



Chapter 1: Introduction.

The purpose of this tome is to better familiarize you with the various roles in the Fantasy Field Trip Society. We shall examine the roles of Player, Monster, Ref, GM, and even the roles of Board Rep and Rules Rep. You will come to know the various commands and game protocol's that everyone playing in a FFTS event should know. You will learn the inner secrets of how a Ref runs a battle, and how the GM creates the fantastic story for you to partake in. You will also learn to appreciate the time and effort spent that goes into a game, as the GM, Board Rep and Rules Rep work in unison towards a common goal; to create a great and wondrous event, a FFTS game!

Chapter 2: Player Vs Monster.

There are few differences between a Player and a Monster in FFTS play. Both are assigned roles to play within the game and have their own goals to complete. The main difference is that as a Player you have creative control when it comes to creating the persona you wish to play. As a monster you have little to no creative control, that belongs to the Game Master (GM for short). The GM may possibly offer you a selection of roles to play or ask you to play one specific role or type of role (i.e. Fodder monster or Information monster). The GM will be the one to create all the monsters on game, occasionally accepting input from the monsters as to what the monster should have. The GM has the final say in any decision making process. For the most part think of a monster as a supporting actor/actress and Players as having the lead part in a play.

- **Experience.** Like many role-playing games on the market, the Fantasy Field Trip Society rewards those who participate in the game with experience points. These points are saved and accumulated, to be spent when next you wish to be a "player". Only players spend experience points (XP's for short) when they create a character. Monsters, Referee's, Photographers, and the GM do not spend XP's when participating on a game. The GM will award XP's to everyone on the game. Everyone gets a base award for participating then bonus points for the following: Costuming, role-playing, and Goal Completion. Other Game Control personnel like Referees, Photographers, and the GM all get a set reward, as they have no costume, goal or opportunity to role-play.
- **Game/Membership Fees.** The Fantasy Field Trip Society is a non-profit organization, and as such we charge fees for each game to help defray the costs of making the game. Game fees vary depending on the length of the game and whether or not food and/or drink are provided to you. Generally game fees cost \$10.00 per day of the game, a 1-day event would be \$10.00 but our 3-day events would cost you \$30.00. Each year in May, FFTS does a game for Scouts Canada at Camp Harris; this is a one-day game and is free of charge. On this game food is provided by Scouts Canada.
 - ◆ A \$10.00 Membership fee is collected annually and is used for the miscellaneous expenses of the society such as banking fees, web-hosting fees for our photo album, etc. Not all games break even on their budget, any expenses incurred over what the game brings in comes from your membership fees as well.
 - ◆ If you are a first-time participant in FFTS then your first game fee is waved. If your first game is a 3-day game then you will still have to contribute some money (approximately \$10.00) for the cost of food, unless of course you will be providing your own food.

