to each team with the following resources:

- Three (3) printed copies of the case
- One (1) laptop computer equipped with appropriately recent version of Microsoft Office (Word, Excel, and PowerPoint). They will not have access to the internet.
- One (1) USB memory stick
- One (1) non-programmable scientific calculator
- Applicable sections of CICA handbook, if required within the case
- Stationery (pens, highlighters, and paper)

The OC will attempt to inform the Captains of the resources provided as soon as possible.

The competitors are required to save their progress continuously to the USB memory stick. At the ten minutes remaining mark of the resolution a volunteer will visit the resolution room and collect the presentation for printing using another memory stick. Competitors are required to have their presentation ready and saved by the end of their resolution time. The competitors are required to assign one member to carry the USB to the presentation room, where a volunteer will load it onto the presentation computer. Teams will be reminded to save the presentation according to their given school letter.

CORRECT: TEAM_A_ACCOUNTING.PPT

INCORRECT: TRENT_ACCOUNTING.PPT

Any technical difficulties should be reported immediately to the volunteer assigned to the resolution room. JDCC is not responsible for the loss of any unsaved information, as the competitors are reminded to save regularly. Additional time for the reason of technical difficulties will only be granted if the problem persists beyond 10 minutes of report. At this time competitors will be asked to stop all resolution and intra-team communication until the problem is fixed, or a replacement laptop is granted. Upon being fixed they will be asked to resume and will be credited for the time lost.

Presentation

The competitors are not permitted to bring any resources into the presentation room. If competitors are found with any material from resolution it shall be deemed an attempt at an unfair advantage and the team shall be disqualified. The unfair advantage also applies to identifying the team's school in the presentation. No team shall provide the judges, whether in speech or in the PowerPoint, any evidence to which school they belong. Competitors will be allowed to disclose their full names.

Note: Judges will not be able to have their delegate handbook with them at any point during their term. This is to avoid judges finding students while presenting. Judges are, however, recommended to take down students names, first and last, and their school letter to communicate with delegates after the debrief. Competitors will not receive any identifying information on judges prior to competition other than the company information.

Upon arriving at the presentation room, competitors will hand over their USB with the presentation and will wait until the judges and volunteers are ready. At this point they will have twenty (20) minutes to present.

Each team member must speak and add value in the presentation. Any presentation less than eighteen (18) minutes will be addressed a ten (10) percent penalty. A "five-minutes remaining" warning will be issued at the fifteen-minute mark of the presentation, followed by a two-minutes

and a one-minute warning sign. A final ten (10) second countdown will be given by show of fingers. At the twenty (20) minute mark the timekeeping volunteer will ask the team to stop talking. ANY words by the team after being asked to stop and before a judge asks a question will result in a ten (10) percent penalty.

Any spectator in the room may not shed light on what school the team is representing. Therefore the spectators of an academic presentation shall not wear or sport any clothing with school colours, logos, or trademarks. This Includes but is not limited to: hats, t-shirts, pins, sweaters, or coats. Business casual attire is required in and around presentation rooms and the partners' concourse.

Following the twenty (20) minute presentation the judges will have five (5) minutes to question the team's solution. The questions, like the presentation, are limited to the confines of the case and any questions about personal details of the competitors should be disregarded. The competitors should know to not answer the question, as well the volunteer should advise the judge of their failure to comply.

At the 4-minute and 30-second mark (4:30), the competitors will be show the 30-seconds remaining time card. Judges will be prevented from asking any additional questions after the 30-second warning. The timekeeper will count down the last 10 seconds with his/her fingers. At the five-minute mark the volunteer will stop any communication between judges and participants.

After five (5) minutes of questions the volunteer will advise the competitors to leave the room, and excuse the audience.

Note: Only PowerPoint can be open during the presentation and question period. The use of any other application will result in disqualification of the team.

Note: The OC and volunteers will take every measure possible to ensure that the process is respected and that no errors are made. Should an error be made throughout the competition, this error should be carried over to all teams in the category in which the error was made, to level the playing field and ensure all competing teams were faced with similar circumstances. Example: if the first team competing in the Entrepreneurship category was allotted a 5 minute Q&A period when they were not supposed to, then all subsequent teams should also be entitled to a 5 min Q&A.

Time Cards:

Presentation Time Cards:

**Five (5)
Minutes
Remaining**

**Two (2)
Minutes
Remaining**

**One (1)
Minute
Remaining**

Q&A Time Cards:

**Thirty (30)
Seconds
Remaining**

Scoring

Each presentation will be judged by a panel of industry representatives from the case sponsor and other sponsoring companies. The judges will base their evaluation on the rubric found in Appendix B. Judges will have the opportunity to adjust team scores throughout their term. The panel of judges will remain the same for all teams presenting in that academic category for consistent scoring purposes. For instance, if there are 14 teams presenting in the HR Category, the same judges must evaluate all 14 presentations. The scores from the panel will be averaged to give a final score on the presentation. Teams will then be ranked based on their average score. Ties will be awarded.

The OC will make every attempt to have a minimum of 3 judges present for each case.

Entrepreneurship Exception

The Entrepreneurship case will follow a different format than the other 7 cases during the competition weekend. The purpose of the presentation is to test the team's true entrepreneurial spirit and ability to think on their feet. The case itself will present an economic business opportunity or gap in the market. The team is then responsible for creating a business concept within that gap and then pitch it to a panel of potential investors or venture capitalists (Judges).

The structure for the Entrepreneurship case is as follows:

Five (5) minute protected opening pitch

Ten (10) minute unprotected presentation

Five (5) minute protected closing remarks

The opening pitch will allow the team to briefly describe their business concept before being interrupted during the unprotected time. It is up to the team what they want to present in this time. After the first five (5) minutes the volunteer will slap their hand on the desk to mark the start of the unprotected time. During these ten (10) minutes, the panel of judges acting as potential investors or venture capitalists will be allowed to interrupt the presentation and ask questions about the concept. At the fifteen (15) minute mark the volunteer will once again slap the desk to mark the end of the unprotected time and the start of the final five (5) minutes, which is protected time. In the last portion of protected time the team should summarize their concept once more and reassert the value of their proposal.

The scoring for the entrepreneurship case will also follow a different rubric found in Appendix C.

Each team member must speak and add value in the presentation. Any presentation less than eighteen (18) minutes will be addressed a ten (10) percent penalty. A “five-minutes remaining” warning will be issued at the fifteen-minute mark of the presentation, followed by a two-minutes and a one-minute warning sign. A final ten (10) second countdown will be given by show of fingers. At the twenty (20) minute mark the timekeeping volunteer will ask the team to stop talking. ANY words by the team after being asked to stop and before a judge asks a question will result in a ten (10) percent penalty.

Note: Only PowerPoint can be open during the presentation (for both protected and unprotected time). The use of any other application will result in disqualification of the team.

Debriefing

After all presentations have been given for an academic case, the judges will have a minimum of twenty (20) minutes to review their scores and edit them. Following this, the judges will host a thirty (30) minute session with all the competitors from their case to reflect on the solutions presented. This will be considered a one way information session. Following the session, competitors may ask the judges questions, but it is up to the judges whether they answer. Competitors may not ask anything related to standings or final outcomes of the presentations.

