

DEBATE CLUB HANDBOOK 2024



DNN DEBATE CLUB HANDBOOK

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As always, we welcome your suggestions and feedback - please contact us through our social media or debate.dnn@gmail.com.



Introduction to Debate Network Nepal (DNN)

Debate Network Nepal (DNN) is the leading debate body in Nepal, working to establish a strong debating culture across the nation. Registered as a profit-not-distributing company in 2015, DNN promotes debating through internationally recognized formats like the British Parliamentary (BP), World Schools Debating Championship (WSDC), and Asian Parliamentary (AP). DNN's mission is to empower citizens with critical thinking and debating skills, fostering democratic values and intellectual growth. A full introduction to Debate Network Nepal can be accessed from our website www.debate.net.np. Learn more about us below:

- **Our Vision:** Strengthened democratic values through debating and civic engagement in Nepal.
- **Our Mission:** Institutionalizing debate culture in the academic and civic life of Nepal.
- **Our Thematic Areas:** DEBATE (Democracy, Empowerment, Base Building, Advocacy, Tournaments, Education)
- **Our Values:** DICE (Democracy, Inclusion, Community, Empowerment)

DNN is currently on a mission to establish debate clubs in various educational institutions nationwide, as decided by its Annual Strategic Meeting in March 2024. The meeting also resumed the long-awaited work on the debate club handbook to facilitate the process.

Summary and Invitation

Dear Students, Teachers, and Debate Enthusiasts,

We at Debate Network Nepal (DNN) invite you and your educational institution to initiate debate clubs.

This document provides comprehensive guidelines for establishing, managing, and effectively running debate clubs affiliated with DNN. It aims to establish clear communication between debate clubs and DNN management, offering guidance and support to club members. The document sets Key Performance Indicators (KPIs) to monitor and evaluate the club's progress and help members access debate opportunities nationally and internationally. DNN Member Clubs should fulfill the requirements mentioned in the document to be eligible for renewal of membership.

Debate offers students a well-rounded development experience by enhancing critical thinking, communication, and problem-solving skills essential for academic and real-world success. Participation in debate clubs also cultivates leadership skills and teamwork, preparing students for future societal roles. Additionally, DNN-recognized clubs provide national and international engagement opportunities, allowing students to compete in prestigious tournaments and gain exposure to diverse perspectives.

Debate clubs are essential platforms for nurturing critical thinking, public speaking, and leadership skills among students. By engaging in parliamentary-style debates, students and teachers can significantly enhance their intellectual capabilities and deepen their understanding of democratic values.

By forming a debate club, you can contribute to your communities' intellectual and social growth, empowering students to become thoughtful, informed, and active citizens. DNN is committed to supporting these efforts by providing the necessary guidance, resources, and opportunities for growth.

Becoming a DNN-recognized debate club involves applying with school approval and adhering to DNN guidelines, supported by a "Power-Up" program for new clubs that includes training and establishing a strong foundation. Clubs must renew their membership annually by meeting KPIs and paying a fee to maintain access to DNN resources and events.

- **Debate Network Nepal**

1. What is a Debate Club?

1.1. Introduction to a Debate Club

For the purpose of this document, Debate Clubs are bodies within educational institutions that work to promote the culture of critical thinking and debating within the institution. Typically, these clubs follow parliamentary debating formats as a methodology. In order to make their work more effective and consistent, we invite such clubs to apply for Debate Network Nepal (DNN) membership. Their objectives and responsibilities are as explained in the document.

1.2. Types of Debate Clubs

There are four types of DNN member Debate Clubs:

- Teachers' Debate Club/Society
- University Debate Club/Society
- [Schools] Debate Club (Class 8-12)
- Junior [Schools] Debate Club (Classes 4-7)

An additional University Debate Club Guidelines will be released to deal with the nuances of university debating.

