

FORMS

BAILIFF'S TIME SHEET

BAILIFF'S TIME CARDS

PLAINTIFF/PROSECUTION TEAM ROSTER

DEFENSE TEAM ROSTER

PERFORMANCE RATING BALLOT

MOCK TRIAL JUDGE IDENTIFICATION FORM

PROSECUTION/DEFENSE TABLE IDENTIFICATION CARDS

JUDGING RESOURCES

- **SAMPLE PERFORMANCE RATING BALLOT**
 - **PROSECUTION AND DEFENSE NOTES**
 - **PERFORMANCE SCORING WORKSHEETS**

BAILIFF'S TIME SHEET

TEAM ID: _____

Utah Mock Trial Program

Date: _____

Time: _____

Location: _____

	Plaintiff/Prosecution	Defense
OPENING STATEMENT 5 minutes*	_____	_____
Plaintiff/Prosecution Witness #1 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	D _____ RD _____	C _____ RC _____
Plaintiff/Prosecution Witness #2 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	D _____ RD _____	C _____ RC _____
Plaintiff/Prosecution Witness #3 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	D _____ RD _____	C _____ RC _____
	Total Plaintiff Direct _____	Total Defense Cross _____
Defense Witness #1 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	C _____ RC _____	D _____ RD _____
Defense Witness #2 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	C _____ RC _____	D _____ RD _____
Defense Witness #3 Direct examination 9 minutes* Cross-examination 7 minutes* Redirect examination 3 additional minutes Recross examination 2 additional minutes	C _____ RC _____	D _____ RD _____
	Total Plaintiff Cross _____	Total Defense Direct _____
CLOSING ARGUMENT 7 minutes*	_____	_____

As Bailiff/Timekeeper for the _____ Plaintiff/Prosecution _____ Defense team, I certify that I understand the time limitations and that the above recorded times are correct to the best of my ability.

Signature

(ROUND OFF ALL TIMES TO NEAREST ½ MINUTE.)

***Total combined time for opening and closing (rebuttal, if any) not to exceed 12 minutes; for direct examination of witnesses 27 minutes; for cross-examination 21 minutes.**

1 MINUTE

1/2 TIME

2 MINUTES

TIME

PLAINTIFF/PROSECUTION TEAM ROSTER

Utah Mock Trial Program

DATE: _____

TIME: _____

LOCATION: _____

TEAM # _____

Teacher/Sponsor _____

Attorney Coach(es) _____

PLAINTIFF/PROSECUTION TEAM MEMBERS

	Student Attorneys	Duties to be Performed
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

Witness #1 _____

Witness #2 _____

Witness #3 _____

Bailiff _____

One copy of this Team Roster must accompany white copies of Performance Rating Ballot returned to LRE Office.

DEFENSE TEAM ROSTER

Utah Mock Trial Program

DATE: _____

TIME: _____

LOCATION: _____

TEAM # _____

Teacher/Sponsor _____

Attorney Coach(es) _____

DEFENSE TEAM MEMBERS

	Student Attorneys	Duties to be Performed
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

Witness #1 _____

Witness #2 _____

Witness #3 _____

Bailiff _____

One copy of this Team Roster must accompany white copies of Performance Rating Ballot returned to LRE Office.

Date _____ Time _____

PERFORMANCE RATING BALLOT

Location _____

On a scale of **4** to **10**, rate the Plaintiff (P) and Defense (D) in the categories below (no fractions). Fair Good Excellent * Each () slot has a possibility of 10 points.
5 6 7 8 9 10

Prosecution Notes	Sequence	PROSECUTION ID NUMBER _____	P	DEFENSE ID NUMBER _____	D	Defense Notes
	Opening Statement		()		()	
	Prosecution Witness 1	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	_____ Attorney's cross-/recross examination	()	
	Prosecution Witness 2	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	_____ Attorney's cross-/recross examination	()	
	Prosecution Witness 3	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	_____ Attorney's cross-/recross examination	()	
	Defense Witness 1	_____ Attorney's cross-/recross examination	()	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	
	Defense Witness 2	_____ Attorney's cross-/recross examination	()	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	
	Defense Witness 3	_____ Attorney's cross-/recross examination	()	_____ Attorney's direct/redirect examination _____ Witness' performance	() ()	
	Closing Argument		()		()	
	Court to exhibits,	_____ Bailiff (calling order, swearing in witnesses, jury handling, timekeeping)	()	_____ Bailiff (calling Court to order, swearing in witnesses, jury handling, exhibits, timekeeping)	()	
		COLUMN TOTAL: Add scores in column.		COLUMN TOTAL: Add scores in column.		
	late,	DEDUCTION (overtime, decorum, lack of civility, straying from facts, uneven attorney responsibility)		DEDUCTION (overtime, decorum, lack of civility, late, straying from facts, uneven attorney responsibility)		
		FINAL SCORES		FINAL SCORES		

Best Prosecution Attorney _____
 Best Prosecution Witness _____

Best Defense Attorney _____
 Best Defense Witness _____

Verification: Prosecution _____ Defense _____ Judge _____

Judge: Please check box of team point winner. P D

MOCK TRIAL JUDGE IDENTIFICATION FORM

Utah Mock Trial Program

DATE:

TIME:

LOCATION:

Plaintiff/Prosecution Team ID: _____

Defense Team ID: _____

Presiding Judge: _____

Position: _____

Firm: _____

City: _____

Panel Judge: _____

Position: _____

Firm: _____

City: _____

Community Representative: _____

Position: _____

Firm: _____

City: _____

PROSECUTION

PROSECUTION

DEFENSE

DEFENSE

Date 3/10 Time 1:00 p.m.

