



Paper Presentation Rules

Macquarie University Law Society
Paper Presentation Competition Rules

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Paper Presentation Competition Rules

1. Competition Name

- 1.1. This competition will be known as the MULS's Paper Presentation Competition ("The Competition").

2. Competitors

- 2.1. By entering this competition, all competitors agree to be bound by the rules outlined in this document, as well as the MULS Appeals and Forfeitures Policy (found at www.muls.org).
- 2.2. Competitors must not have graduated with a law degree in any jurisdiction.
- 2.3. Should the competition be used to select a representative to compete in ALSA, the highest placed competitor in the competition for that year will be put forward as the MULS representative.
 - 2.3.1. In the event that the highest placed competitor is unable to attend the competition, the second highest competitor may represent MULS.
 - 2.3.2. In the event of the inability of the second highest competitor to attend ALSA, the Competitions Department shall nominate a MULS representative who has participated in the competition.

3. Competition Structure

- 3.1. The Competition is comprised of a Preliminary Round and a Grand Final.
- 3.2. Preliminary Round Procedure
 - 3.2.1. All competitors will compete in the Preliminary Round.
 - 3.2.2. Competitors will be divided into groups, depending on the number of competitors. Allocation of groups will be as follows:

No. of Competitors	No. of Groups
1 – 3	1
4 – 6	2
7 – 9	3
9 – 12	4

3.2.3. Competitors will be randomly allocated to groups.

3.2.4. The group number will be used for both the Preliminary Round and the Grand Final should the competitor progress through to that stage.

3.2.5. One judge will assess all written papers. That judge must not be a member of any oral judging panel for the Preliminary Round or Grand Final.

3.2.6. All competitors within a group will be judged by the same judging panel.

3.3. Progression to the Finals

3.3.1. The two (2) competitors with the highest total score from each Preliminary Round group will progress to the Grand Final.

3.3.2. In the event of a tie, the competitors will be separated in accordance with the following criteria:

3.3.2.1. The score will be broken down into the oral and written component of the score. The competitor with the highest score for the oral component (after averaging as in Rule 3.6.2) will progress to the Grand Final.

3.3.2.2. If scores still remain even, the rank of the competitor from the Preliminary Round will be taken into account. The competitor ranked higher (after averaging as in Rule 3.6.4) will progress to the Grand Final.

3.3.3. Should the two competitors remain tied after all other methods of separating them have been exhausted, a coin

toss conducted by the Competition Director(s) will decide who progresses through.

3.4. Grand Final Procedure

- 3.4.1. The Grand Final presentations will be judged by a new panel (i.e. Judges who have not previously been involved in the competition).
- 3.4.2. Each finalist will be required to undertake a second oral presentation and each panel member will individually give each competitor a mark out of sixty (60). An average oral presentation mark is calculated for each competitor. That mark is then combined with the written paper mark.
- 3.4.3. The winner of the Paper Presentation Championship is deemed to be the competitor with the highest combined oral and written mark in the final.
- 3.4.4. In the case of a draw, the winner will be the Grand Finalist will be that competitor with the highest average oral presentation mark for the Grand Final.
- 3.4.5. In the case of a draw still existing, the winner will be determined to be the individual with the highest mark from any one judge.

3.5. Scoring

- 3.5.1. Each competitor will be allocated a mark out of forty (40) for their written paper.
- 3.5.2. Each member of the judging panel will award each competitor a mark out of sixty (60). The competitor's score will be the average of the scores awarded.
- 3.5.3. Judges must award each competitor a different score; no draws are possible.
- 3.5.4. Each member of the judging panel will rank competitors within each group. No two (2) competitors may be ranked equally. The competitor's rank will be the average of the ranks awarded.