1.3. Why Start a Debate Club?

Debating is a highly rewarding activity. Here are a few benefits of starting a debate club:

- **Promote Practice:** They encourage students to participate in regular practice debates, attend lectures, and compete in intra-school and inter-school tournaments, enhancing Critical Thinking and fostering a community among students. They also help play a crucial role in cultivating a culture of thoughtful dialogue and civic responsibility.
- **Structured Leadership:** Each club is guided by an Executive Committee, including positions such as President, Vice-President, Secretary, and Treasurer, ensuring effective organization and leadership. A Teacher-In-Charge works closely with the students to oversee activities and maintain high standards.
- **Comprehensive Support:** DNN offers a straightforward process for starting a debate club. The process begins with an application and is followed by structured training and mentorship programs. Once established, clubs can access ongoing support,

resources, and opportunities to participate in national and international debate events.

2. How do you acquire and renew a debate club membership?

Each institution wishing to host a DNN-approved Debate Club within the institution will be required to follow the following steps:

2.1. Application Process

Either a teacher or a group of students must apply to establish a debate club. The application must be accompanied by approval from the host institution's administration and a declaration to follow the guidelines of the present document.

The necessary applications are attached to the Annex below. The establishment process will vary within existing and new clubs.

2.2. Formation of Clubs

2.2.1. Onboarding of Institutions with Existing Clubs

An institution that has an active debate club with existing members, a defined club structure, and regularly held meetings can apply to become a member. Members are required to pay a membership fee of NPR 5000.

2.2.2. Establishment of New Clubs

For new clubs without an existing debate structure, institutions need to initiate a "Power-Up" program.

Please refer to Section 3.1 for the details of the "Power-Up" program.

2.2.3. Onboarding of Partner Institutions with an Annual Training Program

If an institution is a part of DNN's annual partnership projects, including Debate-Is-Cool, and Debate Shrinkhala, these clubs are not required to pay a membership fee or annual renewal as long as the programs continue. They will receive support for the election, formal establishment of the Debate Club, and training for the Executive Committee.

An Executive Committee will be referred to as Ex-Com.

2.2.4. Establishment of Teachers' Clubs

We invite teachers from one or more institutions to establish a Teachers' Debate Club/Society. These clubs would require a preliminary two-day Training of Teachers (ToT).

Please refer to Section 3.3 for details on the "Training of Teachers" program.

2.3. Renewal of Membership

Each club should renew its membership annually. The annual renewal fee is NRS. 5000.

2.4. The naming of Debate Clubs

All debate Clubs will be named after their host institution, with the institution's name preceding the club name. For example, (School Name) Debate Club i.e. ABC Debate Club. Institutions can apply for changes to the naming convention if needed, for example, instead of the ABC Debate Club using ABC Debate Society.

2.5. Establishment of Multiple Debate Clubs

In institutions where Grades 8-10, 11-12, or A-levels are managed separately, debate clubs can be organized based on different programs, structures, buildings, or locations. For example, ABC College of Management can have two different clubs in their +2 and A-Levels programs.

Note

When establishing multiple debate clubs (as per Section 2.5), each club must submit a separate application and will be granted separate membership.

3. What kind of Training is required for new debate clubs?

Institutions can subscribe to the following “Power-Up” and “Training of Teachers” programs, which aim to create a solid foundation for the smooth operation of the Club. Such training is mandatory for the Establishment of New Clubs.

3.1. Power Up for Student Debate Clubs

A “Power-Up” program from DNN will include a two-day Debate Camp for 20 to 50 students worth NPR 25,000, which comprises of:

Day 1:

- **Debate Adhar:** A workshop covering the Basics of parliamentary debating.
- **Demo Debate** - A demonstration debate featuring experienced debaters from DNN will be open for all to observe.
- **Practice Rounds:** Two Rounds Debate practice will be held for selected students with curated feedback provided. School teachers and teachers-in-charge of the institutions will also have the opportunity to participate as adjudicators.

Day 2:

- **Basic Adjudication Training:** The students will get guided training on the adjudication process for parliamentary debating.
- **Demonstration Debate:** Selected students will present a live debate where students will practice adjudication.
- **Formation:** An election and formal establishment of the Debate Club will be held.
- **Executive Training:** Training of the Executive Committee will be organized.

“Power-Up” training would cost NPR. 25000, including the membership fee.