- ◆ In FFTS we have a “**No Pay, No Play** “ policy. Meaning that if you cannot procure funds for the game fee you will not be permitted to participate in the event. Should some exception arise where the Treasurer deems it acceptable to let you participate without first paying then you have till the end of the last day of the event to make payment. Defaulting on your game fee will incur a \$5.00 late fee being added to your game fee and you will be prevented for participating in future events, without exception, until you have paid your late game fee in addition to whatever fees for the current event.
 - ◆ The responsibility for paying your game/membership fees rests entirely on you. It is your duty to bring sufficient funds with you on the day of the event. Each game will have a meeting point where we will car pool to the event site. At this meeting point the Treasurer will be present and will announce the collection of fees. Receipts will be issued at this time upon payment. If you owe FFTS monies then they must be paid in addition to your normal game fee prior to your attendance at the event.
- **Pre-Game.** Before a game commences a player must attend a character generation meeting to create his/her character for the game. There are usually several of these meetings to help accommodate those players with busy work schedules. At these meetings the GM and usually the Board Representative will be on hand with several copies of the rules to help players create their characters.
- ◆ Most games will allow players to spend XP's on their characters to the limit of either the amount of XP's that member possesses or the pre-set limit of the game. Limits like this are set to make the game balanced for all that participate in it. Provisions are made for first-time players as well, awarding them enough XP's to create their character and have them on par with more seasoned players.
 - ◆ Once your character is completed you will need to procure some props for your character. You need a prop for each item your character has, if you do not have a prop for something on the day of the game, then your character is considered to have lost it. If you cannot make or purchase a prop for an item then you can contact the GM and he/she may be able to supply you with a prop from the FFTS Prop Department. All props borrowed this way must be returned to the GM or the Prop Master at the end of the event.
- **Game Protocols.** There are several protocols you need to be aware of and to adhere to when you are in a FFTS game.
- ◆ **Do not litter on the game site or vandalize the site.** Our motto is “Take only pictures, leave only footprints“ If we leave trash or vandalize a game site then there is little chance of us being welcome to come back.
 - ◆ **No alcohol or illegal drugs on the game site.** Obviously for safety and legal reasons these substances are not allowed on a game. Infractions against this protocol could result in being expelled from the game.
 - ◆ **No Metal Props as Weapons.** Once again Safety reasons forbid players from using metal as part of a weapon prop. The last thing we want is someone to bring a real sword to a game and injure someone because it was allowed in.
 - ◆ **Monsters are supporting cast, and are there for the benefit of the player.** As a monster you do not pick up any “treasure items“ that you may find along the way. These items are placed for the players, as they are the main focus for the game.
 - ◆ **Do not use Out of Game Knowledge.** On occasion as a monster or other Game Control personnel you are sometimes privy to information about things in the game that your character would not know. When this occurs you are expected to NOT use this information, even if it has deleterious effects to your character. Such information is deemed O.O.G. or Out of Game. This occasionally happens to players as well if they overhear a conversation. Anything that is considered OOG should be ignored.

- ◆ **Coloured Headbands have a special meaning in FFTS.** You will most likely at some point in a game encounter a FFTS member wearing a Blue, White or Red coloured headband. These are meant to signify certain things.
 - **Blue** A Blue headband is usually reserved for Game Control personnel or for dead players/monsters returning to Game Control. Anyone wearing such a headband is not considered to be “in game“, and are not present to be interacted with on the game. A Referee will be wearing such a headband and will hand out headbands to those who need them.
 - **White** A White headband means that the character wearing it is Invisible and that unless your character has Magesight currently active to allow you to see invisible people or objects, you are to ignore that person as if they were not there.
 - **Red** A Red Headband means that the character wearing it is Flying and as such maybe out of range for melee weapons and any other activity requiring touch.
- **Combat Commands.** In FFTS there are several command words that are used to start a combat. **HALT** and **SURPRISE** will both start a combat. If you wish to start combat then you should say one of these loudly. **SURPRISE** is generally only used when your opponent is unsuspecting, and could allow you a free round to act or simply to act first depending on the circumstances. **HALT** is used much more frequently whenever a player or monster decides to initiate a combat with someone. Once you hear either of these command words, you are to freeze in place and wait for the Ref to gather all the cards for the characters and to start processing the combat.
- ◆ In FFTS all combat actions are resolved by the rolling of a D20 (20-sided die) by the Ref. The Ref runs the combat calling out each characters name in turn. You take your turn when your name is called out, telling the Ref what it is you wish to do. There are several options available to you in combat, these are:
 - **Movement.** On your card will be listed a number of paces of Movement your character can perform in one round. A pace is one step forward with both feet must be firmly on the ground and should be no more than a meter in distance. You may not run or jump while pacing out your move, and you should be counting out loud your paces as you go. Should some obstacle be in your way, you may ask the Ref to ejudicate how many paces it will take to get past or over the obstacle.
 - **Strike.** This action is attacking with a melee weapon. To do so you must be able to touch your opponent with your bare hand, while not moving your feet. At no time should you hit your opponent with your weapon. The Ref will roll to see if you hit and describe the effect to all involved.
 - **Move and Strike.** You may move any portion up to your full Move, and still attempt a strike if you are within touch range of an opponent. For each pace you take your chance to hit is reduced by 2. Once again do not hit your opponent with your weapon.
 - **Spell or Missile use.** You may cast a spell or fire a missile weapon at your opponent. Most spells and missiles require you to prepare or **PREP** them first. You may fire a missile weapon without PREP but to do so reduces your chances of hitting. Some spells have a number of rounds they **MUST** be prepped before they can be successfully cast. Prepping a spell or a missile weapon takes a full action.
- **Melee Etiquette.** Here are some basic rules of thumb to adhere to while you are in a melee.
 - ◆ **Maintain silence in combat when not your turn.** During a combat you are expected to remain silent till your turn arrives, spending that time observing what is going on with the other participants in the combat and considering your next move. If you are overly noisy in a combat do not be surprised if the Ref sanctions you by assuming you spent your turn chatting instead of performing a normal action. If a combat grows too loud then the Ref may just stop processing the combat till the noise is quelled. It is in your best interest to maintain silence when not your turn. You may notice your enemy trying some stratagem such as flanking that you may have missed while chatting with your buddy about the last episode of Zena or Star Trek.
 - ◆ **Do not argue with a Ref.** Arguing with a Ref in the middle of combat just delays the combat. If you think the Ref has forgotten something or has made a mistake then mention it briefly to the Ref and accept his/her decision with grace. If after the combat you cannot get the Ref to fix things to your satisfaction then you should contact the GM or the Board Representative.

