

Script for District 19 Speech Contests

2021 CONTEST CYCLE

This is a guideline for proper protocol. The contest chair is free to make adjustments and additions as needed and appropriate as long as the general protocol is followed. The Chair should be familiar with the Rule Book; some parts here are dictated procedure.

The person speaking should be unmuted and have their video on while they speak. Mute and turn video off if you are not speaking. The timer should have video on while timing.

Contest Sgt. at Arms: Calls Contest to order, introduces contest chair

PRELIMINARIES:

CONTEST CHAIR: "Thank you, M/M Sgt at Arms _____ . .

Good morning/afternoon/evening, most welcome guests, honored dignitaries, fellow Toastmasters... *(add any additional comments)*

[OPTIONAL] For the Thought of the Day / Pledge please welcome _____."

"We have some Dignitaries in our audience whom I am proud to introduce. **Please turn your video so you may be recognized.**"

(This list is in the order they should be introduced. If any past officers are competing, they should not be recognized until after the contest to avoid possible judging bias):

International President or other International officer.	
International Director	
Region Advisor	
District 19 Director	
Visiting District Director(s)	
District 19 Program Quality Director	
District 19 Club Growth Director	

Division Director(s)	
Past International Directors	
Past District Director(s)	
District 19 Public Relations Manager	
District 19 Administration Manager	
District 19 Finance Manager	
Any other District Officers	
Area Director(s)	
Assistant Area Director(s)	
Club Presidents (past and present)	
<i>Others, as desired</i>	

[OPTIONAL] At this point, or another point in the conference, introduce the educational program speaker/title of the presentation.

CONTEST #1: HUMOROUS SPEECH

"The first contest is the Humorous Speech **Contest**. Earlier, contestants drew lots to determine their speaking order. The order of the contestants will be..."

Earlier the contestants drew lots to determine their speaking order. The order of the contestants will be:

#1 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#2 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#3 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#4 _____

(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#5 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#6 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#7 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#8 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

(Repeat and clarify spellings if needed)

"For a review of the rules of the Humorous Speech Contest, please welcome Chief Judge _____."

(Chief Judge reads the Chief Judge's statement)

(Chief Judge's Statement)

M/M Contest Chair, Guests and Fellow Toastmasters:

As Chief Judge of this contest, I certify that contest personnel and contestants have been fully briefed as to their duties and responsibilities for this contest. At this time, I ask our Chief Timer to explain the timing procedure and have a final check of the timing indicator.

(Timers' Statement).

Timing will begin with the contestant's first definite verbal or non-verbal communication with the audience. Speech length is 5 to 7 minutes. A speaker is disqualified for speaking less than 4 minutes 30 seconds or more than 7 minutes and 30 seconds. The green background will be displayed at 5 minutes, the yellow at 6 minutes, and the red at 7 minutes and remain on. No signal will be given when time exceeds 7½ minutes. An extra 30 seconds is allowed if there is a failure of the timing light. Red, yellow and green cards will replace the timing lights if there is a technical failure. M/M Chief Judge.

Thank you, M/M Chief Timer. There will be one minute of silence between contestants for judges to mark their ballots. Please do not disturb the judges' deliberations and marking of their ballots. Please remain on mute with video turned off.

Protests regarding a presenter or speech material are limited to judges and contestants and shall be made to the contest chair or to me as chief judge, prior to the announcement of the winners. M/M Contest Chair, we are in order.

"Thank you, Chief Judge _____."

Any questions? If not, let the contest begin!"

Contestant #1, _____,

(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

please turn on your video and let us know you are ready."

Contestant unmutes themselves and turns on their video then says "Ready"

Contestant #1, First and Last name _____,

(Title of Speech) _____,

(Repeat Title of Speech) _____,

(Repeat First and Last Name) _____.

"Timer, please time one minute of silence."

Contestant #2, _____,

(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

please turn on your video and let us know you are ready."

Contestant unmutes themselves and turns on their video then says "Ready"

Contestant #1, First and Last name _____,

(Title of Speech) _____,

(Repeat Title of Speech) _____,

(Repeat First and Last Name) _____.

"Timer, please time one minute of silence."

Continue in the same manner for all contestants.

"Contestants, please turn your video on and unmute yourself for short interviews."

(Contestants appearing in the upcoming International Speech Contest should NOT be interviewed at this point)

(Use Biography Sheet)

"Thank you contestants, you may now mute yourself and turn your video off"

"Next up is the International Speech Contest. (optional) But before that, let's take a _____ minute break. The program will begin in _____ minutes "

CONTEST #2: (The International Speech Contest)

"We are now ready for the International Speech Contest."