3.2. The Training of Teachers (ToT)

The Training of Teachers (ToT) worth NPR 25000, covers the following:

Day 1:

- **Debate Adhar:** A workshop covering the Basics of parliamentary debating.
- **Demo Debate:** A demonstration debate from experienced debaters from DNN (Open to all for observation).

- **Adjudication Practice:** Judging debating rounds and providing feedback.

Day 2:

- **Coaching Exercises and guidance in Lectures:** To assist in promoting the students.
- **Event Organization Session:** Facilitate the logistics of strategies (Chief Adjudication Panel, Equity officers, Trainers, Tab Team, etc.) for organizing any related events either online or in-person.
- **Formation:** Election, Establishment, and Training for Executive Committee

Note

A cumulative establishment of Students' Debate Clubs and Teachers' Debate Clubs would require an inclusive fee of NPR. 40000.

4. What is the structure of a Debate Club?

Every Club will have an Executive Committee, General Members, and a Teacher In-Charge.

4.1. Executive Committee

- **President:** Leads the club, coordinates activities, and represents the club externally.
- **Vice President:** Assists the President, and oversees specific areas like event planning or member engagement.
- **Secretary:** Maintains records, manages correspondence, keeps members informed.
- **Treasurer:** (Optional) Manages club finances, budgets, fundraising, and financial reporting.
- **Club Whip:** Handles all affairs relating to logistics and management for lectures and spars.

4.2. General Members

Members of the Club are responsible for participating in monthly meetings, lectures, and spars along with taking up major positions during inter and intra-debate tournaments.

4.3. Teacher In-Charge / Club Coordinator

Typically, a subject teacher is responsible for coordinating the club's programs and activities.

A Teachers' Debate Club/Society will also share a similar structure but will not have a Teacher In-Charge.

5. How to join a Club?

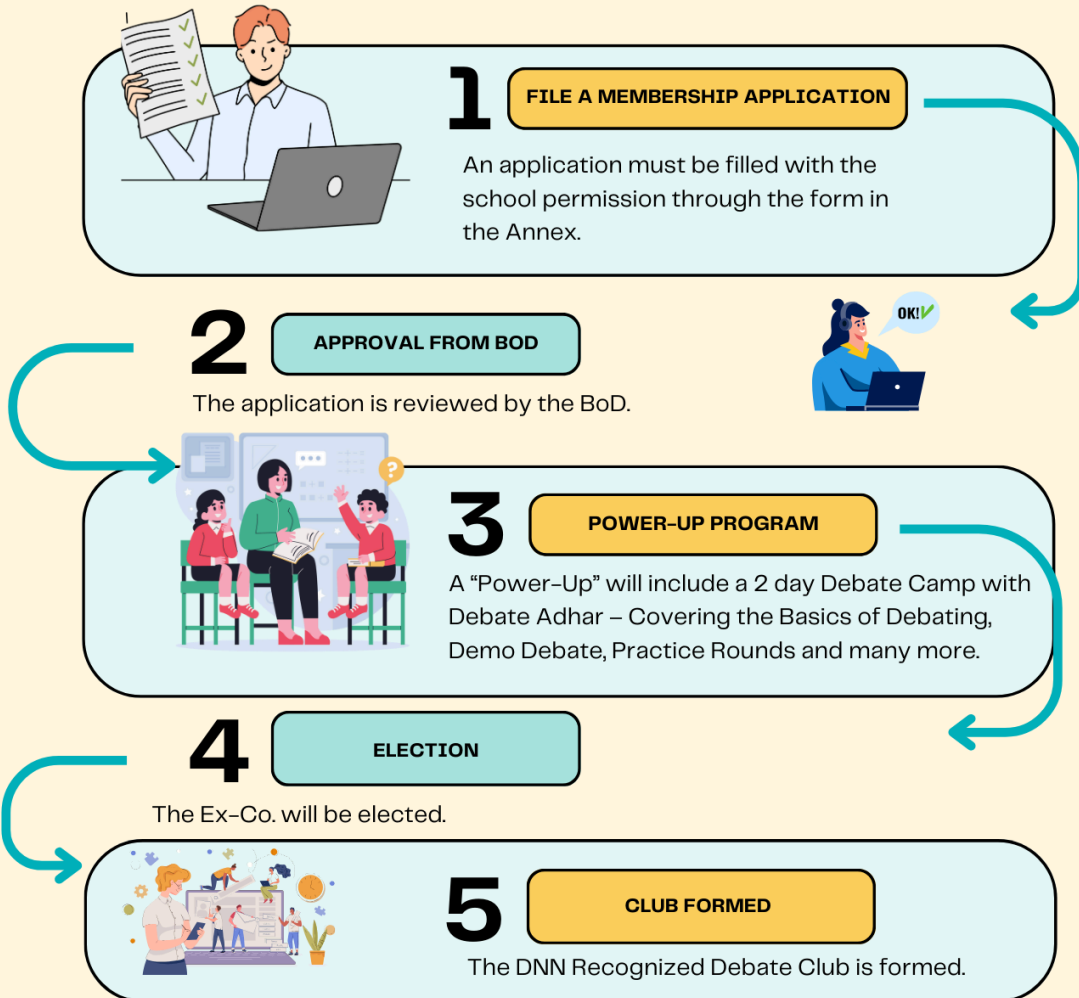
All students of a particular institution can join the established debate club within their institution. Such clubs will keep their Membership open throughout the year, and the club will set out criteria for selection. Similarly, a teachers' club will specify the institutions from which teachers are eligible for membership.

