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**Question time Guidance**

Candidate Question Time is an opportunity for potential voters to find out what candidates' policies, plans and proposals are and to hear what they have to say on the things that matter to them.

As a candidate, this is your opportunity to explain your manifesto in more detail, differentiate yourself from the other candidates, and show how passionate you are for the role. All to get students to vote for you!

The following guidelines are in place to manage the smooth running of Question Time.

* Candidates will be given an allocated time slot for their Question Time, which they must attend.
* At the start of your Question Time, each candidate will be asked to make an opening pitch lasting no longer than 60 seconds letting students know who they are, what they are running for, and what they want to achieve. The moderator will interrupt anyone who runs overtime.
* Candidates will then receive questions from students related to their role. Answers to questions may take no more than 30 seconds. The moderator will interrupt anyone who runs overtime.
* In all cases, the speaking order of candidates has been put together to make sure every candidate is treated fairly and equitably. Please do not speak until you are asked to by the moderator. Please try to speak with clarity because you will not be allowed to repeat if you are not heard.

**Candidates Rules**

* No personal attacks on other candidates, voters, Union staff, or University staff are permitted.
* No candidate may make judgements about the value of another candidate as a prospective officer. This includes any personal attack on current Officers, regardless of whether they are running for election.
* Any criticism must be measured, relevant to the subject at hand, respectful of individuals, and constructive.
* Under no circumstances will any commentary that is deemed prejudiced – this includes (but is not necessarily limited to) any criticism on the grounds of race, age, sex or gender identity/expression, pregnancy, maternity or paternity, religious belief, sexual orientation, or disability – be permitted.
* Candidates remain bound by all normal election, Union, and University rules as normal.
* Wolves SU reserves the right to censure or remove a candidate from Question Time for the persistent or gross violation of these rules. Violation of any of these rules may constitute a disciplinary offence under the election rules at the discretion of the Deputy Returning Officer’s interpretative power.
* Immediate complaints regarding the conduct of another candidate should be raised at the event with the moderator or the Deputy Returning Officer in a non-disruptive fashion. Formal complaints about the conduct of another candidate or campaigner should be made in writing to the Deputy Returning Officer, Nirmla Devi using the elections complaints procedure.

**Audience Rules**

* Please be respectful of all candidates. This is a free and fair election, and everyone deserves their chance to say their piece. Please do not attempt to disrupt any presentation or answers, even in a supportive way!
* Under no circumstances will any commentary or question that is deemed prejudiced – this includes (but is not necessarily limited to) any criticism on the grounds of race, age, sex or gender identity/expression, pregnancy, maternity or paternity, religious belief, sexual orientation or disability – be permitted.
* Questions may take no longer than 20 seconds. Please be quick and to the point so we can get through as many as possible! The moderator will interrupt anyone who runs overtime.
* Wolves SU reserves the right to censure or remove an audience member from Question Time for the persistent or gross violation of these rules. Violation of these rules may constitute a disciplinary offence under the election rules at the discretion of the Deputy Returning Officer’s interpretative power.
* Audience members remain bound by all normal election, Union, and University rules as normal.
* No personal attacks on other candidates, voters, Union staff, or University staff are permitted. No candidate may make judgements about the value of another candidate as a prospective officer. This includes any personal attack on current Officers, regardless of whether they are running for election. Any criticism must be measured, relevant to the subject at hand, respectful of individuals, and constructive. If in doubt, leave it out!
* Immediate complaints regarding the conduct of a candidate should be raised at the event with the moderator or the Deputy Returning Officer in a non-disruptive fashion. Formal complaints about the conduct of another candidate or campaigner should be made in writing to the Deputy Returning Officer, Nirmla Devi using the elections complaints procedure.