



Conyers-Covington Alumni Chapter

Est. November 12, 2011

Derek D. Carson, POLEMARCH

Elder J.B.Brockman, CHAIRMAN- Political & Civic Action Committee

Panelist Forum Etiquette Guidelines Handout

As we engage in this forum, we respectfully ask that each panelist abide by the following etiquette guidelines:

1. At the start of each segment, you will have two minutes to introduce yourself and tell the audience a little about your-self. Remember, this is not a debate or campaign rally. It is a forum designed to discuss key issues that are pertinent to the community. Please be reminded that we are attacking the issues and not each other.
2. Please always be respectful of each other and avoid speaking out of turn.
3. You will be allowed two minutes for responses to questions. The official time keeper will be available to monitor the length of each response and will signal when your time has expired. At 60 seconds, you will see a red flag.
4. Each panelist should direct his/her response to the question asked to the audience.
5. Please be advised that campaign literature is not allowed inside or outside the event facility. This includes but is not limited to campaign tee shirts, buttons, hats, signs, etc.
6. We respectfully ask that each panelist refrain from attacks on anyone's record or position on an issue or their ideas. Please remain focused on and respond to the questions being asked of you.
7. Please be sure to remind any supporters accompanying you that loud applause, outbursts of any kind are prohibited. Such conduct may result in removal/dismal from the event.
8. Videotaping is prohibited. (Must be authorized to video tape.)

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