However, DNN provides the following recommendations to the member clubs:

- We, encourage the rotation of leadership positions and provide training and mentorship,
- We encourage Clubs to ask members to recommit for membership every six months.
- We promote The Executive Committee to hold elections every year in the AGM.
- We encourage the School to evaluate the assigned Teacher-In-Charge for two years to define their Terms of work.

ESTABLISHING

A STUDENT DEBATE CLUB



Onboarding of Institutions with Existing Clubs

- An institution that has an active debate club with existing members, a defined club structure, and regularly held meetings can apply to become a member.

Such clubs will only need to pay the annual fee of NRS. 5000

Also if:

- The institution is a part of DNN's annual partnership projects including Debate-Is-Cool, Debate Shrinkhala.

They would be an old club and also would not be required to pay membership fee.

6. Club Activities

6.1. Monthly and Weekly Activities

- **Executive Committee Meeting:** A general meeting of Ex-Com to plan and develop the work being done.
- **General Member Meeting:** All General Members will be invited to the meeting to discuss the plans and seek suggestions including the distribution of work.
- **Meeting with Teacher In-Charge:** The teacher in-charge will be meeting with the Ex-Com to decide the work planned and work in the event.
- **Practice Debate / Spars:** The club will plan practice debates after school and during breaks or off-periods, allowing teachers and students to participate as panelists for impromptu debates. The Spars must be integrated into regular school and college activities in the form of demo debates on contemporary topics during assemblies. They should also be featured in school events like Parents' Day and Annual Day. Additionally, integration in Social Studies classes will help incorporate debates into the curriculum. Judges, including alumni, teachers, and students, along with all General Members and guests, will participate in the spars on a rotational basis.
- **Lectures:** Lectures hosted by teacher-in-charge, alumni, and DNN-appointed trainers dealing with various aspects of the debate.
- **Mentorship activities:** For institutions with Junior Debate Club or with Classes below 4 the GM will mentor the younger clubs and students.

6.2. Yearly Plan

6.2.1. Annual General Meeting (AGM)

An AGM will be conducted every year where the club will

- Conduct election for Executive Committee
- Create commitment for KPIs
- Date for annual Training consisting of training in Debating (Basic), Demo Debate
- Educate new members about Equity
- Recognize awards achieved by the School in Debating.

6.2.2. Social Event

A pre-AGM event to celebrate the achievement of the year including humour debate (those debates with funny and harmless motions) talent shows, etc.

6.2.3. Intra-School WSDC/BP Debate Tournaments

- Host intra-school tournaments with trained alumni, students, and teachers.
- Maintain a tab or a performance sheet to reflect performance for inter-school and national events.

6.2.4. Inter-School WSDC/BP Debate Tournaments

- Host inter-school tournaments in partnership with other clubs, ensuring quality through coordination with DNN.