- **Post Game.** Once the event has finished, there are still a few things left for you to do.
 - ◆ **Care and Feeding of Props.** Return all Props that you borrowed from the Props department to the GM who can see that they are returned to where they belong. If you have borrowed a prop from our Props department then you are expected to return it in the same condition you received it in. Here are several examples of things to avoid doing with any Prop:
 - **Do NOT lean on a prop.** Someone spent a great deal of effort to create the prop you are using, by leaning on it you could break the prop or ground the point of a sword to a flat, marring the appearance of it.
 - **Do NOT HIT a person or an object with a prop.** We want to avoid any unnecessary injuries to FFTS members and damage to Props. Everyone is expected to be mature enough not to risk damaging either another member or a prop.
 - **Do NOT throw a prop.** On occasion, through a fumble or the skill of another, a Ref may ask you to drop your weapon because your character lost control of it. Please place it gently on the ground to avoid marring the paint job.
 - ◆ **Return all Game Control Devices.** If you were issued a coloured headband and/or a whistle, you are expected to return all such objects to the GM. All these items are the property of the FFTS and by returning them you insure their continued use in future games.
 - ◆ **Post-Game Party.** After every game FFTS members are invited to attend a Post-Game Party. This time and location will be announced by the GM. This is almost always the night of the last day in the event. This party is a good opportunity to meet other FFTS members and to talk about in-game events and to get a look at the statistics for all the other characters in the game. Some refreshments and food may be provided at this party, but they may be in limited quantities.
- **The Point of it all.** The major objective in all of this, of course, is to have fun. You should revel within the role of your character, playing him or her to your fullest. To make the game more enjoyable for others, act your part as best you can. You should also look the part, or at least make an attempt to do so. Someone in a T-shirt and Jeans does not look much like a Knight in shining armor or a masterful Wizard. If at any time you have questions as to what to do, consult with your GM if available, if not another Game Control personnel like a Referee.

Chapter 3: The Referee.

A Referee is one of the more important jobs in FFTS. A Ref is the conduit between the players or monsters desired action and the effect they have on others. While a Ref is performing his job for the benefit of others it can still be quite enjoyable to see what is going on as the game progresses, as the Ref will have some inside information on what is to occur. As a Ref there are several factors you need to keep in mind to perform your job, these are:

- **Objectivity.** As a Ref you need to remain objective. You cannot be swayed by your friends who are players or monsters, if you do so that will degrade the quality of the game and the enjoyment of others. It is important to be consistent in your arbitration and to remain neutral. You should also avoid “fudging” die rolls, as this will only upset the other participants. As a Ref you are there for the players and monsters so remain neutral and act with objectivity and consistency.
- **The Invisible Ref.** As a Ref you wear a BLUE headband to indicate that you are OOG or Out of Game. As such you should take care that you are out of view when pictures are being taken of the players and monsters. As you are OOG personnel you should not make any “In-game” references to players or monsters about knowledge you possess. This includes but is not limited to:
 - Notifying the players in some way of a magic item that they have walked past.
 - Notifying players or monsters in some way of another participant’s proximity to them,
 - Divulging information about the game outside of the confines of the permissible use of Scholar, Lore, etc.

