

IFCA INTERNATIONAL

BIBLE QUIZ MINISTRY PURPOSE, PHILOSOPHY and OFFICIAL RULES

**IFCA INTERNATIONAL
PO BOX 810
GRANDVILLE, MICHIGAN 49468**

COPIES OBTAINABLE FROM:

www.ifcaquizzing.org

Email: quizzing@ifcayouthonline.org

Revised February 2017

TABLE OF CONTENTS

I. PURPOSE AND PHILOSOPHY OF BIBLE QUIZZING	3
A. PURPOSE OF BIBLE QUIZZING	3
B. PHILOSOPHY OF BIBLE QUIZZING	3
II. RULES	5
A. SOURCE AND APPLICATION OF THESE RULES	5
B. DEFINITIONS	5
1. "Appeal"	5
2. "Referral question"	5
3. "Buzz" or "buzzing"	5
4. "Captain" or "Team Captain"	6
5. "Coach"	6
6. "Error"	6
7. "Foul"	6
8. "Frozen"	6
9. "Holding time"	6
10. "Interrogatory"	6
11. "Judges"	6
12. "Key"	6
13. "Key word"	6
14. "Line-up"	6
15. "Passage"	6
16. "Quiz year"	7
17. "Quiz-out"	7
18. "Quizmaster"	7
19. "Scorekeeper"	7
20. "Team bonus"	7
21. "Text"	7
22. "Timekeeper"	7
23. "Toss-up question"	7
C. TEAM REQUIREMENTS *	7
1. Number of Quizzers	7
2. Identification of Teams (Amended 1986)	8
3. Senior and Novice Divisions (Added 1986)	8
4. Coaches	9
D. THE PLATFORM AND TEAM ARRANGEMENTS	9
E. GENERAL QUIZ PROCEDURES	10
1. Lineup	10
2. Number of Questions	10
3. Introducing the Question	10
4. Premature Buzz	10
5. Posing of Question	10
6. Stopping at the Buzzer	10
7. Instructions to Quizzer	11

8.	Recognition	11
9.	Incorrect Recognition	11
10.	False Starts	11
11.	Response	11
12.	Errors.....	12
13.	Referral Questions	12
14.	Quizzing Out.....	13
F.	SCORING.....	13
1.	Toss-up Questions.....	13
2.	Errors.....	13
3.	Referral Questions	13
4.	Bonuses	13
5.	Fouls.....	14
G.	APPEALS	14
1.	What Can Be Appealed.....	14
2.	How to Appeal	14
3.	Procedure of Appeal	15
4.	Referral Question	15
5.	Special Appeal by Any Quizzer.....	15
6.	Time Limit on Decisions of the Judges	15
H.	FOULS.....	15
1.	Rule Violations	15
2.	Automatic Fouls.....	15
3.	Assessed Against	16
4.	Time to Announce.....	16
5.	Teams Late to Their Quiz	16
I.	TIME-OUTS	16
1.	Number	16
2.	Who Can Call.....	16
3.	Time To Call.....	16
4.	Official Time-outs.....	16
5.	Length	16
6.	Consecutive Time-outs	16
J.	COMMUNICATION	17
1.	During Questions	17
2.	During Appeals	17
3.	Between Coach and Quizmaster	17
K.	QUIZZER SUBSTITUTION.....	17
1.	When	17
2.	How Many	17
3.	Quiz Outs	17
4.	Frozen Quizzers	17
L.	MISCELLANEOUS RULES	17
1.	Buzzing Ties	17
2.	No Buzz	18
3.	Team Captains	18

4.	Repetition of the Question	18
5.	Interruption by Quizmaster	18
6.	Equipment	18
7.	Holding Time	18
8.	Translation or Version	19
M.	WHAT QUESTION MUST THE QUIZZER ANSWER.....	19
N.	STANDARDS FOR EVALUATING ANSWERS.....	19
1.	General Sufficiency of an Answer	19
2.	Multiple Answers (Amended 1986).....	21
3.	Pronouns	21
4.	Quotes	22
5.	Additional Material	23
6.	Textually Unsupported Material	23
7.	False Material	25
8.	Mispronunciation and Misstatements	25
9.	Answering Questions Containing a Reference	25
10.	Locating the Verse	25
O.	STANDARDS FOR FORMULATING QUESTIONS	25
1.	No False Keys	25
2.	Textual Wording	26
3.	No Multiple Question Words.....	26
4.	Verse Quotes	26
5.	Do Not Require Guessing	27
6.	Questions Requiring a Reference.....	27
7.	The Method for Determining What Type of Reference Will Be Used	27
8.	Terms for Limiting Questions with Verse References	28
9.	Yes/No, True/False Questions	28
10.	No 50/50's (Amended 1986).....	28
11.	References to Believers.....	28
12.	Make-up of a Quiz	29
13.	Grammar	29
14.	Numbers and Lists	29
P.	STANDARDS FOR ACCEPTING QUESTIONS.....	29
1.	References to Believers.....	29
2.	Word Perfect	29
3.	Valid Question	29
III.	QUIZ OFFICIALS.....	30
A.	QUIZMASTER.....	30
1.	Preparations before the Quiz.....	30
2.	Begin the Quiz	30
3.	Procedures During the Quiz.....	31
4.	Standards for Evaluating Questions.....	33
5.	Post-Quiz Responsibilities	35
6.	Miscellaneous Hints.....	35
B.	JUDGES.....	36
1.	Judge Responsibilities.....	36

C.	SCOREKEEPER.....	37
1.	The duties of the Scorekeeper.....	37
2.	Other Miscellaneous Suggestions.....	37
D.	TIMEKEEPER.....	37
1.	The Duties of a Timekeeper.....	37
IV.	SPECIAL RULES FOR NATIONAL COMPETITION.....	39
A.	SELECTION OF TEAMS FOR NATIONAL COMPETITION (Added 1986).....	39
B.	AGE LIMITATIONS.....	39
C.	QUIZ TEAM MEMBERS.....	40
D.	DRESS STANDARDS.....	40
E.	COMPOSITION OF BRACKETS.....	40
1.	Placement of first place teams.....	40
2.	Placement of other regional teams.....	40
F.	SCHEDULING.....	40
G.	TEAM QUALIFICATION.....	40
V.	IFCA BIBLE QUIZ MINISTRY COMMITTEE.....	41
A.	National Competition.....	41
B.	Maintain Rules.....	41
C.	Promoting Quizzing.....	41

INTRODUCTION

This expanded rulebook replaces a one-page pamphlet which, with small revisions, served as the sole written rules of the IFCA Bible Quizzing ministry since the mid-1960's. As the Bible Quizzing Ministry grew and experience was gained, it became clear that a one-page pamphlet was not adequate to inform participants of all of the subtleties of the rules of Bible Quizzing.

In November of 1982, the National Chairman of Bible Quizzing, Bill Hentschel, requested that a proposal for a rule book be drafted. This proposal was presented to and considered by a committee of individuals long interested in IFCA Bible Quizzing (Quiz Committee) chosen by the National Chairman. The Quiz Committee consisted of:

Carl Bracy, Michigan
Brian Heller, Central Illinois
Chuck Hord, Pacific Northwest
Mike Huseby, Wisconsin
Sid Miller, Northern Illinois
Terry Phillips, Central Illinois
Phil Taylor, Indiana

The Quiz Committee considered the proposal over many hours of discussion, made minor revisions and unanimously recommended to the Chairman of Bible Quizzing that the proposal be submitted to the National Youth Committee for its approval. With one exception, the National Youth Committee adopted the Quiz Committee's recommendation in the fall of 1983.

This rulebook is intended to provide the purpose and philosophy of IFCA Quizzing (Part I), the general rules for quizzing (Part II), instructions for quiz officials (Part III), special rules for conducting the national competition (Part IV), and the function of the Quiz Committee (Part V). Part II, the general rules for quizzing, provides the framework in which Bible Quizzing competition takes place. It is fundamentally the same quizzing framework in which IFCA Bible Quizzing has always been conducted. The rulebook goes beyond the old rule pamphlet by more precisely describing how the quiz is to be officiated and by what standards the quizzers will be judged.

This rulebook is not designed for use by the average young person participating in the Bible Quizzing Ministry. The amount of information contained in this rulebook is much more than the typical quizzer needs in order to profit from the ministry. The information is set forth very precisely and technically to meet the needs of the coaches and officials. It is envisioned that coaches will use this rulebook to assist them in mastering the details of quizzing, which they in turn will teach to their quizzers. Exceptional quizzers may find the rulebook informative and helpful in grasping concepts of quizzing with which they are familiar from experience, but which are difficult to articulate. Obviously, the captains of quiz teams need to be familiar with Section N of Part II, "Standards for Evaluating Answers," so that they may make informed appeals.

For those becoming acquainted with the Bible Quizzing rules for the first time, it is suggested you begin by reading through Section E of Part II, "General Quiz Procedures," making reference to Section A, "Definitions," as necessary. Parts II and III taken together constitute an excellent tool for becoming familiar with the mechanics of IFCA Bible Quizzing. However, they should by no means be considered an exhaustive treatment of questions which arise during the course of quizzing nor a complete instruction manual on all that is involved in coaching a Bible Quiz team. From time to time, the Chairman of Quizzing will answer questions which arise during the year concerning that year's

material and publish those answers. Individual situations arising during a quiz will call for the exercise of the Spirit-led judgment of the Quiz Officials.

If you have suggestions or questions regarding the IFCA Bible Quizzing Ministry, please contact the current Chairman of Quizzing or members of the Bible Quiz Ministry Committee. Their names may be obtained at the quizzing website: ifcaquizzing.org.

IFCA Bible Quiz Ministry Committee
December, 1984

I. PURPOSE AND PHILOSOPHY OF BIBLE QUIZZING

A. PURPOSE OF BIBLE QUIZZING

The IFCA Bible Quizzing Ministry exists as a means for encouraging young people to study God's Word in depth and to commit Scripture to memory. We believe that the ministry of quiz coaches and the hiding of God's Word in the heart, together with an intellectual grasp of Scripture, will bring about spiritual growth in our youth. Furthermore, this ministry lays a foundation of Biblical knowledge and understanding upon which the Holy Spirit will build for years to come.

B. PHILOSOPHY OF BIBLE QUIZZING

Everyone will have their own individual notions about how Bible Quizzing should accomplish its purpose and about the numerous beneficial effects it may have upon a young person's life. However, there is a central core of concepts which are necessary for a successful program.

Understanding God's Word, not just memorization, must be emphasized. Coaches should structure their practices so as to ensure that the Scripture is being grasped and to encourage the quizzers to think through the material. Questions and the required answers are designed so that understanding as well as knowledge is necessary for successful performance.

Quizzing is a ministry, not just an extracurricular, competitive activity. The quizzing program should complement, not compete with, other youth ministries of the church. A Bible study program and/or Scripture memorization program can be used as a base for quizzing. Those young people interested in pursuing Bible study and memorization further will find quizzing a natural framework for channeling their energies.

The church youth group as a whole should be supportive and encourage those who quiz by (among other things) attending quiz meets. This quiz team in turn should share what they have gained with the youth group and the church. The types of presentations are limited only by imagination. The quiz team must guard against becoming a clique or elitist group separate from the rest of the youth.