6.2.5. Annual Debate Training

- Conduct a day-long debate training either by the teacher-in-charge or DNN consisting of Debating Basics, Demo Debate, and the invitation to Spars.

Note

The Key Performance Indicators (KPIs) establish the objectives for each club, including the required frequency of these activities.

7. What benefits do the clubs and club members receive?

We provide various support to debate clubs and club members. Any member debate club will receive the following assistance from Debate Network Nepal:

- DNN will assist in the formation of debate clubs. Such training will include the Election and formal Establishment of the Debate Club and Training for the Executive Committee within the Power-Up and ToT program.
- DNN will organize regular “Member-Only” and “Open” workshops dealing with various administrative elements of debate clubs and theoretical workshops on parliamentary debating.
- DNN will offer guidance and support for club management and activities. DNN will have a separate section within the DNN Management Body to provide consistent support to Member Clubs.
- DNN will provide mentorship and ongoing support to ensure the sustainability and growth of the clubs; and also help in the participation in tournaments.
- DNN will provide exclusive Discounts in DNN-run programs to certified Club Members.
- DNN will provide recognition for Best Debate Club and Best Teacher’s Club every year to encourage active Member Clubs.

8. What are Key Performance Indicators (KPIs) that Clubs need to achieve?

Activities	Min.	Standard	Max.
Executive Members	4 <ul style="list-style-type: none"> ● President ● Vice-President ● Secretary ● Club whip 	6 <ul style="list-style-type: none"> ● President ● Vice-President of Administration ● Vice-President of Debate ● Secretary ● Treasurer ● Club whip 	8 <ul style="list-style-type: none"> ● President ● Vice-President of Administration ● Vice-President of Debate ● Secretary ● Treasurer ● Club whip * 2
Members	8	20	60
Inclusivity	1/3 members are female or gender minority in the Executive Committee and Members.	50% of members are female or gender minority in the Executive Committee and Members.	As elected
Executive Meeting per Month	1	1	4
AGM	1	1	As per need
Lectures per Month	1	2	4
Spars Per Month	1	4	4
Inter School Debate Tournament per year	0	1	2
Intra School Debate	1	2	One per term

Tournament per year			
Guest Participation	5	20	As desired
Participation in DNN (No of Teams and Tournament)	No of Teams: 3 No of Tournament: 1	No of Teams: 5 No of Tournament: 2	As participated

The KPIs for Teachers' clubs would be the same, however, the following changes are applicable:

- Teachers clubs would work to organize lectures for Student Clubs. They would also serve as peer-learning and audit sessions for Members of the Teachers' Clubs.
- The Teachers' Clubs would assist in the hosting of Inter and Intra School Debate Tournaments. However, the student clubs should be provided with ample space for leadership.
- The evaluation of participation in Tournaments would be cumulatively evaluated by the participation of Student Clubs in Debating Tournaments and the participation of Teachers as Adjudicators and Coaches in debate clubs.

9. Club Evaluation and Reporting

Clubs will be responsible for reporting the following information:

9.1. Executive Members Meeting

Minutes of the Executive Members Meeting will be recorded and shared with DNN based on the format provided in Annex. This ensures consistency and completeness in reporting.

9.2. General Members Meeting

Similarly, the minutes of the General Members Meeting will be documented and shared with DNN according to the format in the Annex, facilitating a standardized approach to information sharing.

9.3. New Members and Status Updates

Reports will include information on new members appointed, the current status of all members, including Executive Committee members, and details of any members who have resigned. This helps DNN maintain an accurate record of club membership and leadership changes.

9.4. AGM

During the Annual General Meeting (AGM), new members of the Executive Committee will be appointed. Clubs will also reaffirm their commitment to the Key Performance Indicators (KPIs) established by DNN, ensuring alignment with organizational goals.

9.5. Recognized Awards

Clubs will report any recognized awards achieved by their school in debating. This highlights the club's achievements and contributions to the debating community.

9.6. Lectures per Month

Monthly reports will detail the lectures held, including the titles of the lectures, the teachers conducting them, and the participating members. Any guest participation in these lectures will also be documented.

