



At an age where students first develop interests beyond reading, writing, and math - speech and debate offers an unmatched way for middle school students (grades 6-8) to engage with each other and communicate in front of an audience. Introducing these skills at a young age solidifies the foundation on which students can flourish, both academically and socially, in high school and beyond. The NSDA Middle School was founded as a program of the National Speech & Debate Association in 1995, and provides excellence in resources, recognition and reward for students in grades 6-8, offering its own honorary society as well as competition events at the National Tournament. Our middle school students come away from their participation not only with more articulate communication, but also with increased confidence and social awareness, as well as an advanced ability to discuss the critical issues of our time.

A sophisticated program for earning points and online recording has cemented a firm foundation for growth of middle school speech and debate, by allowing coaches to chronicle student achievement as well as participation.

Interscholastic Competition <i>(one result per round)</i>				Service (Non-Competitive)			
Speech Events (Ranks)		Congress (Points)	Debate (Wins/Losses)		Classroom Presentations	Community Speaking	Theatre Performance
First place	5 pts.	Up to 5 pts. per speech; daily limit of 20 pts.	Win	4 pts.	1 pt. per presentation, up to two may be recorded in a day. Minimum presentation length is three minutes.	2 pts. per speaking engagement, up to two may be recorded in a day. Minimum presentation length is four minutes.	3 pts.
Second place	4 pts.		Loss	2 pts.			
Third place	3 pts.		No Decision	2 pts.			
Fourth place	2 pts.						
Fifth place/beyond	1 pt.						

The middle school points system differs from the high school system in that as soon as a student is entered in the online points database, s/he is considered a “member,” which will assess the school a \$10 fee, and provide the student with a membership card, certificate, and subsequent mailing of degree seals. Following is the structure of degrees of membership, along with the value each contributes to a school’s strength as a middle school chapter.

Degree of Membership	Points	Seal Description	Chapter Strength Value
Degree of Participation (first seal)	0 pts.	Orange on White	2
Degree of Recognition	50 pts.	Yellow on White	3
Degree of Accomplishment	100 pts.	Green on White	4
Degree of Achievement	200 pts.	Black on Metallic Silver	5
Degree of Outstanding Achievement	400 pts.	Metallic Silver on Black	6
Degree of Distinguished Achievement	650 pts.	Red on Metallic Silver	7
Degree of Superior Achievement	1000 pts.	Blue on Metallic Gold	8



Conversion to High School Points

When a student completes the eighth grade, s/he can transfer one-tenth of their middle school points to National Speech & Debate Association high school points, up to 500 middle school points or 50 high school points (new in 2012). This is a manual entry by the National Office.

National Tournament

A national middle school tournament has been held since 2000. Today, it is held with the high school national tournament, offering quality judging from high school mentors and exposure to the world’s largest academic competition. Recent tournament entries have included.....

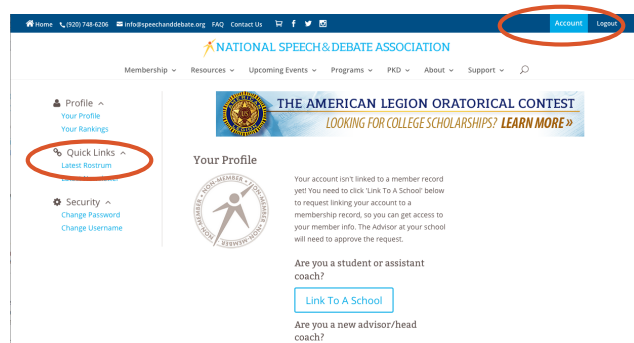
High School Students Give Back

High school students can earn two service points per day, up to 50 per school year, for coaching middle school students. For judging middle school or novice competitions, high schoolers also can earn two points per round, up to four rounds per day.

Middle School Guide to Online Point Recording and Obtaining Membership Reports

Getting Started

Log In at www.speechanddebate.org, and then click on **My Account** in the upper right corner. Under **Quick Links** on the left menu, click on **Enter Points**.