Attendance is mandatory for all competitors in academic cases. All delegates of each case team (2 or 3 delegates) must attend the debrief, for its full duration. Should there be an emergency that prohibits a delegate from attending the debrief, Captains must communicate this to the OC immediately. Exemptions will be granted on a case by case basis. Volunteers will take attendance to ensure all delegates attend their debrief. Missing a debrief without having been granted an exemption is grounds for disqualification.

Case sponsors may also be present during this period and have the right to take students aside for one on one questions.

2. Debate Competition

The Debate team composition can be found in the JDC Central Policy.

Scope and Format of Debate

The Debate Competition is based on the Canadian parliamentary style of debate and is confined to political issues within the Canadian parliamentary context; the motions for debate will be focused on economic issues concerning Canadian and global citizens, as

opposed to strictly “social” issues. The resolutions presented will concern economic and international policy, but may extend into other areas as well.

Assignment of Sides

Each team will be randomly assigned to represent either the government or opposition side of the debate. The government (or pro side) will argue in favour of the proposed resolution. The opposition (or con side) will argue against the proposed resolution.

Member Roles

Below is a list of roles to be assumed by the competing teams during the debate. Selection of these roles is at the discretion of the competing team.

Prime Minister

The Prime Minister (PM) opens the debate for side government. He or she outlines the resolution and takes a stance supported by various contentions. It is the responsibility of the PM to define the terms of the debate found in the resolution. The PM must also close the debate with a final rebuttal.

Leader of the Opposition

The Leader of the Opposition must outline the Opposition’s position. He or she may reject the PM’s arguments and introduce their own. It is also his or her role to accept or reject the definitions of the debate put forth by the PM. Rejection of the definitions of debate must be explicitly stated.

Government and Opposition Representatives

These roles are intended to clarify, delineate and reinforce their party’s stance. It is their role to refute the opposing party’s arguments. They may also introduce new arguments during constructive time if they feel it is in their interest to do so.

The Fourth Delegate

The role of the fourth debate competitor on any given team is to support those speaking members by acting as a note taker. This fourth member is not to speak in order to make any argument, point of information or any otherwise permitted motion, speech or verbalization during the debate itself. In essence, this team member’s role is not to address the speaker, audience or opposition in any direct way. Failure to abide by this rule is grounds for a five (5) point penalization of the team’s final debate score, and will be addressed and recorded by the Speaker of the House directly during the debate. Note that three (3) failures to comply within the same debate are grounds for team to forfeit that debate.

Other Roles

The following roles will be appointed by the OC to preside over the Debate Competition.

Speaker of the House

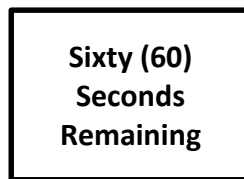
The Speaker of the House opens the session, outlines the rules and format of the debate, determines who has the floor and enforces adherence to decorum. The Speaker of the House has the right and privilege to decide if, and when, to withdraw a member's right to speak.

All debate topics must be original and no two topics in the entire competition will be the same.

Debate Timekeeper

The timekeeper is responsible for tracking the time during the debate. The timekeeper will start a stopwatch at the beginning of every speech. Time warning cards will be held every sixty (60) seconds showing how many minutes remain in the speech. A final ten (10) second countdown will be issued by show of fingers. Fifteen (15) seconds grace will be allowed following the conclusion of every speech; at the conclusion of the grace period, the timekeeper will slap the desk and the Speaker of the House will ask the member to be seated.

Debate Time Cards:



Types of Speaking Time

Throughout the debate, certain speaking times come with specific constraints. Time may be either protected or unprotected and constructive or rebuttal.

Protected Time

During protected time, the speaking member may not be interrupted by the opposing party. The beginning or ending of protected time will be noted by a slap on the desk from the debate timekeeper.

Any opposing member who attempts to speak during protected time will be seated by the Speaker of the House and noted as being out of order. Note that verbalization qualified as out of order during Protected Time will be considered unfavorably in scoring the participant's team speaker scores.

Constructive Time

During constructive time, members may introduce new constructive arguments as well as refute the arguments of the opposing party.

Rebuttal Time

During rebuttal time, no new constructive arguments shall be made. The speaking member may only review the positions presented in the debate to refute the opposing side's arguments and reinforce his or her party's position. Judges will not consider any constructive arguments that a member raises during rebuttal time and the offending member's score will be reduced.

Structure of Debate

Three (3) debaters from each side shall speak from the lectern during each debate and selection of these debaters is at the discretion of the competing team.

Below is the breakdown, in speaking order, of the debate:

- Prime Minister
 - One (1) minute of protected, constructive time
 - Four (4) minutes of unprotected, constructive time

- Member of the Opposition
 - One (1) minute of protected constructive time, followed by;
 - Five (5) minutes of unprotected constructive time, followed by;
 - One (1) minute of protected constructive time

- Cabinet Minister
 - One (1) minute of protected constructive time, followed by;
 - Five (5) minutes of unprotected constructive time, followed by;
 - One (1) minute of protected constructive time

- Member of the Opposition Two
 - One (1) minute of protected constructive time, followed by;
 - Five (5) minutes of unprotected constructive time, followed by;
 - One (1) minute of protected constructive time

- Parliamentary Secretary
 - One (1) minute of protected constructive time, followed by;
 - Five (5) minutes of unprotected constructive time, followed by;
 - One (1) minute of protected constructive time

- Leader of the Opposition
 - One (1) minute of protected constructive time, followed by;
 - Four (4) minutes of unprotected constructive time, followed by;
 - Three (3) minute of protected rebuttal time

- Prime Minister

- o Three (3) minutes of protected rebuttal time

Validity of Government's Interpretation of Resolution

Side government must present a debatable case that must give the opposition some reasonable grounds to base their arguments. Government's framing of the resolution may fail to be debatable if:

1. It is a truism. This means that the government has framed the resolution such that no honest, reasonable person would oppose. For example, "child neglect should be illegal.", or "murderers should be imprisoned".
2. It is a tautology. This means that the government has framed the resolution such that is logically true. For example, "Stephen Harper is the worst Canadian Prime Minister since 2008" is a tautology, since he has been the only Canadian Prime Minister since 2008.
3. It requires the opposition to possess specific knowledge that a reasonably intelligent generalist could not be expected to have. For example, "The Air Force should decommission the V-22 Osprey helicopter because of its low flight-thrust ratio" requires overly specific knowledge.

If the opposition believes that side government has presented a truism, tautology, or specific knowledge case, the Leader of the Opposition must explicitly state this in their speech giving justification for the claim. Side Opposition may then alter side government's case to make it debatable. If the government refuses to accept the opposition's alteration of the case, the round will conclude and the judges will decide if the case was acceptable. If the judges believe the case was a truism, tautology, or specific knowledge case, side government will lose the round.