Like any other worthwhile endeavor, quizzing involves not only fun but also a lot of hard work. In an era when both school and home rarely demand excellence from young people, coaches are faced with a real challenge: instilling discipline and motivating the quizzers to hundreds of hours of practice and study. However, there must be time for lighter moments and fellowship together as a team.

Reverence for the Word and practical application must be emphasized. This can be accomplished as a part of developing true fellowship among team members. A part of practice time should be set aside for each quizzer to share what they have gained from their study, how they have applied it, and/or sharing prayer requests and prayer together.

All of the above are essential ingredients of the proper foundation for an appropriate competitive spirit. Competition is a God-given human endeavor by which we seek to excel. Quiz officials and – most importantly – coaches, must always be reinforcing the basic premise that for Christians, the ultimate goal of competition is not to win. As the Scripture so aptly uses the picture of competition, it is to serve as an impetus for us to prepare and perform to the best of our God-given abilities, to the glory of Christ. (I Cor. 9:24-27; Gal. 2:2; Phil. 3:14; II Tim.

4:7; Heb. 12:1-2). The quizzers' goal is to study to show themselves approved unto God, rightly dividing the Word of truth as workmen who need not be ashamed. Those who win at IFCA quizzing without accomplishing that have been satisfied with an inferior prize.

Remember, competition does not create bad attitudes. Competition only creates situations in which our true attitudes are revealed. The coach is responsible for teaching the quizzers to deal with attitudinal problems in ways such as: helping team members overcome their feeling that the judging was unfair, or that the other team had an improper advantage; lifting their spirits in defeat; and sharing their elation in winning. These too are victories.

Therefore, within the limitations of the human condition, the Bible quiz rules are designed to reward and encourage those who have best prepared themselves in God's Word. Ambiguous rules, technicalities, and subtleties which could serve to discourage those who have studied faithfully are minimized. While there is recognition for individual effort, the larger rewards go to teams. This serves to emphasize and encourage teamwork within the structure of the local church.

Finally, any philosophy of quizzing would be remiss if it failed to include a compilation of the many derivative benefits of a Bible Quiz program. The following list reflects the experiences of many quizzers over the years, but it is not meant to be comprehensive.

A Bible Quizzing program can serve to:

1. Teach youth to apply the Word daily.
2. Motivate youth to memorize the Word.
3. Teach youth to reflect the Spirit of Christ in attitude and action.
4. Provide opportunities through travel and competition to develop Christian friendships with other youth.
5. Provide an opportunity for discipling to take place among youth.
6. Provide an opportunity for close spiritual and personal fellowship through the team experience. The quizzer will be surrounded by an atmosphere conducive to spiritual growth. Some of his/her closest friends and peers will be the other team members – other teenagers with whom he/she studies and shares the Word of God. He/She will also have a close, Christian, adult friend in his/her quiz coach.
7. Form habits of daily Bible study for life.
8. Teach youth to recognize priorities and to schedule their time in order to accomplish those priorities.
9. Allow youth to learn coping skills for the tension involved in any competition, within a Christian setting. They will learn to handle their successes and failures graciously, with the benefit of a Christian coach as their model.
10. Teach discipline, study habits, and techniques of concentration, all of which are practical skills which many quizzers later find helpful in high school and/or college.

II. RULES

A. SOURCE AND APPLICATION OF THESE RULES

These rules have been proposed by the Bible Quiz Committee and adopted by the IFCA National Youth Committee for use in all IFCA-sponsored quizzing. They have been written so as to implement the IFCA purpose and philosophy of quizzing. Remember that while they are comprehensive, they will not cover every situation, and a considerable amount of judgment must be used in applying them. In order to ensure the quality of competition and equality and fairness in the treatment of all teams, all regional competition which affects the selection of the team(s) which will compete at the National Youth Convention shall be in accord with these rules.

In all other respects, each regional is free to choose whatever method of competition shall be used to select the regional representative(s), i.e., double- vs. single-elimination tournaments, single end-of-the-year tournaments vs. all-year standings, etc. However, all such regional competition must be concluded by May 15 in order to allow sufficient time for the planning of the National Competition. If the regional competition must be held after May 15, the National Quiz Chairman must be notified as soon as that later date is known.

Of course, regionals and individual churches are free to conduct Bible Quizzing unrelated to the National competition by whatever rules they choose. However, they are encouraged to follow these rules not only to promote IFCA quizzing and inter-regional competition throughout the year, but also to most effectively prepare their teams for the National competition.

B. DEFINITIONS

The following definitions are listed to assist in understanding quizzing and in using these rules. Those definitions containing references to subsequent sections are further explained there. In the event of an inconsistency, subsequent sections govern over the definitions found here.

1. "Appeal"

The process by which a team's captain requests that the judges overrule the decision of the quizmaster. (G)

2. "Referral question"

After an error has been committed on a toss-up question, it is then posed to a member of the non-buzzing team, normally the one whose seating position corresponds with the quizzing who committed the error. The question is then referred to as a referral question. (E13) (Amended 1988)

3. "Buzz" or "buzzing"

The method, through the use of electronic equipment or otherwise, by which a quizzing indicates that he/she wishes to finish or give the answer to the toss-up question, and gains recognition from the quizmaster. (E5)

4. "Captain" or "Team Captain"

The quizzer on each team who is designated at any one time as the team member who may: (1) appeal; (2) call time-outs; and (3) determine which team member shall respond in the event of an intra-team tie buzz. (L3)

5. "Coach"

A team may have several coaches but only one is designated "Coach" for any one quiz. He/she may call time-outs and determine who may meet with the team during time-outs. (D4)

6. "Error"

The incorrect completion or answering of a toss-up question. There is no error for failure to correctly answer a referral question. (E12, F2)

7. "Foul"

A penalty called against a team for an infraction of the rules. (F5, H)

8. "Frozen"

The term used to describe the plight of a quizzer who has committed 3 errors not including referral questions. A frozen quizzer may no longer buzz and cannot be substituted, but may answer referral questions and continue as team captain. (E12) (Amended 1987)

9. "Holding time"

When the quizmaster pauses the running of a quizzer's 30 seconds to finish and answer the question, in order to consider whether the quizzer has finished the question correctly. (L7)

10. "Interrogatory"

The question words "who," "what," "when," "where," "how," and (to be used sparingly) "describe." (O-3, O-5-b) (added 1995)

11. "Judges"

The officials who hear appeals of the quizmaster's rulings and who otherwise see that the quiz is conducted according to the rules. (IIIB)

12. "Key"

A word or combination of words which leads to a specific passage in the text.

13. "Key word"

The location in a question (down to a phonetic sound) at which point the key is completed.

14. "Line-up"

A list of all the quizzers on the team, including substitutes, with the starters numbered according to the seat they will be sitting in and designating the captain, coach and team name. During the National Competition, the line-up must be submitted at least 5 minutes prior to the scheduled starting time of the quiz. Failure to do so may result in a foul being assessed. (added 1995)

15. "Passage"

The portion of a verse, or a verse and surrounding verses, from which a question and its answer(s) are taken.

16. "Quiz year"

The period of time running from the close of one national competition until the close of the subsequent national competition.

17. "Quiz-out"

When a quizzier has correctly answered 5 toss-up questions, he/she has "quizzed out." If he/she does so without an error, a 10-point bonus is awarded. (E14)

18. "Quizmaster"

The official in charge of the conducting of a particular quiz. He/she poses the questions to the quizzers and has general oversight over the quiz.

19. "Scorekeeper"

The official in charge of recording all statistics necessary to conduct a quiz. (IIC)

20. "Team bonus"

The 10-point award given to a team when three different members have each answered at least one toss-up question correctly, and again when an additional member answers a toss-up question correctly (a total of 4, 5, or 6 different quizzers). At most 40 points can be awarded for team bonuses during a single quiz. (F4b)

21. "Text"

The chapters and books of the Bible over which the quiz is conducted, selected each year by the Bible Quizzing Committee.

22. "Timekeeper"

The official in charge of keeping track of all time intervals which are significant in a quiz. (IID)

23. "Toss-up question"

The question as it is posed to both teams simultaneously, for which every eligible quizzier may attempt to gain recognition by buzzing. (E5, F1)

Note: Markings that appear on quizzes may be understood as follows:

[...] required to be correct.

(...) optional, not necessary to be correct, but not wrong if given.

{...} comments for explanation or clarification.

Also used to indicate an OR in a pronoun definition, for example:

those - the saints {OR believers} who are of Caesar's household

(added 1995) (I6-j)

C. **TEAM REQUIREMENTS ***

1. Number of Quizzers

Each team shall be composed of a maximum of 7 members, 6 of whom may participate in an individual quiz and be listed on the line-up. At most 4 may seated in a quiz at any one time with

up to two substitutes. Teams that consist of 4 or more quizzers must seat 4 quizzers at the start of the quiz. (IV-B)

2. Identification of Teams (Amended 1986)

A team may represent (1) a local church; (2) a school; (3) a church/school combination; or in limited situations, (4) two local churches.

- (a) For two local churches to have a combined Bible Quiz ministry, all of the following must be fulfilled: (1) Both local congregations must have 50 or fewer; (2) There are only 1 or 2 quizzers in one of the churches; (3) The churches are geographically proximate; (4) The quiz ministry must operate as a single ministry during the entire year; and (5) The churches must receive permission from the Chairman of Quizzing at the beginning of the year.
- (b) There is no limitation on the number of teams that a church, school, or church/school combination may field in competition (but see Part IV, A2(b)). However, regionals may restrict their final competition to allow only one team per church, school, or church/school combination per division to participate.
- (c) The individual quizzers shall be in regular fellowship with the church, or in regular attendance at the school, while representing the church or school in competition. Individuals can quiz on an IFCA team at any church if their own church does not have one. (Revised 2006)

3. Senior and Novice Divisions (Added 1986)

- (a) A team qualifies for competition in the novice division when each member of the team is in his/her first or second year of "participation" in IFCA Bible Quizzing. A team which qualifies to compete in the Novice division is still eligible to compete in the Senior division (But see Part IV, A1(b)). Any teams which do not qualify as Novice teams are automatically Senior division teams.
- (b) A quizzer shall be considered to have "participated" in IFCA Bible Quizzing in any year in which he/she actively participates with an IFCA Bible Quiz team for five or more months. However, if it is the team's first year of participating in IFCA Bible Quizzing, the quizzers will only be considered to have "participated" for a year if the team is active for the entire year (from fall up to the time of regional or sectional finals) or participates in the finals of sectional, regional or national competition. Quizzing experience by anyone younger than 7th grade or younger than 12 by January 1 of the school year immediately preceding the National convention is not considered "participation." (amended 1995)
- (c) Individuals are not disqualified from a novice team because they may have participated in the Senior division in a prior year or in regional or tournament competition during the current year.
- (d) While regional and tournament competition may allow the participation of young people of grade school age in Novice and Senior division quizzing, and are encouraged to do so, they may not compete in the National competition or the Regional competition which determines the Regional representatives to the National competition.

