



# EXTEMPORANEOUS SPEECH

## OVERVIEW


Participants have the opportunity to verbally communicate their knowledge of technology or TSA subjects. They 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

Participants are limited to three (3) individuals per state.

## TIME LIMITS

- A. Each speech should be between three and five (3-5) minutes. Participants will be penalized one (1) point per ten (10) seconds for speaking over five (5) minutes or under three (3) minutes.
- B. Time commences when the speaker begins talking and concludes at the end of the speech.
- C. The semifinalist LEAP interview will take place immediately following each semifinalist speech and will last a maximum of five (5) additional minutes.

 Participants can prepare for this event by having a solid knowledge of TSA and current issues in technology.

## LEAP LEADERSHIP RESUME/INTERVIEW

An Individual LEAP Leadership Resume is required for this event and must be submitted at event check-in. Semifinalists will respond to interview questions related to their submitted LEAP Resume for a maximum of five (5) minutes.

## ATTIRE

Competition attire, as described in the [National TSA Dress Code](#) section of this guide, is required for this event.


## PROCEDURE

- A. Participants report to the event area at the time and place stated in the conference program to sign up for a time and submit a LEAP Leadership Resume.



- B. At his/her assigned time, 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.
- C. 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 evaluators 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.)
- D. The event coordinator introduces each participant (using the participant ID number only) according to the order in which participants appear on the sign-up sheet.
- E. The timekeeper visually notifies the speaker of the time remaining by using six (6) separate cards. Each of the six (6) 5"x7" notecards has a "time remaining in minutes" number on it (4, 3, 2, 1, ½, and 0), and each is shown in descending order to the participant by the timekeeper during the speech.
- F. After speaking, the participant returns the topic card to the evaluators so that it can be returned to the topic box.
- G. Evaluators independently score each speech.
- H. A semifinalist list in random order is posted.
- I. Semifinalists report to the event area at the time and place stated in the conference program to sign up for a time.
- J. Semifinalist preparation and speaking follow the same guidelines as above, using a different set of topics.
- K. The semifinalist LEAP interview will take place immediately following each semifinalist speech and will last a maximum of five (5) additional minutes.

It is essential that students and advisors routinely check the TSA website ([www.tsaweb.org](http://www.tsaweb.org)) for updated information about TSA general rules and competitive events. This information is found on the website under [Competitions/Updates](#). When students participate in any TSA competitive event, they are responsible for knowing of updates, changes, or clarification related to that event.

 Read the General Rules and Regulations section in the front of this guide for information that applies to all of TSA's competitive events.

### REGULATIONS

- A. No reference is to be made concerning the name of the participant or his/her school.
- B. Each speech must be the result of the participant's own effort. No reference materials or devices may be used or brought to the preparation room.
- C. Any notes for speaking must be written during the fifteen (15)-minute preparation period. Each participant will be provided a maximum of three (3) 3"x5" blank notecards.
- D. 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.
- E. No observers are allowed in the event or preparation rooms during preliminary heats, although they are allowed to sit in the audience of the performance during the semifinalist round. No talking or gesturing is permitted. Observers are NOT allowed to enter or leave during a speech. THERE IS NO APPLAUSE UNTIL THE SPEECH HAS CONCLUDED.
- F. Participants are penalized by each evaluator one (1) point per ten (10) seconds for speaking over five (5) minutes or under three (3) minutes.
- G. LEAP Leadership Resume (see Forms Appendix or TSA website)/Interview — Students document, in the LEAP leadership resume (see resume template), the leadership skills that they have developed and demonstrated while working on this event. Semifinalists will respond to questions about the content of their resume as part of their LEAP interview. The LEAP Leadership Resume/Interview guidelines and other resources can be found on the [TSA website](#).

### EVALUATION

Evaluation is based upon the quality of the speech, the degree to which the content matches the selected topic, adherence to the time limits, and the LEAP requirements. Please refer to the official rating form for more information.



### STEM INTEGRATION

This event aligns with the STEM educational standards noted below. Please refer to the STEM Integration section of this guide for more information.

Science, Technology, Engineering, Mathematics

### TSA AND CAREERS

This competition connects to one or more of the career areas featured in the TSA AND CAREERS section of this guide. Use *The Career Clusters* chart and the *TSA Competitions and The Career Clusters* grid as resources for information about careers.