Other Speaking Privileges

Members retain certain speaking rights even when not speaking at the lectern during their allotted time. Below is a list outlining typical member privileges and how they apply to the Debate competition.

Points of Information

Teams will be able to directly ask questions of the speaking member on the opposing side through the use of Points of Information (POI). The purpose of a POI is to immediately exploit a weakness or flaw in logic of the opposing speech through the use of a simple, direct question.

POIs must be framed in the form of questions with the purpose of clarification or exposing flaws in logic that strengthen the case of the asker. POIs must not be a statement of fact or commentary and may only be asked during unprotected, constructive speeches.

Members may also use a special form of POI, called a Point of Clarification. Points of Clarification must be phrased as a question and are intended to force the speaking member to clarify his or her argument to ensure a confusion-free debate round. Points of Clarification must not be abused by asking for an unreasonable number of clarifications or by disguising arguments as clarification.

To ask a POI, the competitor must stand up and place one hand on his or her head with the other hand pointed towards the individual making the speech. At this point, the individual who is speaking has the right to refuse hearing the question and may waive the opposing team member's question by a verbal or hand gesture. The speaker may also elect to accept the question and can make a verbal or hand gesture to acknowledge the question.

Members are under no obligation to accept POIs. However, proficiency in answering POIs and the confidence to accept them will result in higher individual speaker points. Any individual who refuses to answer any POIs during constructive speech will receive a lower individual speaker score.

A POI used effectively can add a new dimension to the debate and push competitors to truly think on their feet. If POIs are not used in a constructive manner and compromise the spirit of the debate, the Speaker of the House will warn the offending member when the speech has concluded and the offending debater will lose individual speaker points.

Points of Order

Points of Order (POO) will not be permitted at any time. POOs are used to point out when a member is out of order. The Speaker of the House will address issues of decorum, including, but not limited to, members speaking out of order, members posing too many POIs and members displaying outwardly disrespectful behavior. Any issue with decorum will result in the loss of individual speaking points from the offending member's score. In extreme cases, the Speaker of the House will inform the Organizing Committee of the situation which may result in the deduction of overall participation points from the offending school.

Points of Personal Privilege

Points of Personal Privilege will not be permitted at any time. Points of Personal Privilege are asked when a debater wishes to ask a favor, such as a request for a washroom break

or to rise on a point of order if the debater who is speaking is engaging in direct personal attacks.

Debate Competition Process

The Debate Competition is a three (3) stage process consisting of isolation, resolution and debate stages. Competitors will progress through the stages as per the provided debate schedule, which will be provided a minimum of one week prior to the commencement of the competition.

JDC Central volunteers will escort competitors in following periods: isolation to resolution, resolution to presentation. Any communications or attempts at communicating with anyone other than volunteers during said periods is prohibited and will result in disqualification of the competitor's debate team. Communication or attempts include but are not limited to the following: talking, winking, nodding, waving, or any physical gesture. No warning is required by the escorting volunteer, non-escorting volunteer, or witnessing OC member. Teams should be warned to avoid any actions that may be perceived as an attempt to communicate.

Isolation

All debate competitors are required to enter isolation prior to entering resolution as set out in the debate schedule.

No one other than those scheduled to be in isolation, designated volunteers, and OC shall be permitted into isolation, unless approved by OC. Any approved individuals shall declare not to share any case knowledge, and this knowledge will be considered when granting approval.

Check In

All debate competitors are required to enter isolation at their designated time outlined in the debate schedule. Any team that arrives late for isolation will be subject to disqualification, unless special circumstances exist, in which they will be reviewed and decided on by the OC on a case by case basis. If three competitors arrive for isolation on time, they will be allowed to continue without their fourth team member. The fourth team member will be disqualified immediately.

When checking in team members are required to have delegate badge to confirm their identity. Competitors that cannot provide their delegate badge at time of check in will not be permitted into isolation, and risks the disqualification of their team. Teams do not have to check in as a group, but are reminded that late competitors are not allowed in, and three (3) competitors are required to compete.

Search for Prohibited Items

All competitors upon entry of isolation will be required to check all personal belongs at the provided secure coat check. Competitors will be searched later and any personal belongs deemed prohibited will be confiscated by isolation volunteers. JDCC nor the volunteers will be held liable for lost or stolen items confiscated at isolation, as such competitors are encourage not to bring personal items.

Prohibited items include, but are not limited to: programmable or digital watches, phones, laptops, tablets, pagers, wallets, purses, books, notes, coats, and any item that the isolation volunteer deems advantageous.

Personal items that will not aid the competitor in anyway like lip balm, feminine products, or medically required products will be permitted into isolation, but will be inspected by isolation volunteers. Any competitor found with unauthorized material disguised as an approved personal item will be disqualified along with their competing case team.

No food or drink items will permitted into isolation. If the competitor is in isolation or resolution during predetermined meal times they will be provided such amenities. Specific water bottles will be provided by the OC to the debate delegates, however the bottles will be inspected.

Resolution

As stated earlier, competitors will be escorted from isolation to resolution. Any communication or attempts at such with someone other than a volunteer or an OC member will be grounds for disqualification during this escort. Additionally, if any prohibited item is found at this point, it will be means for disqualification.

During the resolution stage, competing teams will generate their arguments. Each of the debates in the preliminary round will have a thirty (30) minute resolution period. Debates in the playoff round will have a forty-five (45) minute resolution period. Individual resolution rooms will be allocated to each team and no personal items are allowed in the room. Teams found to be in possession of banned items will be disqualified from the competition.

Each resolution room will have the following materials available:

- One (1) copy of the resolution
- One (1) copy of the note denoting which side the team shall represent
- Stationery (pens and paper)

The OC reserves the right to give additional resources to teams in resolution; in the event that this is done, all teams in the same case must be given the same resources.

All teams will be given a five (5) minute warning before the end of resolution. If groups continue to work after resolution concludes, the team will be immediately disqualified.

Teams may bring the notes generated in resolution to the debate but must leave all other materials, including, but not limited to, pens, resolution and assignment of role in their resolution room.

The Debate

Competing teams will sit on opposite sides of the debate forum, Side Government will sit to the right side opposition will sit on the left. Pens will be provided. The debate will proceed as described in Section 5.2 above.

Final Round Attire

In the spirit of parliamentary decorum, debate teams who make their way to the final debate event will be required to wear the formal dress robes provided to them by the JDCC OC. Please note that formal business attire is still required beneath the robes. The OC will make every effort to provide robes for all debate events.

Individual Scores

Competitors on teams that progress to the playoff debates will be eligible to win the Top Speaker award. The award will be granted to one competitor with no runners up. The winner is decided upon by the Judges of the playoff rounds. In the case of a tie, the judges may elect to award it to a maximum of two competitors. Judges should keep in mind the technical aspect of being a debater.

Win-Loss Record

Each team will also be assigned a win-loss record, tracking their success. A win-loss record of three to two (3-2) denotes a team that has won three (3) rounds and lost two (2). Generally, the team with the higher speaker points will win the round, except in extraordinary cases. The winner of the round will be determined by majority vote of the judges.