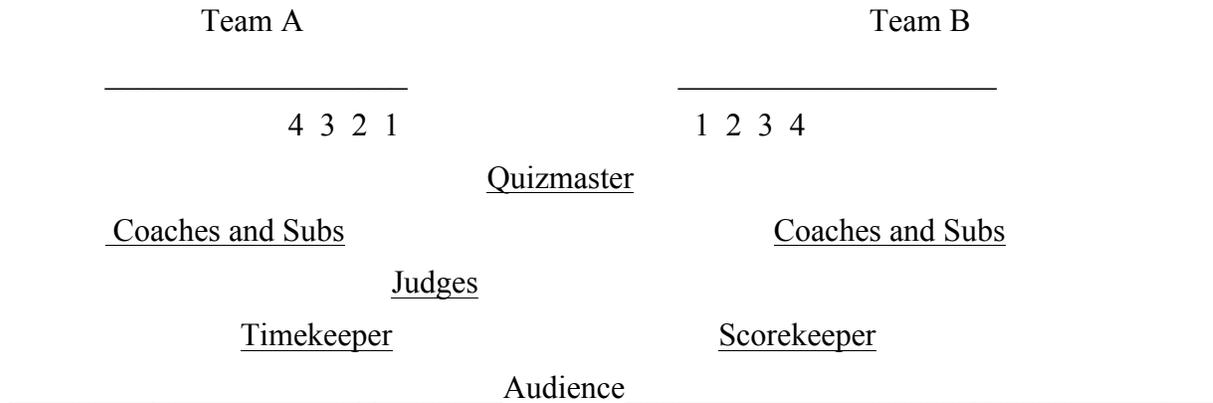
- (e) Due to the maturity level of younger quizzers, if regional quizzing includes junior quizzing (those younger than 5th grade) then the junior quizzing should be kept separate from those in 7th – 12th grade.

4. Coaches

Each team is entitled to one designated coach who may change from quiz to quiz. A team may also have undesignated assistant coaches. Only the designated coach for that quiz may call time-outs, make substitutions, and determine who shall meet with the team during time-outs (See D(4)).

*** NOTE:** These team requirements are mandatory only for the National competition and all regional competition which affects the selection of the regional representatives to the National competition. All other formal and informal competition may vary from these requirements as determined by the local churches involved. Variations to include individuals outside of these age limits is especially encouraged.

D. THE PLATFORM AND TEAM ARRANGEMENTS



1. Up to four team members shall be selected to begin the quiz. They will be seated at tables facing the audience. As feasible, coaches and substitutes shall be seated 5-10 feet in front of their respective teams. The illustration is merely suggestive of how the quiz platform should be arranged. The arrangement for each quiz may be varied depending upon the facility.
2. The quizmaster shall face the quizzers as the questions are asked.
3. When necessary, a microphone shall be set in front of the quizmaster and a mobile microphone shall be moved in front of a quizzer when he/she is recognized by the quizmaster.
4. During time-outs only one person, the coach or someone chosen by him/her, shall be allowed at the table with the four quizzers.
5. Whenever possible, the quizzers' given names shall be mounted on the table in front of them so they are visible to the quizmaster and the audience.

6. After the quiz begins, nothing shall be on the quizzers' tables other than what the officials have allowed to be placed there. (church name, quizzers' names, etc.)
7. Teams may wear similar or identical clothing as a uniform and are encouraged to do so.

E. GENERAL QUIZ PROCEDURES

IFCA Bible Quizzing is electronic push-button team competition testing Bible knowledge and speed of recall over a selected portion of Scripture. Two opposing teams are presented with a spoken question and the team member responding first is given opportunity to answer within a time limit. Points are scored for correct answers and penalties are assessed for incorrect answers. At the end of twenty questions, the highest-scoring team is declared the winner. The precise rules setting forth these procedures follow.

1. Lineup

- (a) Team lineups by position (Quizzers numbers 1, 2, 3, 4, and a maximum of two substitutes), and with a captain and coach designated, shall be submitted to the official scorekeeper five minutes prior to the scheduled start of the quiz. Any position may be left vacant except as provided in section 1(b) below.
- (b) At the start of the quiz, teams must fill as many of the 4 seats as possible.
- (c) When both teams have fewer than four quizzers, then only those positions shall be used which are necessary to seat the larger of the two teams. For example, if one team has two and the other team has three in its lineup, then only positions 1, 2, and 3 shall be used by the two teams and position #4 shall be completely ignored. (Added 1988)

2. Number of Questions

A quiz shall consist of 20 questions. If after 20 questions there is a tie, additional three(3)-question overtimes shall be consecutively held until a winner is declared.

3. Introducing the Question

The quizmaster shall introduce each "toss-up" question with: "Question number ____ (the number of the question in the quiz or overtime), (pause) Question."

4. Premature Buzz

If a quizzer buzzes after the quizmaster has completed the introduction, but before any utterance of the first word of the question, a foul shall be charged to the quizzer's team. The quizmaster shall then re-introduce the same question.

5. Posing of Question

Each toss-up question shall be verbally posed simultaneously to the members of both teams. Anytime after the quizmaster has begun to utter the first word of a toss-up question, any quizzer may interrupt the quizmaster by buzzing. Only the quizzer who buzzes first shall be recognized. (In case of a tie, see Paragraph L1).

6. Stopping at the Buzzer

The quizmaster shall stop immediately upon the sounding of the buzzer and shall deliver the question at a pace that allows him/her to do so.

7. Instructions to Quizzer

After the buzz, the quizmaster shall give an instruction as to whether the quizzer is to:

- (a) Finish the question, or
- (b) Give the answer

8. Recognition

After the instruction is given, the quizmaster shall recognize the quizzer who was first to buzz by stating: The team's name (by local church or regional) and the quizzer's position number and/or given name. The recognition may be repeated at the quizmaster's discretion.

9. Incorrect Recognition

If the quizmaster recognizes and gives instruction to the **wrong** quizzer...

- (a) If the correct quizzer responds, allow the quizzer to continue as though the quizmaster had not made a mistake.
- (b) If the quizmaster's error is pointed out immediately by a quizzer, coach or judge, the quizmaster shall repeat the recognition to the correct quizzer and the time shall be restarted appropriately.
- (c) If the recognized, but wrong, quizzer begins to complete (or answer) the question, the question shall be thrown out and a new toss-up question shall be offered.

10. False Starts

If any quizzer begins to respond anytime after a buzz, but before the instruction and his/her individual recognition, his/her team shall be charged with a foul. In the event of such an interruption, the quizmaster shall proceed with the instruction and recognition and award the foul after the quizzer has given his/her answer. (See Paragraph H4).

11. Response

After recognition, if the quizzer is instructed to:

- (a) Finish the Question:
 - (1) The quizzer shall proceed to finish the question. The quizzer must say some word (even if it is only repeating something the quizmaster has said) within five seconds after recognition, or an error is committed.
 - (2) When the quizzer has given the correct question (See Paragraph P - Standards for Accepting Questions and Part III, A4), the quizmaster shall immediately signal that the correct question was given by asking for the quizzer's answer.
 - (3) The quizzer may make only one attempt to finish the question, although two or more questions may be asked if they have the same answer.
 - (4) After recognition, the quizzer has thirty seconds in which to complete the question and give the answer.

- (b) Give the Answer:
 - (1) The quizzer must begin within five seconds or an error is committed. The saying of any word is sufficient to begin an answer, although "The answer is..." (or a similar statement) is not sufficient.
 - (2) If the question is phrased, "Quote (Book Chapter, and verse number)" or "Locate (this verse (Quotation of verse)," then "(Book, Chapter, and verse number) is..." or "That verse is..." is a sufficient beginning.
 - (3) If the question is phrased, "Finish this verse (Quotation of verse)," the quizzer may repeat something the quizmaster has said or may say "The rest of that verse is..." (or something similar).
 - (4) If the quizzer merely repeats the question, he/she shall be considered to have failed to follow the instruction. (See 10c)
 - (5) After recognition, the quizzer has thirty seconds in which to give the correct answer.
- (c) Failure to follow instructions - In the event the quizzer fails to follow instructions by either giving the answer when the question is to be finished, or completing the question when the answer is requested, he/she shall receive an error.
- (d) Repeating the Instructions - At the request of the quizzer who has been recognized, the quizmaster may repeat the instructions or affirm or disaffirm a quizzer's inquiry as to whether he/she (the quizzer) has understood the instruction. This can only occur before rule E11c (failure to follow instructions) has been violated. The 5 second time limit of (E11-a-1) or (E11-b-1) shall begin after the quizzer has received the new instructions. However, the clarification **does not extend** the 30 second time limit of (E11-a-4) or (E11-b-5). (Modified 2009)

12. Errors

In the event the quizzer does not correctly complete the question (if so required) or give the answer to a toss-up question within the time limit, he/she shall be charged with an error. After three errors, a quizzer shall be "frozen." If frozen, he/she may not buzz or be removed during a time-out. He/she may answer referral questions and remains eligible to act as captain. (Amended 1987)

13. Referral Questions

- (a) If the toss-up question or answer is incorrect, the quizmaster shall then read the same question (but see G4) in its entirety to the corresponding member of the opposite team. (If that position is vacant, the quizmaster shall proceed to the next toss-up question except in the circumstances described in 12b.) Such a question is a "referral" question. The procedures found in rules E-7 through 11 which are relevant shall then apply.
- (b) If a team has one or more vacant positions because there are fewer than four quizzers in the team's line-up, then a referral question to such a vacant position shall be rotated among the remaining positions, beginning with the numerically first (see the illustration II.d) of the remaining positions. (See also E1)

Example #1: Team A has 3 quizzers, sitting in positions 1, 2, and 4. An error is made in the number 3 position on team B and the referral question goes to the #1 position of team A. When a second error at the #3 position on team B is made, the referral question goes to the #2 position of team A. Errors at the #1, 2, or 4 positions of team B are handled normally.

Example #2: Take example #1 and Team A's quizzer #1 quizzes out. Team B's #1 quizzer then makes an error. No referral question is given because the vacancy in the #1 position of team A was not due to there being fewer than 4 quizzers in the line-up.

Example #3: Take example #1. Before #3 on Team B makes an error, #1 on Team A quizzes out. When #3 on Team B errs, there is no one at the #1 Team A position. Since it is vacant due to a quiz-out, the referral question is NOT lost and the quizmaster shall refer the question to the next position, in this case #2. If #1 on Team A was vacant because the quizzer was pulled out (perhaps to put in the #3 empty position), then the referral question for #3 on Team B's first error would still go the #1 on Team A position and be lost.

Example #4: Team C has 2 quizzers in its line-up sitting at position 2 and 4. Team D's #1 quizzer errs and the referral question goes to Team C #2. Team D #3 now errs and the referral goes to C #4. When the next person on Team D errs the referral continues its rotation back to C #2. (Added 1988, clarified 2009)

14. Quizzing Out

When a single quizzer has answered five toss-up questions correctly, he/she has "quizzed out." An official time-out is called and he/she is removed for the remainder of the quiz and a substitute may replace him/her.

F. **SCORING**

1. Toss-up Questions

A correctly answered toss-up question shall have a value of 20 points.

