

constructive speaker might, for example, say, “I will have two disadvantages, two topicality arguments, and then the case.” This lets the judge and the other team know that they will need to have ready four new pieces of paper and then the case flowsheet (which already has recorded the case from the first affirmative speech).

Remember that in the rebuttal speeches there can be no new arguments. Therefore, a road map before one of the rebuttal speeches tells listeners the order for all of their existing sheets of paper. The road map for a first affirmative rebuttal speech might be as follows: “I will start with the case, then the ‘Deficit’ disadvantage, the ‘Substantial’ topicality argument, the ‘Borders’ critique, and then the ‘United Nations’ counterplan.” This alerts the judge and the other team that they should line up the pages of their flowsheet in that order.

Many debaters are beginning to keep their flowsheet on a computer, using spreadsheet software such as Microsoft Excel. If you would like to try this flowing method, be sure the rules of the organization sponsoring the tournament allow the use of a computer during a debate round. NFL rules and the rules of many state associations now allow the use of computers for policy debate so long as the connection to online materials (the Internet, text messaging, e-mail, and so on) has been disabled.

Following is an example of a flowsheet using Microsoft Excel.

Notice also in the following example that the bottom worksheet tabs in Excel have been used to store the various parts of the flowsheet. By clicking any one of these tabs, the debater can quickly switch between the case flow, disadvantage argument flows, and so forth.

If you want to use Excel for flowing, several modifications of Excel defaults are necessary. First, you need to enable text wrap. In its default mode, Excel displays only one line of text within each of its cells. You want to be able to store several lines of text within the same cell. To enable text wrap, follow these steps: (1) Select whole worksheet (Ctrl+A); (2) Select Format Menu: Cells; (3) Click the tab for Alignment; (4) Under Text Control, check the item labeled Text Wrap.

You also need to learn how to create and rename new folder tabs at the bottom of your Excel workbook. You can do this with the following four steps: (1) Use the Edit menu to select Move or Copy Sheet; (2) Click the option to Create a Copy; (3) Right-click the tab name at the bottom of the screen; (4) Select the option to Rename.