Tournament Structure

Each team will compete in three (3) debates during the preliminary round which will take place on the Saturday of the competition. Team matchups will be randomly assigned and no team will face the same team twice in the preliminary rounds. The OC will attempt to ensure that each team has the opportunity to argue on both the government and opposition side during the preliminary round.

After the conclusion of the preliminary round, teams will be ranked in their pool from highest to lowest by win-loss record. In the likely event that two teams have the same win-loss record, the better position will be awarded to the team that won when they debated each

other in the preliminary round. In the case that they did not debate each other, the two teams' cumulative scores from the preliminary round will be calculated, with the team with the higher score taking the better position. In the event of a three-way tie, the same method of calculated the cumulative score will be used. These rankings will be the basis for the seeded playoff round.

Following the preliminary rounds, a single elimination tournament will begin which will include quarter finals, a semi- final round, third place debate and final debate. The top four (4) ranked teams from each pool will compete in the quarter- finals on Sunday morning. The selection of government and opposition sides in the quarter final round will be given to teams ranked first and second in their pool. The quarter-finals will be seeded such that:

Quarter Final	Semi Final	Final
(1) 1 st P1 v 4 th P2		Winner (5) v Winner (6)
(2) 2 nd P1 v 3 rd P2	(5) Winner (1) v Winner (2)	
(3) 3 rd P1 v 2 nd P2	(6) Winner (3) v Winner (4)	
(4) 4 th P1 v 1 st P2		[Consolation] Loser (5) v Loser (6)

In the final rounds the sides will be determined by a coin toss.

The winners of the semi-final debates will debate in the final debate to decide the Champion of the debate competition. The loser of that match will be declared first runner up and ranked second (2). The losers of the semi-final debates will compete in another debate to decide third place. The winner will be deemed third place and loser fourth place, they will be ranked third (3) and fourth (4) respectively.

3. Sports Competition

The Sports Team Composition can be found in the JDC Central Policy.

Competition Format

The sports competition will be comprised of two (2) sports tournaments. Each sport will be recognized as an individual tournament within the overall sports competition.

The JDC Central 2016 Sports Competition will be composed of two sports:

- 1.
- 2.

Please note that the two sports will be decided upon at CBSC (Canadian Business Students Conference, taking place at Ryerson University on August 13-16th 2015). The Corporate Directive will be updated following this event to reflect the decisions. Specific rules for each sport will be included in Appendix VIII.

4. Social Competition

This section outlines the structure, rules and evaluation of Social Competition at JDCC. This section serves as the basis for all decisions made in regards to the Social Competition.

The Social team composition and eligibility can be found in the JDC Central Policy.

Overview

The Social Competition unites students to participate in exhilarating challenges and fun events. The team-focused atmosphere provides a challenging and entertaining team building experience for business students. The goal of the Social Competition is to create a dynamic and interactive event, which engages competitors in social challenges, which focus on teamwork and creativity.

Social competitors will be tested physically and mentally over the course of the weekend in a number of extreme challenges. These highly energetic challenges will test the team's ability to work together and overcome obstacles with creative solutions.

The Social Competition will hold a common theme throughout the events. This theme shall be announced by the Director of Social at CBSC, and this document will be updated to reflect the announcement.

The Competition Process

The Social Competition is comprised of eight (8) separate social events that will challenge competitors to remain focused and energized throughout the weekend. No events will require competitors to consume food or drink.

Event Scheduling and Details

The Social Competition will begin at 0100 (1am) on the Saturday of JDCC and will conclude at 1700 (5pm) on the Sunday of JDCC. Social events may occur at any time during this period and competitors are expected to be on-call throughout the duration of the competition.

Complete event details will not be available to competitors until the beginning of each challenge. Teams will be given prior notice regarding the nature of the event and supplies needed.

Event Costumes

All teams will be required to have 3 costumes for the entire competition. These costumes will be used for 2 social challenges each. For the remaining 2 challenges, social delegates will be asked to wear their team gear.

Event Notification

Social competitors must be on-call at all times during the competition. JDCC social staff will contact all competing teams via two (2) text messages to two different people/phone numbers before each event is to occur, giving reasonable time to allow for teams to arrive at the event. Each team can report up to four (4) team contact numbers to the JDCC social staff. In the event that the first number is unreachable, JDCC social staff will continue, in order, down the list. If all numbers are unreachable, JDCC staff will continue to cycle through the numbers until the event begins. Competing teams are responsible for ensuring that cell phones are charged at all times.

Competitor Conduct

Teams are expected to abide by the JDC Central Code of Conduct at all times and any breach of the Code of Conduct during a social event will result in disqualification from that specific event. Cheating will not be tolerated and any teams caught cheating during an event will be disqualified from that specific event.

All social competitors must remain completely sober throughout the Social Competition. JDCC Captains will be notified if any of their social competitors are suspected of being intoxicated during the competition. Competitor that arrive for an event intoxicated will be immediately disqualified from that event and the overall point score of the respective team will be reduced by twenty five (25) percent per intoxicated team member. If an event requires a specific number of competitors and a team is unable to fulfill the requirements for that event due to the disqualification of a team member, the entire team will be disqualified from that specific event. The director of social and his/her direct reports will be responsible for enforcing this rule.

Competitors are required to arrive to all social events on time. Claims of ignorance of event times will not be tolerated. Teams who fail to arrive at an event on time will be deducted spirit points and will have no special accommodations made for them by JDCC social staff. In cases where the event structure permits a late team to participate, the team shall be allowed to compete when they arrive. Should the event structure not be conducive to starting late, the team will be disqualified. The final decision of whether or not the event structure allows for late teams to participate lies with the Director of Social.

Scoring

Each event shall be scored out of one hundred (100) points. All events shall allocate fifty (50) points to the event outcome and fifty (50) points to spirit.

Of the fifty (50) spirit points, thirty will be allocated to creativity of costume and staying in character; the remaining twenty (20) spirit points will be judged using the following criteria:

- Cheering on your own team
- Cheering on other teams
- Participation and intensity
- Being wild and spontaneous

Out of the fifty (50) points allocated to event outcome the last place team cannot get a score lower than 20/50, the rest of the points will be scored relatively.

Out of the thirty (30) points allocated to costume and staying in character the last place team cannot get a score lower than 10/30, the rest of the points will be scored relatively.

Out of the twenty (20) points allocated to spirit the last place team cannot get a score lower than 5/20, the rest of the points will be scored relatively.

Event outcome scoring rubrics will be different for each event and may be comprised of up to three (3) different components. These components and their weighting will be discussed with all competitors before each event begins to ensure full understanding of the evaluation criteria. Event outcome components may be qualitative or quantitative and include, but are not limited to, placement in a timed event, completion of a challenge, and creativity of solutions.

Social Competition Rankings

At the conclusion of the Social Competition, the scores for each event will be added together and teams will be ranked. The team receiving the most points will be declared champions of the Social Competition.

5. Charity Competition

This section outlines the structure, rules and evaluation of Charity Competition at JDCC. This section serves as the basis for all decisions made in regards to the Charity Competition.

