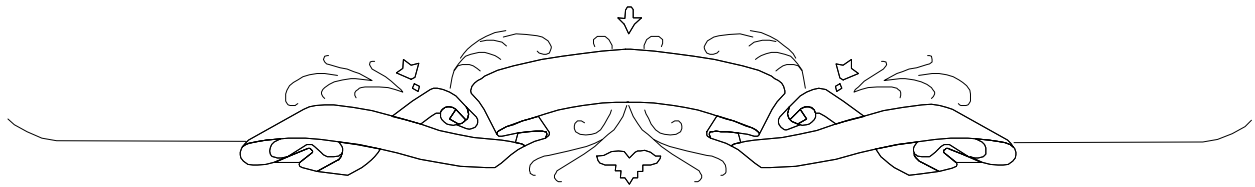


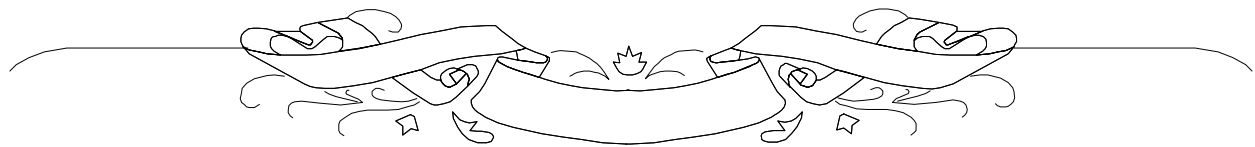
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The Quizzer's Handbook

A Teen's Guide To Learning How To Quiz



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Have you ever thought about being a teen quizzer but figured you had to be super smart or study for hours on end? Well, you don't need to be a genius or put in hours of study to do well in quizzing. The key to successful quizzing is learning the quizzing material in a systematic fashion. By following a set routine every day, you can be a top notch quizzer!

This package will tell you how to study, what to study, when to study, how to jump, and when to jump. It is based on my more than 20 years of quizzing; as a district and regional quizzer, local and district coach, district quizmaster, and district quiz director. I have included tips for new and seasoned quizzers alike and if you apply them, you will certainly improve your performance at local and district quizzes. I have divided this package into several subjects listed below. Learn them well and jump into quizzing!

TABLE OF CONTENTS

Materials Required	1
Key Words	2
Study Methods	3
Outlining Chapters	4
Studying Question Books	5
Learning Memory Verses	6
Writing Your Own Questions	8
Reviewing Previous Chapters	8
Setting and Meeting a Study Goal	9
Jumping Effectively	10
Becoming a Specialist	12
Summary	14

MATERIALS REQUIRED

You will need several materials to get started in studying for quizzing. For the items from the Nazarene Publishing House (NPH), see your coach; he or she will be able to get them for you.

Required Materials

Scripture Portion (NPH)
 Nazarene Question Book I (NPH) OR
 WBQA Question Book for quizzers
 Notebook paper
 Four colored pen, medium point
 Yellow highlighter

Helpful Materials

Three ring notebook
 Nazarene Question Book II (NPH)
 3 ring zipper pouch for pens, ruler, scripture portion
 Quizzer's Concordance (NPH)
 3x5" Index cards
 Six inch ruler

KEY WORDS

Key words? What are they? Knowing your key words are critical in becoming a fast jumper. As you might surmise from the name, key words are those words in the scripture that tell you where the answer is. In all sports, players look for the “edge”, that something extra that will help beat their competitors. In quizzing, key words give you the edge needed to be the first to jump and home in on the portion of scripture from which the question is taken. There are three primary types of key words; uniques, doubles, and triples.

1. *Uniques*. As you might imagine, uniques are words that occur only once in the entire scripture we quiz on for the year. For example, if a question began with “What *shines*...”, would you know that the question could only be the following:

“What *shines* in the darkness?” Answer: The light (1:5)

The word *shines* is only found in John 1:5, nowhere else. If you know the uniques and the phrases and events associated with them, you will be able jump on many questions 1 to 4 words ahead of everyone else. Imagine the edge you will have if you know your uniques!

2. *Doubles*. Now that you know what uniques are, you’ve probably figured out what doubles are. Doubles are words that occur only twice in the scripture; they can found in the same verse or in different books. Like uniques, doubles can point you to a specific verse, but usually they will give you a choice of two passages. If you pay attention to the wording of the question, however, you will be able to know which answer is correct. For example, if a question began with: “Who *landed*...”, you can tell by the question composition that the question is:

“Who *landed* and saw a fire there?” Answer: The other disciples (21:9)

Landed is found in John 21:9 and 6:23. In John 21:9, *landed* refers to who landed while John 6:23 refers to what landed. If you are a captain or co-captain, knowing your doubles can also help you challenge. For example, sometimes a quizzer is counted correct even when his answer doesn’t quite match what the quizmaster was looking for. By knowing the doubles, you could know where similar answers are in the scripture and be able to argue for or against the answer given to change the quizmaster’s decision. I have seen it happen many times.

