

# SPEAKOUT REGULATIONS

## DISTRICT N1

(Revised Feb-2008)

INCLUDES: Speakout rules  
Judges' check list  
Student's Speakout Judges Score Sheet  
Student's Speakout Judges' Summary Sheet  
Official Timer's Work Sheet  
Student's Speakout Time Keeper's Score Sheet  
Speaker's Resume Form

### SPEAKOUT REGULATIONS

- 1 The contest will be co-educational at all three levels. (Club, Regional & District)
- 2 The contest is open to any high school student (**grades 9-12**) who is in full-time attendance (i.e. not a part time student) in high school and who will not be nineteen (19) years old on December 31st.
- 3 Speeches at each level shall **not be less than four (4) minutes and not more than six (6) minutes in length**. A penalty of ten (10) points for each one-half (1/2) minute or portion thereof will be assessed.
- 4 **Contestants at the Club level** may use **prepared scripts**; however, excessive reading will be penalized.
- 5 **Contestants at the Regional and District** levels must use **notes only**.
- 6 **Contestants** may use a different topic at each Speakout.
- 7 At the end of each speech, contestants will be asked two (2) questions—one from each questioner. Questioners shall alternate when asking questions. The judges will award points on the basis of knowledge displayed when answering the questions and the manner of the response. Questioners will not score speakers.
- 8 **At the Club Level** the Speakout Committee will select three (3) Judges, two (2) questioners and a timekeeper. The committee will also provide a list of Speakout topics to the contestants at least three (3) weeks prior to the Club Speakout date. The contestants may provide their own topics at the Club Level, subject to the Club Committee's approval.
- 9 **At the Region Level** the Committee appointed by the Region Chair will select three (3)

judges, two (2) questioners and a timekeeper. The Committee will also provide a list of topics to each Club winner, at least three (3) weeks before the Region Speakout date; possibly on the night of the Club Speakout.

The District Speakout Chair will provide a list of suggested topics for the Region Chair to be included in the Region Finals. Contestants may use a topic of their own choice.

**10 At the District Level** a Committee appointed by the District Speakout Chair will arrange for judges, questioners and a timekeeper. The Committee will also provide Speakout topics to the Region winners. These topics should be given to the winners by the Region Chair at least three (3) weeks prior to the Speakout date; possibly on the night of the Region Speakout. Contestants may use a topic of their own choice.

**11 At each level**, topics should be given to the questioners at least one (1) week prior to the contest. Questioners should be instructed, at all levels, to ask questions which are clear and concise and relevant to the contestant's topic. It is strongly suggested that the questions not include lengthy preambles as they distract from the contestant's ability to formulate answers.

**12 At each level**, contestants will be assigned numbers which are chosen prior to the Speakout. **Contestants will be introduced by number and topic only**, prior to the delivery of their speeches. Contestants will be identified after all contestants have spoken and while the judges are deliberating. **Contestants are not to indicate, previous or during the course of the speech, his/her name or the school represented.**

**13 A Standard Form Resume** will be required to be completed by each contestant at both the Region and District levels. This will greatly assist the proper introduction of contestants who will be identified while the judges are deliberating. (See attached form)

**14 All Contestants** will be evaluated in three categories (as per enclosed sheet)

**Delivery of speech**

**Material in speech**

**Response to questions**

**15 Each Level of Speakout** should be completed as follows:

- 1 CLUB LEVEL** Before March break
- 2 ZONE & REGION LEVEL** Two weeks before Sub-District Convention
- 3 DISTRICT LEVEL** At Sub-District Convention
- 4 MULTIPLE DISTRICT** At Multiple District Convention

**16 At all levels, Club, Region & District ---the three (3) Judges, two (2) Questioners & a Timekeeper, shall not be members of Lions or Lioness Clubs.**

### GENERAL INFORMATION:

- A) Judges at all levels should be seated separately.
- B) Contestants should be seated facing the audience.
- C) Provisions should be made to have Judges indicate when they are ready for the next speaker
- D) Questioners should be seated together to avoid repetitive questions.
- E) Time limits suggested and subsequent penalties should be adhered to, as this is a component of a successful presentation. It is conceivable that time penalties could affect the outcome of a closely contested Speakout.
- F) General positive adjudication to be given for all speakers.
- G) Specific adjudication to be given for the winner and the runner-up, so that all present can see and understand why they were selected.
- H) At the District finals, the Judges will be required to hand in their judging sheets to the Committee.
- I) Winning contestant (teacher, sponsor and parents) at the District finals be invited “gratis” to the banquet, and be introduced to the gathering.

