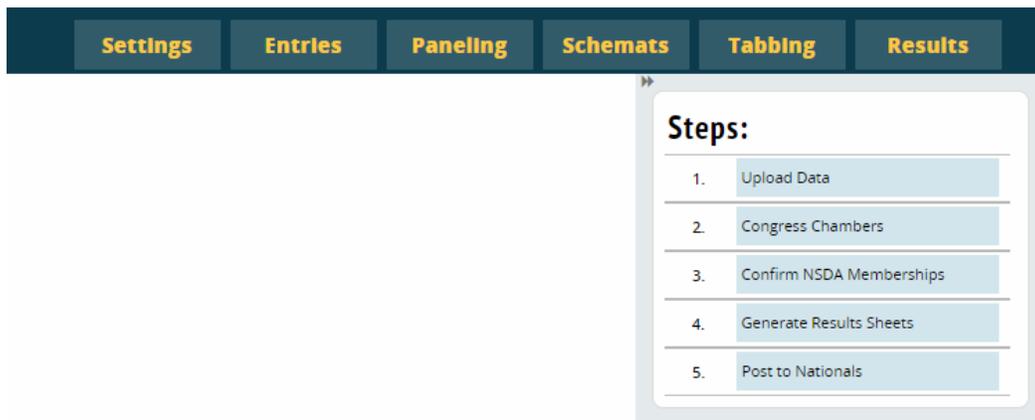


How to Upload JOT District Tournament Results to Tabroom

After the completion of the entire district tournament series, district chairs will upload JOT files to Tabroom.com to allow your district’s qualifying schools to register for the National Tournament. Complete the following steps, and email info@speechanddebate.org with any questions.

1. Gather the .jot results files from your district tournament. Upload unmerged .jot files, and make sure that they only contain data and events from your district tournament. Contact support@joyoftournaments.com for questions about what files you may use.
2. Log in to Tabroom.com. Look for your district tournament under “Tournaments” on the right side of the page. If you do not see it, click “See Past Tournaments”. Click on your district tournament.
3. On the right side of the page, you will see 5 steps. Click on #1: Upload Data.



4. Once you have uploaded your .jot file(s), click on #2: Congress Chambers. In the “Event” column, identify whether the round in question is a House or a Senate round.

Chamber	Event	Round	Timeblock	Type
House 1	HOU	1	Timeslot 1: 9:30 AM	Prelim
House 2	HOU	1	Timeslot 1: 9:30 AM	Prelim
House 3	HOU	1	Timeslot 1: 9:30 AM	Prelim
House 4	HOU	1	Timeslot 1: 9:30 AM	Prelim
House Supers	HOU	2	Timeslot 3: 2:00 PM	Final
Senate	SEN	1	Timeslot 1: 9:30 AM	Prelim
Senate	SEN	2	Timeslot 2: 1:00 PM	Prelim