3. *Triples*. Finally, triples are what you probably expected, words that occur three times in the scripture. The words are useful to know. Some are found in the same verse and therefore act like a unique. Others act as a double, and some are scattered everywhere. Sometimes they are in the same passage, so it will give you a clue to where the answer is found. Usually, triples distinguish similar phrases from each other. This can again help with challenges as stated with the doubles above.

4. *Creating Key Word Lists*. Now that you know the importance of key words, how do you figure out which words are uniques, doubles, triples, or nothing? Quiz Specialties at the Nazarene Publishing House sells a concordance for the books being quizzed on each year. These concordances are not cheap, but they will allow you to find all the key words (the concordance lists every word and its reference for the entire scripture being quizzed on). When you get your concordance, underline every word in it that has only one reference (these are the uniques). Once you finish underlining all the uniques, look up every one of them in your scripture portion and underline it in the same color. Now you are done with the uniques! To do the doubles and

triples, follow the same procedure as the uniques. Be sure to color code your key words. I recommend the following color code (this is what the Virginia Nazarene district team will use):

Red — Uniques Green — Doubles Blue — Triples

Although you will learn more by looking up each key word, it is much faster if you have a list of each type of key word in numerical order. These lists are available through me (I put the key words in a computer and let it sort them and print the lists). Just ask your coach to get a list, I'll be happy to provide one to each team.

The important thing with key words is to mark them in your scripture portion and learn them and the phrases or events surrounding them. If you study them as you study the chapter, you'll easily remember many of them.

STUDY METHODS

One problem all new quizzers have is not knowing how to study. Even some experienced quizzers don't know how to study properly! A quizzer has several methods he or she can use to learn each chapter. Each of these methods is described below.

1. *Straight Reading.* This is the method most new quizzers use when they study quizzing. As the name implies, straight reading is just reading straight through the material. This method will not be effective unless you read slowly and concentrate carefully on what you are reading. This is the fastest method of studying but it is also the least effective. Generally, I recommend that you only read straight through when you are reviewing familiar material; material that you already know very well.
2. *Cassette Method.* This is the same as the straight reading method described above except that you are reading along with an audio cassette of the scripture. This can be an effective method of studying when reading the material for the first time. It is also effective for review. Listening to what you are reading has long been accepted as an effective study method.
3. *Triple Repetition.* This is the best method to learn a chapter. As you might guess from the name, each verse is repeated three times as you are reading. To do this method, read each verse three times in groups of five verses. As you finish each group of five, read the group through once and then go back to the beginning and read everything through once. Confused? Look at the list below and this method should become clear.

Read verse 1 three times.

Read verse 2 three times.

Read verse 3 three times.

Read verse 4 three times.

Read verse 5 three times.

Read verses 1 through 5 once.

Read verse 6 three times.

Read verse 7 three times.

Read verse 8 three times.

Read verse 9 three times.

Read verse 10 three times.

Read verses 6 through 10 once.

Read verses 1 through 10 once.

Read verses 11, 12, 13, 14, 15 each three times.

Read verses 11 through 15 together once.

Read verses 1 through 15 once.

Repeat this pattern until you reach the end of the chapter.

Now do you understand? It is pretty simple but extremely effective. By the time you reach the end of the chapter, you will almost have the first half of the chapter memorized. With all this repeating, you might think that this method will take forever. Although it is the most time-consuming of the study methods (that's why it's the best), it only takes an average of 1 minute per verse to study an entire chapter. That's not much time at all!

4. *Double Repetition.* This method is identical to triple repetition except you only read each verse two times instead of three, and since you only read each verse twice, it's faster. It takes an average of 45 seconds per verse to study a chapter with this method, but it's still an excellent way to learn a new chapter. It is also beneficial for "brushing up" on your weak chapters.

5. *Triple Review.* This method is used after you've studied the chapter with triple repetition. Triple repetition makes the phrases and style of the chapter familiar to you. Triple review, on the other hand, reinforces all these phrases and key words in your mind. To use the triple review, follow the pattern below:

Read verses 1 through 5 together three times.

Read verses 6 through 10 together three times.

Read verses 1 through 10 together once.

Read verses 11 through 15 together three times.

Read verses 1 through 15 together once.

Repeat this pattern until you've finished the chapter. This method is twice as fast as triple repetition and will help you better recall the chapter. Although this is a good study method, do not use it to study a chapter for the first time, use only the triple or double repetition methods.

6. *Double Review.* Double review is identical to triple review except each group of five verses is read twice instead of three times. This is the fastest of the study methods (23 seconds per verse), but it only designed to reinforce what you have already learned through the triple or double repetition methods.