### REMINDERS

- 1 It is very important that each Club’s Speakout Chair and Region Chair examine his/her role in this project. With their co-operation, the project can be successful.
- 2 Region Chair should forward the name of the Region Winner to the District Speakout Chair as soon as possible following the contest.
- 3 A suggested judging sheet, judges’ checklist, timekeeper’s sheet and resume sheet have been attached for the convenience of the organizing committee.

### LEVEL ONE:            **CLUB SPEAKOUT**

1. Each Lions Club in District N1 is encouraged to sponsor a Speakout and include all interested schools within its boundaries.
2. Please encourage the schools to provide the opportunity for many students to participate. Clubs should accept as many speakers as they can reasonably handle at their contests. Remember, that our objective is to encourage many young men and women to speak, not just one

or two of the best.

3. The local Club Committee shall be responsible for contest organization. Arrange for a panel of THREE JUDGES and TWO QUESTIONERS.

4. Prizes at the club level are suggested to be:

1 First a suitable trophy or plaque and \$ 75.

2 Second a suitable trophy or plaque and \$ 50.

3 Third a suitable trophy or plaque and \$ 25.

4 All other contestants should be given a plaque or trophy or medallion as a memento and Clubs are asked to please stay within these guidelines.

5. All club contests should be completed before the March break.

6. As soon as the Speakout has been completed, the chair or Secretary must forward the following information to the Region Chair:

1. Number of contestants

2. Name, address, and telephone number of the Club winner

3. Topic chosen by the winner

## **LEVEL TWO: REGION SPEAKOUT**

1. The organization of the Region Speakout will be the responsibility of the Region Chair. He/She shall:

1 Decide a place and date for the Speakout.

2 Draw up a list of at least SIX topics for the speakers and ensure the topics reach the contestants TWO weeks before the contest.

3 Arrange for a panel of THREE Judges and TWO Questioners.

2. Prizes at the Region Level are suggested to be:

1 First a suitable trophy or plaque and \$ 100

2 Second a suitable trophy or plaque and \$ 75

3 Third a suitable trophy or plaque and \$ 50

All other contestants should receive a plaque or trophy as a memento. **The financial portions of the prizes are meant to be maximums.**

3. Expenditures at the Region Level shall be shared equally by **ALL CLUBS** in the Region. The Region or Zone Chair should see that the Clubs are billed.

4. As soon as the Region Speakout is completed, the Region Chair must forward to the

District Chair, the following information:

1. Number of contestants participating in the Region Speakout and the number of Club Speakouts in each Club in the Region.
  2. Name, address and telephone number of the Region winner.
  3. Sponsoring Lions club of the winner.
  4. Title of the topic used by the winner.
5. Region Speakouts must be completed by the March Break.

### **LEVEL THREE DISTRICT SPEAKOUT**

1. The District Speakout will be held during the Spring Convention and the organization will be the responsibility of the District Governor, the Club hosting the Convention and the District Speakout Chair.
2. The Host Club of the Convention will provide a panel of THREE JUDGES and TWO QUESTIONERS.
3. The Host Club of the Convention will make arrangements for press, radio and television coverage.
4. The Host Club of the Convention will book hotel rooms for the contestants. (One room per contestant.) It is necessary, since by the time the region contests are finished, it may be too late for the contestant to get a room.
5. Prizes at the District Level shall be:
  - 1 First a suitable trophy or plaque and \$250
  - 2 Second a suitable trophy or plaque and \$100
  - 3 Third a suitable trophy or plaque and \$50
  - 4 All other contestants should receive a plaque or trophy as a memento.

**The financial portions of the prizes are meant to be maximums.**
6. All Contestants shall be given ONE banquet ticket.
7. Expenses for the District Level shall be as follows:
  - a) The District will assume responsibility for:
    - (i) Financial prizes plus trophies
    - (ii) Banquet tickets for contestants
    - (iii) D.G.O. Expenses for District Chair
    - (iv) Postage, telephone, etc.

- b) The Region will assume responsibility for:
  - (i) Meals for contestant (up to \$20 per day)
  - (ii) Travel expenses of contestant at prevailing International rate.
  - (iii) Hotel accommodations for the contestant. (One room per Contestant).