2. Errors

An error in completing or answering a toss-up question shall result in the loss of 10 points.

3. Referral Questions

A correctly answered referral question shall have a value of 10 points, except if the question is the last question of the regular quiz or overtime, in which case a correctly answered referral shall have a value of 20 points. There is no deduction of the score for an incorrectly answered referral question.

4. Bonuses

- (a) If a single quizzer answers five toss-up questions correctly without an error, a 10-point bonus shall be awarded.
- (b) When three members of a team have each answered at least one toss-up question correctly a 10-point bonus shall be awarded. An additional bonus of 10 points shall be awarded for each additional team member who correctly answers a toss-up question. For example, four members = 20 point total bonus. The maximum total bonus is 40 points when six different members have each answered at least one toss-up question correctly.

5. Fouls

No points are deducted for the first foul. Each foul thereafter shall result in the loss of 10 points.(Clarified 1995)

G. APPEALS

1. What Can Be Appealed

- (a) Decisions of the quizmaster as to the correctness or incorrectness of an answer, or of the validity of the quizzer's completed question may be "appealed" to the judges. No other decision of the quizmaster may be appealed. Questions raised on matters other than the validity of a question or the correctness or incorrectness of an answer shall be dealt with informally at the discretion of the judges.
- (b) If a question is thought to have no correct answer, a ruling by the quizmaster that a quizzer has "correctly" answered that question may be appealed on the basis that the answer given is not supported by the text. (See Paragraph N6) If a quizzer has received an error or no points (in the case of a referral question) for "incorrectly" answering a question which is thought to have no correct answer, the quizmaster's ruling may be appealed on the basis that there is no answer to that question that is supported by the text. If the judges find there is no answer supported by the text, the question shall be thrown out and a new question given.
- (c) If a question that has **not** been accepted by the quizmaster is thought to be a valid question, the decision by the quizmaster not to accept the question may be appealed. For the appeal to be accepted, the question completed by the quizzer must be from the same verse and must include the "key" (as defined by Rule II.B.12) from the quizmaster's original question. If the appeal is accepted, the question will be thrown out and a new toss-up question will be used. The quizzer will not be charged with an error.

If while discussing the appeal, the judges determine that the original question contained an invalid (or false) key, the question shall be thrown out and a new toss-up question shall be used.

This appeal may be made immediately after the question is not accepted by the quizmaster OR after the referral question has been answered. (Amended 2005)

2. How to Appeal

An appeal must be initiated immediately after the quizmaster has ruled on the correctness or incorrectness of an answer. Only the captain can initiate an appeal. An appeal is initiated by gaining recognition from the quizmaster through hand-raising, buzzing, or another appropriate method.

3. Procedure of Appeal

- (a) The team captain who initiates the appeal shall explain all reasons why the quizmaster's decision should be reversed. The opposing team captain shall then be given an opportunity to explain all reasons why the quizmaster's decision should *not* be reversed. The captains are encouraged to cite the relevant quiz rules, both by quoting them and naming the section. Only the Official Rules, the official text, and the National Quiz Committee's rulings on identification of pronouns and definition of terms may be cited in the appeal.
- (b) The judges may ask for clarification from the captains on any point. The judges may affirm or overturn the decision of the quizmaster, throw out the question, or any other just result. The judges may base their decision on the points raised by the captains and any other points that are valid in making the decision. In the case of an obvious error the judges may always overrule the quizmaster. The basis of the decision may be announced at the discretion of the judges. The decision of the judges is final and no further appeal of that decision of the quizmaster shall be allowed. (G-6) (Amended 1989)

4. Referral Question

If a team captain appeals a ruling on a toss-up question missed by his/her team and the appeal is denied, the same question shall be used for the referral question unless the judges deem it necessary to substitute a different question in the interest of justice. (Amended 1986)

5. Special Appeal by Any Quizzer

This special appeal process may only be used for questions and answers requiring exact quotes. In the event that a quizmaster rules that the quizzer has misquoted the passage, but the quote was correct according to the edition of the New King James version which the quizzer uses:

- (a) The team captain or the quizzer involved may immediately signal for recognition.
- (b) The grounds for the appeal shall be explained and the edition of the Bible in question must be provided to the quizmaster.
- (c) The quizmaster may resolve the appeal without referring it to the judges.

6. Time Limit on Decisions of the Judges

The judges are allowed a maximum of 5 minutes (**including** time to replay a recording) to discuss an appeal. If a decision has not been reached within 5 minutes, the question will be thrown out and a new question will be given in its place.

H. FOULS

1. Rule Violations

A purposeful violation of any of these rules or conduct not furthering the purpose of quizzing may be a foul as determined by the judges in consultation with the quizmaster. More than one foul may be assessed for an infraction that is serious and deliberate.

2. Automatic Fouls

Acts which are automatic fouls are found at E4 (Premature Buzz), E10 (False Start), J1 (Communication), and L7b (Holding Time).

3. Assessed Against

Fouls are assessed against a team, not against a particular individual, although the acts of an individual (including the coach or audience) may be the basis of a foul.

4. Time to Announce

If a foul is committed after a quizzier has buzzed, but before the quizmaster has made a final ruling on that buzz, the foul shall not be announced until after the quizmaster has made a final ruling on that buzz.

5. Teams Late to Their Quiz

If the team is not **seated** prior to the scheduled start time, the team is considered to be late. Teams should endeavor to arrive in advance so as to be seated a few minutes before the quiz's scheduled start time.

The penalties for being late will be as follows:

- One foul assessed if the line-up is not submitted 5 mins before the scheduled start time
- One foul assessed for being under five minutes late.
- A second foul assessed for being five to ten minutes late.
- If the team is more than ten minutes late, they forfeit the quiz.

I. TIME-OUTS

1. Number

Each team shall be permitted two time-outs per quiz of not more than one minute in duration. An additional time-out shall be permitted each team for each overtime. Unused time-outs are not lost and maybe used in a subsequent overtime.

2. Who Can Call

The quizmaster shall recognize time-outs only from the captain and the designated coach.

3. Time To Call

A time-out may be called from the final resolution of a question until the quizmaster completes the introduction of the next question.

4. Official Time-outs

Official time-outs shall be called automatically before the beginning of an overtime and in accordance with rule II-E-14 and III-A-3-q. Other official time-outs may be called at the quizmaster's discretion.

5. Length

Except as limited by II, the quizmaster shall determine the length of each time-out.

6. Consecutive Time-outs

Only the quizmaster may call a time-out immediately after the expiration of another time-out and prior to the posing of at least one toss-up question.

J. COMMUNICATION

1. During Questions

No communication (including gestures) shall take place among the quizzers, or between the quizzers and their coaches or the audience, or between the coach and the quizmaster, from the time the quizmaster completes the introduction of the toss-up question until either the quizmaster has made his/her final ruling on every allowable attempt to complete and answer that question (including a referral question), or has declared the question closed (See Paragraph L2). If communication takes place the judges or quizmaster shall assess a foul.

2. During Appeals

In the event there is an appeal, the rule of no communication shall continue from the initiation of the appeal until a decision by the judges is announced. If there is communication with a captain before the captain initiates an appeal, the team shall forfeit its right to appeal.

3. Between Coach and Quizmaster

Respectful communication between a coach and the quizmaster is permitted between questions. However, a coach may not question the decision made by the quizmaster and judges, nor may he/she initiate an appeal or ask for an explanation of the decision that has been rendered. If no judges are available, the quizmaster may solicit the opinion of the coaches at his/her discretion. If inappropriate communication takes place, the judges or quizmaster shall assess a foul.

K. QUIZZER SUBSTITUTION

1. When

Substitutions may only be made during time-outs.

2. How Many

No quizzer may be switched directly from one position to another. (For example, the number 1 quizzer cannot be moved directly to the number 4 position during a single time-out. However, number 1 could be substituted for during a time-out and then placed in the number 4 position during the next time-out.) There are no other limits on the number or type of substitutions. (But see Paragraphs C1, K3, and K4.)

3. Quiz Outs

Substituted quizzers may return to the quiz unless they have already answered five toss-up questions correctly.

4. Frozen Quizzers

A quizzer who is frozen may not be substituted, but he/she may answer referral questions and remain the appointed captain. (II-E-12)

L. MISCELLANEOUS RULES

1. Buzzing Ties

If two or more persons on different teams tie, the question shall be thrown out and a substitute question shall be used. If a tie is only between members of the same team, the captain shall

decide who will be recognized for the buzz. Every attempt should be made to use equipment which does not tie.

2. No Buzz

If no quizzer buzzes within five seconds after a toss-up question has been completed by the quizmaster, the question shall be declared closed. No substitute toss-up question shall be offered, and the quizmaster shall proceed to the next toss-up question.

3. Team Captains

Each team shall designate one of their quizzers to be captain. The designation may be switched by the coach at any time between questions. If at any time the quizmaster or official scorekeeper becomes aware that no captain is presently designated, they shall immediately ask the coach for the designation. A quizzer who is frozen may serve as captain. The captain is the only quizzer who may call time-outs, make appeals, or determine which team member shall respond in the event of an intra-team tie buzz. (Amended 1987)

4. Repetition of the Question

No question or part thereof shall be repeated by the quizmaster:

- (a) After the buzz, in the event a buzz occurs while asking a toss-up question.
- (b) After recognition of a quizzer in all other situations.

5. Interruption by Quizmaster

The quizmaster may indicate that a question or answer is correct or incorrect before the time limit has expired. If the quizmaster has indicated an answer is correct, the quizzer shall have the right to add to his answer until time expires. The quizzer has no right to continue in other situations. If the quizzer chooses to continue and adds false material, the quizzer shall receive an error.

6. Equipment

Judging to determine the first quizzer to buzz shall be done by individually hand-held thumb or finger activated electronic button devices.

7. Holding Time

- (a) If at any time while the quizzer is **completing the question**, the quizmaster believes the question given may be correct, but feels the need to consult the text or the judges, he/she may order the "holding" of the time until he/she decides that the question was correct, incorrect, or that the quizzer should be allowed to proceed. Time may only be held after the quizzer has given a **complete** question. Once the quizmaster orders time to be held, the timekeeper shall stop the clock until the quizmaster gives an instruction and then orders, "resume time." Time may never be held while the quizzer is giving their answer.
- (b) During the holding of time, the recognized quizzer may not say anything. If the quizzer does speak while time is being held, his/her team shall receive a foul, and anything he/she says shall be disregarded.

8. Translation or Version

In June 2007, the Quiz Committee, with approval from the Youth Committee, voted to switch from the KJV and begin using the New King James version beginning with the 2008-2009 quiz season. The New King James Version of the Bible shall be the basis for all questions and answers. A quizzier is correct in quoting from any New King James text.

M. WHAT QUESTION MUST THE QUIZZER ANSWER

1. If the quizzier correctly answers the question he/she gave (and which was accepted by the quizmaster) he/she shall be ruled correct.
2. If any of the material given by the quizzier serves to answer (See N-6-a) the question accepted by the quizmaster incorrectly, he/she shall receive an error.
3. If the quizzier asks a question which has no answer supported by the text, and the quizmaster mistakenly accepts the question, the quizzier's answer shall be ruled incorrect.