To help you gain a perspective of how long each of these methods takes, I used a 24 verse chapter as a test of each method and achieved the following times while reading aloud (which is the slowest way to read):

<u>Method</u>	<u>Ave Verse Time</u>	<u>Total Time</u>
Triple Repetition	1 min	24 min
Double Repetition	45 seconds	18 min
Triple Review	30 seconds	12 min
Double Review	23 seconds	9 min

OUTLINING CHAPTERS

Outlining a chapter is an excellent tool to begin learning it. An outline helps you see the main points of the material quickly and put them in a logical order. Not only does outlining help you learn the organization and theme of each chapter, it's also a great way to review. There are two specific types of outlines you should use, the grid outline and the topical outline.

1. *Grid Outline.* A grid outline is a new idea I've recently discovered. Take a single sheet of paper and draw lines vertically and horizontally through it to form a grid of boxes, 1 for each chapter in the book(s) being studied. Label each box with the chapter number and then list the major points of the chapter. You also could list the memory verses associated with each major point. This grid, when completed, will give you a snapshot of the entire book(s) on a single page. It's a great way to reinforce what you know when reviewing. You can make other grid outlines too. For instance, you could have a grid outline for all the people and places mentioned, another for miracles and parables, or another with key words; whatever you like. The more grids you make, the more you will get the "whole picture."

2. *Topical Outline.* This is the kind of outline you learned in school. First, you break the material down into major points I, II, III, etc. Then you break each major point into minor points A, B, C, etc. Then you break each of these minor points down into sub-points 1, 2, 3, etc. As you begin learning each chapter, you need to outline it. Divide the chapter into its major points; these could be the subdivisions that the NIV uses. Next, divide each of these major points into their minor points. Just keep breaking it down as far as you can go. At first you may only be able to break the chapter into major and minor points; that's okay. After you have broken it down as far as you can, write a brief summary using as many of the key words as possible under each of the lowest points you made. Save your outlines, then when you're reviewing, look at them again. You will eventually start seeing ways to break your minor points into sub-points. You should also add important items under each minor point such as memory verses, people mentioned, places noted, etc.

As mentioned before, you should do both types of outlining every time you start studying new material. Keep your outlines for review later. Do not be afraid to revise and update your outline when you look at them during the review of old material. You should be able to constantly revise your outlines. Once you finish studying the entire book(s), you should also make a topical outline of the entire book (your grid outline will already be done). Major points in a book should cover several chapters. By writing an outline of the entire book, you will have a better concept of the overall theme of the book(s).

STUDYING QUESTION BOOKS

Once you have finished studying and outlining the current chapter, you need to master the content by asking yourself questions about the chapter from the yellow Study Question Book from NPH or the WBQA question book for quizzes. There are two ways to test yourself using the Study Question Book. First, read and answer the questions in order, and second, the check mark method.

1. *Reading and Answering Questions.* Open the question book to the chapter you are studying. Cover the answer to the first question and then read the question and answer it in your mind. Now check the answer in the book. If you're right, move on to the next question. If you're wrong, look up the question in the scripture to see what you did wrong. Read the question again

and say the answer, then move on to the next question. Continue with this pattern until you've reached the end of the chapter.

2. *Check Mark Method.* Basically, the check mark method involves answering each question correctly one time. To do this:

- a. Cover the first question of the chapter you're studying.
- b. Read the question and answer it in your mind.
- c. Check your answer, if you're right, move on to the next question.
- d. If you're wrong, however, look up the answer in the scripture. Now put a check mark next to the question number. Go to the next question.
- e. Continue through the rest of the chapter.

Now here's where the check mark come into play.

- f. Go back to the beginning of the chapter and answer only the questions you marked.
- g. If you miss a question again, put a second check mark by the number.
- h. Repeat this pattern with all the checked questions.
- i. Now go back to the beginning of the chapter and answer all the questions with two check marks.
- j. If you miss a question again, put a third check mark by the number.
- k. After you finish the chapter, go back to the beginning of the chapter and answer all the questions that now have three check marks.
- l. If you miss a question again, put a fourth check mark by the number.
- m. Continue this process until you have answered every question correctly one time.

You won't always have time to do the check mark method or to even answer all the questions in one sitting. If this is the case, do the even numbered questions this time and the odd numbered questions during your next study session. Make it a point, however, to do at least the check mark method for all the questions. Everybody has trouble with some of the questions. By doing the check mark method, you will overcome your troublesome questions.

LEARNING MEMORY VERSES

I can't learn all those verses! I'm no good at memorizing anything! Sound familiar? I have heard these excuses many times, but believe me, you can learn memory verses with a little effort. The trick is to take it a little at a time.

1. If you learn one verse every other day, you should be able to learn all the memory verses before the your denominational district or sectional finals. After you learn a verse, review it every other day. Does that still sound like too much? You could also make it easier to learn memory verses by dividing all of them among your team so everyone is only responsible for learning some of the verses instead of all of them. That makes it easier for everyone.

2. To learn your verses, you have the choice of two methods, the 15 Repetition Method and the Phrase Method.

- a. *The 15 Repetition Method.*
 - 1) Read through the verse several times.
 - 2) Now look up and try to say the verse all the way through without looking at the scripture.