Team Composition and Eligibility

Only delegates listed in the Final Team Roster submitted to the Organizing Committee are eligible to contribute to the Charity Competition. To be counted towards the Charity Competition, all activities must be completed by JDCC delegates between September 1st 2015 and December 24th 2015, inclusively.

Charity Competition Process

The Charity Competition will be comprised of three components: (1) Groovin' for Charity event, (2) volunteer hour recognition and (3) fundraising activity recognition. Activities recognized under one component of the Charity Competition cannot be recognized under any other component.

As explained in detail in the JDC Central Policy, the Charity Competition Point Allocation will be broken down as follows:

- One (1) point allocated to each team that completes the Groovin' for Charity challenge, following the criteria outlined below
- Up to two (2) points allocated to the team that clocks in the most volunteer hours through events OTHER THAN the Groovin' for Charity event
- Up to two (2) points allocated to the team that raises the most money through fundraising initiatives INCLUDING the Groovin' for Charity event

Each delegation thus has the possibility to earn up to 5 points in the Charity Competition.

Groovin' for Charity

Groovin' for Charity is a dance-a-thon event, which must be hosted by all JDC Central teams. In order to obtain the point allocated to the Groovin' for Charity challenge, the event must meet the following criteria:

- Be held before November 30th 2015
- Be held in a public place
- At least 80% of your delegation must attend the dance-a-thon at some point, and participants must keep dancing throughout the course of the event
- The event must last for at least four (4) hours.
- All funds raised during the Groovin' for Charity challenge must be sent to Big Brothers Big Sisters of Canada. Competing teams must coordinate the submission of funds with their local agency. Contact information for local agencies can be found at <http://www.bigbrothersbigsisters.ca/>.

The amount of money raised during this challenge can be added to the total amount of money fundraised by the delegation. Only JDCC competitors may actively raise funds; this includes pre-event pledges and fundraising during the event.

Music played at the event must be catered to the venue in which the event is held. Events that are held in public spaces should play music that avoids the use of offensive language.

Volunteer Hour Recognition

Teams will be recognized for volunteer hours that their team competitors provide to charitable organizations prior to the competition. In order to receive recognition, a competitor must volunteer time with a registered charity and the work done must create a direct benefit for the community.

Volunteer work with student organizations will be ineligible for recognition, unless the hours are spent volunteering at an event that benefits a charitable organization; volunteer hours spent planning these events will not be recognized.

Organizations and events must be approved by the OC in order to receive recognition for volunteer hours. The charity approval form is available on the CABS Portal. The OC will require the organization's registered charity number and the contact information for a representative of the organization. Each team must submit a completed JDCC Charity Log showing all volunteer hours completed and a signed recognition of volunteer hours completed from a representative of each charitable organization before the deadlines outlined in the Important Dates section of this document.

All hours that are claimed will be verified with the charitable organizations.

Fundraising Activity Recognition

Teams will receive recognition for funds raised for charitable organizations by JDCC competitors. Fundraising activities will only receive recognition if the specific fundraising activity is wholly organized and executed by JDCC team members. For example, organizing a JDCC CIBC Run for the Cure team to fundraise for the Canadian Breast Cancer Foundation would count towards the fundraising total as the team is organized by, and comprised solely of JDCC team members. Funds will not be recognized if individuals who are not JDCC team members assisted in the fundraising effort. Please note that the funds raised through the Groovin' for Charity event organized by your delegation can also be included in your total fundraising amount.

Each team must submit a completed JDCC Charity Log showing all funds raised and copies of donation receipts from the registered charities to the JDCC Organizing Committee before the deadlines in the Important Dates section of this document. Fundraising events must be approved by the OC in order to receive recognition for volunteer hours. The charity approval form is available on the CABS Portal.

The team with the highest point total will be named the champions of the Charity Competition.

6. Participation Competition

This section outlines the structure, rules and evaluation of Participation Competition at JDCC. This section serves as the basis for all decisions made in regards to the Participation Competition.

Participation Point Distribution

Participation Points are awarded to encourage competitive congeniality at JDCC. As per the JDC Central Policy, the points will be divided into three (3) categories as follows:

Creativity	/30
Spirit of the Competition	/30
Attendance	/40
Total Score	/100

Teams will be evaluated on their performance in these categories throughout the weekend. A Participation Judging Committee will be appointed and help the OC monitor the competition so as to allow for participation point addition and subtractions.

1. Creativity

Creativity is how your team brings the competition to the next level and is comprised of the multiple peripheral components of the competition including: the Friday Night Video, Saturday Night Dance, and Item brought to Isolation. Points in this section of the competition will be awarded as follows:

Friday Night Video	/30
Saturday Night Dance	/30
Participation Element	/40
Total Score	/100

A) Friday Night Video

The Friday night video is a maximum of a three (3) minute video highlighting your delegation and welcoming the other delegations to the competition. The videos will be graded by the OC and the participation judging committee, according to the following criteria:

Creativity	/5
Clarity and Composition	/5
Team Spirit	/5
Sportsmanship/Congeniality	/5
Total Score	/20

B) Saturday Night Dance

The Saturday Night Dance is a short dance to the social theme. The theme will be chosen by the OC, and each team will be given their specific brand at random during CBSC. Dances will be graded by members of the OC Executive Team, led by the Director of Social, and the Participation Judging Committee on the following rubric:

Creativity	/4
Costume Design	/4
Cohesion (Choreography)	/4
Team Spirit	/4
Adherence to Theme	/4
Total Score	/20

C) Participation Activity

Each delegation will be asked to bring one participation activity to a designated portion of the competition: buffer zone (2 schools), academic isolation (2 schools), debate isolation (2 schools), Sports facilities (2 schools), hospitality suite 1 (3 schools), and hospitality suite 2 (3 schools). This participation activity will be designed to entertain and involve delegates. It can take the form of a game, a booth, an activity, etc. Activities must be approved ahead of time by the Director of Events. To find out which school will be bringing an activity for which event, a draw will be held at CBSC. The first school who gets picked will get to choose their event first, and so on.

Creativity: How original is the participation activity?	/5
Involves delegates: Are delegates actively partaking in the activity?	/5
Sustainability: Does the activity run throughout the entire designated event? Does it have enough supplies for all delegates to participate?	/5
Attractiveness: Are delegates drawn to this activity and do they want to participate? Do delegates enjoy your activity?	/5
Total Score	/20

2. Spirit of the Competition

Spirit of the competition is divided into three components: team spirit, behaviour, and congeniality and sportsmanship. Certain categories will be cumulative, and certain categories will be deductive. Points will be awarded or deducted throughout the competition at the discretion of the OC in consultation with volunteers, judges, sponsors, captains, and competitors. The points will be divided as follows:

Team Spirit	/10
Behaviour	/10
Congeniality and Sportsmanship	/10
Total Score	/30

A) Team Spirit

Team Spirit will be judged by the level of enthusiasm and energy shown by teams throughout the competition. Team Spirit can be shown by cheering for other teams and your own, using appropriate costumes and swag, participating at night events and keeping levels of enthusiasm high.