4. Paper Specifications

- 4.1. The subject for the paper (and oral presentation) is to be determined by the competitor (See Appendix 2 for the Written Paper Score Sheet).
- 4.2. The paper is to be no shorter than 2500 words (minimum word limit).
- 4.3. The paper is to be no longer than 5000 words (maximum word limit).
- 4.4. Basic footnotes, bibliography, titles, subtitles and contents pages will not be considered part of the word limit as outlined in 4.2 and 4.3.
- 4.5. Explanatory footnotes are permitted, but must be included in the word limit.
- 4.6. The paper should conform to the *Australian Guide to Legal Citation* (available online at <http://mulr.law.unimelb.edu.au/>).
- 4.7. No part of the paper should disclose the competitor's personal details. Failure to strictly adhere to this rule, even inadvertently, will result in penalties.
- 4.8. The Competitions Department will give three (3) weeks notice of the date papers are due to the competitors via Email.
- 4.9. By 5pm on the due date of the paper, competitors must provide The Competition co-coordinator with:
 - 4.9.1. Three bound hard copies of their paper;
 - 4.9.2. A copy of their paper in electronic form, sent by email, in Microsoft Word format (.doc), Rich Text Format (.rtf) or Adobe Portable Document Format (.pdf) emailed to the competition coordinator; and
 - 4.9.3. A declaration that the length of the paper is between 2500 and 5000 words (see Appendix 1).
- 4.10. Each competitor may submit only one (1) paper.

5. Oral Presentations

- 5.1. All substantive research and preparation for the oral component must be conducted solely by the competitor. Competitors may receive

assistance and advice with their presentation skills and style (See Appendix 3 for the Oral Presentation Score Sheet).

- 5.2. The presentation is divided into two parts:
 - 5.2.1. First, the Competitor will present their paper without interruption for up to fifteen (15) minutes. A competitor must stop speaking when asked to do so by the Judge. A warning will be given at the following intervals:
 - 5.2.1.1. Ten (10) minutes after commencing;
 - 5.2.1.2. Thirteen (13) minutes after commencing;
 - 5.2.1.3. Fifteen (15) minutes after commencing.
 - 5.2.2. Second, the judging panel will question the competitor on their oral presentation for up to ten (10) minutes. Questions from spectators will not be permitted.
- 5.3. The competitor's paper must form the substantive basis for the presentation.
- 5.4. The following equipment is available for use by the competitor in the presentation:
 - 5.4.1. A lectern;
 - 5.4.2. A whiteboard; and
 - 5.4.3. A projector connected to computer equipment for power-point presentations.
- 5.5. No other equipment will be permissible unless a special request is made in writing to the Director (Competitions) at competitions@muls.org, and is approved.
- 5.6. The competitor is responsible for arranging their preferred set up for the equipment and will be given an opportunity to do so before being introduced by coordinator.
- 5.7. For the purpose of this competition, competitors may assume that the judging panel will be composed of "legally literate people with a non-

expert interest in the paper”.

- 5.8. Observation of the competition is encouraged, however potential for disruption must be minimized. Observers should not enter or leave the room whilst a competitor is speaking.
- 5.9. Judges may, if they wish, request that observers leave the room while they confer. Outside of this discretion, observers may watch all segments of a round.

6. Judging

- 6.1. Every effort must be made by the competition organisers and the competitors to ensure that judges are unaware of the university competitors.
- 6.2. In the Preliminary Round, the panel for the oral presentations will consist of three (3) judges. In the Grand Final, the panel will consist of three (3) judges or five (5) judges.
- 6.3. All judges must have suitable legal qualifications, or extensive relevant professional experience. Judges will be judges, magistrates, barristers, legal practitioners, legal academics or others with demonstrated experience in judging paper presentation competitions and experience in advocacy.
- 6.4. Judges will be provided with:
 - 6.4.1. Each competitor’s paper;
 - 6.4.2. The score sheet (see Appendices 2 and 3); and
 - 6.4.3. A copy of the Competition rules.
- 6.5. Each competitor’s score sheet will be submitted to the Competitions Director(s) or Paper Presentation Coordinator or a person nominated by them.

7. Penalties

- 7.1. The following penalties apply:
 - 7.1.1. Exceeding maximum word limit: Written Paper marks are penalised at two (2) marks (of a possible 40 marks available)

per 100 words or part thereof over the maximum word limit (5000 words).

