Pre Contest Briefing Script to Humorous Contestants

"Now we have drawn the order for presentations. To remind you, you will speak in the following order (repeat the order)."

"You may remain in the room to hear speakers before you & after you. When it is your turn to speak please move to the front of the room during the 1 minute silence for Judging of the previous speaker. When you are up the front, I will say your name to the audience, the title of your speech, repeat the title of your speech again then your name."

"Your time will start with the first verbal or non verbal communication with the audience. You will have 5 – 7 minutes to present your speech. The timing lights will be activated as follows;

Green light at 5 minutes

Orange light at 6 minutes

Red light at 7 minutes

The red light will then stay on until you have finished speaking. No other notice will be given to indicate that you have gone overtime. You will be disqualified if your speech is less than 4 minutes & 30 seconds or more than 7 minutes & 30 seconds."

"Once you have finished please remain to accept your applause, then I will enter the stage to shake your hand & thank you. You may then take your seat. We will then have 1 minute silence for the Judges to record their scores."

"If you have reason to do so, you may lodge a protest. Only Contestants & Judges may file a protest. All protests must be made to either the Chief Judge..... or to myself, the Contest Chair. Once the winners have been declared, all decisions are final. Protests will not then be considered."

No recording of speeches or picture taking is permitted without permission of the Contest Chair & the Contestants."

"Do you have any questions?"

"I would like to wish you all the best of luck."

Generic Contest Chair Script to Audience

Humorous Speech Competition

Welcome

Welcome all Toastmasters & guests to the .....Humorous Speech Competition.

The winner today will progress to represent.....in the.....final, which will be held at.....on.....

The purpose of today's contest is:

1. To provide an opportunity for speakers to improve their speaking abilities and to recognise the best as encouragement to all.
2. To provide an opportunity to learn by observing the more proficient speakers who have benefited from their Toastmasters training.

Contestants

Our Chief Judge today is..... [indicate where Chief Judge is sitting]
..... would you please stand?
The judges for tonight are.....
..... Judges, would you please stand?
Please join me in thanking them. [Lead clapping]

We have ..... contestants competing tonight. The contestants have drawn the speaking order and for your records, that order is as follows;
[Say the name of each contestant in the order in which they will speak.]
[Allow the judges a moment to record each name]

Eligibility

To be eligible a contestant must;

1. Be a Toastmaster in good standing in a club in good standing.
2. Not be a current District or International Officer nor have declared the intent to run for District or International office.

I confirm that all contestants have indicated that they are eligible to participate.

Contest Briefing to Audience

Contestants can select any topic which must be substantially original.

The speech timing is 5-7 minutes. Contestants will be disqualified if they speak less than 4 minutes 30 or more than 7 minutes 30 seconds. Timing begins with the first definite verbal or non-verbal communication with the audience.
Green light at 5 minutes. Orange light at 6 minutes. Red light at 7 minutes and remains on until speech concluded. There will be no signal given for going overtime.

Judges are instructed not to consider time in their ranking of the speakers.

After the contestant has finished there will be a 1 minute silence between speakers for judges to complete their scores.

Protests may only be entered by the contestants or judges to either the Chief Judge, ... or to myself, as Contest Chair. Once the result of the contest has been announced, all decisions are final.

Contestants

Our first contestant is..... with his/her speech
titled.....,.....
.....[speech title].....[name]

[After each speaker has finished] We will now have 1 minute silence.

[Repeat for each contestant.]

Contest Conclusion

That concludes the .....Humorous Speech Contest. The Tally counters will now collect the judges scoring slips. Please hold them up for collection.

Will the Chief Judge now collect the timing report?

I would now ask the Chief Judge, judges & the Tally Counters to leave the room to confer on the decision.

Presentation of Participation Certificates

I would now like to ask all of the contestants to join me at the front to receive their participation certificates.

Please hold your applause until all certificates have been presented. (Present certificates)

Ladies & Gentlemen, let's give our contestants a round of applause.

(Time permitting, ask contestants a question about the contest.)

(When judges return) Our Chief Judge will now provide some feedback from the contest.

Ladies & Gentlemen, please make welcome our Chief Judge ..... (Lead clapping)

(After chief Judge provides feedback, Chief Judge hands results to Contest Chair)

To present the winners, please make welcome our President/Area Governor/ Division Governor, ...

Contest Chair announces winners from 3rd to 1st. President or Area/Division Governor presents certificates &/or trophies.