9.7. Spars Per Month

Clubs will report the number of practice debates (spars) held each month. This includes the titles of the debates, the judges involved, and the details of the debates. Guest participation in these spars will also be noted, emphasizing the club's engagement with external experts.

9.8. Annual Inter-School Debate Tournament

Each club is expected to organize an inter-school debate tournament annually. Reports will include the number of participating teams, the judges involved, the tabs used, and the awardees. This information helps DNN track the club's performance and contribution to inter-school collaboration.

9.9. Annual Intra-School Debate Tournament

Clubs will organize an inter-school debate tournament each year. Reports will cover the number of participating teams, judges, tabs, and awardees, providing a comprehensive overview of the club's internal activities and achievements.

9.10. Evaluation of clubs based on KPIs.

DNN will evaluate clubs based on their adherence to Key Performance Indicators (KPIs). The detailed reporting provided by each club will be tracked to assess their status and performance. By analyzing the minutes of Executive and General Members Meetings, updates on new members and resignations, the outcomes of the AGM, recognized awards, monthly lectures, practice debates, and annual debate tournaments, DNN will ensure that each club meets the established standards and contributes effectively to the organization's goals. This comprehensive evaluation process becomes the standard for continuation of membership and recognition.

10. Code of Conduct and Equity / Conflict Resolution

- **Equity:** Club members, Participants, Organizers must follow the [equity guidelines as set by DNN](#).
- **Code of Conduct:** Students will follow the Code of Conduct of School and additional criteria as established by the AGM.
- **Conflict Resolution:** Will be done by the teacher-in-charge in coordination with DNN.

11. Denial and Cancellation of Membership

- **Failure of Renewal:** If a club fails to renew its membership annually or does not pay the NPR. 5000 fee, its membership request can be denied.
- **Failure to meet the criteria for Existing Clubs:** Clubs that do not meet the required characteristics, such as lacking a structured organization, not holding a meeting in the last month, or failing to host an intra-school debate tournament at least once in a year, may have their membership requests denied.
- **Failure to meet the Criteria for New Clubs:** Clubs that do not initiate or complete the “Power-Up” program, including the 2-day debate camp and establishment of an executive committee, or fail to pay the NPR. 5000 inclusive membership fee, can have their membership denied.
- **Non-Compliance with DNN Standards:** Clubs that do not adhere to the standards set by DNN, such as not participating in DNN’s annual partnership projects or failing to host approved debate tournaments, can be denied membership.
- **Non-reporting:** Any Clubs that have not reported updates requested and required by DNN.
- **Non-performance:** Any Club with less than 60% fulfillment of KPIs might have a cancellation of membership.
- **Board of Directors’ Discretion:** The Board of Directors (BoD) of DNN holds the responsibility and discretion to deny any membership requests based on their evaluation of the club’s adherence to the membership criteria and standards.

12. Resources and Support

Various resources, such as official websites, YouTube channels, books, and online courses, provide essential guidance and training materials to help students and educators start their debating journey. By collaborating with Debate Network Nepal (DNN) after forming debate clubs, schools can access expert support, structured programs, and additional resources, significantly enhancing students' critical thinking and public speaking skills. Together, our efforts will foster a culture of analytical reasoning and effective communication, empowering students to excel in both academic and real-world settings.

12.1. Debate Participation Support

DNN aims to help schools affiliated with member clubs participate in international events. This program enhances students' skills and networking opportunities through participation in major tournaments.

12.1.1. Monthly Event Calendar

To support international participation, DNN will identify major events such as Asian Major Championships, Global Rounds, Regional Championships, and other prestigious tournaments. A detailed monthly calendar will be created, listing all identified events with dates, locations, formats (online/offline), and registration deadlines. This calendar will be shared with all member clubs and associated schools via email and the DNN website, with reminders and updates provided throughout the month.

12.1.2. Registration Process

DNN will ask schools about their interest in participating through surveys or direct communication and gather necessary information for registration, such as team composition and event preferences. To ensure smooth participation, DNN will assist schools in completing registration forms and meeting event requirements, ensuring timely submission of all registration materials.