N. STANDARDS FOR EVALUATING ANSWERS

An answer may be incorrect for any one or more of the following reasons:

- (a) Failure to use enough exacting words from the passage to explain the answer
- (b) Failure to provide all of the answers
- (c) Failure to define a pronoun not previously defined in either the question or the answer
- (d) Failure to quote the answer word-perfectly when required
- (e) Including so much material that the answer must be picked out
- (f) Including an answer not supported by the text
- (g) Including false material
- (h) Misstating, but not mispronouncing, an answer
- (i) Providing an answer outside of a reference
- (j) Failure to provide the book in a "locate" question

All of the above are more fully explained in the following paragraphs

1. General Sufficiency of an Answer

- (a) Although it is encouraged, answers, except to quotation questions (See N4), are not required to be word perfect. However, it may be that an exact word or words is necessary. Whether modifying words, phrases, or clauses are essential to an answer can only be determined on a case by case basis.

As a general rule, when a question is seeking a verb, noun, or phrase as an answer, modifiers are not essential. They are essential when necessary to distinguish the verb, noun or phrase either within the text, or in a general sense. Various titles for members of the Trinity frequently raise the issues discussed here.

Example Q: "Whom did God's gospel concern?" (Romans 1:1-3)

Full correct answer: God's Son Jesus Christ our Lord. "God's Son" or "Jesus" or "Christ" would be sufficient answers since they particularly identify a member of the Trinity and are used in the passage from which the question came. "Our Lord" is insufficient because it does not define the member of the Trinity. It is similarly also not essential. "The Deliverer out of Zion" (Romans 11:26) would not be correct, for while it is in the text and identifies the member of the Trinity, it is not in the passage from which the question originates. In this case the quizzer would have the rest of their time to complete their answer.

Example Q: "More than whom did men worship and serve the creature?"
(Romans 1:25)

Correct answer: "The Creator." "God" would be insufficient for while it is true, and the word "God" even appears earlier in the verse, the passage is contrasting the creature with the Creator. Furthermore, "God" is used earlier for a different, although related, thought.

The general title "God" should not be used to substitute for other terms for God merely because it is in the same or nearby verses. However, there would be nothing wrong with answering "The Creator, who is God." In fact, inasmuch as it further explains the answer, it is a better answer.

- (b) Generally, interpretation of a passage is not required. However, when a term is used in reference to things or people which are essential to the answer (i.e. if it had not been said, the answer would have been incorrect) and which are more specifically identified in the text, the quizzer must make that more specific identification. Such as:

- (1) Whenever a non-proper noun is used to refer to a distinct group of people who are elsewhere in the text referred to by a proper noun (e.g. "saints in Rome" [Roman believers], Gentiles, Jews), the quizzer must further define the non-proper noun with the proper noun.

Example Q: "What were broken off?"

Answer: "Some of the branches, the branches referring to Israel."
(Romans 11:17)

Furthermore, when an answer requires the name of a group of saints (or believers) to which an epistle is written, the quizzer must in some way identify them as believers, e.g. "Roman believers" rather than merely "Romans."

- (2) When certain adjectives (e.g. these, that, this, those) are used to modify a term so as to refer to a more specific identification found immediately preceding in the passage, the quizzer must provide the more specific identification.

Example Q: "In what are we more than conquerors?"

Answer: "In all these things, these referring to tribulation, distress, persecution, famine, nakedness, peril and sword."
(Romans 8:35 & 37)

- (c) When there are a chain of effects in the immediate passage in which a cause is stated, the chain of effects should be stated when the question seeks the effects of the cause.

Example Q: "Why is our old man crucified with Christ?"

Answer: "That the body of sin might be done away with that we should no longer be slaves of sin." (Romans 6:6)

2. Multiple Answers (Amended 1986)

- (a) If a question has more than one answer in the text, whether from the same or different passages, all the answers must be provided for the answer to be sufficient, unless the question specifically limits the number of answers desired and/or the passage from which the answer(s) is (are) to come.

Example Q: "According to Romans Chapter 7, what does Paul do?"

Answer: "What he hates." (7:15)

"The evil he wills not to do." (7:19)

("What he wills not to do" (7:20) is not an additional answer since it is conditioned by if, and it is really a short-hand repetition of the answer found in 7:19.)

- (b) A question worded as a singular question may require more than one answer. For example, "Who is one of the Colossian believers?" The answers are Onesimus (4:9) and Epaphras (4:12). In each passage, it is stated that the named individual "is one of" the Colossians and thus both answers are required.
- (c) When a reference is given with a question and there is more than one such reference from which the question may come (e.g. "In a verse 2, who is beloved?" [1 T 1:2 and 1 T 6:2])) only the answer from a single reference need be given.

3. Pronouns

All personal pronouns (and in exceptional cases other pronouns and words) must be identified or explained to the extent the passage allows, except for those circumstances set forth in Paragraph (a) below. The published definitions of the Bible Quizzing Ministry provide a "safe harbor" for the quizzer, allowing the quizzer to use the definitions and not be judged incorrect. However, this does not preclude other definitions supported by the text. (Amended 1995)

The first example below is one where a non-personal pronoun must be defined. In the second example, the non-personal pronoun needs no defining because the passage contains no further identification.

Example Q: "In what do we groan?"

Answer: "In this, 'this' referring to our (believers') earthly house and tent."
(II Corinthians 5:1-2)

Example Q: "To whom is Paul ready to preach the gospel?"

Answer: "To you who are in Rome, 'you' referring to the Roman believers." (Romans 1:15)

- (a) A pronoun need not be defined when the question uses a pronoun in reference to believers in general (we, us, our) and the answer uses a pronoun in reference to that pronoun in the question.

Example Q: "What do we do to the law through faith?"

Answer: "We establish the law." (Romans 3:31)

- (b) A pronoun need not be defined when the pronoun in the answer obviously refers back to a noun in the answer or the question.

(1) The obviousness must flow from the grammatical structure or syntax of the question and/or answer, and not from an understanding of the text or Christian theology.

(2) It is to be assumed that a pronoun refers back to the last preceding noun (in the question or answer) with which it agrees in number, gender, and person, or if in reference to a clause or phrase, the last preceding or next succeeding clause or phrase.

Example Q: "What was Paul called to be?"

Answer: "He was called to be an apostle." (Romans 1:1)

Example Q: "Whom did God also justify?"

Answer: "God justified those He called." (Romans 8:30)

- (c) A pronoun need not be defined when the pronoun is not an essential part of the answer (if it had not been said, the answer would have been correct. See N1), or does not serve to "answer" (See N6a) the question.
- (d) A pronoun need not be defined when the pronoun is located within a question or an answer which must be quoted word perfect. (See Paragraph N4)
- (e) A pronoun need not be defined when the explanation or identification of the pronoun is outside of the verse(s) referenced by the question. Definitions that appear in the verse are required. (See Paragraph N9)

4. Quotes

A quoted answer should be required only when the material sought is in the form of a quote or easily identified self-contained statement. The answer is incorrect if not quoted word perfect only when:

- (a) The question is of the format "Finish" or "Quote" this verse as provided in Paragraph O4.
- (b) The question asks for a portion of the question or the answer to be quoted. The following instruction will be given before the question is introduced: "The completion of this question requires a quote, Question #1, question." Or "The answer to this question requires a quote, Question #1, question."

5. Additional Material

- (a) Adding material not essential for answering the question will not usually make the answer incorrect. Paragraphs N5(b), 6, and 7 are all special cases of answers which are incorrect because something beyond the requirements of Paragraphs N1, 2, 3 and/or 4 was said.
- (b) If a quizzer quotes a verse or verses, when the correct answer is one word or a short phrase or clause, or otherwise adds so much material that the quizzer has obviously taken no initiative to set forth the specific answer, but rather has left it up to the quizmaster to find the answer, then the answer shall be incorrect.

6. Textually Unsupported Material

Any material within an answer which serves to "answer" the question (see Section M for what is to be considered the question to be answered), and is not supported by the text, shall make the answer incorrect.

- (a) To "answer" the question, material must be stated in a manner so that it serves the grammatical functions which are responsive either to the explicit directive of the question, or to the quizzer's restatement of the substance of the questions in a declarative form.

Example Q: "Who said, 'Blessed are those whose lawless deeds are forgiven?'"

Answer: "David, describing the blessedness of the man to whom God imputes righteousness apart from works." (Romans 4:6-7)

The above question is seeking the name or description of a being who said something. The answer given refers to three beings: "David," "God," and "the man to whom God imputes righteousness apart from works." However, the latter two are stated in such a manner, and perform certain grammatical functions in the sentence which was given as an answer, that they do not "answer" the question. If the answer given had been "David and Abraham describing...", "Abraham" would serve as an answer the question, and make the quizzer's answer incorrect since it is not supported by the text.

- (1) Material in an answer does not "answer" the question if the question asks for a positive (negative) response and the material is a negative (positive) response.

Example Q: "What does exclude boasting?"

Answer: "Not the law of works, but the law of faith." (Rom. 3:27)

The question asks for a positive response. The answer gives first a negative, then a positive response. The negative response does not make the answer incorrect for it does not "answer" the question.

Quizzers must be careful in framing their responses to such questions for it is easy to provide an incorrect response by using a double negative.

Example Q: "What does not exclude boasting?"

Answer: "Not the law of works, but the law of faith."

The quizzer has not stated his answer in a complete sentence but only quoted a phrase from the passage. The quizmaster must turn the question into a declarative form in order to "translate" the quizzer's answer into, "Boasting is not excluded not by the law of works but by the law of faith." Clearly that part of the answer which is responsive to the question is false.

If the quizzer had instead taken the precaution to put his answer in the form of a declarative statement, even in a quotation form from the passage such as:

"Boasting is not excluded by the law of works, but by the law of faith."

Then he/she would have "restated the substance of the question in a declarative form" so that the underlined material correctly "answers" the question.

- (2) Material in an answer does not "answer" the question if the question asks for a who (or what) and the material is a what (or who).

Example Q: "Of whom is God the Father?"

Answer: "God is the Father of believers' Lord Jesus Christ and the Father of mercies." (II Cor. 1:3)

The correct answer is "believers' Lord Jesus Christ." "Mercies" is a "what" and is not a response to the "of whom" question. Thus, adding it does not make the answer incorrect. However, if the quizzer had responded with just "mercies" (and nothing else), this would serve to "answer" the question and would therefore be incorrect.

- (3) Material in an answer does not "answer" the question if the question comes from a passage whose tense differs from the passage from which the material originated.

- (b) An answer is not supported by the text if there is neither explicit nor implicit language which logically, substantially justifies the answer.

Example Q: "Who said, 'Blessed are those whose lawless deeds are forgiven?'"

Answer: "David and Abraham." (Romans 4:6-7)

While "David" is the correct answer, "Abraham" makes the answer incorrect because nothing in the text gives an indication that Abraham ever said any such thing. "Abraham" does not make the answer wrong for the reason that it is "false" because it cannot be shown that Abraham did not ever say this.

Example Q: "To whom is Paul ready to preach the gospel?"