7.1.2. Failure to meet minimum word limit: Written Paper marks are penalised at two (2) marks (of a possible 40 marks available) per 100 words or part thereof under the minimum word limit (2500 words).

7.1.3. Late submission of the written paper in any form or declaration (as per Rule 4.8): Written Paper marks are penalised at two (2) marks (of a possible 40 marks available) per hour or part thereof unless if circumstances call for otherwise.

7.1.4. If a competitor is more than five (5) minutes late for the commencement of the round: Oral Presentation marks are penalised at two (2) marks per five (5) minutes or part thereof. For clarity, penalties will only apply onwards from 5 minutes after the round is scheduled to begin.

7.2. Judges shall not be notified of the application of any these penalties at any time.

7.2.1. If a Judge becomes aware that a penalty has been or will be applied, they will be instructed not to take this penalty into consideration when marketing the competitors

7.2.2. Judges do not have the discretion to dispense with these penalties.

7.3. The Competitions Director has full discretion as to the application of these penalties.

7.4. The Competitions Director also has discretion as to the deduction of marks or disqualification of a competitor for any serious breach of the Rules that is not within the Rules.

8. Appeals

8.1. Appeals will be dealt with in accordance with the MULS Appeals and Forfeiture Policy

9. **Forfeiture**

- 9.1. Any competitor that forfeits will be deemed to have lost that round. The forfeiting competitor will be deemed to have a mark of zero for that round.
- 9.2. Any competitor who forfeits a round shall be excluded from progressing through to the Grand Final.

MULS Paper Presentation Competition

Written Paper Coversheet

Name.....

University

Email

Phone

Title of Document

Word Count.....

Declaration:

1. I have complied with the MULS Paper Presentation Rules.
2. I have complied with the Australian Guide to Legal Citation (3rd ed).
3. I have not put any identifying marks (e.g. name, student ID number, FAN) on any copy of my paper, so they can be marked anonymously.
4. This paper is solely the product of my own original work except where acknowledged as coming from another person or source.
5. I understand that any breach of the Paper Presentation Rules, including providing misleading information on this cover sheet, will result in penalties applying, up to and including removal from the competition.

Signature..... Date

Appendix 1: Written Paper Cover Sheet

COMPETITOR NAME:
TOPIC:

Judge Name(s) _____

Date & Room _____

Competitor Speaking Time min sec

Please do not announce the scores or the results. Please return score sheets directly to the coordinators.

WRITTEN PAPER COMPONENT:

CRITERIA

- challenging or difficult subject of interest or importance
- clear definition and logical structure of ideas
- analysis defines and engages with a sound conceptual, analytical and theoretical framework
- argument is focused and well-developed throughout
- independent, original and insightful treatment of all aspects of topic
- identifies and engages with all relevant aspects of topic and includes appropriate comparative references and insight
- critical evaluation of primary and secondary sources
- argument is reasoned, persuasive and supported by appropriate evidence
- expression, style and presentation are excellent
- consistent referencing, adhering to the Australian Guide to Legal Citation
- correct grammar, spelling and punctuation throughout

TOTAL: /40

COMPETITOR NAME:

TOPIC:

Judge Name(s) _____

Date & Room _____

Competitor Speaking Time min sec

Please do not announce the scores or the results. Please return score sheets directly to the coordinators.

ORAL PRESENTATION COMPONENT:

CRITERIA

- clear, concise, confident, articulate, elegant expression
- clear structure and organisation, logical progression and flow
- communicates ideas naturally and easily
- excellent variation in tone, pace and volume
- effective and intelligent use of visual aids
- appropriate use of stance, expression, gesture and humour
- engages with audience through excellent manner and style of presentation
- conveys sincerity and enthusiasm, stimulating the audience's interest
- mastery of subject matter
- insightful appreciation of legal and policy aspects
- detailed understanding of issues and scholarship
- direct and focused response to questions

TOTAL: /60