

# EXTEMPORANEOUS SPEECH



## OVERVIEW

Applying leadership and/or 21<sup>st</sup> century skills, participants verbally communicate their knowledge of technology or TSA subjects. Participants give a three-to-five (3-5) minute speech fifteen (15) minutes after having drawn a card on which a technology or TSA topic is written.

## ELIGIBILITY

Three (3) individuals per state may participate.

## TIME LIMITS

- A. Each speech must be between three and five (3-5) minutes.
- B. Participants are penalized one (1) point per ten (10) seconds for speaking over five (5) minutes or under three (3) minutes.
- C. Time commences when the speaker begins talking and concludes at the end of the speech.

## ATTIRE

TSA competition attire is required for this event.

## PROCEDURE

### PRELIMINARY ROUND

- A. Participants report at the time and place stated in the conference program to sign up for an assigned presentation time.
- B. Participants report at the assigned time and place for the presentation preparation.
- C. Each participant draws three (3) cards, each containing one (1) topic, from a box and selects one (1) topic from the three (3) on which to speak. The cards with the unused topics are returned to the box.
- D. Preparation:
  - 1. After having selected a topic, the first participant enters a preparation room separate from the speech delivery room and is given fifteen (15) minutes to prepare a speech.

- 2. Seven (7) minutes after the first participant enters the preparation room, the second participant enters the preparation room, goes to a different section, and begins his/her speech preparation, again with fifteen (15) minutes to prepare a speech.
- 3. Each participant, in turn, is allowed to enter the preparation room at seven (7)-minute intervals, thus enabling a consistent flow of participants to speak before the judges in a timely fashion. (This allows for one [1] minute to enter the room and announce the entry number, up to five [5] minutes for the presentation, and one [1] minute to exit the room.)
- E. The event coordinator introduces each participant (using the participant identification number only) according to the order in which participants appear on the sign-up sheet.
- F. The timekeeper visually notifies the speaker of the time remaining by using one (1) notecard. When the speaker has been speaking for four (4) minutes, a notecard will be shown with "Time remaining 1 minute" indicating that the speaker has one (1) minute remaining.
- G. After speaking, the participant returns the topic card to the judges so that it can be returned to the topic box.
- H. Judges independently evaluate each speech.
- I. A list of twelve (12) semifinalists (in random order) is posted.

### SEMIFINAL ROUND

- A. Semifinalists report to the event area at the time and place stated in the conference program to receive an assigned presentation time.
- B. Semifinalist speeches follow the same procedure as in the preliminary round.
- C. Ten (10) finalists will be announced during the conference awards ceremony.

### REGULATIONS AND REQUIREMENTS

Students will work to develop their leadership and 21<sup>st</sup> century skills in the process of preparing for and participating in this TSA competitive event. The development and application of those skills must be evident in their submission, demonstration, and/or communication pertaining to the entry.

#### PRELIMINARY ROUND

A. Participants deliver a speech addressing the assigned topic while observing the regulations:

1. No reference is to be made concerning the name of the participant or his/her school. Name tags provided by National TSA do not violate this rule.
2. Each speech must be the result of the participant's own effort.
3. No reference materials or devices may be used or brought to the preparation room.
4. Any notes for speaking must be written during the fifteen (15)-minute preparation period.
5. Each participant is provided a maximum of three (3) 3" x 5" blank notecards.
6. Although participants are permitted to use notes when speaking, it should be noted that deductions in scoring could be made for this practice if the use of notes detracts from the effectiveness of the speech.
7. The participant will state the topic and then will begin the speech. The speech time will commence when the speech begins.
8. Participants are penalized by each judge one (1) point per ten (10) seconds for speaking over five (5) minutes or under three (3) minutes.

B. A speakers stand or podium will be available.

#### SEMIFINAL ROUND

- A. All regulations from the preliminary round apply to the semifinal round.
- B. Observers may be allowed to sit in the audience during the semifinals if space is available and the coordinator provides permission.
- C. Observers may not enter or leave during a speech.

D. No audio or visual recording devices (including cell phones, digital cameras, etc.) by the observers are permitted.

### EVALUATION

- A. The speech
- B. The degree to which the content addresses the selected topic
- C. Adherence to the time limits

Refer to the official rating form for more information.

### STEM INTEGRATION

This event aligns with the STEM (Science, Technology, Engineering, and Mathematics) educational standards.