- 3) Once you can say the verse all the through without looking at the scripture, you are ready to learn the verse (thought you knew it already, didn't you?)
- 4) Say the verse through as fast as you can, five times, without making a mistake. If you make a mistake, start over with this set of five.
- 5) Read the verse again just to make sure you were saying it right; if not, start again with the last step.
- 6) Now say the verse again without a mistake five times. Then five more times (that's 15). If you make a mistake, start over on that set of five.

b. *The Phrase Method.*

- 1) Read through the verse one time.
- 2) Break up the verse into phrases (punctuation marks usually will help you do this).
- 3) Say the first phrase five times (try not to look at the scripture very much).
- 4) Say the next phrase five times. Now say the first phrase with this phrase once.
- 5) Say the next phrase five times. Now repeat the first three phrases together once.
- 6) Repeat this pattern until you reach the end of the verse.
- 7) Say the entire verse 5 times or until you can say it smoothly, whichever is longer.

3. The next thing you should know about memorizing verses is learning your pre-jump list. A pre-jump list is a list of the first words of each memory verse that uniquely identify that verse from all the other memory verses. For example, the Nazarene pre-jump list identifies John 14:15 with "If...". That means John 14:15 is the only memory verse that starts with "If...". It is important to learn the pre-jump list as a separate list. Don't think that since you know the verse that you will be able to recognize the verse right away and be the first to jump on it; a person who knows the pre-jump list will beat you every time. When you hear the quizmaster say "Finish this verse...", you must be ready to jump on the pre-jump words and not worry about which verse it is. If you know the verse, you'll be able to figure out which verse the pre-jump words belong to.

4. Now that you know about pre-jump words, you need to mark them in your scripture portion. Use a black pen (or any other color that you didn't use for your key words) and underline the pre-jump words in the verse. Next, use the yellow highlighter and highlight the entire verse. This will make the verse stand out as you are studying it so you know to pay extra attention to it. You should mark the pre-jump words and highlight the verse when you underline your key words.

5. After you learn a memory verse, take the time to make a flash card for it. Take an index card and write the verse on one side of the card and the reference on the other side. Do this without looking at verse (you just finished memorizing it), but make sure you check it carefully against the scripture when you've finished writing it. Also, you should highlight or underline the pre-jump on the card. Your flash cards are a simple but tremendous way to review your memory verses. Just pull them out whenever you want to review your memory verses, look at the reference and then say the pre-jump and the verse. Next, check yourself against what is written on the back. If you were wrong, put the card back into your pack, but if you were right, put it in a completed pile of cards. Keep going through your pack of cards until they are all gone.

6. One other thing about memory verses, you can almost quiz-out every quiz on just memory verses since there are three memory questions in each Nazarene quiz. Other denominations and styles of quizzing may have more! Additionally, some of the other questions may be taken from memory verses. I have seen so many quizzes where a quizzer would have been able to quiz-out had they known their verses. Who knows, once you start learning verses, you may find it a

challenge that you enjoy. I had one quizzier a few years ago who thought she couldn't memorize her 28 assigned verses, but mid way through the year, she got hooked on memory verses and began to learn all of them. By the time district finals came around, she knew all 112 verses, the most verses we ever had in Nazarene quizzing!

WRITING YOUR OWN QUESTIONS

Write my own questions! There's too much material, I could never write them all! That's right, but writing questions is a technique that will improve your skills as a quizzier. It helps you learn how to finish a question and to learn the chapter better.

1. Learning how to finish a question is a knack that is necessary to pre-jump questions (pre-jumping is a very important skill to learn and will be covered later). By writing your questions, you will also be able to finish the question sooner, leaving more time to answer the question. During a Nazarene quiz, you will know the answer to a lot of questions in the middle of the question, but if you jump and don't finish the question correctly, your answer is wrong. Writing your own questions will help you finish more questions correctly because it helps you to finish a question logically. Besides, I've also written questions that have turned up during a quiz, sometimes word for word!
2. Writing your own questions also helps you learn the chapter better. Writing down what you are studying helps you learn the information no matter what subject you may be studying. In school you take notes to help you remember and teachers give written assignments to help you learn. In quizzing, writing works equally well. Not only will you remember the questions you write, but you will also remember the words and phrases you ask about.
3. Writing your own questions is easy because there's so much material in each verse. On the average, there are four or five questions in each verse. To write a question, you must first look for the answer in the verse. Start at the beginning of the verse and look at each phrase, noun, action verb, adjective, or adverb to see if they can be answers for a question. Then write your question for that answer.
4. A good way to bolster your knowledge of the chapter is to write one question from every three verses. Once you begin to learn how to write questions, you will be able to write them very quickly. For instance, I wrote eight questions for 24 verses in six minutes. I would recommend writing your questions after you have done all your studying for the chapter, that is, you have studied the yellow book of questions, the blue book of questions, the WBQA question book or whatever other method you use.

