



SkillsUSA Extemporaneous Speaking Competition

To: _____

Thank you for your interest in competing for the opportunity to represent CMTHS at the District II SkillsUSA Competition in Extemporaneous Speaking.

Tryouts will be on **Friday, December 11th** in the Academic Resource Classroom. You will receive more information about your tryout time after the competition sign up deadline has passed.

Reminders about your Extemporaneous Speaking:

- Because you will not know the topic until about 5 minutes before you give the speech, you should familiarize yourself with SkillsUSA and current events around the world
- You will be provided with blank notecards and a dictionary to write your speech
- The speech must be between 3-5 minutes long
- You do not need a red jacket, but your attire should be professional
- In this packet, please review
 - Suggestions for giving an extemporaneous speech
 - The contest scope, including what you will be scored on

If you are selected to represent CMTHS, the District II SkillsUSA Competition will be on Tuesday, February 2nd. You will be excused from attending your home school on that date.

If you have any questions, don't hesitate to ask.



7 Things to Remember For an Extemporaneous Speaking

1. The secret of successful public speaking and speech writing is using one central idea. You can talk about many speech topics, but always refer back to - reinforce - that theme or a thesis. It's the only way the audience will remember your message.
2. Capture the central idea of your topic in one full sentence. It should be a single, declarative sentence. Make sure that you make a specific statement. What do you want the audience to do, know, or remember?
3. Develop your central speech idea in a clear speech outline that contains your supporting points. There are different kinds of public speaking outlines:
 - a. Chronological - The main points are arranged in a sequence.
 - b. Topical - The speech is categorized in a pattern the audience will recognize.
 - c. Spatial - You relate the main points in a logical way, helpful for developing topics.
 - d. Cause and Effect - State the cause and effects of your speech topics.
 - e. Problem Solution - State and prove there is a problem and offer a solution.
4. In the introduction you:
 - a. Grab the attention with a smashing one liner
 - b. State the theme
 - c. Preview your perspectives - the main points of your speech topic
5. Now check out your main points. Develop at least three main points while speech writing, but not more than five.
 - a. Does each point have one single and clear speech idea?
 - b. Does each point reiterate the speech topic statement?
 - c. Does each point remind the audience of the central idea of the speech?
 - d. Does each point forecast the next main point?
6. The sub points have to contain details or new information to prove, describe or explain your main points that support the speech theme. For instance think about:
 - a. Examples, testimonies, statistics or cases
 - b. New information or views
 - c. Practical and personal experiences
 - d. Common grounds the audience will recognize
7. Use your conclusion to reinforce the speech topic again:
 - a. Circle back to your introduction
 - b. Connect the needs and interests of the audience with your theme
 - c. Summarize the main points in other words

EXTEMPORANEOUS SPEAKING



PURPOSE

To evaluate each contestant's ability to give a speech on an assigned topic with a minimum of advance preparation.

First, refer to General Regulations, Page 9.

CLOTHING REQUIREMENT

For men: Official red blazer, windbreaker-style jacket or sweater; black dress slacks; white dress shirt; plain black tie with no pattern or SkillsUSA black tie; black socks and black shoes.

For women: Official red blazer, windbreaker-style jacket or sweater; black dress slacks or skirt with businesslike white, collarless blouse or white blouse with small, plain collar that may not extend onto the lapels of the blazer; black sheer or skin-tone hose and black shoes.

These regulations refer to clothing items that are pictured and described at: www.skillsusastore.org. If you have questions about clothing or other logo items, call 800-401-1560 or 703-956-3723.

Note: Contestants must wear their official contest clothing to the contest orientation meeting.

ELIGIBILITY

Open to active SkillsUSA members.

OBSERVER RULE

Observers will be allowed to hear the speeches in the presentation room provided space is available. No talking or gesturing will be permitted. No observers will be allowed in the assembly or preparation room. No one will be permitted to enter or leave the presentation while a contestant is speaking.

Note: No photography devices will be allowed in the contest room.

EQUIPMENT AND MATERIALS

- Supplied by the technical committee:
 - Reference materials: *SkillsUSA Leadership Handbook*, *Webster's New Collegiate Dictionary*, *Bartlett's Familiar Quotations* and *Roget's Thesaurus*
 - Blank 3"x5" cards
 - Copies of selected speech topic in sealed envelopes
 - Stopwatches as required
 - Time cards
- Supplied by the contestant:
 - Pencil or pen
 - All competitors must create a one-page résumé using a word processor and submit the résumé electronically at: www.skillsusa.net/newresume. Check the Web site for further instructions.

Note: Your contest may also require a hard copy of your résumé as part of the actual contest. Check the Contest Guidelines and/or the updates page on the SkillsUSA Web site: www.skillsusa.org/compete/updates.shtml

ARRANGEMENT OF ROOMS

- Assembly room: Area where contestants wait their turns to enter preparation room will be provided.
- Preparation room: A room furnished with a table or desk and chair will be provided for the five-minute preparation time. All necessary reference materials and blank 3"x5" cards will be available in this room.
- Speech presentation room: This room will be furnished with a speaker's stand (lectern) facing the audience and judges.

