

# Magnolia HS Chess Tournament Volunteer Guide

## MHS Chess Club

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February 4th, Library

10:00am - 3:00pm & 3:00pm - 8pm

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### Check In/Registration Station:

- **Overview:**
  - You will check in participants, collect payments, and register new players.
- **Check in Participants:**
  - You will be provided a google sheet with player names, school, and payment information
  - Ask each person if they have registered. If they have, find their name and mark them as present. The sheet will indicate whether the participant has paid their fee, if they have not yet paid it will be highlighted red, collect their payment and mark them as paid. If they have not registered, add their name, grade, and school to the sheet and collect the registration fee.
- **Chick-Fil-A Basket:**
  - After check in, ask each participant if they would like to participate in the silent auction for the Chick-Fil-A basket.

### Concession Stands:

- **Overview:**
  - Serving food, snack, and drinks and collecting payments
- **Prices (All money will be collected in cash):**
  - Pizza (1 slice): \$2.50
  - Snacks: \$1.00
  - Water: \$1.00
  - Other Drinks: \$2.00

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## **Room Arbiter:**

chess knowledge required

- **Overview:**
  - You will run operations of your room, including board setting, clock setting, board seating, dispute handling, player information, and win/loss recording. **SHOULD NOT LEAVE THE ROOM DURING A ROUND**
- **Player Information:**
  - Read the following at the beginning of each round (after everything has been double checked) : “Welcome to the Magnolia High School Chess Tournament. Before we begin, please check that your board is set correctly, if there are any issues, raise your hand now (wait a few moments for players to check). You will play a 25 minute game with 5 seconds of delay. If you have the LiChess app, please open it at this time, and set the clock to a 25 minute game with 5 seconds of delay. Please raise your hand now if you have any questions regarding LiChess or if you do not have a phone to run LiChess on (if neither player has a phone, give them a chromebook with the clock set up. Continue after all needs are met) The touch-move rule is active, so once you touch a piece, you must move it. You will now play your first round, once your game is complete, come to me and tell me the winner. You may now start your clock and begin.”
- **Board Setting:**
  - Boards must be set before each round
  - Once a game finishes, after recording the score, reset the board immediately
- **Clock Setting:**
  - 25 minute games with 5 second delay
  - Many will use the LiChess app on their phone for clock, though they may need a chromebook for a clock.
  - You will be provided chromebooks, if you need more, contact an admin.
- **Board Seating:**
  - You will be given a sheet with the pairings for your room.
  - Upon entering the room, each participant should be seated at their indicated board with their respective color (white/black).
  - Before you start the round, double check each board to make sure the pairings are correct.
  - If anyone is missing, contact an admin. If they do not show up at all, they lose the round.
- **Dispute Handling:**
  - You have the final say on disputes.
  - Ask Christian Kelton if you have any doubts.
- **Win/Loss Recording:**
  - Make sure each game’s players tell you who won, and circle the winner
  - In the case of a draw, write “draw” in their row.

## **Secondary Room Arbiter:**

- **Overview:**
  - Assist primarily Room Arbiter in all functions listed above.

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- If the primary arbiter needs anyone or anything from outside of the room during a round, you will retrieve it for them. The primary should not leave the room during a round.