

Rules for Panel Discussion

PARTICIPATION FROM EACH SCHOOL:

Panellist	1
Observers	2
Panel Size	10 (maximum)
Topic	Two topics would be provided 15 days prior to the event
Time Duration	40-45 minutes for the panel discussion
Q&A Round	10-15 min (for the observers)

Moderator will ask one of the observers from a school to pick a chit with a schools name on it and the panellist from that school only will be allowed to answer.

RULES FOR THE PANELISTS:

1. Panellists can interact with the moderator 5 minutes prior to the session.
2. By invitation of the moderator, each panellist will make a statement of point-of-view on the topic of the panel session (time limit for each panellist- 40 to 45 sec).
3. Discussion between panellists will occur in form of questions and answers. This discussion would be regulated by the moderator. Same would be applied for the interaction between a panellist and audience.
4. No panellist would be allowed to interrupt while the other panellist is making his speech.

Here are some ground rules for panellists to follow:

- Be additive. If you agree, say and you must move ahead to a new point.
- It is not required to answer every question.
- Keep the answers crisp and concise.
- Keep it conversational, and raise hand if you have something new to say.
- Only one person must talk at a time.
- Generate insight and not heat. Have a healthy debate.

ROUNDS – 4 rounds would be conducted for the facilitation of the debate. The moderator, at each time, must make sure that a proper sequence is followed and the rules are not jeopardised.

1. Round 1

- This round would commence the panel discussion
- The panellist must make sure that he opening statement encompasses the topic of discussion
- A time of 45 seconds would be provided to each panellist for making his opening statement
- There should be no intervention during the time of the speech of the panellist
- The decorum must be maintained at all times

2. Round 2

- This would be a question-answer round
- The moderator will be asking questions to the panellist
- The panellist would be provided a time of 1 minute to answer the question
- The question, as well as the answer, must be crisp and relevant
- The decorum must be maintained at all times
- If the panellist is unwilling to answer the question, he/she shall pass

3. Round 3

- This would be a team round
- Interactive rebuttal would take place between teams present of the stage
- The school will take a stand for/against the topic in hand

4. Round 4

- The observers will ask questions to the panellist
- A time of 10-15 minutes will be provided for this round
- It will be on the discretion of the moderator to decide the number of questions
- The moderator chooses which observer should be given a chance to do the same
- The decorum must be maintained at all times

Moderators: to be provided by Indore Sahodaya Complex

1. The moderator will assume his duties when the chairperson of the relevant session announces the panel discussion and introduces to the audience.
2. After a brief introduction that states the topic(s) which would be highlighted along with the 'why' of their discussion, introduce each member of the panel.
3. The moderator should ask questions to keep the debate/panel going to maintain clarity or ask for further explanation.
4. The moderator must treat every panellist on equal foot with another. The order of speaking is determined by the moderator.
5. The moderator should keep track of time. Normally the discussion lasts for 45 minutes, which can, in exclusive cases, be extended by 5 minutes.
6. The moderator must control the debate flow.
7. The moderator has to monitor audience questions (it is recommended to get questions from the audience during the last third of the session except clarifying questions). One question per school.
8. The moderator must conclude the debate/discussion in a clear and concise manner.
9. The moderator should maintain audience interaction.

Mandatory necessities for moderators:

1. Moderators should not consider themselves as panellists, but as dispatchers.
2. They must give a comprehensive summary of the discussion.

Some sample questions that can be asked by the moderators to get any panel discussion initiated or to keep it going (to be provided to the panellist to guide him/her while preparing for the discussion):

1. How can we advance the [field/topic/industry]?
2. Has the [field/topic/industry] changed in the last 5 years? What do you predict will happen in the coming 5-10 years?
3. What is the biggest challenge in the [field/topic/industry] at the moment?
4. What are the most crucial changes that we must make to face the future effectively?
5. What effect has a [specific technology] made on the [field/topic/industry]?
6. What is the most interesting trend for 2019?
7. What, in your opinion, would the most suitable outcome for the [audience/industry/planet] be?
8. What is the best way in which we can make a substantial difference?
9. Do you have a different perspective?
10. What are some of the ways in which people in your [field/topic/industry] are making a difference in the world?
11. What are the common misconceptions that people have and how can we combat them and communicate more effectively?
12. Do you remember a specific experience where you wished that [you/industry] had done something differently? If you were to do it over, what would you change?
13. A follow-up to the previous question: By way of comparison, do you remember something you've done or something you wish everyone was doing? Why?
14. What is the question you feel is redundant on this subject matter? What would you say about it so that you never have to answer the same again?
15. Who is making the greatest advancement in the [field/topic/industry], and in what way?
16. What is one piece of practical advice you would give to someone starting out?
17. What is the best resource for people who want to dive in deeper?
18. Is there anything we are leaving out here that needs to be addressed?

Some topics for perusal-

- Education industry is business these days
- Indian universities vs Foreign universities
- Who should choose the career of a child- parents or the child himself/herself?
- Home schooling- boon or bane?
- Skill or concept: What is more important?
- 100% cut off marks in DU- is this justifiable?
- Referendums strengthen democracy
- Does NOTA option in elections really make sense?
- Can Artificial Intelligence replace Human Intelligence?
- Impact of news channels on society
- Is war the best way to solve international disputes?