Each team will begin with 0 points in the category at the beginning of the competition. Points may only be added for team spirit. All requests for point additions (1 or .5) must be submitted in writing to the Executive Directors prior to 4pm on Sunday of the competition. It is at the discretion of the Executive Directors as to whether or not a submission is valid for consideration.

All teams will be made aware of their point standing at the last captains' meeting on both Friday and Saturday, respectively. In the event that a team's score exceeds 10 points, it will be rounded down to 10.

B) Behaviour

Behaviour will be judged by appropriate interactions with judges, sponsors, and spectators at the competition. Good behaviour can be shown by using proper manners and etiquette in interacting with sponsors, using proper language, and being courteous. Poor behaviour is characterized by rude or impolite actions or words, and overall poor demeanor in front of our guests.

Each team will be awarded with 5 points in the category at the beginning of the competition. All additions and subtractions of points must be submitted in writing to the Executive Directors prior to 4pm on the Sunday of the competition. It is at the discretion of the Executive Directors to decide whether the addition or subtraction is valid. Delegations

will be updated on their point standing at the last captains' meeting on both Friday and Saturday evenings, respectively.

In the event that a delegation earns more than ten or less than zero points, they will be rounded up or down to 10 or 0 respectively.

C) Congeniality and Sportsmanship:

Congeniality and Sportsmanship will be judged on friendliness, support, and respect shown to other teams, JDCC volunteers, and the OC as well as adherence to JDCC rules and regulations. Teams that make extra effort to show support and encourage friendly competition will be ranked highly in this category.

Teams that show disrespect towards others, negative attitudes or defiance of JDCC rules will receive poor scores in this category. JDCC Captains will be notified of all incidents, which will negatively affect their team's score in this category. Point deductions are at the discretion of the OC and will be handled on a case-by-case basis

Each team will be awarded with 5 points in the category at the beginning of the competition. All additions and subtractions of points must be submitted in writing to the Executive Directors prior to 4pm on the Sunday of the competition. It is at the discretion of the Executive Directors to decide whether the addition or subtraction is valid. Delegations will be updated on their point standing at the last captains' meeting on both Friday and Saturday evenings, respectively. In the event that a delegation earns more than ten or less than zero points, they will be rounded up or down to 10 or 0 respectively.

3. Attendance

All delegates will be required to check in and out of all events, including but not limited to: sports games, academic case presentations, debates, night events, and the hospitality suite. It is up to the delegate to remember to check in AND out of events. Only entries with both an in and out check will be counted.

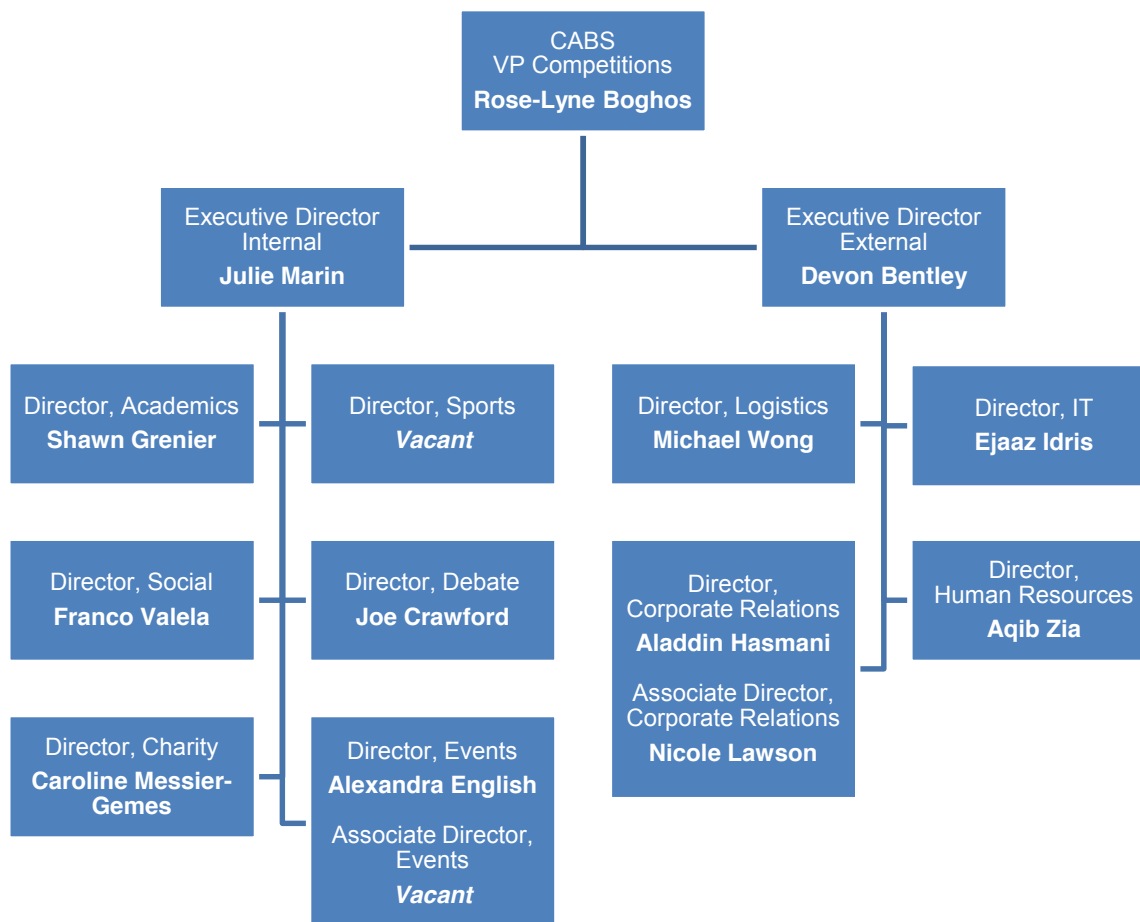
The scores will be summed and divided by the number of delegates on the team to arrive at a "number of check-ins per delegate" score. Teams will be ranked from first to fifteenth in number of check-ins per delegate. First place will receive 40 points, and each subsequent ranking team will be awarded $(40 - [\text{rank}-1])$ points.

Closing

The Organizing Committee to the best of their abilities will enforce the policies stated in this document. The honesty of the stakeholders acts as a positive re-enactor that will ensure that JDC Central continues to thrive into the future. The ideas presented in this policy offer structure to maintaining the integrity of JDC Central. All teams and all delegates have everything to gain from the honest practice that this document offers. It should be recalled that the vision for the Canadian Association of Business Students (CABS) is “To ensure the quality of tomorrow’s business leaders in Canada, and to ensure future sustainability of business in Canada and the country’s economy.” This can be achieved through the successful implementation and continual practice of these procedures.

Appendix I: JDC Central Organizing Committee

Please see the chart below to familiarize yourself with this year's Organizing Committee. Each member of the Organizing Committee can be reached via email, should you have any questions in preparation for the competition.