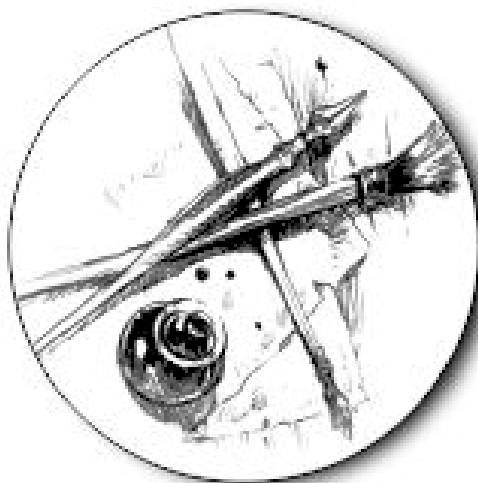
- **Combat Control.** Running a combat is one of the Ref's most frequent jobs. You should try to maintain an orderly combat, processing each player or monster's actions with a minimum of fuss. You will need to be creative in your descriptions as to what happened for each action as the melee progresses. Here are a few tips to running a quick orderly combat:
 - ◆ When it is their turn to go call out a player/monsters character name loudly and clearly, if there is no answer, call it out ONE more time, if still no answer assume that player/monster is resting and move on to the next person.
 - ◆ All your cards should be arranged in DEX order, which is highest DEX on top, lowest on bottom. If a character calls out to **HOLD** their action then turn their card 90 degrees to the left and proceed to the next character. When the character wants to use their turn, just turn their card back in with the others and process it. If they have not processed their turn by the end of that round then starting with the character with the first held action ask them what they want to do, turning their card back into the others. Process all the leftover held actions one at a time like this till you have no cards "sticking up" any more.
 - ◆ If a character calls out **MOVEMENT**, have them sound out their paces as they take them, making note of how many they are allowed on their card, and proceed to the next character. It is not necessary to wait for them to finish their move if they intend to do nothing but move.
 - ◆ A combat should be relatively quiet. The only people that need to be speaking are you and the person whose turn it is to go. If a combat grows too loud where you are having to shout to drown out others talking then just simply stand in front of them and halt processing the combat till all the talking has died down. It's in the best interest of the players to shut up when it's not their turn so they can be aware of what is going on and to not drag the melee out any longer than necessary. While you are waiting for them to be quiet another team could be finding the item they need to win the game.

Chapter 4: The Game Master (GM).

Running a game is quite the endeavour, especially for a first time Gamemaster. You should try to get as much help as possible from experienced GM's and Referee's when designing and running your game. There are several important elements, which you should address when developing your game some of these are:

- **Game Balance.** If there are two distinct sides to your game (Good vs. Evil). As GM you must make sure that for every "Good" character you have a "Evil" character of a similar power level or as close as possible. Try to make sure that any neutrals in the game do not all ally themselves with one side at the same time. This will quickly destroy the balance of your game and the outcome will be pretty much pre-determined from there. If you have three or more factions in your game try to make sure that they are approximately equal in power.
- **Power Levels.** Making a hostile monster that is so overwhelmingly powerful that he will crush any team is definitely a big mistake. If the monster is so tough that the weaker fighters cannot damage it, then the players will grow disheartened and will not enjoy themselves as is intended.
 - ◆ It is generally better to give the big nasty monster more hit points (Strength) than more armor or veteran.
 - ◆ Allowing monsters or players who have both the desire and ability to one shot kill other players could be a fatal mistake in the interest of enjoying your game. You should avoid this unless you have a very specific reason for it. Another unbalanced concept is Surprise strike and archers in stealth. This is just too ridiculously unbalanced to consider.
- **Character Goals.** Everyone on the game should have a goal that they are trying to achieve. The players should all want something, sometimes a different set of goals per team. Even monsters should have goals to accomplish, sometimes its just to disseminate information or to keep the game moving, or to add some flavour to the game, but often monsters have deeper, darker motivations. The GM has a goal as well, to see that everyone has a chance to succeed in his or her goals (for the players, hopefully an equal chance) and to see that everybody has fun.
 - ◆ Any goals that are beyond the basic fodder monster or info monster goals should have some sort of opposition who does not want these goals to be fulfilled, and/or several steps necessary to achieve these goals. Otherwise your game for them could be over by noon. Of course all goals should be possible to obtain. If the players need a specific spell or skill to complete their goal, and none of them have it, you should make sure that there are several other sources on game. If the players have to get something from the hoard of a monster that can kill them all without even working up a sweat, then there really was not much of a point, now was there? If you have a "Evil" team on game do not try to script them as the fall guys. They should have an equal chance of winning. Now making "Evil" monsters the fall guy is a whole new ball of wax. It is all right if the Dragon's goal is to provide the player's with a fierce fight and then kick the bucket.

