

## Contestant Briefing Script - International Speech Contest

### 1. Roll Call & Club/Area/Division Represented

- a. Use agenda to call roll of all contestants.
- b. Verify the Club, Area or Division that the contestant is representing.
- c. Confirm all clubs to which contestants belong.
- d. Collect via e-mail copies of Contestant Statement of Eligibility and Originality
- e. Collect either Contestant Bio or list of three interesting things for interview.
- f. Confirm proper name pronunciation (and Speech Title, for International & Humorous)

### 2. Instruct contestants on virtual contest protocol.

- a. Designated Speaking Area – remaining within view of camera/amplification.
  - b. Contestants should position themselves so that they are visible from at least the waist up.
  - c. Before you begin to speak, select the three dots in the upper right corner of the video of the TIMER using the timing signals and select “Pin Video” This will allow you to see the timing signals throughout your speech.
  - d. I will state your name, your speech title, repeat the title, then repeat your name.
  - e. Present your speech within 5 to 7 minutes. To qualify, you must speak for at least 4 minutes 30 seconds and no longer than 7 minutes 30 seconds.
  - f. Timing signals will be given: Green at 5 minutes; yellow at 6 minutes; red at 7 minutes.
  - g. The red will remain on until you finish speaking. No overtime signals will be given.
3. Contestants must not reference another contestant, or a speech presented by another contestant, from the platform at the same contest in which they are competing.
4. **As a contestant, you have the right to protest a speech for a lack of originality. If you believe the speech is not significantly original (more than 25% is summarized, quoted, or attributed to another source). You must notify the Contest Master know before the results are announced.**

### 5. General Contest Procedure

- a. The District 44 approved randomizer program will determine the speaking order. Enter the names of the contestants into the Randomizer and Hit “Randomize”. Show the contestants the speaking order by sharing your screen.
- b. Timing will begin with your first verbal or non-verbal communication with the audience. Ask if any of the contestants prefer an alternative (verbal) timing signal.
- c. Conclude with “Mr./Madame Contest Master” or “Thank You” to indicate to the Timers that you are finished.
- d. Immediately after speaking, turn off your video and mute your audio.
- e. When the Chief Judge and Ballot Counters adjourn to determine the results, I will interview you, in speaking order.
- f. Before announcing the winners, disqualifications for time will be announced if there were any. Names will not be mentioned.

### 6. Props/Slides: You must have props/slides ready before being called to speak.

- a. Dangerous props are prohibited. Props must stay within the DSA.
  - b. Does anyone intend to use props or slides?
7. Ask the Contestants if they have reviewed the Judge’s Speech Criteria.
8. Ask the Contestants if they understand the protests and disqualifications procedures.