Location Scott M. Matheson Courthouse

PERFORMANCE RATING BALLOT

On a scale of 5 to 10, rate the Prosecution (P) and Defense (D) in the trial categories below (no fractions). Fair Good Excellent * Each () slot has a possibility of 10 points.
5 6 7 8 9 10

Prosecution Notes	Sequence	PROSECUTION	ID NUMBER	P	DEFENSE	ID NUMBER	D	Defense Notes
Logical, clear. nice strategy convincing Avoid staged questioning Good conventional style not familiar with story Should follow up on surprise answers well prepared Great weaving of testimony & law	Opening Statement	Ann Archer	200	(8)	Ben Brown	187	(7)	Avoid reading only ask yes/no questions to which you know the answers.
	Prosecution Witness 1	Carol Cox Attorney's direct/redirect examination		(8)	Dan Dunn Attorney's cross-/re-cross examination		(7)	
	Prosecution Witness 2	Ed Engle Witness' performance		(9)	Fred Fang Attorney's cross-/re-cross examination		(9)	Great impeachment of witness.
	Prosecution Witness 3	Ann Archer Attorney's direct/redirect examination		(7)	Kerri King Attorney's cross-/re-cross examination		(10)	Great questions.
	Defense Witness 1	George Grant Witness' performance		(10)	Kerri King Attorney's direct/redirect examination		(8)	Needs to look at judges. Questions told story well.
	Defense Witness 2	Harry Hunt Attorney's direct/redirect examination		(9)	Mandal May Witness' performance		(8)	Well done! Good objections.
	Defense Witness 3	Ian Innis Witness' performance		(7)	Fred Fang Attorney's direct/redirect examination		(8)	
	Closing Argument	Joe James		(8)	Nina Hance Witness' performance		(9)	
		Lisa Lery Bailiff (calling Court to order, swearing in witnesses, jury handling, exhibits, timekeeping)		(10)	Dan Dunn Attorney's direct/redirect examination		(7)	
		Prof. Arnold		(10)	Sue Smith Witness' performance		(8)	
COLUMN TOTAL: Add scores in column.			101	COLUMN TOTAL: Add scores in column.			97	
DEDUCTION (overtime, decorum, lack of civility, late, straying from facts, uneven attorney responsibility)			-1	DEDUCTION (overtime, decorum, lack of civility, late, straying from facts, uneven attorney responsibility)			0	
FINAL SCORES			100	FINAL SCORES			97	
Best Prosecution Attorney <u>Harry Hunt</u>		Best Defense Attorney <u>Keri King</u>		Best Prosecution Witness <u>George Grant</u>		Best Defense Witness <u>Nina Hance</u>		

Verification: Prosecution _____ Defense _____ Judge _____
 P D

UTAH MOCK TRIAL PROGRAM

Plaintiff Notes:

Opening Statement	
Plaintiff Witness #1	
Plaintiff Witness #2	
Plaintiff Witness #3	
Defense Witness #1	
Defense Witness #2	
Defense Witness #3	
Closing Argument	

These notes may be given to the Prosecution Team's Teacher Advisor after the trial.

UTAH MOCK TRIAL PROGRAM

Defense Notes:

Opening Statement	
Plaintiff Witness #1	
Plaintiff Witness #2	
Plaintiff Witness #3	
Defense Witness #1	
Defense Witness #2	
Defense Witness #3	
Closing Argument	

These notes may be given to the Defense Team's Teacher Advisor after the trial.

PERFORMANCE SCORING WORKSHEET

PROSECUTION

STUDENT	CLARITY/UNDERSTANDING <ul style="list-style-type: none"> ● Case Materials ● Trial Procedures i.e., entering evidence and objections 	PRESENTATION ORGANIZATION	PRESENCE MAINTAINED CHARACTER ROLE	VOICE	EYE CONTACT	COMMENTS
Attorney 1				Volume Rate Tone		
Attorney 2				Volume Rate Tone		
Attorney 3				Volume Rate Tone		
Attorney 4				Volume Rate Tone		
Witness 1				Volume Rate Tone		
Witness 2				Volume Rate Tone		
Witness 3				Volume Rate Tone		

Judge _____

PERFORMANCE SCORING WORKSHEET

DEFENSE

STUDENT	CLARITY/UNDERSTANDING <ul style="list-style-type: none"> ● Case Materials ● Trial Procedures i.e., entering evidence and objections 	PRESENTATION ORGANIZATION	PRESENCE MAINTAINED CHARACTER ROLE	VOICE	EYE CONTACT	COMMENTS
Attorney 1				Volume Rate Tone		
Attorney 2				Volume Rate Tone		
Attorney 3				Volume Rate Tone		
Attorney 4				Volume Rate Tone		
Witness 1				Volume Rate Tone		
Witness 2				Volume Rate Tone		
Witness 3				Volume Rate Tone		

Judge _____