Position	Name	Email
VP Competitions, CABS	Rose-Lyne Boghos	vpcompetitions@cabsonline.ca
Executive Director, Internal	Julie Marin	executive.internal@jdccentral.ca
Executive Director, External	Devon Bentley	executive.external@jdccentral.ca
Director, Academics	Shawn Grenier	academics@jdccentral.ca
Director Sports	Vacant	sports@jdccentral.ca
Director, Social	Franco Valela	social@jdccentral.ca
Director, Debate	Joe Crawford	debate@jdccentral.ca
Director, Charity	Caroline Messier-Gemes	charity@jdccentral.ca
Director, Events	Alexandra English	events@jdccentral.ca
Associate Director, Events	Vacant	associate.events@jdccentral.ca
Director, Logistics	Michael Wong	logistics@jdccentral.ca
Director, IT	Ejaaz Idris	it@jdccentral.ca
Director, Corporate Relations	Aladdin Hasmani	corporate@jdccentral.ca
Associate Director, Corporate	Nicole Lawson	associate.corporate@jdccentral.ca
Director, HR	Aqib Zia	hr@jdccentral.ca

TEAM

A B C D E F G H I J K L M N O

CASE

ENTRP

ENTREPRENEURSHIP

JUDGE

Presentation
Quality

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Entire team is poised, dressed professionally and exemplifies confidence All members contribute and use clear voices with effective volume, pace and tone Effective body language including eye contact used to actively engage audience Effective use of professional slides which flow in a logical manner and contain few grammatical and/or spelling errors 	<ul style="list-style-type: none"> Generally, team is poised, dressed professionally and exemplifies confidence All members contribute and use clear voices with appropriate volume, pace and tone Body language including eye contact used to keep interested of audience Appropriate use of high quality slides which flow in a logical manner and contain few grammatical and/or errors 	<ul style="list-style-type: none"> Team displays limited poise and confidence, but are dressed professionally Most members contribute and use adequate volume and tone; pace is sluggish or rushed Distracting body language including limited eye contact Minimal reference to slides, which are visually adequate and contain many errors that do not distract from the presentation 	<ul style="list-style-type: none"> Team displays nervousness, unprofessional dressing, and lack of confidence All team members did not speak and use ineffective volume, pace and tone Body language including minimal eye contact does not keep audience's interest Presentation exceeds time limit Team reads from slides which are visually unappealing and contain many errors
9-10	7 - 8	5-6	0-4

SCORE: ____/10

COMMENTS:

Quality of
Language
Employed

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Comprehensive timeline and actionable plans to execute recommendations Possible risks and mitigations discussed effectively Possible costs identified and justified persuasively Theme creatively and seamlessly incorporated directly supporting their overall strategy & implementation plans Overall implementation strategy is clear 	<ul style="list-style-type: none"> Clear timeline and strong actionable plan to execute recommendations Possible risks and mitigations discussed adequately Possible costs identified and justified Theme incorporated to a degree, generally supporting their overall strategy and implementation plans Presented with little ambiguity as to how overall strategy will be implemented 	<ul style="list-style-type: none"> Unclear timeline and/or plan is not actionable to execute recommendations Possible risks and mitigations identified but not discussed Possible costs identified but not justified Theme incorporated, but in a generic or clunky way, not in direct support of their overall strategy Loose understanding of how to action some aspects of strategy 	<ul style="list-style-type: none"> No timeline provided Risks and mitigations not discussed Costs not identified Theme not incorporated OR incorporated separately from their overall strategy Little emphasis given to specific action plan and tasks required to achieve overall strategy
9-10	7 - 8	5-6	0-4

SCORE: ____/10

COMMENTS:

Diction

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Responses are balanced and transitions between team members are smooth Questions answered accurately and consistent with recommendation Team is persuasive and effectively defends recommendation Team able to "think on their feet" 	<ul style="list-style-type: none"> Most of the team participated in Q&A period Most questions answered accurately and consistent with recommendation Team is convincing and defends their recommendation adequately 	<ul style="list-style-type: none"> Most of the team participates in Q&A period Some questions answered accurately but not always consistent with recommendation Team is somewhat convincing in their attempt to defend their recommendation 	<ul style="list-style-type: none"> Team hesitates in attempting to answer and/or one team member dominates Q&A period Questions not answered accurately or consistently with recommendation Team appear scattered and unprepared
9-10	7 - 8	5-6	0-4

SCORE: ____/10

COMMENTS:

Identification & Analysis

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Strong understanding of the industry and market potential Critical insights into the market discussed with limited case repetition Qualitative and/or quantitative analysis used and supported effectively with industry insight Implications and risks identified and effectively discussed 	<ul style="list-style-type: none"> Basic understanding of the industry and market potential Critical insight into the market discussed with some case repetition Qualitative and/or quantitative analysis used adequately and supported with industry insight Implications and risks identified and briefly discussed 	<ul style="list-style-type: none"> Limited understanding of industry and market potential Some insights discussed with moderate case repetition Qualitative and/or quantitative analysis attempted but may be supported with industry insight Implications and risks identified and discussed 	<ul style="list-style-type: none"> Little to no understanding of the industry or market potential Missed critical insights; case facts simply repeated Minimal analysis methods attempted; little/no data to support claims Implications and risks not discussed
18-20	14-17	10-13	0-9

SCORE: ____/20

COMMENTS:

Product or Service

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Detailed outline of product/service that addresses opportunity identified Product/service is unique and can be protected against future competitors Product/service is definitely something the target consumer/customer would try and recommend 	<ul style="list-style-type: none"> Simple outline of product/service that addresses opportunity identified Product/service is unique and could peak customer/consumers' interest Product/service is something the target consumer/customer may try and recommend 	<ul style="list-style-type: none"> Very brief introduction of product/service that addresses opportunity identified Product/service has merit and is positioned somewhat differently from present/future competition Product/service is something the target consumer/customer may try 	<ul style="list-style-type: none"> Product/service lacks direction OR does not capitalize on an opportunity Lacks creativity and is not differentiated from competitors in the market Product/service is something the target consumer/customer would not try
18-20	14-17	10-13	0-9

SCORE: ____/20

COMMENTS:

Business Model

OUTSTANDING EXCELLENT	ABOVE AVERAGE GOOD	AVERAGE FAIR	BELOW AVERAGE POOR
<ul style="list-style-type: none"> Realistic, profitable business model presented in detail Clearly presented outline of funds necessary, operational cash flow, and other necessary financial documentation Concept is a great investment opportunity with a positive financial outcome for investors 	<ul style="list-style-type: none"> Somewhat realistic, profitable, detailed business model presented Some outline of funds necessary, operational cash flow, and other necessary financial documentation Concept looks promising for investment, but additional details are required 	<ul style="list-style-type: none"> Business model has been presented but lacks detail OR lacks realism Very loose cash flow breakdown and financial structure Concept warrants consideration as an investment after adjustments to business model 	<ul style="list-style-type: none"> Limited insight into how business will generate revenue and become profitable Limited exemplification of cash flows to demonstrate understanding of the company's financial performance Concept has limited investment potential
27-30	21-26	15-20	0-14

SCORE: ____/30

COMMENTS:

Points Deduction:

Time Penalty (-10): Under 18 minutes & over 20 minutes

Speaker Penalty (-10): Not all members spoke during presentation

TOTAL SCORE: ____/100

TEAM

A B C D E F G H I J K L M N O

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Presentation
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COMMENTS:

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SCORE: ____/30

COMMENTS:

Points Deduction:

Time Penalty (-10): Under 18 minutes & over 20 minutes

Speaker Penalty (-10): Not all members spoke during presentation

TOTAL SCORE: ____/100

APPENDIX IV: REQUEST FOR CORPORATE DIRECTIVE AMENDMENT

In order for captains and the OC to make rule changes they must follow the process below.