Earlier the contestants drew lots to determine their speaking order. The order of the contestants will be:

#1 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#2 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#3 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#4 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#5 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#6 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#7 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

#8 _____
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

(Repeat and clarify spellings if needed)

"For a review of the rules of the International Speech Contest, please welcome Chief Judge _____."

(Chief Judge reads the Chief Judge's statement)

CHIEF JUDGE: M/M Contest Chair, Guests and Fellow Toastmasters:

As Chief Judge of this contest, I certify that contest personnel and contestants have been fully briefed as to their duties and responsibilities for this contest. At this time, I ask our Chief Timer to explain the timing procedure and have a final check of the timing lights.

CHIEF TIMER: *Timing will begin with the contestant's first definite verbal or non-verbal communication with the audience. Speech length is 5 to 7 minutes. A speaker is disqualified for speaking less than 4 minutes 30 seconds or more than 7 minutes and 30 seconds. The green background will be displayed at 5 minutes, the yellow at 6 minutes, and the red at 7 minutes and remain on. No signal will be given when time exceeds 7½ minutes. An extra 30 seconds is allowed if there is a failure of the timing light. Red, yellow and green cards will replace the timing lights if there is a technical failure. M/M Chief Judge.*

CHIEF JUDGE: Thank you, M/M Chief Timer. There will be one minute of silence between contestants for the judges to mark their ballots. Please do not disturb the judges' deliberations and marking of their ballots. **Everyone should be on mute with video off during this time..**

Protests regarding a presenter or speech material are limited to judges and contestants and shall be made to the contest chair or to me as chief judge, prior to the announcement of the winners. M/M Contest Chair, we are in order.

Contest Chair: "Thank you, Chief Judge _____."

Any questions? If not, let the contest begin!"

Contestant #1, _____,
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

please turn on your video and let us know you are ready."
Contestant unmutes themselves and turns on their video then says "Ready"

Contestant #1, First and Last name _____,
(Title of Speech) _____,
(Repeat Title of Speech) _____,
(Repeat First and Last Name) _____.

"Timer, please time one minute of silence."

Contestant #2, _____,
(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)

please turn on your video and let us know you are ready."
Contestant unmutes themselves and turns on their video then says "Ready"

Contestant #1, First and Last name _____,
(Title of Speech) _____,
(Repeat Title of Speech) _____,
(Repeat First and Last Name) _____.

"Timer, please time one minute of silence."

Continue in the same manner for all contestants.

(After the minute of silence...)

"Contestants, please unmute yourself and turn your video on for short interviews."

(Use Biography Sheet)

CONTEST CONCLUSION

"Before we announce the contest results, please welcome *(Highest-ranking District Officer present)* _____, **who will unmute and turn their video on** to tell us about some upcoming events."

"The results of the Humorous Speech Contest and International Speech Contest have been given to me.

Second place is a very important position. If for any reason the first place winner cannot compete in the _____ contest on _____, the second place winner can compete.

First, the results of the Humorous Speech Contest.

(In contests with three or more participants, a third-place winner, a second-place winner and a first-place winner will be announced. In contests with less than three participants, a second-place winner (if there is one) and a first place winner will be announced.)

Please turn your video on if you hear your name and leave it on

(Full Name)

Third place winner, Humorous Speech Contest, is _____.

(Full Name)

Second place winner, Humorous Speech Contest, is _____.

(Full Name)

First place winner, Humorous Speech Contest, is _____.

(Full Name)

Congratulation winners. Those that wish may now take a screen capture.

Contestants can now turn their video off

And now, the winners of the International Speech Contest ...

(In contests with three or more participants, a third-place winner, a second-place winner and a first-place winner will be announced. In contests with less than three participants, a second-place winner (if there is one) and a first-place winner will be announced.)

Please turn your video on if you hear your name and leave it on

Third place winner, International Speech Contest, is: _____.
(Full Name)

Second place winner, International Speech Contest, is: _____.
(Full Name)

First place winner, International Speech Contest, is _____.
(Full Name)

Congratulation winners. Those that wish may not take a screen capture.

Contestants can now turn their video off

Thank you everyone for making today a success! I want to thank the contestants for giving a great effort today. **Feel free to turn your video on as you hear your name..**

There are some important people I would like to thank:

(adapt as appropriate for your contest)

Chief Judge _____,
(Name and TM Rank)

Judges: *(Thank them as a group, but do **not** identify them individually)*

Sgt. At Arms _____,
(Name and TM Rank)

Chief Timer _____,
(Name and TM Rank)

Assistant Timer _____,
(Name and TM Rank)

Ballot counters _____,
(Names and TM Rank)

Zoom Master _____,
(Name and TM Rank)

Zoom Co-Host(s) _____,
(Name and TM Rank)

<Others as Needed> _____,
(Name and TM Rank)

I hope to see you all at _____ *(the next contest; division or District 19, and location)* _____
(Adjourn)