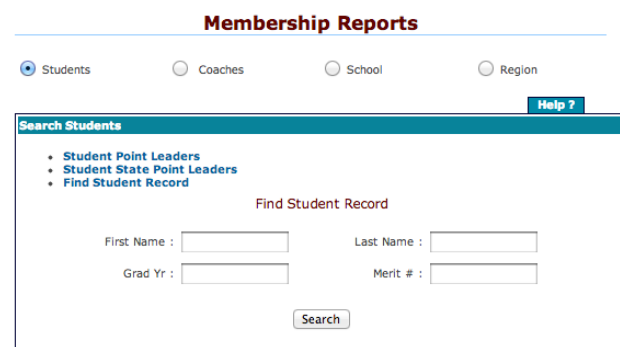


Viewing Records and Standings

- o **Login**
- o **Membership Reports**
- o **Apply Online**
- o **Customer Service**

Anyone may view existing records without logging in. The site offers several reports: point leaders, schools with the highest number of degrees, and so on. To access

these reports, select **Membership Reports** from the left menu. You may choose which type of report you wish to view by clicking the circle next to Students, Coaches, School, or District. Each of these categories offers different report links in the Search area. Click the report you wish to view, complete the requested information, and click [Search].



Step 1: Paying Annual School Membership Dues

If you are an existing chapter of the National Speech & Debate Association, please read the note about "Renewing Membership" (see next page). If you are a NEW school, then follow the directions for "Applying Online" below:

Applying Online

A NEW school may join **with a credit card** by clicking **Apply Online**.

1. On the next screen, click [Continue].
2. Next, complete all of the information boxes. Note: Fill in the *Advisor* box with the name of the head coach of the speech and debate program for the school.
3. Complete the requested billing information. (Annual dues are \$75; there is a \$5 credit card processing fee, so the total will be \$80.)
4. Click [Apply] after all the information fields are completed.


A new school may also join the Association **by check or purchase order**:

1. Click [Apply Online].
2. Click on [Apply as a New School];
3. Enter [state], [city], and {school name} and click {Create New School Application}.
4. This will take you to the School Membership Application to fill out.
5. Save the PDF of the application for your records and print / send with check or purchase order to the national office.
6. Mail it to the national office along with the \$75 annual dues.

NEW SCHOOLS ONLY

Renewing Membership

A school that was a member of the Association last year may **renew** its membership online:

1. Visit <http://mspoints.speechanddebate.org/> and log in to access the School Profile page.
2. Click the red stop sign icon  on the School Profile page.
3. Mark the box for *Annual Dues*.
4. Complete the required information at the bottom of the screen. A credit card will be required to renew a school's membership online. (Annual dues are \$75; there is a \$5 credit card processing fee, so the total will be \$80).

A school may renew its membership through the mail by downloading the paper renewal form:

1. Click the red stop sign;
2. Scroll to the bottom of the page and click on [Renew by Check or Purchase Order];
3. Click the PDF icon and print the form / submit with payment.


Step 2: Logging In

After August 15, returning chapter advisors will be able to log in to their School Profile using their existing username and password; however, **you will not be able to enter points or make other changes until your school dues and any outstanding invoices are paid**. Within a week of the national office receiving the completed paperwork and dues payment, you will be activated. If you are a new chapter advisor, your assigned username and password will be emailed to you.


Forgot Your Password?

Username and passwords are *case sensitive*. The national office cannot access your password. However, we do have your username on file. If you forget your password, click [*Forgot Password*] on the log in screen and follow the instructions. You may keep the same password from year to year.

Previous User Rights

Only the chapter advisor may activate coaches who were online users previously. To do so, first click on the coach's name and then on the pencil  behind the coach's name. Next, select which permissions the coach should have. [*Edit Points*] allows the coach to enter points for existing students as well as make corrections to those entries. [*Add Members*] allows the coach to add NEW members, add points to new and existing members, and edit all points. Finally, you must mark them *Enabled* and click [*Submit Changes*].

New Coaches' User Rights

To set up an assistant coach as an online user, first select [*Add Coaches*] and complete the information in the "Add New" section and click [*Add*]. An email address is required if assigning a username and password. Next, click the school name at the top of the screen to return to the School Profile. Then click [*View Non-Member Coaches*] and click the coach's name you wish to give online rights to. Now, click the pencil  behind that coach's name and click [*Assign User Name*]. Type a username (which you will need to tell him/her—it must be typed EXACTLY) and assign him/her a password; then confirm the password (again, it must be EXACT). Click [*Manage Permissions*] to choose which rights you wish for the coach to have. Finally, click [*Account Enabled*], and click [*Submit Changes*].