- **Forbidden Skills.** Sometimes, when designing a game, certain skills, spells or combinations there of can make it too easy to win. Raise Dead can give players a lax attitude about dying, while Commune can provide necessary information too easily. Some combinations, such as permanent Dispel magic in a 1 pace radius, permanent Missile Reflection, or permanent Shadowcloak and Surprise Strike, should be disallowed for monsters and players as this will grossly unbalance the game.
- **Game Flow.** There are several different ways to set the "script" for your game, from fully scripted to a free-flow script. The first involves the monster leading the players around and prodding them in the right direction. The second virtually leaves the GM free to go home after the game starts (well not quite). To set up the game you can start with all elements of your game in play, or hold some back in reserve to be released as the game progresses. You should keep your hand in to keep the game flowing along, if it becomes bogged down send out some information to help speed things up, if things are going too fast then you can slow them down.
 - ◆ Sometimes you may want to keep some key elements of your game held in reserve, and add them into the game later on. Something like the Dragon slaying sword might not go out till later if you want the dragon to last a little while. Or an info monster might show up later with some crucial bits of information.
- **Rules Comprehension.** By the time you feel ready to run a game, you hopefully have made several characters by yourself, refereed at least one game, and read the entire rules from cover to cover. It is imperative that you know the rules, or you might miss that unstoppable character with Permanent Shadowcloak and Surprise Strike, or you may think that surprise-striking stealthy archers are cool. You can't maintain game balance if you do not know the capabilities of all the characters in your game. Without knowledge of the rules you will not be able to tell if the dragon can demolish all of the players, or if the players can easily defeat the dragon. If your players are that tough then what do you need a dragon slaying sword for? Your game could be over by noon if you are not aware of who can do what and to whom.
 - ◆ **Note:** You do have a little help with this in your Board Rep and Rules Rep they are there to help you, but this is NOT to be considered an excuse for lack of knowledge on your part.
- **GM Preparation.** The single biggest mistake every first time GM (and some experienced GM's) makes is to leave too much to the last moment. It is critical that you, as a GM, prepare as much as possible for your game. There is a fairly large work load involved in being a GM, and putting off doing all the work till a week or two before your game is just going to create problems for you. Usually a GM has at least one month's notice that his game has been approved and can start getting ready. There are briefings to be written, monsters to be created, magic item lists to be made, and players to be created. Do as much of it as possible in the early stages. It is much easier to go back and edit a briefing or monster to take in account what a member has created for his player then it is to make them from scratch. Ideally, you should have everything done for your game a week prior to the game date.



- **Budget.** Now here is the boring part, however it is also one of the most important parts of the game. First you should calculate how many people you expect on game. Secondly, you should figure out what expenses you will have for the game. In the end your budget should look something like this:

Involvement Breakdown	Minimum	Maximum
Players	12	25
Monsters	8	17
Referee's	3	5
Game Master's	1	1
Photographers	1	2
Totals	25	50

Money Allotments (Average cost)	Minimum	Cost	Maximum	Cost
Film (\$15/roll, including developing)	2	30.00	4	60.00
Cell Phone discounts (\$5 each)	4	20.00	6	30.00
Food (\$2/person)	25	50.00	50	100.00
Drivers (\$5 each)	6	30.00	12	60.00
New Props (varies)		75.00		150.00
Sub-Totals		\$205.00		\$400.00
Game fees (\$10/day of event)	24	-\$240.00	49	-\$490.00
Totals		\$35.00		\$90.00