**8. HOME CLUB OF EACH REGION WINNER SHALL PAY THE TOTAL EXPENSES AND THEN BILL ALL OF THE CLUBS IN THE REGION.**

# DISTRICT N1 JUDGES CHECK LIST

## 1. DELIVERY OF SPEECH:

- a) The contestant's sincerity and conviction
- b) The quality of the voice (use of breath, pitch, resonance, etc.)
- c) Voice techniques (phrasing, vocal punctuation, paragraphing, emphasis, pacing pauses, inflection, use of climax, etc.)
- d) Pronunciations and articulation
- f) Movement and gestures
- g) Communication with the audience

## 2. MATERIAL OF SPEECH

- a) Originality
  - (i) Is this the student's own material?
  - (ii) Is the approach to the subject fresh and new?
- b) Interest (good material, stimulating arguments, etc.)
- c) Use of language (good vocabulary, grammar, use of quotations, etc.)
- d) Logical arguments (good introduction, body, conclusions, etc.)

## 3. RESPONSE TO QUESTIONING:

### A) The Responses:

- (i) Did the contestant fully understand the questions?
- (ii) Did the contestant fully answer the questions?
- (iii) Did the contestant appear to know his/her subject thoroughly?
- (iv) Did the contestant apply reasoning and logic in the answer?

### B) The Manner of Response:

- (i) Did the contestant receive the question well? Was he/she poised, confident and controlled?
- (ii) Was the answer given promptly?
- (iii) Did the contestant answer fluently?
- (iv) Did the answer reveal that the contestant can think on his/her feet and maintain dialogue with the audience?





**LIONS CLUBS INTERNATIONAL  
DISTRICT N-1  
STUDENT'S SPEAK OUT**

**JUDGES SUMMARY SHEET**

**JUDGES FINAL SCORES**

<b>SPEAKER</b>	1	2	3	4	5	6	7	8
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JUDGE NUMBER 1								
JUDGE NUMBER 2								
JUDGE NUMBER 3								
<b>SUB TOTAL SCORES</b>								

<b>Penalty Points (Timekeeper)</b>								
<b>TOTAL SCORES</b>								

**FINAL PLACEMENT**

**THIRD PLACE            SPEAKER NUMBER \_\_\_\_\_**  
**SECOND PLACE        SPEAKER NUMBER \_\_\_\_\_**  
**FIRST PLACE            SPEAKER NUMBER \_\_\_\_\_**

**This form to be given to the judge selected to be spokesperson.**

**LIONS CLUBS INTERNATIONAL  
DISTRICT N-1  
STUDENT'S SPEAK OUT**

**OFFICIAL TIMERKEEPER'S WORKSHEET**

**CONTEST:** \_\_\_\_\_

**DATE** \_\_\_\_\_

**TIME IN MINUTES & SECONDS**

<b>SPEAKER</b>	1	2	3	4	5	6	7	8
<b>TIME STOP</b>								
<b>TIME START</b>								
<b>NET TIME</b>								

**Timekeeper's Signature:** \_\_\_\_\_

**LIONS CLUBS INTERNATIONAL  
DISTRICT N-1  
STUDENT'S SPEAK OUT**

**OFFICIAL TIMERKEEPER'S SCORE SHEET TOTALS**

<b>SPEAKER</b>	1	2	3	4	5	6	7	8
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Speaking time min./sec								
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<b>Penalty points</b>								
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This form is to be given to the official timekeeper.

**Policy on speaking time**

All speeches are to be approximately five (5) minutes in length. Speeches shorter than four (4) minutes or longer than six (6) minutes will be penalized one (1) point for each ten (10) seconds or portion thereof. For example:

1-9 = 1    10-19 = 2    20-29 = 3    30-39 = 4    and so forth.

**LIONS CLUBS INTERNATIONAL  
DISTRICT N-1  
STUDENT'S SPEAK OUT**

**CONTESTANT'S RESUME FORM**

NAME: \_\_\_\_\_ AGE: \_\_\_\_\_

LEVEL: \_\_\_\_\_ ADDRESS \_\_\_\_\_

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SCHOOL REPRESENTED: \_\_\_\_\_

LIONS CLUB REPRESENTED: \_\_\_\_\_

PARENT'S NAMES: \_\_\_\_\_

HOBBIES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CAREER ASPIRATIONS: \_\_\_\_\_

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OTHER PERTINENT INFORMATION:

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