### CAREERS RELATED TO THIS EVENT

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

## EXTEMPORANEOUS SPEECH EVENT COORDINATOR INSTRUCTIONS

### PERSONNEL

- A. Event coordinator
- B. Evaluators for preliminary round of speeches, two (2) or more per heat/event room
- C. Evaluators for semifinalist speeches, two (2) or more
- D. Timekeepers, one (1) per heat/event room
- E. Monitors, one (1) per event room

### MATERIALS

- A. Coordinator's packet, containing:
  - 1. Event guidelines, one (1) copy for the coordinator and for each evaluator
  - 2. TSA Event Coordinator Report
  - 3. List of evaluators/assistants
  - 4. Pre-populated flash drives for evaluators
  - 5. Results envelope
  - 6. Envelope for LEAP Leadership Resumes
  - 7. LEAP Interview Judging Protocol
- 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" notecards for "time remaining in minutes" numbers (see Procedure E), six (6) per heat/event room
- E. Table and chairs for evaluators and the timekeeper
- F. Chairs for audience (semifinalist round only)
- 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

- A. Upon arrival at the conference, report to the CRC room and check the contents of the coordinator's packet. Review the event guidelines and check to see that enough evaluators/assistants have been scheduled.
- B. Collect LEAP Leadership Resumes from students during the initial event time sign-ups at the time and place stated in the conference program. Participants who do not submit the required individual resume are not permitted to compete.
- C. Inspect the area(s) in which the event is being held for appropriate set-up, including room size, chairs, tables, outlets, etc. Notify the event manager of any potential problems.
- D. One (1) hour before the event is scheduled to begin, meet with evaluators/assistants to review time limits, procedures, and regulations. If questions arise that cannot be answered, speak to the event manager before the event begins.
- E. For participants who violate the rules, the decision either to deduct 20% of the total possible points or to disqualify the entry must be discussed and verified with the evaluators, event coordinator, and a CRC manager.
- F. 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 evaluators 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.)
- G. When the participants have finished, each evaluator records the scores, consulting the timekeeper's record. The timekeepers notify evaluators of any time under three (3) minutes or over five (5) minutes for which deductions should be made.
- H. If heats are used, evaluators determine twelve (12) semifinalists and discuss and break any ties.



- I. A semifinalist list is posted and semifinalists sign up for their speech time. Repeat the process in E (above) to determine the finalists. Include an additional five (5) minutes per time slot (semifinalist round only) to allow for each semifinalist to participate in a semifinalist LEAP interview immediately following his/her semifinalist presentation.
- J. Review and submit the finalist results and all items/forms in the results envelope to the CRC room.
- K. If necessary, manage security and the removal of materials from the area.



Participant/Team ID# \_\_\_\_\_

EXTEMPORANEOUS SPEECH			
2017 & 2018 OFFICIAL RATING FORM			HIGH SCHOOL
Speech (80 points)			
CRITERIA	Minimal performance 1-4 points	Adequate performance 5-8 points	Exemplary performance 9-10 points
Evaluators: Using minimal (1-4 points), adequate (5-8 points), or exemplary (9-10 points) performance levels as a guideline, 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, etc.) A score of zero (0) is acceptable if the minimal performance for any criterion is not met.			
<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>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 relates and 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.	The speech is somewhat convincing and emphasizes several details; it adequately holds the attention of the audience and remains interesting.	The speech is completely convincing, full of emphasis, and holds the attention and interest of the audience.
			<b>SUBTOTAL (80 points)</b>
Time Deductions			
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			
<b>PRESENTATION DELIVERY TIME</b>			
<b>TOTAL TIME DEDUCTION</b>			

Record scores in the column spaces below.

Rules violations (a deduction of 20% of the total possible points in the sections above) must be initialed by the evaluator, coordinator, and manager of the event. Record the deduction in the space to the right.

Indicate the rule violated: \_\_\_\_\_





Semifinalist LEAP Interview (20 points)			
CRITERIA	Minimal performance 1-4 points	Adequate performance 5-8 points	Exemplary performance 9-10 points
<b>LEAP Leadership Resume/Interview</b> See Regulation G and instructions on TSA website (X2)	The individual's efforts are not clearly communicated, lack detail, and/or are unconvincing. Few, if any, attempts are made to identify and/or incorporate the LEAP Be. Know. Do. criteria.	The individual's efforts are adequately communicated, include some detail, are clear, and/or are generally convincing. Identification and/or incorporation of the LEAP Be. Know. Do. criteria is adequate.	The individual's efforts are clearly communicated, fully-detailed, and convincing. Identification and/or incorporation of the LEAP Be. Know. Do. criteria is excellent.
			<b>SUBTOTAL (20 points)</b>

Rules violations (a deduction of 20% of the total possible points in the semifinalist section) must be initialed by the evaluator, coordinator, and manager of the event. Record the deduction in the space to the right.

Indicate the rule violated: \_\_\_\_\_

(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.

Evaluator

Printed name: \_\_\_\_\_ Signature: \_\_\_\_\_