### LEADERSHIP AND 21<sup>ST</sup> CENTURY SKILLS DEVELOPMENT

This event provides opportunity for students to build and develop leadership and 21<sup>st</sup> century skills including but not limited to:

- Communication
- Collaboration/Social Skills
- Initiative
- Problem Solving/Risk Taking
- Critical Thinking
- Perseverance/Grit
- Creativity
- Relationship Building/Teamwork
- Dependability/Integrity
- Flexibility/Adaptability

### CAREERS RELATED TO THIS EVENT

This competition has connections to one (1) or more of the careers below:

- Advertising executive
- Public speaker
- Politician
- Sales and marketing executive
- Teacher

# EXTEMPORANEOUS SPEECH

## 2023 & 2024 OFFICIAL RATING FORM HIGH SCHOOL

Judges: Using minimal (1-4 points), adequate (5-8 points), or exemplary (9-10 points) performance levels as a guideline in the rating form, record the scores earned for the event criteria in the column spaces to the right. The X1 or X2 notation in the criteria column is a multiplier factor for determining the points earned. (Example: an "adequate" score of 7 for an X1 criterion = 7 points; an "adequate" score of 7 for an X2 criterion = 14 points.) A score of zero (0) is acceptable if the minimal performance for any criterion is not met.

### Go/No Go Specifications

- Before judging the entry, ensure that the items below are present; indicate presence with a check mark in the box.
- If an item is missing, leave the box next to the item blank and place a check mark in the box labeled ENTRY NOT EVALUATED.
- If a check mark is placed in the ENTRY NOT EVALUATED box, the entry is not to be judged.

☐ ENTRY NOT EVALUATED

SPEECH (100 points)				Record scores in the column spaces below.
CRITERIA	Minimal performance 1-4 points	Adequate performance 5-8 points	Exemplary performance 9-10 points	
<b>Organization</b> (X1)	The speech is unorganized and difficult to follow or understand.	The speech is somewhat organized and generally can be followed and understood.	The speech is well organized and easy to follow; the delivery is exceptional.	
<b>Introduction</b> (X1)	Introduction is weak, with little effort made to highlight the topic and/or to generate interest and enthusiasm for the topic.	Effort is evident, introduction creates a moderate level of interest.	Introduction is effective, stimulating, and engaging.	
<b>Knowledge</b> (X2)	Minimal knowledge of the subject is evident in the speech; the participant does not convey an understanding of the topic.	Adequate knowledge of the subject is evident, and the speaker conveys a general understanding of the topic.	Complete knowledge and understanding of the topic and the development of a theme are conveyed through content of the speech.	
<b>Voice and Articulation</b> (X1)	The presenter conveys an inconsistent use of proper grammar, word pronunciation, and acceptable tone and pitch.	The presenter generally uses proper grammar and pronunciation, and varies the use of tone and pitch.	Smooth and effective articulation, proper grammar, correct pronunciation, and varied tone and pitch are evident throughout the speech.	
<b>Stage Presence</b> (X1)	The presenter's appearance is unprofessional, sloppy, and inappropriate.	The presenter's appearance is adequate, appropriate, and somewhat professional.	The presenter's appearance is appropriate, professional, and polished.	
<b>Impact</b> (X3)	The speech is unconvincing, uninteresting, and lacks compelling and attention-holding details; leadership and/or 21 <sup>st</sup> century skills are not evident	The speech is somewhat convincing and emphasizes several details; it adequately holds the attention of the audience and remains interesting; leadership and/or 21 <sup>st</sup> century skills are somewhat evident.	The speech is completely convincing, full of emphasis, and holds the attention and interest of the audience; leadership and/or 21 <sup>st</sup> century skills are clearly evident.	
<b>Conclusion</b> (X1)	Conclusion fails to summarize or clearly clarify the information presented in the speech.	Conclusion generally summarizes the content and topic of the speech.	The conclusion is effective, interesting, and memorable; it fully brings finality to the speech.	
<b>SPEECH SUBTOTAL (100 points)</b>				

EXTEMPORANEOUS SPEECH

Rules violations (a deduction of 20% of the total possible points for the above sections) must be initialed by the judge, coordinator, and manager of the event. Record the deduction in the space to the right.  Indicate the rule violated: _____	
---	--