Answer: "To all the world and to you who are at Rome, 'you' referring to the Roman believers." (Romans 1:15)

"You who are at Rome" is explicit in the passage. However, the passage states "you who are at Rome, also." The "also" implies there is someone else. In the immediately preceding verse, Paul says that he is debtor to Greeks and to barbarians (which is the whole world by Greek thinking), so he is also ready to

preach to those at Rome. It is thus a reasonable interpretation that Paul is ready to preach to all others also. Therefore, the answer given is correct. (It should be noted that any "answer" which falls in this "interpretive" category may arguable be required under Paragraph N1.)

7. False Material

If an answer contains anywhere within it false material, whether or not it "answers" the question [See paragraph N6(a)], it is incorrect. Material is false if it is objectively not true.

Example Q: "From what shall we be saved?"

Answer: "From wrath through Paul." (Romans 5:9)

The answer contains the correct response "wrath." However, it adds the unnecessary material "through Paul." Since it is not true that we shall be saved from wrath through Paul, the answer is incorrect.

8. Mispronunciation and Misstatements

If it can be determined what was meant, mispronounced words do not make an answer incorrect. When quoting verses or stating a question or answer, if a quizzier says part of a word, but does not complete it, he/she may reverse him/herself. Otherwise, a quizzier is bound to everything he/she has said before time expires. This also applies if the quizzier continues to add to their answer after being ruled correct.

9. Answering Questions Containing a Reference

If a question indicates that the answer comes from a particular reference, an answer will be incorrect if it comes from outside that reference. Material stated from outside the reference will not make the answer incorrect if the material does not serve to "answer" the question (See Paragraph N6a). If the reference contains a pronoun or term which is further identified outside of the reference, that further identification need not be given. Definitions that are included in the specific verse (and come from another verse) are usually required.

10. Locating the Verse

When answering a "locate the verse" question [Paragraph O.4(a)(3)], the answer given by the quizzier must indicate the Chapter, Verse, and Book of the Bible from which the verse came, even when there is only one book in the year's material. (Added 1988)

O. STANDARDS FOR FORMULATING QUESTIONS

IFCA Bible Quizzing is based upon key word buzzing. Therefore, the questions and the rules are designed so that a quizzier who has buzzed on key will not need to guess regarding the completion of the question. A question that contravenes any of these rules should not be used in a quiz. The results of a quiz, or the score from a particular question, is not invalid because a forbidden question was accidentally used, nor may the quizzier appeal such questions. [See Paragraph G(1)(a)] However, the quizmaster or judges may throw out such questions at their discretion. (Amended 1987)

1. No False Keys

A question shall never contain a false "key" or "key word." A question with a false "key" or "key word" is one that uses wording which departs from the strict language of the passage from

which the question originates, and in so doing falsely "keys" the quizzer into believing that the question originates in another passage. (O-5-a)

2. Textual Wording

As much as is possible, the wording of the question shall follow the wording of the passage including word order and verb tense.

For example Q: "Whom did Paul long to see?"

Rather than Q: "Whom did Paul want to see?" (Romans 1:11)

This rule does not preclude the use of non-textual words which: (a) are necessary in order for a question to be written in a grammatically correct fashion and (b) do not act as false keys. Such necessary words include linking verbs – "tell," "ask," "say," "call" (e.g. "What did Paul call..."); and other necessary lead-in words (e.g. "In a verse 1, what question is asked, "What kind (or "type") of ...," "What will happen if..."). The use of "What is true" is not to be used unless it is textually correct. (amended 1995)

3. No Multiple Question Words

A question shall contain only one interrogative or "question word." For example: Q: "In what and through whom are we more than conquerors?" (Romans 8:37) would not be allowed because "what" and "whom" are two interrogatives. (Amended 1986)

4. Verse Quotes

- (a) If the quizzer is to quote a verse word perfect, the question shall follow one of these formats:
 - (1) "Finish this verse..." (the quizmaster then quotes the verse, from its beginning until either interrupted by a buzz or until he/she reaches a predetermined point prior to the end of the verse. After recognizing the quizzer who has buzzed, the quizmaster shall ask for the answer or tell the quizzer to "finish the verse." The predetermined point is generally three words into the verse or if the key comes later in the verse it will be immediately following the key.)
 - (2) "Quote this verse..." (followed by a reference). The reference shall be stated by the name of the book and the chapter and verse by numerals only, i.e. "Quote Romans 5:9," not "Quote Romans chapter 5, verse 9." (Amended 1986)
 - (3) "Locate this verse..." (the quizmaster quotes the verse until interrupted by a buzz; the quizzer must complete the verse word perfect to complete the question and then give the reference for the answer.)
 - (4) The phrases "Finish this verse," "Quote this verse," and "Locate this verse" are not considered part of the question. A premature buzz at this point shall be considered a foul and the question shall be re-introduced.
- (b) Verse quotation questions (4-a) shall seek the quotation or location of only one verse.

5. Do Not Require Guessing

Questions shall not be used in which after the giving of the key word, the question logically may be completed, by following the passage, in more than one way so as to require mutually exclusive answers. Therefore:

- (a) The question word shall always precede the key word from the passage. Rare exceptions to this rule are allowed when a "key word" can only be used to "key" a question by preceding the interrogative. Rule 08(b) regarding 50/50's within a verse will usually apply to such questions. (Amended 1987)
- (b) In most questions, the requirement of 5(a) will be accomplished by beginning the question with an interrogative – who, what, why, when, where – or an interrogative prefaced by another word (or two words), usually a preposition, i.e. "By whom...", "For what...", "To do what...", or a subordinate conjunction (as, because, if, that, and through).

For example: "With whom is there no partiality?"

Rather than: "There is no partiality with whom?" (Romans 2:11)

(Rule 5(a) does not require the use of an interrogative in every question – see e.g. O4. Imperatives may be used such as "Describe," but they must precede the key word and usually will begin the question. They should be used sparingly.)

- (c) Questions containing references shall give the reference before any other material, i.e. "In [book name]...", or "In a chapter N..." or "In/From a verse N..."

6. Questions Requiring a Reference

- (a) When a careful screening of the material makes it clear that there are only 2 or 3 possible questions that can be asked at the key syllable a reference will be used.
- (b) If there are four or more possible questions that can be asked at the apparent key syllable, the key syllable will be later.
- (c) For the benefit of the quizzers the following exception will be used in determining if the question needs a reference. When it becomes apparent that most quizzers automatically buzz on certain key syllables even if it can be demonstrated that there are at least four possible questions at the apparent key syllable, a reference will be used.
- (d) The phrases "In", "In a chapter" and "In/From a verse" are not considered part of the question. A premature buzz at this point shall be considered a foul and the question shall be re-introduced. If however, the quizmaster begins the name of the book, or begins the chapter number or verse number, the quizzer shall be required to finish the question. The actual book name, chapter number and verse number are all part of the question, not part of the introduction.

7. The Method for Determining What Type of Reference Will Be Used

- (a) The preferred order of references from first to last choice is: book (when multiple books are used), chapter, verse.
- (b) If there is more than one question requiring a reference in the same chapter a verse will be used.

- (c) If there are two questions requiring exactly the same verse designation but are found in separate chapters, the reference will consist of chapter and verse (For example, “In Philippians 2:1...”. These questions will NOT be used.
- (d) Occasionally a reference will be used for questions that are considered to be good questions but are too general to use without a reference. Example: “Describe Christ.”
- (e) When the same question has different answers from multiple locations but the addition of all the required answers is more than the quizzer can answer in 30 seconds, an appropriate reference will be used.

8. Terms for Limiting Questions with Verse References

- (a) From a verse – limits the answer to that verse only, but the question may come from the surrounding passage, or in some very rare instances, be a combination of the surrounding passage and the verse from which the answer comes. Example: Questions 1578, 1579 and 1580 from John’s 2004 material.
- (b) In a verse – limits the question and the answer to that verse only.

9. Yes/No, True/False Questions

Questions shall not be asked so that they may be answered yes or no, true or false.

10. No 50/50's (Amended 1986)

- (a) With the exception of questions whose format is found at Paragraph O-4 (Quotes), questions shall be worded to avoid 50/50 choices. This usually will be accomplished by addition of a chapter reference (or verse reference if in the same chapter) at the beginning of the question.
- (b) When a 50/50 (or lesser odds) situation comes from within a single verse so that a reference will not cure the 50/50, the 50/50 question may be used by listing all the alternative questions and answers on the quizmaster's question sheet. The quizzer will be correct if he/she completes and correctly answers any one of the alternative questions.
- (c) This rule does not forbid the use of questions that have two (or more) answers which come from completely separate passages [e.g. see Paragraph N(2)]. However, if there is any doubt as to whether an additional answer really "fits" the question (whether due to tense, conditionals, etc.), the question and answer should be limited to the certain answer by use of a reference.

11. References to Believers

References to the specific believers who are addressed in a book shall be by proper noun and the term "believers." For example: "Roman believers" rather than "believers" or "Romans" when only the Roman believers are being referenced.

When the correct answer to a question is “believers”, a quizzer is **not wrong** if they answer with a specific group of believers. The quizzer is not correct yet, but is not wrong as long as the answer is supported by the text and does not violate the reference.

12. Make-up of a Quiz

Each 20 question quiz (including substitute and overtime questions) shall contain:

- (a) Randomly chosen questions evenly distributed throughout all of the text being covered by the quiz.
- (b) Exactly one question each of the formats:
 - (1) Quote this verse ...
 - (2) Finish this verse ...
 - (3) Locate this verse ...none of which shall be the first or last question of the quiz or in overtime.
- (c) Other than questions in b, no more than three questions which contain a reference.
- (d) Varying positions for the key words so as to eliminate a pattern or rhythm.

13. Grammar

The rules of grammar will be followed in the drafting of questions except where the question is following the wording of the text in order to properly "key" the question. Specifically, rarely will questions be worded so that a question ends with a preposition. (Added 1987)

14. Numbers and Lists

Questions will not be worded asking for a certain number of answers from a list of answers (e.g.: "Name three of the five ..."). This rule is to preclude the numbers from becoming the "key" to the question. (Added 1987)

P. STANDARDS FOR ACCEPTING QUESTIONS

1. References to Believers

If the question calls for the name of the group of saints (or believers) to which an epistle is written, the quizzer must identify the group as believers in some way, e.g.: "Roman believers" rather than "Romans."

2. Word Perfect

A question need never be completed word perfect except for a question in the format, "Finish this verse," "Locate this verse," or if the question is preceded by the phrase "The completion of this question requires a quote." [See Paragraph O4(a) (3)]. However, a question may be rejected because of the quizzer's failure to include a specific word or phrase. (Added 1987)

3. Valid Question

A question must be accepted by the quizmaster if it comes from the same verse as the original question, includes the same key and has an answer supported by the text.

III. QUIZ OFFICIALS

This division of the IFCA Bible Quiz Ministry Handbook is provided as an aid to Quiz officials. For the most part, the material contained here should be considered as guidelines and checklists for assistance. However, some things are necessary complements to the rules and must be followed. Others, while a matter of discretion, should be followed as closely as possible as a matter of fairness and to promote an equal quality of quizzing throughout the IFCA (for example III-A-4, Accepting Questions).