Step 3: Enrolling New Members

[View Member Students \(Graduated Students\) \(Non-member Students\)](#)

[Add Students !\[\]\(2bae76de5ebbd5c4d7d47162f1673734_img.jpg\)](#)

1. Click [*Add Students*].
2. Complete the information requested in the box and click [*Add*].
3. The system may, as a safety check, respond with a list of student names with the same graduation year as the ones you are entering. Scroll down and check to be sure that the student you adding was not a student member at a previous school.
4. If your student did not previously compete at another school, click [*Create a New Student*] and then click [*Confirm*].
5. If your student's name appears because he or she was a National Speech & Debate Association member at a previous school, click on the dot in front of that record and click [*Save*]. This will transfer the record to your school.
6. New students' names will appear in your school profile, and you **immediately will be billed \$10 each**.
NOTE: The national office must be notified within 24 hours of a duplication of a student record.

Step 4: Managing Speech Categories

Before entering points, you will need to set up your list of speech events. To do so,

1. On the school profile page, click [Manage Speech Categories].
2. Click an event in which your school participates and move it to the *Current Category* side. To do this, hold down the control key and click individual events.
3. Move the highlighted events by clicking the arrows to the right.
4. Once finished, click [Save].
5. Each time you record points, you will only see these events in your drop down list. This feature is designed to save you from having to scroll through the entire list of events each time you record points. At any time, you may make changes to this list by adding or removing them.



Step 5: Entering Points

You may choose to enter points either by *student point sheet* or by *tournament*.

To enter points by *student point sheet*:

1. Click [By Student Point Sheet].
2. Choose the area you wish to enter by clicking next to Debate, Speech, Congress, or Non-Competitive (Service).
3. Select the student's name you wish to record.
4. Next, fill in the date of the tournament by typing in the date or use the calendar behind the box.
5. Select a coach to receive 10% of the student's points.
6. Complete the remaining information.
7. Click [Add Points]. The entry you made will now appear in the list of point entries for that student.

To enter points by *tournament*:


1. Click [By Tournament].
2. Complete the tournament information.
3. Choose the first category to enter.
4. Next, choose the coach to receive coaching credit for the points in this category.
5. Select **all** students who participated in this category by clicking/checking boxes in front of their names.
6. Click [Next].
7. Complete the result information for each student.
8. Click [Add Points].
9. When the screen reply says "Points Added Successfully" you will click [Next].
10. Choose the next category and repeat the above steps until all events for that tournament are entered.

Remember, unlimited rounds may be recorded in speech and debate, but only one result per round when panels of judges are used. In Congress, up to 5 points per speech or hour of presiding, with no more than 20 points per day may be recorded. Students also may record up to two classroom presentations and up to two non-competitive speaking engagements per day.

Additional Tips

Making Corrections


To correct an error made when entering points:

1. Click "By Student Point Sheet" and select the student's name from the dropdown menu.
2. Click the pencil  in front of the erroneous entry.
3. Change the information that is wrong. *The National Office must make corrections to graduation years or typos in student and coach names, follow procedure in #5.*
4. Click the disk in front of the entry to save the correction.
5. To delete an entry, you will need to compile all information about the entry (including entry information, school name, state, student's name, and coach requesting the deletion), and email it to info@speechanddebate.org.

Note: Corrections are only allowed for the current school year. In addition, the coach receiving coaching points cannot be changed, so please assign these carefully.

Billing and Fees

To pay dues and fees:

1. Assign points for new students first.
2. Click the school name at the top of the page.
3. Click the red stop sign  next to the school name. The next screen will list any new students that are not paid. *The national office must be notified within 24 hours of a duplication of a student record.*

Applying for Student Membership

As soon as middle level students are entered in our system, they become members of the National Speech & Debate Association. Note: No points are needed to be a member at the middle school level. To complete the application for student membership:

1. **Once you record new student members in our online system, the national office will generate an invoice for the one-time, lifetime fee of \$10 each.** The invoice will be sent in the same envelope as the membership cards and hand-engrossed, sealed student certificates.
2. Please pay this invoice in 30 days. After 60 days, a \$25 late fee will be assessed. A middle school with any outstanding debt to the Association will not be allowed to participate in the National Tournament.

Contacting Customer Service

The **Customer Service** button (found on the points application) is one way for you to contact the National Office. You may also email info@speechanddebate.org with your questions.