REVIEWING PREVIOUS CHAPTERS

Reviewing old material is critical to your study schedule. You not only need to learn new material each week, but you must also continue to review the chapters you've studied before. There are several things you can do to review old material. First, you should always read them by using the double review method. If you are really pressed for time, you could just read the chapters through once. Next you should read the outlines you wrote on the chapters you are reviewing. After this, test yourself on the yellow book questions or the questions you've written. You don't need to read all the questions on the material, every fifth question would be enough.

The main thing to know about reviewing old material is that you need to review it in a systematic fashion to try to stay current on each chapter. The following is an excellent system for reviewing old chapters. It is called the 3–5–7 plan.

Look at the chart below. The first column is the chapter you are currently studying. The "3" column is the third chapter back from the current chapter. For example, say you are currently studying chapter 4, you would review chapter 1. The "5" column is the fifth chapter before the "3" chapter, in other words, 8 chapters back. Look at the chart again. If you are studying chapter 11, you will review chapters 8 (3 chapters back), and 3 (11–3=8, 8–5=3). The "7" column is like the "5" column, it is the seventh chapter before the "5" chapter; so it is back a total of 15 chapters. Now suppose you are studying chapter 18. What should you review? Look at the chart again and you will see that you review chapters 15 (3 chapters back), 10 (5 more chapters back), and 3 (7 more chapters back). Get the idea? If you have enough chapters in the book, you would expand the plan to 3–5–7–9 with the 9 representing the ninth chapter back from the "7" column.

CH ---- 3 -----5-----7	CH ---- 3 -----5----- 7
1	12----- 9 -----4
2	13----- 10-----5
3	14----- 11 -----6
4----- 1	15----- 12 -----7
5----- 2	16----- 13 -----8----- 1
6----- 3	17----- 14 -----9----- 2
7----- 4	18----- 15 -----10 ----- 3
8----- 5	19----- 16 -----11 ----- 4
9----- 6 ----- 1	20----- 17 -----12 ----- 5
10 ----- 7 -----2	21----- 18 -----13 ----- 6
11 ----- 8 -----3	

By following this pattern, you'll keep the "old stuff" fresh in your mind. If you don't, you will be surprised at how fast you forget the first chapters you learned.

SETTING AND MEETING A STUDY GOAL

Developing a study routine is vital to becoming a successful quizzier. A lot of material can be covered in a quiz, so you can't wait to the last second and then cram like crazy; you must study a little every day. It's best to set a daily goal for yourself and then try your best to meet or exceed that goal. Your study time doesn't have to be in one sitting; break it up, do a little in the morning, some in the afternoon, and the rest in the evening. For example, listen to a cassette of the material or review your verses while you are dressing or in the shower. If you ride a bus for school, you could study the current chapter, or learn a memory verse, or review your memory verses or an old chapter. If you don't ride a bus, try reviewing your memory verses while walking to school. Perhaps you could learn a verse at the end of the lunch hour at school or review your verses as you walk between classes. The point is to utilize those spare moments when you can't do anything else. If you use these spare moments at school, you should be able to complete 40–50% of your daily study goal.

How much time should you study? Everyone is different, but I would recommend 30 minutes a day, every day. If you meet your study goal of 30 minutes every day, you will do very well at

your district/sectional quizzes. If 30 minutes is too much, then commit to 15 minutes each day. The main thing is to commit a certain amount of time each day and stick to it! To help you meet your study goal, organize your study methods. At the very minimum, your plan should include study by triple/double repetition with the unique key words underlined. You should also answer all study questions correctly once, write practice questions (1 per 3 verses), learn one verse, and review old chapters by the 3–5–7 plan. The following is a sample study plan for 15 or 30 minute blocks of studying that you might try:

Underline/highlight all key words, pre-jumps, and memory verses in the chapter before studying it.

- | | | |
|-------|---------|---|
| Day 1 | 15 min: | Double repetition study method or read it over and over. Must at least read all the way through one time. |
| | 30 min: | Triple repetition study method |
| Day 2 | 15 min: | Outline the chapter |
| | 30 min: | Outline the chapter. Double review chapter if time allows. |
| Day 3 | 15 min: | Study Question Books. Use check mark method on half of the questions. |
| | 30 min: | Study Question Books. Use check method on all questions. |
| Day 4 | 15 min: | Learn as many memory verses as possible. |
| | 30 min: | Learn as many memory verses as possible. |
| Day 5 | 15 min: | Write questions on the chapter (minimum of 1 question for every 3 verses) |
| | 30 min: | Write questions on the chapter (minimum of 1 question for every 3 verses) |
| Day 6 | 15 min: | Review old material using 3–5–7 plan. |
| | 30 min: | Review old material using 3–5–7 plan. Also read the current chapter. Use double or triple review method if time allows. |
| Day 7 | 15 min: | Read material, review outlines, questions, and memory verses. Go to practice! |
| | 30 min: | Read material, review outlines, questions, and memory verses. Go to practice! |

Whether you use one of these schedules or another one of your own design, you must follow a set routine to study. I strongly encourage you to use one of these schedules or an abbreviated version of it to cover 1 to 2 chapters a week.