Save Chambers



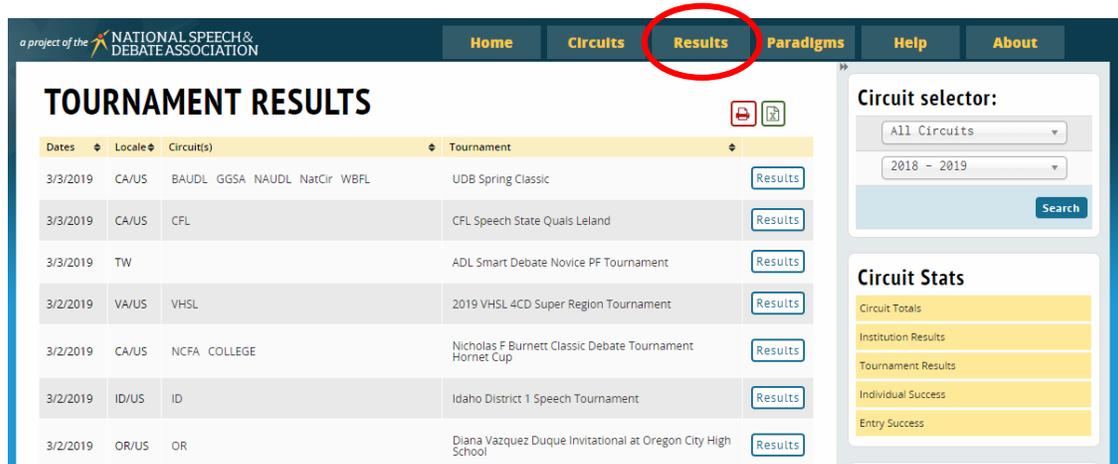
5. The “Round” column is for you to identify whether it was the first, second, or third round of that event. A final will be considered a second round if it was the second House round of your tournament. Put a 1 or a 2 in these boxes.
6. Select the appropriate timeslot from the dropdown in the “Timeblock” column.
7. In the “Type” column, select whether each round in question was a preliminary round, elimination round, or final round. This step is important to get right, so please reach out with any questions! Save Chambers when finished.
8. This will take you to #3: Confirm NSDA Membership. First, ensure that every school has a green check mark next to its NSDA Member Name. If not, select the appropriate school from the dropdown menu and click “Save Affiliations”. Do the same for “Competitors Missing NSDA Memberships”.
9. Go to #4: Generate Results Sheets. Click the blue “Generate All Results” button at the top. This will create a separate result set for each event in which your district qualified students.

Generate Results Sheets

[Generate All Results](#)

Del	Event	Result Set	Generated On	Time	Coaches	Public
	HOU	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	SEN	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	LD	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	CX	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	PF	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	DI	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	DUO	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	HI	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	INF	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	IX	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	OO	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	POI	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>
	USX	District Qualifiers	3/1/2019	4:00 PM	<input type="checkbox"/>	<input type="checkbox"/>

10. Click on the name of the Result Set next to any event to view the list of qualifiers that has been uploaded to Tabroom.com. If you find discrepancies between this report and your JOT results, please reach out to the national office so we can help resolve it.
11. In the “Coaches” column, toggle to Y next to any event that you want to publish results for. Toggling the button in the “Coaches” column will publish results ONLY for coaches in your district. Toggling to Y in the “Public” column will publish results for anyone to see. They can see the results by clicking the “Results” tab at the top of the screen and searching for your district tournament.



12. Click #5: Post to Nationals. This will generate a list of all qualifiers. Any qualifiers that have the word “Ineligible” in the left corner need to have their memberships confirmed. This can be done by going back to #3. Students who qualified but have vacated their spot because they qualified in another more preferred event or gave up their spot will have a Y in the “Vacated?” column and have their name struck through. The alternate should have been moved up and show up on this sheet.
13. Please audit these results against your JOT results and what you announced at your tournament. Please reach out to the national office with any discrepancies.
14. Once you are sure that all your accurate qualifiers are showing up on this page, click the button next to “I certify I have inspected and audited the above results and they are true to the best of my knowledge.”. Then click “Post Nationals Registration”.
15. The schools with qualifiers will automatically receive an email when this happens that alerts them that they may register for the National Tournament.
16. As the chair, you may look at this report to tell which students have been registered for the National Tournament. Registered students will have “Accepted” in the left column. “Posted” means that the student is ready to be registered, but the coach hasn’t done registration yet.

Status	Event	Code	Name	Place	Tiebreakers	Vacated?
POSTED	HOU	Victor		2	2 0.00 10 1.00 1.16 2 0.50	N
POSTED	POI	280		1	5 10 5 14 0.00 11.00	N
POSTED	USX	122		2	6 12 5 20 0.00 7.58	N
POSTED	HOU	206		1	2 0.00 10 2.00 1.64 2 0.50	N
ACCEPTED	CX	241		1	5 1 5 0 10	N
POSTED	INF	270		2	3 11 7 13 0.00 3.16	N
POSTED	PF	135		1	6 1 6 1 9	N
	IX	264		4	5 42 7 42 0.00 6.75	Y