In an email to ypcompetitions@cabsonline.ca outline the following:

- Whether or not it's an amendment to a current rule or an addition to the rulebook
- If it is a change to a rule listed in the corporate directive, reference the current rule with page number and specifically quote the rule
- Write out how you would like to see the rule written
- Describe briefly your reasoning for the rule and logic behind the new rule.

The CABS VP Competitions is responsible for pursuing the proposed new rule change and respond with an outline of future actions that will be taken.

Note: not all rules can be changed by in year stakeholders (captains and OC).

APPENDIX V: SELECTING A JDC CENTRAL DELEGATION – BEST PRACTICES

Although the point distribution is heavily weighted on the academic cases, first place is often determined by only a few points, making every part of your team critically important. Emphasis should be placed on selecting delegates who will do well in every aspect of the competition, not just their specific competing category. Below are several recommendations for creating a strong selection process.

Start Early

It is important to start early. The earlier you start, the better off you are!

Involve Professors

Faculty members play an essential role in your delegation's preparations, so consider appealing to your faculty's commitment to the school's reputation and genuine need for their expertise.

When looking for faculty support in hiring and training, consider marketing the following benefits:

- Motivating students through a deeper understanding of their specializations;
- Developing stronger relationships and connections with students;
- Mentoring students and having a positive impact on their lives;
- Encouraging the pursuit of knowledge above and beyond what can be covered in class;
- Developing a strong reputation for your school; and
- Being a part of something new and exciting.

Faculty members have a large role to play in the development of your JDCC team and you may want to consider the following:

- Get professors involved through recommending and screening potential delegates
- Ask professors for input in how to structure the selection process

Effective Marketing to Students

One of the reasons students find JDCC attractive is the opportunity it offers to challenge them personally and professionally. The case competitions are serious, stimulating, and academically demanding. The athletic tournament will be conducted with competitive excellence and expectations of high levels of sportsmanship. The social competition requires endurance, determination and genuine school spirit. There also is the opportunity for delegates to demonstrate their skills and strengths to business professionals who act as judges for the academic competitions.

Make sure to emphasize the following benefits to students when directing your marketing efforts:

- Being exposed to the business community, with potential recruitment possibilities;
- Representing your school and province;
- Networking with the brightest, most ambitious students across Ontario;
- Being part of a team and enhancing teamwork skills; and
- Excelling and receiving recognition for outstanding performance.

We recognize that business students have diverse strengths, experience and expertise. One of the reasons JDCC is unique and attractive is that it offers students the opportunity to participate and be recognized in the areas in which they excel.

Extensive Application Process

- Ask for a resume, cover letter, and a personal statement about their desire to be involved
- Ask a number of pointed questions (i.e. “Why would you be the optimal candidate”)
- The more questions you ask, the better profile you get of your applicants
- Ensure your questions are addressing a skill or attribute that would benefit the team

Tryouts for Academic, Debate, Sports and Social Teams

- Practice cases for academic and debate applicants help identify strong candidates
- Practice sports tournaments can help identify strong team players and skilled individuals
- Practice social tryouts will definitely help determine how crazy your social applicants are
- Tryouts are a great way to generate hype and energy for your JDC Central team

Recommended Next Steps

Upon selecting a team, your team members must understand the significance of their involvement. JDC Central is primarily an academic competition that will require tremendous amounts of preparation and hard work. Dedication and passion are essential elements for a competitor’s involvement in JDC Central. Although there will be social events, conduct such as excessive drinking and unreasonable behavior will not be tolerated. Team members will be representing students, schools, businesses and themselves and it is important that they compete with commitment so that despite the final standings, they will have pride in their efforts and accomplishments. It is expected that all team members have read and understood the information in both this document and the JDC Central Competition Rule Book.

Once teams understand the intensity at which they must apply themselves, register your chosen team members and begin preparing them for the competition. Preparation for academic cases should commence immediately due to the amount of knowledge that must be acquired. Many helpful resources can be found on your campus, primarily professors, but also many student societies and clubs such as the debate club and undergraduate societies. A minimum of eight to ten practice cases is recommended to be analyzed before the competition in January. Academic cases from Ivey are an excellent resource of material for your team to use. Closer to the competition, practices for sports teams, uniforms, costumes, travel plans and other smaller details can be coordinated.

APPENDIX VI: ADDITIONAL RESOURCES FOR SCHOOLS

A priority for JDCC is to make participating as simple as possible. A number of resources have been designed to assist JDCC Captains prepare to send a delegation. Below is a list of resources available.

The JDC Central Website

The JDCC website is located at <http://www.jdcentral.ca>. This website includes information about the competition and the competition's online registration system.

Team Captains' Online Portal

An online password-protected portal on the CABS website has been created to enable JDCC Captains to access necessary documents. Log in details will be provided to each Captain via email.

JDCC Captains + OC Facebook Group

A closed Facebook group has been created for current JDCC Captains to post questions or comments for each other, discuss solutions, find help, and share information (e.g., about strategies that are working/not working). The primary method of communication from the OC to JDCC Captains is email, but reminders and updates will be posted in the Facebook group for added convenience. The group can be found here:

<https://www.facebook.com/groups/681216865313907/>

JDC Central Corporate Directive

This document outlines the rules of the competition. This book is revised annually by the OC and JDCC Captains to ensure that all participating teams agree to the rules and structure of the competitive component of JDCC.

Marketing Resources

JDCC marketing guidelines are available in the JDCC Branding Guide, which is posted on the CABS Portal.

APPENDIX VII: MEMORANDUM OF UNDERSTANDING

JDC Central 2016: Official Recognition of Policies, Codes of Conduct, Rules and Regulations

I, _____, and I, _____, certify having
Team Captain *Team Captain*

read and understood both the JDC Central Policy and the JDC Central Corporate Directive.

Furthermore, we recognize that it is our responsibility to ensure that all competitors on the JDC

Central team for _____ have also read and understood
Academic Institution

these documents. We recognize that we will be held accountable for any violation of the

policies, codes of conduct, rules or regulations by any of our team members.

Signed:

<p>X</p> <hr/> <p>Team Captain</p>	<p>X</p> <hr/> <p>Date</p>
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<p>X</p> <hr/> <p>Team Captain</p>	<p>X</p> <hr/> <p>Date</p>
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APPENDIX VIII: SPORTS RULES

To be added after CBSC.