JUMPING EFFECTIVELY

“How do I jump?” is a question I often hear. Jumping is different for everyone; everybody has their own “style”. Let me first lay down some of the ground rules for jumping.

1. *Rules for Jumping.* When you are jumping, you may not touch the chair or bench with your hands or feet. You also cannot touch another quizzer; and in Nazarene quizzing, you may not touch the floor with your hands. When you jump, don’t jump up and then sit down because you’ve changed your mind. Once you jump up, you’ve committed yourself and may not sit down until the quizmaster has recognized you or another quizzer. Finally, you may not jump before the quizmaster starts reading the question. A violation of any of these rules is a foul.

2. *Tips for Jumping.* The best position for jumping is one in which your body weight is forward of your center of gravity. Never under any circumstances sit all the way back in your seat during the reading of the question because if you do, you will be the last one up! Always lean as far forward as possible while keeping your light turned off. You want to find that point where the

slightest movement forward you make will turn your light on. To achieve this position while conforming to the rules, some quizzers bend over and grasp their feet, others push their pad as far back as possible so that they are barely on their pad when they lean forward.

3. *When to Jump.* When do I jump? When I know the answer of course! Wrong! A good quizzer will jump before he or she knows the answer. To be an excellent quizzer, you must learn to jump on the key word in the question. Jumping before the question is finished (by jumping on the key word) is known as pre-jumping. What is the key word in the question? Is it the same as a key word in the scripture portion? Sort of, yes. The question key word is that one word that tells you what the question will be without seeing or hearing the rest of it. Sometimes it will be the key words that you underlined in the scripture, but usually the question key word will be part of a phrase. What you, as a quizzer, must do is learn to recognize and then anticipate that key word.

4. *Anticipation.* What does anticipating the key word mean? It means to accurately predict that the next word of the question will be the key word. Why should you anticipate? If you can tell that the next word of the question will give it away, then you will jump just before the quizmaster says the key word, but late enough so that he will say the first syllable of the key word. You must also watch the quizmaster's lips so that you will know what the second syllable or what the rest of the word is. This means that you will be jumping before you know what the question is!

If you can accurately anticipate the key word, you will obviously win more jumps than a quizzer who jumps only when he or she knows what the question is. To help you find the question key word, watch for the action verbs. If they are not the key word, the key word will usually be the object of the action verb. How can you learn to anticipate the key word in a question? The following method (known as the "red/blue mark") will help you anticipate and thus, sharpen your pre-jumping:

a. Take a blank sheet of paper and tear it in two. Place one piece of paper across the question to cover the answer and lay the other piece vertically over the question. Now move the vertical paper to the right one word at a time until you know what the rest of the question is. Place a red vertical mark on the right hand side of word you used as the key word. As you review this chapter later, you will know that you should not go beyond this word.

b. After you use the method described above, go back and do it again. This time, try to anticipate the key word in the question. Look at the style and format of the question. You should be able to spot where the action verb will appear. Remember, the action verb will usually be the key word. Check your answer, if you were right place a blue vertical mark to the right of the word you "jumped" on. If you were wrong, don't mark the question. Keep reviewing the chapter periodically using this method. Try to get that "blue mark" earlier and earlier, but never go beyond the "red mark".

Learning to anticipate takes hours of practice. When you first start trying to anticipate, you will get very frustrated and may feel like you will never be able to do it. Don't give up! You can learn to anticipate; it is not easy, but it is the mark of an expert quizzer.

One final comment about anticipation, learning to successfully anticipate requires one thing that is absolutely essential—you must know the content! Anticipation doesn't allow time for you to decide whether you know the answer or not. With anticipation, you are jumping when you can sense what the rest of the question is. You don't have time to worry about what the answer is. You must know the content of the material, in other words, you must know at least 90% of the

questions asked. Until you know this much, you should not anticipate in a quiz. Go ahead and practice it in your study time by using the red/blue mark method described above, but don't try it in a "live" quiz until your coach tells you, "Go for it!"

BECOMING A SPECIALIST

This next and last section is also designed for you quizzers who have been quizzing for a while and want to specialize in a certain area. For those who don't know what a specialist is, let me explain. A quiz specialist is a person who concentrates their attention on a certain type of question during the quizzes. If you've been quizzing for a while, you should have noticed that each quiz is structured with 3 different types of questions. The pattern for you will find at each Nazarene quiz tournament is as follows:

- 3 Memory Verse questions
- 4 Reference questions (According to John 5...)
- 1 Book and Chapter (In what book and chapter...) **OR**
 Situation Question (Who said it, to whom, and in what situation...)
- 12 General Knowledge questions (Who, what, where, why, how, etc.)