TIME DEDUCTIONS		Record scores in the column spaces below.
One (1) point per ten (10)-second interval is to be deducted for speaking under the three (3) minutes or over the five (5) minutes allotted for the speech. Time commences when the participant begins speaking		
Presentation Delivery Time		
TOTAL TIME DEDUCTION		

SUBTOTAL (100 points)	
-----------------------	--

To arrive at the TOTAL score, add any subtotals and subtract rules violation points, as necessary.	TOTAL (100 points)	
--	--------------------	--

Comments:
_____
I certify these results to be true and accurate to the best of my knowledge.
JUDGE
Printed name: _____ Signature: _____



# EXTEMPORANEOUS SPEECH EVENT COORDINATOR INSTRUCTIONS

## PERSONNEL

- A. Event coordinator
- B. Judges, two (2) or more per heat/event room
- C. Timekeepers, one (1) per heat/event room
- D. Monitors, one (1) per event room

## MATERIALS

- A. Coordinator's packet, containing:
  - 1. Event guidelines, one (1) copy for the coordinator and for each judge
  - 2. TSA Event Coordinator Report
  - 3. List of judges/assistants
  - 4. Results envelope
- B. Speaker's stand/podium, one (1) per heat/event room
- C. Stopwatch, one (1) per heat/event room and two (2) per preparation room
- D. 5" x 7" notecard with "Time remaining 1 minute," one (1) card per heat/event room.
- E. Table and chairs for judges and the timekeeper
- F. Chairs for audience (if applicable)
- G. 3" x 5" blank notecards, three (3) per participant
- H. 3" x 5" topic cards—a minimum of fifteen (15) different topics from which to select
- I. Tables and chairs in the preparation room

## RESPONSIBILITIES

### AT THE CONFERENCE

- A. Attend the mandatory coordinator's meeting at the designated time and location.
- B. Report to the CRC room and check the contents of the coordinator's packet.
- C. Review the event guidelines and check to see that enough personnel have been scheduled.

- D. Inspect the areas in which the heats are conducted for appropriate set-up including sufficient number and size of tables.
- E. At least one (1) hour before the event is to begin, meet with judges and assistants to review time limits, procedures, regulations, evaluation, and all other details related to the event. If questions arise that cannot be answered, speak to the event manager before the event begins.

### EVENT CHECK-IN

- A. Participants report at the time and place stated in the conference program to sign up for a presentation time.
- B. Late entries are considered on a case-by-case basis and only when the lateness is caused by events beyond the participant's control.
- C. In order to compete, participants must be on the entry list or must have CRC approval.
- D. Requirements for attire do NOT apply during check-in, only on the first day of the conference.

### PRELIMINARY ROUND

- A. Manage the smooth flow of participants according to these procedures:
  - 1. After having selected a topic, the first participant enters a preparation room that is separate from the speech delivery room and is given fifteen (15) minutes to prepare a speech.
  - 2. Seven (7) minutes after the first participant enters the preparation room, the second participant enters the preparation room, goes to a different section, and is given fifteen (15) minutes to prepare a speech.
  - 3. Each participant, in turn, is allowed to enter the preparation room at seven (7)-minute intervals, thus enabling a consistent flow of participants to speak before the judges in a timely fashion. (This allows for one [1] minute to enter the room and announce the entry number, up to five [5] minutes for the presentation, and one [1] minute to exit the room.)

## EXTEMPORANEOUS SPEECH

- B. When the participants have finished, each judge records the scores, consulting the timekeeper's record. The timekeepers notify judges of any time under three (3) minutes or over five (5) minutes for which deductions should be made.
- C. Decisions about rules violations must be discussed and verified with the judges, event coordinator, and CRC manager to determine either:
  - 1. To deduct twenty percent (20%) of the total possible points in this round or
  - 2. To disqualify the entryThe event coordinator, judges, and CRC manager must initial either of these actions on the rating form.
- D. Judges determine the twelve (12) semifinalists.
- E. Submit the semifinalist results to the CRC for posting.
- F. Create a sign-up sheet for the semifinal round.

### SEMIFINAL ROUND

- A. Using the same official rating form for the semifinalist, judges assess the semifinalist speeches and determine the ten (10) finalists.
- B. Discuss rule violations (e.g. 20% deduction, disqualification) and have all relevant parties initial the rating form.
- C. Through discussion, judges break any ties that affect the top three (3) placements.
- D. Submit the finalist results and all related forms in the results envelope to the CRC room.
- E. If necessary, manage security and the removal of materials from the area.