

OHIO HIGH SCHOOL MOCK TRIAL COMPETITION

Timekeeper Instructions

1. **ALL TEAMS** are to bring two (2) **STOPWATCHES** and a *trained* TIMEKEEPER. No stopwatches and no timecards will be available at the competition site. Your timekeeper is to be *one of the official team members* listed on your roster. Timekeepers are to be so noted on your team roster in each round.

2. **TWO STOPWATCHES** are needed by each team (one stop watch for keeping time for the Plaintiff and one stop watch for keeping time for the Defense, regardless of which side your team is presenting), the Timekeeper's Responsibilities Sheet AND your own "**TIME-REMAINING**" CARDS. **Teams MUST use the timekeeper cards provided in the Competition Manual.** (The timekeeper must be familiar with the trial sequence chart and have practiced completing the tally sheet before the tournament begins.) In each trial, the timekeeper will sit in the jury box, if one is available, and keep time **for both teams**. In all trials, the **official timekeeper** will turn in the timing sheet in to the presiding judge.

3. The official timekeeper will (a) keep accurate time for both teams; (b) show "time-remaining" cards to both teams; and (c) notify the presiding judge that "TIME" has expired at the end of the trial by showing the "STOP" card.

If a time-keeping discrepancy of **more than 15 seconds** is discovered between the prosecution/plaintiff and defense teams' timekeepers, the timekeepers should notify the presiding judge as soon as the discrepancy is discovered. In this event, one of the timekeepers should stand, wait to be recognized, and say "Your honor, we have a time discrepancy of more than 15 seconds. The procedure below will then be followed:

- The presiding judge will rule on any time discrepancy before the trial continues. Timekeepers will synchronize stop watches to match the presiding judge's ruling (for example if Plaintiff stop watch indicates 2 minutes left on a direct examination and the Defense stop watch indicates time is expired, the presiding judge might decide to split the difference in the timing variation and give Plaintiff 1 minute to conclude the direct examination. Defense would adjust timing to allow for the 1 minute timing decision.)
- Any discrepancies between timekeepers less than 15 seconds **WILL NOT** be considered a violation.
- Timekeepers may raise time discrepancies of 15 seconds or more as soon as they are discovered. No time disputes will be entertained after the trial concludes. The decisions of the presiding judge regarding the resolution of timing disputes are final.

Timekeepers' cards, **provided in the competition manual**, are to show time remaining as indicated on the Time Card Use sheet. Rounding seconds used up or down to whole minute integers will make timekeeping easier. Both timekeepers are responsible for keeping accurate time.

REMEMBER:

Signed Timing Sheet is to be returned with the judges' packet at the conclusion of each round.

Ohio High School Mock Trial Competition
Time Card Use Table
For **Opening** Statements

When your stopwatch says	Hold up the timecard that says
1:00	3:00
2:00	2:00
3:00	1:00
3:30	:30
4:00	STOP

For **Direct** Examination

When your stopwatch says	Hold up the timecard that says
5:00	15:00
10:00	10:00
15:00	5:00
16:00	4:00
17:00	3:00
18:00	2:00
19:00	1:00
19:30	:30
20:00	STOP

For **Cross** Examination

When your stopwatch says	Hold up the timecard that says
3:00	15:00
8:00	10:00
13:00	5:00
14:00	4:00
15:00	3:00
16:00	2:00
17:00	1:00
17:30	0:30
18:00	STOP

For **Closing** Statements

When your stopwatch says	Hold up the timecard that says
1:00	4:00
2:00	3:00
3:00	2:00
4:00	1:00
4:30	0:30
5:00	STOP

For **Rebuttal** - Defense ONLY (Optional)

When your stopwatch says	Hold up the timecard that says
1:00	1:00
2:00	STOP

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Timekeeping Sheet

Defense Team _____ Prosecution Team _____ Trial # _____

Opening Statements (4 minutes each)

Defense _____

Prosecution _____

Direct/Redirect Examination of Two Defense Witnesses (20 total minutes)

FIRST WITNESS (ending time) _____

SECOND WITNESS (cumulative ending time) >20 = time violation) _____

Cross/Recross Examination of Two Defense Witnesses (18 total minutes)

FIRST WITNESS (ending time) _____

SECOND WITNESS (cumulative ending time) >18 = time violation) _____

Direct/Redirect Examination of Two Prosecution Witnesses (20 total minutes)

FIRST WITNESS (ending time) _____

SECOND WITNESS (cumulative ending time) >20 = time violation) _____

Cross/Recross Examination of Two Prosecution Witnesses (18 total minutes)

FIRST WITNESS (ending time) _____

SECOND WITNESS (cumulative ending time) >18 = time violation) _____

Closing Arguments (5 minutes each)

Defense _____

Prosecution _____

Rebuttal (optional) (2 minutes)

Defense _____

REMEMBER: CLOCK STOPS FOR OBJECTIONS!

TIMEKEEPER'S SIGNATURE