- ◆ Note that the GM never has to pay the game fee, he/she does enough work as it is. Also note that the above budget is for a 1-day event. Food costs for a 3-day event go up to at least \$10.00 per person. On some sites we rent portable radio's instead of using member's cell phones as the game area may not have cell coverage.
- **Set-up.** Once the Board of Directors has approved your game, you must get your act together and make sure that you have everything done in time for your game. There are several things you need to do and these are:
 - ◆ **Game Site.** You can't play your game without one of these, and you should probably have a map of the site. There are numerous parks around, as well as private land you might be able to use for your game site. You can use a site that has been used before, or take the time to find a new one. Some of the maps for sites we have used in the past are available on our website.
 - ◆ **Monsters.** These could be made up ahead of time, or if running an unlimited or high point game, edited after the players are created, so you can gauge their strengths and weaknesses, and make up your monsters accordingly.
 - ◆ **Players.** You should make sure you have ample time, paper, and copies of the rules on hand for your character generation meetings. Participants could be done all at once, or individually, while each team is best done up together, so the team members know what each other is capable of. Characters should be done far enough in advance to give the GM enough time to prepare the briefings and cards, and to give players and monsters enough time to create their costumes and make or get props, about two to three weeks prior to the game is the norm. Veteran players will often make their character up by themselves and email it in to the GM.

- ◆ **Referees.** It is helpful to have some, if not all of your, Ref's present during character generation. You should have a Ref meeting before your game after all characters have been created. New Ref's can do play-tests with miniatures to figure out the rules. It is also a good idea to do play-tests if they will help you, your Ref's, or the players to get a firm grasp on the rules, new or old. Go over all "non-standard" characters, magic items, or rules that you will be using on your game. Gus the fighter with sword and Platemail is standard, but Fred with 20 spells and unique magic items might be "non-standard" (ask your Board Rep if unsure).
 - ◆ **Props.** Make sure that you have all of the props you need from the props department before the players scoff something you might want. Also make sure that you create any new props well before the game.
 - ◆ **Briefings.** Write up a briefing for **EVERYONE** who plays any sort of character on game. Make an especially detailed briefing (scholar briefing) for those players with scholar and your "knowledgeable" monsters. Make sure that you include all necessary information to start them with their goals in the briefings.
 - ◆ **Cards.** You must have a computer with a printer lined up to make cards. Try to get the cards done about a week or a few days before the game. Also, make sure that you have enough blank cards for deaders. You generally need to make two copies of each card, possibly a third for the GM to hang onto should some yutz lose his/her card.
 - ◆ **Ref Kits.** The Ref kits should contain a dice case with twenty-sided die, a range finder, a map of the game site with all pertinent sites marked. Also needed is a list of all magic items on game, and what they do, with Scholar, Lore (if used) briefings for all items, a copy of the rules, complete with any new or optional rules used in your game.
- **Responsibilities.** There are several things that you as Gamemaster are responsible for, these include the following:
- ◆ Organising a call-around or sign-up for your game, you must make every effort to contact ALL members in FFTS to see if they are interested in participating. Email is a good way of contacting the membership, acquire a copy of our contact list from your Board rep and get some help emailing everyone. Keep emailing them until you get a definitive yes or no from every member.
 - ◆ Organising the character generation meetings, with luck you can accomplish this in one night but don't count on it. Make sure you inform your board rep as to when and where. It might help if your Ref's attend the meeting as well, they can help the players create their characters and become familiar with them at the same time. You should also keep a record of who spent how many points on your game.
 - ◆ Organising a Ref briefing, all your Ref's and your board rep should be there and perhaps those monsters with pivotal roles. At this time you should make sure your Ref's are fluent with any new rules, in addition to the old ones, and are aware of how the game is to proceed.
 - ◆ As GM you are also answerable to the Board, you must attend any Board meeting prior to your game, but after the previous game. During these meetings the Board will want a report on your progress and your potential budget report.
 - ◆ Organising the car pool or other transportation to and from the site, your game won't get far if you only have one vehicle to transport fifty people to the game site. Before everyone leaves the game site at the end of the game, make sure that everyone has a ride back into town.
 - ◆ During the game you are responsible to maintain continuity, that is to make sure nothing gets out of hand. You should have your game set up in such a way as to make sure that it lasts all day, you do not want someone to win and end the game by noon.
 - ◆ After the game you must award points based on the method you previously submitted to the Board. You must also write up a post-game report detailing the events of the game and how they happened. This report plus your calculations for points spent and points awarded must be **TIMELY** (within a week of the game ending) submitted to the Secretary for prompt publishing in the next newsletter.
 - ◆ After one final meeting with the Board after your game you can rest on your laurels for a while and think of plans for a sequel!

Chapter 5: The Board Rep.

