

Good Afternoon,

You are currently assigned to judge one or more categories at State Trumbauer at The University of Alabama at Birmingham on December 5–6. You can log into Knack at <https://act.knack.com/trumbauer> to view your judging assignments. Please let us know **ASAP** if:

- You have been assigned to a category you are **not comfortable** judging
- Your **availability has changed**
- You are representing a school and changes need to be communicated to them so they can secure a replacement judge

NEW THIS YEAR — IMPORTANT

A new **Dining** tab has been added in Knack. Please indicate which meals you will be joining us for **and** submit your meal order.

We must have this completed by next Friday.

A Few Other Reminders

- **Judge Meetings:** Mandatory judge meetings will be held at the Alys Stephens Center in the Odessa Theatre. You must check in and attend the meeting on the day you are judging to ensure you are on campus and that all categories are covered.
- **Online Ballots:** All judging will use online ballots. Please bring your laptop or device **with a power cable**. Consider bringing an extension cord, a notebook for backup, and ensure you know how to connect to your phone's hotspot in case of a campus internet outage.
- **Judging Slides:** Review the updated **State IE Judging Slides**, which include new information on completing ballots. You may practice completing sample ballots, but please delete any practice ballots once you are finished.
- **Remind Communication:** We will use Remind for communication during the festival. Click here to sign up for the **Judges Remind**, or view the attached PDF for details.

Please let us know if you have any questions or concerns.

~BKC, Revel, Jane