12.1.3. Fee Waivers and Scholarships

For online events, DNN will negotiate full registration fee waivers, emphasizing the benefits of online participation for skill development and international networking. For offline events, DNN will aim to secure full registration fee waivers. If full waivers are not possible, DNN will try to get at least 50% fee scholarships and inform schools about the financial support available.

12.1.4. Financial Responsibilities

Schools are responsible for covering travel fees and accommodation costs. Accommodation is often included in the registration fees, so if fees are waived, accommodation might also be free. DNN will guide accommodation options and travel logistics if needed. Additionally, if necessary, schools may need to pay for tournament fees if DNN cannot secure waivers or scholarships.

12.1.5. Communication and Follow-up

DNN will keep member clubs and schools informed about the status of fee waivers and scholarships, providing timely updates on any changes to event details or financial support. Feedback from participating schools will be collected to improve future participation processes, and strategies will be adjusted based on feedback to better meet the needs of schools and students.

12.2. Debate-related Resources

Understanding different debate formats is crucial for students and educators who wish to engage effectively in competitive debating. Each format, such as the World Scholar's Cup (WSC), World Schools Debating Championships (WSDC), and parliamentary styles like Asian Parliamentary (AP) and British Parliamentary (BP), offers unique structures, rules, and educational benefits.

12.2.1. World Scholar's Cup (WSC)

Participation Grades:

- Middle School: Grades 5-8
- High School: Grades 9-12

The World Scholar's Cup is a global team academic program with debates, collaborative writing, and quizzes. It focuses on interdisciplinary themes and combines education with entertainment.

Resources:

- Official Website: The [World Scholar's Cup website](#) offers comprehensive guides, past materials, and updates on themes.
- Printable Book: "[The Scholar's Guide to the World Scholar's Cup](#)" provides insights into the format, themes, and preparation tips.

12.2.2. World Schools Debating Championships (WSDC)

Participation Grades:

- Typically for high school students, usually ages 14-19.

Overview:

WSDC is an international English-language debating competition for high school-level teams. It features a mix of prepared and impromptu debates, focusing on global issues.

Introduction to schools debating: <https://youtu.be/edXTDL9Rh3o>

Structure: https://youtu.be/JTCETd_DGI?si=vSMWgH76BnT3jAkg

Preparation: https://youtu.be/mzANoTkzsCA?si=CAe4qi_3jTm0i0MK

Resources:

- Official Website: The [WSDC website](#) provides policies and annual championship updates.

12.2.3. Asian Parliamentary (AP) and British Parliamentary (BP)

Participation Grades:

- University students primarily participate in AP and BP, but these formats are also increasingly taught to high school students, especially in Nepal.

Overview:

AP and BP are two different styles of parliamentary debating. AP typically involves three speakers per team, while BP has four teams of two speakers each, competing in a single debate.

AP introduction: <https://youtu.be/DR7g6FVyNQI>

BP introduction: <https://youtu.be/AnMiGcX3170>, <https://youtu.be/jULlt8heSmk>

Some useful resources to begin learning argumentation:

Basics of Case Building and Prep: <https://youtu.be/Dz-ZUCYcJLo>

Argument Construction: <https://youtu.be/yQ1GS-Tmrpw>

Advanced Argumentation for beginners: <https://youtu.be/SDxmkkcR5VM?si=-EZ4iIXdOR6Mwlrq>

Motion site*: <https://debatedata.io/>

**** We will provide debate recordings on 50 motions upon club formation.***

Note: We will be providing fully compiled debate resources of 100+ training videos upon club formation.

For collaboration and guidance, contact Debate Network Nepal (DNN):

Email: debate.dnn@gmail.com

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Annex

Annex: Debate Club Information Management Links

1. Membership application Form:

<https://forms.gle/MNmJ5yAwKjhAbrmY7>

2. Membership Details Form:

<https://forms.gle/uDY1S4NAesaf72vn7>

3. Membership form for students (To-be-Given by Schools):

<https://forms.gle/4xYF8kY7yoJ9cQTr7>

4. Report Submission Form:

<https://forms.gle/SwMphLFamEQYzbt4A>