To agree to be a Board Rep for a game is a relatively big responsibility, one that will demand a lot of time and attention. To qualify for the position you must have run at least one FFTS game, have been a Referee at least once, and are fluent with the current edition of the FFTS rules. There are a few responsibilities you need to address in your position as Board Rep, some of these are:

- **Motivating the GM.** It is sometimes necessary to light a fire (not literally) under a GM to make sure that everything is being done to get the game started. It is your responsibility to contact the GM regularly (at least three times a week) to ensure that the game will commence on schedule. Some game masters are easier to handle than others are, but regardless you must prompt them if you feel that they are not getting enough done. One of the easiest ways to do this is for you to make a list of all the things you think need to be done to get the game going. Then during your regular meetings, email conferences, or phone calls check to see what the GM has completed already. Every time you check in to get a status report, you could indicate what items you want to be priorities and would like to be done by the next time you check in. (i.e. Have the GM do the phone-around before he/she goes out and buys the snacks for the post-game party!)
 - ◆ If your GM seems to be swamped with work and no time to do everything introduce him/her to three little words "Delegation of Authority" otherwise known as "get some help". If possible you should make every effort to help the GM and/or make sure that he/she gets some help (possibly from Ref's, as they should know mostly everything on game anyhow). As the date for the Game draws closer your visits with the GM will probably need to be more often.
 - ◆ At least a week before the game the GM should have all the characters and monsters done up and in the computer, if they have not been printed yet, likewise all the briefings should be completed, as well as the Ref kits. If the Ref meeting has not occurred yet then it should be scheduled as soon as possible. Your presence in this meeting as well as all Character Generation meetings is mandatory.
- **Game Balance.** It is your primary responsibility to ensure that the game is fair and balanced in all aspects. It is often easier for you to spot incongruities in a plot, monster, or magic item than it is for a GM, even for seasoned GM's. As Board Rep you must personally look over everything that has to do with the game; every character, monster, magic item, briefing, and plot. If the game has two distinct factions, then you must make sure that they are balanced, if one side has a big, stompy monster ally then the other side should have one too. If there is a third neutral faction then you must ensure that it retains its neutrality. Thus, will not want to join either faction (creating a 2:1 team ratio) and unbalancing the game (any players on the weaker side will grow disheartened and not enjoy themselves, which is why we are all out here!).
- **Objectivity.** Throughout your role as Board Rep you must retain a level of Objectivity, even if the GM is your friend/significant other. It is important for you to stay "at arms length" from the GM's desires about the game. You must carefully consider the ramifications of every decision about the game and make your decision based upon your duty as Board Rep as opposed to agreeing with the GM just because he/she is your friend/significant other. Although it is important for a GM to see their creations brought to "life", it is more important for a game to be balanced.
- **Veto Power.** You have the power to "**veto**" anything about the game that you feel would unbalance the game; this power can be used both before and during the game. Although the only reason you have for doing it on game is if you missed something unbalancing, or someone decided to make a monster on the spot that could eat all the players in one gulp. It is probably more beneficial to your working relationship with the GM to use this power as infrequently as possible. Instead of just saying NO to some ultra powerful monster or magic item, make a few suggestions as to how to make the item in question fit into the game better. Listing the pro's and con's of the item in question is also a good way of bringing the GM around to your way of thinking (also known as EGO management!). Also try to remember that this is the GM's pride and joy, and he/she has put a lot of work into it already, so even if you don't like a particular idea, it is not necessary to veto it unless it jeopardises the balance of the game.
- **Accountability to the Board.** When you signed up for this joy ride you agreed to be the Board's Representative and to make sure that the game goes off without a hitch. As such you are accountable to the Board and must make regular reports about the game and it's progress during Board meetings, making your attendance at these meetings mandatory.
- **Plausible Deniability.** If a problem occurs between you and the GM, that you cannot resolve, then you can pass the buck to the Board at the next meeting or if it is time sensitive, then you can schedule an emergency meeting of the Board. For instance if you and the GM disagree about a new magic item and you two can't reconcile. Then you can go to the Board and tell them "I told him that this mega powerful, twelve sandwich eating, big gross, uber sword would unbalance the game but he would not listen". Having said that it then becomes the Boards responsibility, and they will address the topic, vote on it, solving your current dilemma so you and the GM can get back to work.