Bible quiz competition requires the following officials: one quizmaster, three judges, one or two scorekeepers, and one timekeeper.

A. QUIZMASTER

The quizmaster has responsibility for the general oversight of the quiz match to which he/she is assigned. He/she should insure that the quiz is impartially conducted in accordance with the rules and successfully concluded. He/she should remind everyone involved that a quiz is a serious and important occasion to the quizzers. He/she should strive to see that when it is over, the quizzers will have every reason to believe it was absolutely fair. He/she should prepare and conduct the quiz so as to help the quizzers do their best.

1. Preparations before the Quiz

Depending upon how the quiz meet is organized, some of the following may not be relevant.

- (a) Be familiar with the IFCA National Quiz Rules and have a copy present at the quiz.
- (b) Be familiar with the quiz material so that you can knowledgeably evaluate questions and answers. Have a copy of the text which is easily accessible, preferably in detached pages, present with you at the quiz.
- (c) If you have not prepared the questions before the quiz, either by yourself or with the judges, examine the questions for inaccuracies or failure to comply with the rules. (See Section O of Division II) Any question or answer found to be invalid may be edited or substituted.
- (d) Read the questions in advance, noting any words or names that are difficult to pronounce.
- (e) Check to see that there are extra questions for overtimes and substitutes.
- (f) Confer with the other officials and if necessary explain to them their responsibilities. See that they have those portions of the rules which are relevant to their duties and all necessary equipment. (Stop watch, score sheet and copy of the text.)
- (g) If possible, see that the quiz is recorded and check to see that the recorder has been activated or will be activated when the first question begins.

2. Begin the Quiz

- (a) Check with the scorekeeper to see that the line-ups have been turned in and notify the coaches if they have not.

- (b) Announce the teams that will be quizzing and direct them to their respective sides of the platform.
- (c) Introduce the teams, coaches, and officials (including yourself).
- (d) Have each quizzing test their buzzer and check to make sure the lights are being properly activated. This can be done in conjunction with introducing the individual quizzers.
- (e) Give a brief opportunity for the teams to ask any questions they may have.
- (f) Give any additional instructions necessary to the teams or audience. If the audience is largely unfamiliar with quizzing, briefly outline the procedure and scoring.
- (g) When appropriate, particularly if it is the first quiz of the day for one of the teams, and if the team so desires, practice questions may be given to each team individually.
- (h) Explain the relevance of the quiz as far as the tournament brackets and team elimination are concerned.
- (i) See that prayer is offered before the beginning of the match.

3. Procedures During the Quiz

- (a) Read over each question before you introduce it, clarifying it in your own mind.
- (b) Introduce each question with "Question # (the number), Question," and then begin immediately to read the question.
- (c) The question should be read distinctly and in a moderately loud voice (depending on the size of the room and whether you have a mike). The pace should be steady, and the inflection should be natural rather than monotone. **Do not anticipate a buzz.**
- (d) If you misread a toss-up question, stop and use a substitute question, explaining your actions. If a quizzing has buzzed, or has begun to answer, you should still substitute questions. If you misread a referral question, merely read it again, unless the quizzing has already been recognized in which case a substitute should be used.
- (e) If a quizzing interrupts the question by buzzing, stop immediately, even if in the middle of a word.
- (f) Before recognition, indicate whether the quizzing is to "complete the question" or "(give) your answer please." If you are unsure whether you completed the last word of the question, have the quizzing complete the question.
- (g) Recognize the quizzing which the electronic equipment indicates has buzzed first, by: his/her church or, position number, and /or given name. Several methods may be used, for example: "Green #4" or "Church name #4". These may be followed by the quizzing name as in "Green #4 John" or "Highlands #4 Mike". Be consistent with whatever method you choose to use.

- (h) If the quizzer has interrupted the question, he/she has 30 seconds in which to complete the question and the answer. As soon as the quizzer has correctly completed the question, immediately ask for his/her answer or if necessary "hold time." (See III-A-3-i)
- (i) If you think the question is right but are not sure and you need to consider it, consult the judges, or check the text, order the timekeeper to hold the time. (See section III-A-4, Standards for Accepting Questions) When you are ready to proceed, instruct the quizzer whether to continue completing the question or to give his/her answer (see II-L-7, Holding Time) and then order the timekeeper to "resume time." Do not hold time until the quizzer has given a complete question.
- If you think the question is wrong but are not sure, let the time run until you are sure or it has expired. Do not indicate the question is wrong until you are sure that the quizzer cannot get the correct question from what he/she has said.
- (j) After recognition, the quizzer has 5 seconds in which to begin his/her response (see Section II-E-11 of the rules) and a total of 30 seconds in which to give the question and answer. Time starts immediately after the quizmaster has given his/her instructions.
- (k) If no quizzer buzzes within 5 seconds after the giving of the entire question, the question is withdrawn and no substitute shall be given. Pay close attention to the 5 second span here and in (j). Inasmuch as even experienced timekeepers sometimes miss them, you should keep track of it yourself. Counting it out under your breath (one thousand one, one thousand two...) is more practical than trying to observe a watch on the lectern.
- (l) When the quizzer stops while giving his/her answer prior to the expiration of the 30 seconds, and does not give indication that more will be said, if the answer is correct, so announce. If the quizzer has more to say, he/she shall be allowed the full 30 seconds. Do not indicate the answer is wrong until you are sure that the quizzer has said something incorrect. (See Rules, Section N.)
- (m) In ruling on a quizzer's answer:
- (1) Do not show undue enthusiasm or partiality to either team in responding to a correct answer.
 - (2) If an answer is correct, say "(that is) correct," or if incorrect, "no, I'm sorry (that is incorrect)". Do not use, "I'll accept that" or a tone of voice which sounds indefinite. It will confuse the audience and the quizzers and make the other team think they should appeal.
- (n) If it can be determined what was meant, mispronounced words do not make an answer incorrect. When quoting verses or stating a question or answer, if a quizzer says part of a word, but does not complete it, he/she may reverse himself.
- (o) After a referral question, or after a toss-up, if there will be no referral, it is usually best to give the correct answer to an incorrect response. Providing the correct answer clarifies your thinking to the quizzers and may avoid an appeal. It also allows the audience to be more a part of the quiz.

- (p) You should be very familiar with the procedures for appeals. If there is any reason to believe an appeal will be forthcoming and a time-out is called, pause briefly before granting the time-out.

After the appeal and counter-appeal have been stated, you may explain to the judges the basis of your decision or explain procedures and rules. You should not enter into the actual deliberations about the correctness of the answer, although when the judges are inexperienced you may need to help them define the issues. Also, if there is an even number of judges, you may be called upon to break a tie decision.

You should request that the judges render a decision when you feel they have adequately discussed the issues. Remember the 5 minute limitation for deliberations. Remind the judges when 4 minutes have expired.

After the appeal is resolved, clarify the decision for both the teams and the audience.

Before proceeding to the next question, consider calling an official time-out to ease the tension if the situation warrants it.

- (q) A short, official time-out should be called around the middle of the quiz (Questions 10-12) to provide a break for everyone involved. Discretion should be used in placing the time-out so as to space it at least 2 questions away from any other time-out which has been called. A time-out will be called after question 10 unless announced otherwise by the quizmaster.
- (r) Whenever a substitute question is used, if possible, the substitute should be of a similar type (quote, locate, etc.) as the original question.
- (s) No foul should be called when a coach or a quizzier points out an error in identifying a quizzier, a failure to reset the quizzing equipment, or other procedural error, to the quizmaster.

4. Standards for Evaluating Questions

In the past, quizmasters have used the phrase, "I will hear you" or "I will hear your answer" to tentatively accept questions. This phrase is no longer acceptable (see Section III-A-3-m) and should not be used.

No question should be accepted unless it contains: 1) the "key" (II-B-11) found in the quizmaster's question; and 2) the thought of the passage from which the question originates. With that constraint, the following standards apply:

- (a) Questions need not be completed word perfect but need only contain the essence of the quizmaster's question, except for questions of the format, "locate this verse" where the verse must be said perfectly or the question is preceded by "This question requires a quote."
- (b) If the quizzier finishes the question in a more general sense than the quizmaster's question (i.e. the actual question) and the quizzier's question requires in its answer everything that was in the answer to the actual question, the quizzier's question shall be accepted.

Actual Q: "What is Paul ready to preach to the Romans also?" (Romans 1:15)

Answer: The gospel.

Quizzer's Q: "What is Paul ready to do?"

Answer: "Preach the gospel to you who are at Rome also, you referring to the Roman believers."

- (c) If the quizzer finishes the question more in a more specific manner than the actual question so that part of the required answer is in the question, but the balance of the required answer is still necessary to answer the quizzer's question, the question shall be accepted.

Actual Q: "What is Paul ready to do?"

Answer: "Preach the gospel to you who are at Rome also, you referring to the Roman believers."

Quizzer's Q: "What is Paul ready to preach to the Romans also?"

Answer: "The gospel."

Since, "Preach to the Romans also" is in the quizzer's question and everything else in the required answer to the actual question is necessary for the quizzer's answer, the quizzer's question should be accepted.

- (d) If the quizzer's question contains a modifying clause or phrase which is a modifier in the answer to the actual question, the quizzer's question shall be accepted.

Actual Q: "What is done by faith?" (Romans 3:28)

Answer: "A man is justified by faith apart from the deeds of the law."

Quizzer's Q: "What is done by faith apart from the deeds of the law?"

Answer: "A man is justified."

Actual Q: "Who are beloved of God?"

Answer: "All who are in Rome called to be saints." (Rom 1:7)

Quizzer's Q: "Who are beloved of God called to be saints?"

Answer: "All who are in Rome"

- (e) If the quizzer asks two separate questions even from different passages and they have the same answer, the question shall be accepted.

Actual Q: "When is a woman released from the law of her husband (and the quizzer adds) and when is a woman free from the law of her husband?"

Answer: "If her husband dies." (Romans 7:2-3)

These guidelines are all the natural complements of the rules set forth to govern the formulation of questions. They help to insure that a quizzer who buzzes on the key word and states the material correctly will not receive an error because of differences in the actual and completed question. Since these differences have

nothing to do with a quizzer's mastery of the material and his/her ability to bring it forth, no reason exists for withholding the reward.

Even more importantly, quizmasters should follow these guidelines so there is consistency both between quizmasters and in a quizmaster's own rulings.

5. Post-Quiz Responsibilities

- (a) Announce the winning team and the final score. You may wish to announce what team they shall quiz next.
- (b) Be ready to console, encourage, and/or praise the quizzers and coaches when needed.