SCOPE OF THE CONTEST

Knowledge Performance

There is no written knowledge test required for this contest.

Skill Performance

This contest evaluates each contestant's ability to give a speech on an assigned topic with a minimum of advance preparation. A three-

five-minute speech will be delivered with a preparation time of five minutes.

Contest Guidelines

1. Contestants will draw numbers during the pre-contest orientation meeting to determine the order of competition.
2. The technical committee will select a speech topic based upon material in the *SkillsUSA Leadership Handbook*. All contestants will be assigned the same topic.
3. Contestants will enter the preparation room one at a time, where they will be given a speech topic. Contestants will have five minutes to determine the content and organize their speeches.
4. During preparation time, contestants may consult reference materials supplied in the preparation room and may make notes on 3" x 5" cards for use during the speech. Contestants may not take any outlines, notes or reference materials into the preparation room.
5. The speech shall be at least three minutes in length but shall not exceed five minutes. Penalty: Five points will be deducted for each 30 seconds or fraction thereof under three minutes or for each 30 seconds or fraction thereof over five minutes.
6. Time limit: Time will be started when the speech begins. The timekeeper will signal the speaker at three minutes, four minutes and five minutes. Contestants will be permitted to use a watch or clock.
7. Contestants will not mention their name, school, city or state. A five-point penalty will be assessed for each occurrence.

Standards and Competencies

ES 1.0 — Design and organize a speech that meets the topical and time requirements as outlined by the technical committee

- 1.1 Prepare a speech on a leadership topic that lasts three to five minutes in length
- 1.2 Organize speech in a logical and coherent manner

ES 2.0 — Deliver the speech in a professional manner meeting the standards outlined by the technical committee

- 2.1 Make a formal and effective introduction to the presentation that clearly identifies the scope of the speech

- 2.2 Demonstrate an effective and pleasing delivery style
- 2.3 Effectively use verbal illustrations and examples
- 2.4 Pronounce words in a clear and understandable manner
- 2.5 Use a variety of verbal techniques including: modulation of voice, changing volume, varied inflection, modifying tempo and verbal enthusiasm
- 2.6 Demonstrate poise and self-control while presenting
- 2.7 Demonstrate good platform development and personal confidence
- 2.8 Communicate the primary points of the speech in a compact and complete manner
- 2.9 Tie organizational elements together with an effective ending
- 2.10 Complete the speech within the time limits set by contest requirements

ES 3.0 — Wear appropriate clothing for the national contest

- 3.1 Display clothing that meets national standards for competition
- 3.2 Demonstrate good grooming in dress and personal hygiene

Committee Identified Academic Skills

The technical committee has identified that the following academic skills are embedded in this contest.

Math Skills

None Identified

Science Skills

None Identified

Language Arts Skills

- Provide information in oral presentations
- Demonstrate use of verbal communication skills: word choice, pitch, feeling, tone and voice
- Demonstrate use of nonverbal communication skills: eye contact, posture and gestures using interviewing techniques to gain information
- Demonstrate comprehension of a variety of informational texts
- Use text structures to aid comprehension

- Identify words and phrases that signal an author’s organizational pattern to aid comprehension
- Understand source, viewpoint and purpose of texts
- Organize and synthesize information for use in written and oral presentations
- Demonstrate knowledge of appropriate reference materials

Connections to National Standards

State-level academic curriculum specialists identified the following connections to national academic standards.

Math Standards

None Identified

Source: NCTM Principles and Standards for School Mathematics. To view high school standards, visit: standards.nctm.org/document/chapter7/index.htm. Select “Standards” from menu.

Science Standards

None Identified

Source: McREL compendium of national science standards. To view and search the compendium, visit: www.mcrel.org/standards-benchmarks/.

Language Arts Standards

- Students adjust their use of spoken, written and visual language (e.g., conventions, style, vocabulary) to communicate effectively with a variety of audiences and for different purposes
- Students use a variety of technological and information resources (e.g., libraries, databases, computer networks, video) to gather and synthesize information and to create and communicate knowledge
- Students use spoken, written and visual language to accomplish their own purposes (e.g., for learning, enjoyment, persuasion and the exchange of information)

Source: IRA/NCTE Standards for the English Language Arts. To view the standards, visit: www.ncte.org/standards.

Extemporaneous Speaking Scorecard

Items Evaluated	Possible Points	Contestant Number						
		1	2	3	4	5	6	7
Opening	150							
Voice	100							
Platform Department	100							
Organization	200							
Mechanics	100							
Closing	150							
Effectiveness	200							
Résumé Penalty	0 or -50 only							
Clothing Penalty	0 to -50							
Time Penalty	Up to -50							
Total Possible Points	1,000							