Other tournaments such as WBQA will have a somewhat looser structured quiz. Most sets will consist of 30 questions with 7–10 specialty questions. Every set has at least one of each type of specialty.

With these different types of questions, some coaches like to specialize their team. They may have some or all of the following types of quiz specialists: memory, reference, toss-up, filler, or situation/book and chapter. Let me explain each specialty so that you may objectively select one for yourself (or help you help your coach to select one for you).

1. *The Memory Person.* The memory person is obviously the person who learns the memory verses. You do not need to learn all the memory verses to be the memory person. However, you do need to learn most of them; especially the ones the other team members do not know. Everyone on the team will generally learn some verses, but you as the memory person must learn all the verses no one else knows. This generally means you will have all the hard verses, the ones that are very long or particularly difficult to say (tongue twisters). There is an advantage in this though, if you are the only one who knows the hard verses, you will be the only one jumping on them and you will consistently score.

To be an effective memory person, you should learn 1 verse every day or two and then review all verses every day. Once you know your verses, you must next learn the pre-jump list. You must study and learn the pre-jumps because when you jump on memory questions, you must jump when you recognize the pre-jump, not when you know the verse. One of the best methods you can use to sharpen your skills on memory verses and pre-jumps is to make a set of flash cards. As I stated before, you should make the flash cards as you learn a verse. When it is time to review, pull out your flash cards. Mix them up and look at the first card. If you can say it correctly, place it in a completed pile. If you miss it, place it on the bottom of the pack. Continue this pattern until you finish the entire pack.

2. *The Reference Person.* The reference person is the person who can answer the "According to..." questions (known as reference questions) in the quiz. To be able to answer the reference questions, you must learn what is in each verse. You don't necessarily have to memorize the each

verse, but you must learn the content of each verse; you must be able to loosely quote the verse. Once you know the verses, you need to learn how to answer reference questions. How you answer them depends on your style of quizzing. For Nazarenes, you will form a multiple part question. To do this, quote the verse in your head taking note of each noun, verb, adverb, or adjective and then make a question for each word in order as the words appear in the verse. Once you have asked all possible questions for the verse, loosely quote the verse. For WBQA style quizzes, quote the verse aloud in small phrases until the quizmaster asks for your question. Then make a question with the last verb you said from the verse. Remember, WBQA can only add the verb “to be”, so normally the verb in the question must come from the verse. Also, each Nazarene quiz has 4 reference questions and WBQA has at least 3, so if you jump right after you heard the reference, you should be able to quiz-out each quiz or come very close.

A tool that is a tremendous help for becoming a reference person is flash cards. Although you are not the memory person, you must basically treat each verse as a memory verse. Write every verse down on a flash card with the reference on the other side. When you are studying, pull out your flash cards and look at the reference. Try to loosely quote the verse and then check yourself. If you have someone to help you, they should also time you. As the reference person, you must be able to come up with the verse in your mind in 15 seconds or less. That will only leave you with 15 seconds to formulate your questions and give your answer.

Becoming a reference person takes a lot of study and effort, but you will almost certainly become a top ten quizzier and a tremendous asset to the team. Do not think, however, that you will be able to know all the memory verses if you are the reference person. A reference person cannot also be the memory person because there is simply too much to learn. A reference person will know all the verses, but they often get confused with all the small words such as “but, and, or, the,” etc. As a reference person, you will get beat out on the memory verses by a memory person, but you will be a good backup for bonus or free memory questions.

3. *The Toss-Up Person.* Most quizzers become toss-up quizzers. This means that they jump on the general knowledge (the who, what, where, how, why) questions. Each Nazarene quiz has 12 general knowledge questions and WBQA will have upwards of 23. A toss-up quizzier is one who excels on pre-jumping, which in turn means that they have a thorough knowledge of the chapters being quizzed on. This type of quizzier generally learns few or no memory verses; they concentrate mostly on the content of each chapter.

To become a good toss-up person, flash cards are again an excellent tool to use. Write every unique key word on one side of the card with the phrase and reference of the key word on the other side of the card. When you are studying, pull out your flash cards and look at the key word. You should be able to come up with the phrase and a close reference quickly. You also should know the main points of the passage where the key word is found. You might also want to expand your flash cards out to double key words. Simply write both phrases on the back of the card with the double key word on the front.

4. *The Filler Person.* The filler person is that quizzier who does a little of each of the other types of quizzers. They will know a fair amount (maybe 25%) of the memory verses. They will also look for similarities between verses and memorize the differences between them so that they can answer any reference questions about them. Like the reference person, they will pre-jump, but they are generally less familiar with the content of the chapter. The filler is a quizzier who studies

all aspects of quizzing, but he or she doesn't necessarily concentrate their efforts in any one area. This handbook is written primarily for the filler quizzer.