6. Miscellaneous Hints

- (a) Be neutral in attitude toward both teams. Show no partiality.
- (b) Deal with "problems" coaches raise after a quiz, unless they can be handled quickly or must be dealt with during a quiz. (See also III B-1 (k).)
- (c) Remember to deal with "problems," not personalities.
- (d) If necessary, speak to the audience during a quiz to gain their cooperation.
- (e) Keep the quiz moving, remembering that the quizzers are under a lot of tension. Relax them, but take the quiz seriously – they do.
- (f) Encourage spectators to cheer for both teams. Stop excessive or organized cheers if they hinder progress of the quiz or are excessively threatening to one team.
- (g) Consult with the judges whenever you have some doubt about a decision or need a sounding board for your thoughts. When you think a foul (other than an automatic foul) should be called, bring it to their attention since they must approve fouls. (See II.F, II.H)
- (h) If some condition of the quiz is distracting to the quizzers (i.e.: outside noise, glaring sunlight), stop the quiz and take whatever measures are practical to ameliorate the problem.
- (i) A quizmaster should not preside over a quiz with a team from his local church unless he/she is the only one reasonably available and the opposing team agrees. This is not only to prevent an appearance of impropriety, but also recognizes the difficult situation which such a conflict creates for the individual.
- (j) Markings that appear on quizzes may be understood as follows:
 - [...] required to be correct
 - (...) optional, not necessary to be correct, but not wrong if given
 - {...} comments for explanation or clarification.Also used to indicate an OR in a pronoun definition, for example:
those - the saints {OR believers} who are of Caesar's household

B. JUDGES

If possible, there should be three judges. The judges' specific responsibilities are to resolve appeals and to observe the quiz, making sure that the rules are followed and assessing fouls when appropriate. They are to help the quizmaster make decisions in unusual circumstances and any other discretionary matter in which he/she seeks their advice.

1. Judge Responsibilities

- (a) One of the three judges, preferably the one seated closest to the quizmaster, should serve as a spokesman to relay decisions of the judges to the quizmaster.
- (b) The quizmaster shall announce the decisions of the judges. All communication to and from the judges shall be through the quizmaster.
- (c) Judges should be acquainted with the quiz rules and the text being quizzed over. One of the judges should be in charge of specifically checking in the rules regarding any point in an appeal which may depend on a reading of the rules. Judges are particularly encouraged to check the rules at Paragraph II-N-5 and the text definitions when an appeal is made regarding the defining of pronouns.
- (d) The judges should each have a copy of the quiz questions, the quiz rules, the pronoun rulings, and a copy of the text being quizzed over.
- (e) The judges shall assess fouls as provided in the Quiz Rules, Section II-H, at any time during a quiz. Whenever they perceive any problem (such as the quizmaster recognizing the wrong quizzier) or rule violation which needs attention, they should notify the quizmaster.
- (f) When an appeal or any other question is presented to the judges, they should confer on the issue. If a consensus cannot be reached, whatever a majority of the judges decides shall be the official ruling. In the case where there is an even number of judges and they are split, the quizmaster shall decide. The judges may listen to a recording of the quiz to help in making decisions (including checking the running of time limits.)
- (g) If it can be determined what was meant, mispronounced words do not make an answer incorrect. When quoting verses or stating other answers, if a quizzier says a part of a word, but does not complete it, he/she may reverse himself.
- (h) If the judges perceive that the quizmaster has misread the question, they shall immediately alert him/her to that fact. Usually, the judges should not intervene if they believe that the quizmaster has incorrectly ruled on the completion of a question (except they should bring it to his/her attention if they believe something was misquoted so that he/she can listen to the tape). If an obvious error has been made in accepting an answer, the judges may wish to confer with the quizmaster even if no appeal is raised.
- (i) Appeals may be decided on the points raised by the two captains as well as any additional points the judges may choose to consider. After the counter-appeal, the judges may ask the captains questions about their appeal.
- (j) At their discretion, the judges may have the quizmaster explain the basis of their decisions. All fouls which are assessed should be explained.

- (k) Sometimes after tense, close quizzes, quizzers or coaches are eager to learn the basis of a ruling which may have decided the quiz. While the judges should be willing to personally explain every ruling at some point, they should use sound discretion in choosing the time and place so that the explanation serves to instruct and encourage.
- (l) The judges should screen the questions prior to the quiz to determine whether they are valid (in compliance with Section II-O of the rules) and should bring invalid questions to the quizmaster's attention.
- (m) Judges should not be from either local church which is represented in the quiz. If that cannot be avoided, there should be a judge from each church or the unrepresented team should agree to the arrangement.

C. SCOREKEEPER

1. The duties of the Scorekeeper.
 - (a) Obtain official score sheets to record the quiz.
 - (b) Receive from the coaches the names of the starting quizzers, by position, substitutes, the appointed team captain and coaches prior to the match.
 - (c) Keep an accurate running score, including bonus points, according to Section II-F (Scoring) of the rules.
 - (d) Keep an accurate record of time-outs called.
 - (e) Keep an accurate record of the assessment of fouls.
 - (f) Notify the quizmaster if any quizzer has answered five toss-up questions correctly or has made three errors or if a team has earned a team bonus.
 - (g) Notify the quizmaster if a team requests a time-out when they already have called two (or three, in the event of an overtime).
2. Other Miscellaneous Suggestions
 - (a) When two scorekeepers are used, they should closely check each other's scoring during the quiz.
 - (b) If the score is being kept on a blackboard or electronic equipment for the audience, the scorekeeper should monitor it to be sure it is correct.
 - (c) If a question arises regarding the score, the official score sheet should be checked, question by question, against any other score sheets being kept by the teams or others. In the event the discrepancy remains unresolved, if the quiz is being recorded, the recording may be checked. If not, the official score sheet shall be followed. During this resolution process, no substitutions may be made nor shall coaches approach the quizzing tables(s).

D. TIMEKEEPER

1. The Duties of a Timekeeper.
 - (a) The timekeeper shall be thoroughly familiar with the rules regarding "time."

- (b) The timekeeper must use a watch with a sweep second hand, a digital seconds display or a stopwatch. Stopwatches are preferred.
- (c) A quizzer's time starts to run immediately after recognition by the quizmaster. (When mobile mikes are used, do not begin until the mike is in front of the quizzer.) The quizzer must begin a response (see Section II-E-11 of the rules) within 5 seconds and has 30 seconds in which to give the question and the answer.
- (d) If the quizmaster completes the toss-up question, a quizzer must buzz within 5 seconds or the questions is withdrawn.
- (e) The quizmaster shall indicate the duration of time-outs.
- (f) At the end of all time periods, "time" should be distinctly and loudly called out.
- (g) The judgment of time periods is solely the providence of the timekeeper. If for some reason a significant question arises regarding the length of a time period, the judges may check the recording.
- (h) One of the judges may serve as timekeeper, if necessary.

IV. SPECIAL RULES FOR NATIONAL COMPETITION

A. SELECTION OF TEAMS FOR NATIONAL COMPETITION (Added 1986)

1. Selection by Regional of Senior and Novice Division Representatives
 - (a) Each regional may automatically send one team to represent each of the two divisions. Regionals are free to choose any fair and reasonable method for choosing the winners of the competition of each division. These methods could include a combination tournament or separate tournaments (which might either allow or prohibit dual participation by novice teams). The results must be transmitted to the Chairman of Quizzing by May 15. Regionals are encouraged to choose the selection process early in the year and to consult with the Bible Quiz Ministry Committee if they have questions.
 - (b) A team which wins its regional competition must compete in the National competition in the division which it is reported as winning.
2. Invitation of Teams Other than Regional Winners to Compete
 - (a) After the Regional competition has been completed, the Chairman of Quizzing may invite teams other than the Regional winners to participate in the National Competition up to the number needed to complete a 20-team bracket in each division. (Amended 1994) Teams which competed in the Novice division may be invited to participate in either the Senior or Novice competition. (Amended 1989) The regional quiz chairman must make the recommendations to the national quiz chairman for the teams other than the first place team in the regional.
 - (b) A single church or school may have more than one team per division representing it at the National competition as long as the bracket allows (maximum 20 teams in the bracket) and each team has a minimum of 4 quizzers. E.g. If you have 6 quizzers you are limited to one team. When a church or school has 7 quizzers, they may choose to compete at the National competition as one team of 7, or two teams (one with 3 quizzers and one with 4). If there are 8 or more quizzers you must register 2 or more teams, and each team must have a minimum of 4 quizzers. A church with a school ministry could have both a church team and a school team. (Amended 2002, 2016).

B. AGE LIMITATIONS

To be eligible to participate in either the senior or novice divisions, a quizzer must qualify as a delegate for the IFCA National Youth Convention. The National Youth Convention is for students who have completed at least Grade 7 through students who have completed Grade 12 in the year of the convention, and who are at least 12 and no older than 18 on January 1st of the year of the convention. Students who graduate from high school early but still meet the age limit may attend. (Revised 2006)

C. QUIZ TEAM MEMBERS

The seven (or fewer) quizzers who constitute a team at the finals of regional competition shall be the individuals who constitute the team at the National competition. Substitutions or additions may only take place with the approval of the National Quiz Chairman.

At the discretion of the Region, quizzers unable to attend the National competition may participate at the Regional competition if there is room on the team.

D. DRESS STANDARDS

At the National quizzing competition teams are encouraged, but not required, to wear matching outfits (uniform). However, all quizzers shall adhere to the “Dress-up Definition” for delegates when participating in a quiz. (See www.ifcayouth.org, Delegate Guidelines.)

E. COMPOSITION OF BRACKETS

Each year the competing teams shall, to the extent possible, be placed in brackets for competition in a double elimination tournament according to the following rules:

1. Placement of first place teams.

The first place teams representing the four regionals which placed 1-4 in the previous year's National competition shall be seated by accepted seating methods. In the event a regional placed more than one team in the top four in the preceding year, the second place team from that regional shall be seated in accordance with that finish.

2. Placement of other regional teams.

The first round of quizzing shall be arranged, if possible, so that:

- (a) No first place team representing a regional meets another first place team representing a regional; and
- (b) Teams from the same regional do not meet.

F. SCHEDULING

To the extent allowed by Convention scheduling constraints, quizzes shall be scheduled so that a team has at least a one and one-half hour break between the end of one quiz and the beginning of its next quiz, except between the two championship quizzes. (Amended 1989)

G. TEAM QUALIFICATION

Teams which are not affiliated with the IFCA may qualify for National competition, by explaining the circumstances to the National Quiz Chairman and gaining his approval.

V. IFCA BIBLE QUIZ MINISTRY COMMITTEE

The National Youth Committee has established an ongoing Bible Quizzing Ministry Committee to function under the authority of the National Quiz Chairman. The duties of the Committee are:

A. National Competition

To assist the National Quiz Chairman in Conducting the National Competition by:

1. Being responsible for the preparation of questions.
2. Recruiting and listing a roster of individuals to be used for officiating.
3. Carrying out any other task requested of them.

B. Maintain Rules

To draft and propose to the National Youth Committee changes in the rules and procedures for conducting the National Competition.

C. Promoting Quizzing

To promote quizzing throughout the year by:

1. Publishing a quizzing newsletter.
2. Publishing a book of sample questions over each year's materials.
3. Publishing a coaches' and quizzers' manual.
4. Publishing pronoun rulings.
5. Answering questions which arise regarding the material.
6. Encouraging and aiding the development of regional quizzing programs.
7. Encouraging the spread of the use of IFCA Bible Quizzing as a youth ministry of local churches.

Revised October 2008