Chapter 6: The Rules Rep.

To agree to be a Rules Rep for a game is a relatively big responsibility, but not as great as that of Board Rep. To qualify for the position you must have been a Referee at least once, and are fluent with the current edition of the FFTS rules. There are a few responsibilities you need to address in your position as Rules Rep, some of these are:

- **Balanced Rules.** Your primary responsibility is to ensure that any rules that are being used for the game are fair and balanced for everyone. If your GM is banning a few skills or spells in his/her game, it is up to you to make sure everything is balanced for all players. For instance, you would not let a GM ban all advanced and master weapon skills in a game that was Fighters vs. Mages!
 - ◆ You must also look at how any experience points can be spent on characters. Be careful to make sure that no one side is being neglected by not being allowed access to a certain skill/spell, unless there is an equally good substitute available to them.
 - ◆ If your GM has decided to add some new races for his/her game or modify existing ones, once again you are the person who must check and ensure that everything is equal.
 - ◆ One of the hardest things to judge is if your GM is going to be using some new rules for his/her game. Hopefully you will be able to calculate what effect each new rule will have on the game and decide whether its impact will have any effect on the balance of the game.
 - ◆ It is your responsibility to contact the GM before Character Generation to see if there are any rules changes that you need to inspect, the GM already has more than enough on his/her plate without trying to trace you down too. One of the perks in being Rules Rep is that you can still be a player in the game, seeing as all you need to see is the rules and not all that other stuff that the Board Rep deals with. Once you have seen the rules adjustments that are to be used on the game, and they have passed your scrutiny, they then go to the Board Rep for further examination.
- **Game Balance.** It is your primary responsibility to ensure that the game is fair and balanced with regards to its rules. It is often easier for you to spot incongruities in any rules adjustment than it is for a GM, even for seasoned GM's. As Rules Rep you must personally look over everything, rules-oriented, that has to do with the game. If the game has two distinct factions who have different rules, then you must make sure that they are balanced, if one side gets a bonus skill or spell then the other side should have one at the same cost too.
- **Objectivity.** Throughout your role as Rules Rep you must retain a level of Objectivity, even if the GM is your friend/significant other. It is important for you to stay "at arms length" from the GM's desires about the game. You must carefully consider the ramifications of every decision about the rules in the game and make your decision based upon your duty as Rules Rep as opposed to agreeing with the GM just because he/she is your friend/significant other. Although it is important for a GM to see their creations brought to "life", it is more important for the game to be balanced.
- **Veto Power.** You have the power to "**veto**" anything rules-oriented about the game that you feel would unbalance the game; this power can be used both before and during the game. Although the only reason you have for doing it on game is if you missed something unbalancing. Or someone decided to change a rule on the spot that would affect the balance of the game. It is probably more beneficial to your working relationship with the GM to use this power as infrequently as possible. Instead of just saying NO to some ultra powerful new spell or skill, make a few suggestions as to how to make the item in question fit into the game better. Listing the pro's and con's of the item in question is also a good way of bringing the GM around to your way of thinking (also known as EGO management!). Also try to remember that this is the GM's pride and joy, and he/she has put a lot of work into it already, so even if you don't like a particular idea, it is not necessary to veto it unless it jeopardises the balance of the game.
- **Accountability to the Board.** When you signed up for this job you agreed to be the Rules Representative and to make sure that the rules of the game are fair for everyone. As such you are accountable to the Board and must make regular reports about the game and it's progress during Board meetings, making your attendance at these meetings mandatory.
- **Plausible Deniability.** If a problem occurs between you and the GM, that you cannot resolve, then you first contact the Board Rep and discuss the problem with him. If both you and the Board Rep agree then the GM should acquiesce and correct the problem. If the GM refuses to make the necessary modifications to correct the problem then you can pass the buck to the Board at the next meeting or if it is time sensitive, then you can schedule an emergency meeting of the Board. For instance if you and the GM disagree about a new spell, and can't reconcile, then you can go to the Board. Telling them "I told him that having a spell that would dissolve any player at 0 prep and STR was ludicrous and would unbalance the game but he would not listen". Having said that it then becomes the Boards responsibility, and they will address the topic, vote on it, solving your current dilemma so you and the GM can get back to work.

Avast ye varlet, thy perusal of this most arcane tome is now over. To the game!