5. *The Situation/Book and Chapter Person.* Some teams also have a person who specializes in the quotation type questions known as Situation or Book and Chapter Questions (depending on the books being studied). For a Situation Question, this person will study everything that is said by a person in the book being studied. The quizzer will need to know all the quotations plus the circumstances involved such as who said it, to whom was it said, where, when, why, in reply to what, or in what situation. By knowing circumstances involved with each quotation, the Situation Quizzer can jump on the first word or two of the quotation and be able to figure out which quote is being asked for based on the questions asked in the Situation Question (e.g., who said it, to whom, and what was the response). In years when Book and Chapter Questions are used, the quizzer needs to take the book apart sentence by sentence. In other words, the quizzer will need to know what sentences are in each chapter of the books being studied.

The Situation or Book and Chapter Quizzer does not need to memorize the quotation verbatim, but they must be able to loosely finish it. Again, flash cards are an excellent tool to study the quotations. On the front of the card, put the first five words of the quotation with the rest of it on the back. Be sure to include the reference on the back. If you are doing cards for Situation Questions, you will also need to list on the back of the card the circumstances surrounding the quotation such as who said it, to whom, when, where, how, in reply to what, what was the response, and what was the situation. If you have a computer, you may want to try to do what I do, type all the quotations and references in the computer and then sort them. Then you can make a pre-jump list for the quotations that is similar to the memory pre-jumps described earlier in this handbook.

SUMMARY

I have one last tip for you to consider; if you need help, if you are having a hard time studying, if you don't understand what you are studying, ask your coach! He or she is there to help you. By talking to your coach, he or she may develop new ways to coach your team. I know that I learn something new every year from of my quizzers, so don't be afraid to ask!

I hope this handbook has been helpful to you. I've tried to cover all aspects of quizzing and studying. Try to use what I've written and see if your quizzing improves. If necessary, modify my study techniques, then if they work better for you, continue to use them. If your performance doesn't improve or if it drops, change your methods again or come back to mine. I have known many quizzers who have used these methods successfully. Again, the key to successful quizzing is found in a daily, systematic approach to studying the material. Good luck!

GLOSSARY

- 15 Repetition Method** A systematic pattern for learning memory verses by saying the verse correctly 5 times in a row before checking yourself. Repeat the pattern two more times.
- 3–5–7 Review Plan....** A systematic plan for reviewing previously studied chapters. While studying the current chapter, you would also review the third chapter back, the eighth chapter back, and the fifteenth chapter back.
- Anticipation** Jumping before you hear the key word of the question. It is determining where the key word will be in the question and jumping just as the quiz master is saying it.
- Blue Mark.....** A method used to increase prejump skills. It is used in conjunction with the Red Mark method. It is a mark placed beside the word where you try to prejump the question. It is always before the red mark.
- Check Mark Method .** A study method using the Study Question Book from NPH. Cover answers and try to answer each question, check each one missed, and then go back and answer all the checked questions. Repeat pattern until each question is answered correctly once.
- Double Repetition** A study method based on reading each verse twice in a row and then once in groups of 5.
- Double Review.....** A review method based on reading groups of 5 verses two times in a row.
- Doubles.....** A key word that appears only twice in the quizzing material.
- Filler Quizzer** A quizzer who does not specialize in any one area. This is a quizzer that knows a little of everything, some memory, some key words, etc.
- Key Words.....** Words in the quizzing material to can only be found in a few specific passages.
- Memory Quizzer** A quizzer who specializes in memory verses. This quizzers knows all the memory verses and all the prejumps.
- NPH.....** Nazarene Publishing House. Source of all publications and other items required for quizzing.
- Phrase Method** A systematic pattern for learning memory verses by breaking the verse into phrases and saying each phrase 5 times.
- Pre-Jump Words** One or more words that uniquely identifies a memory verse from all others.
- Pre-Jumping.....** Jumping on a toss-up question before the question's key word appears.
- Red Mark.....** A method used To Increase Prejump Skills. It is a mark beside the word where the quizzer normally recognizes the question.
- Reference Question ...** A question from a specified verse. All information given may only come from this verse. The only exception is that you may go outside the verse to clarify a pronoun.

- Reference Quizzer..... A quizzer who specializes in reference questions including situation, book and chapter, or chapter and verse questions. Normally this quizzer memorizes the entire material and then concentrates on formulating and answering multiple questions in the referenced verse in 30 seconds.
- Toss-Up Question..... A general type question, also known as an interrogative question. These are the questions that ask who, what, where, why, how, etc.
- Toss-Up Quizzer..... A quizzer who specializes in the general questions that are also known as interrogative questions (who, what, where, how, etc.). This quizzer focuses their energy on learning key words so they can prejump the questions.
- Triple Repetition..... A study method based on reading each verse 3 times in a row and then once in groups of 5.
- Triple Review..... A review method based on reading groups of 5 verses three times in a row.
- Triples..... A key word that appears only three times in the quizzing material.
- Uniques..... A key word that appears only once in the quizzing material.