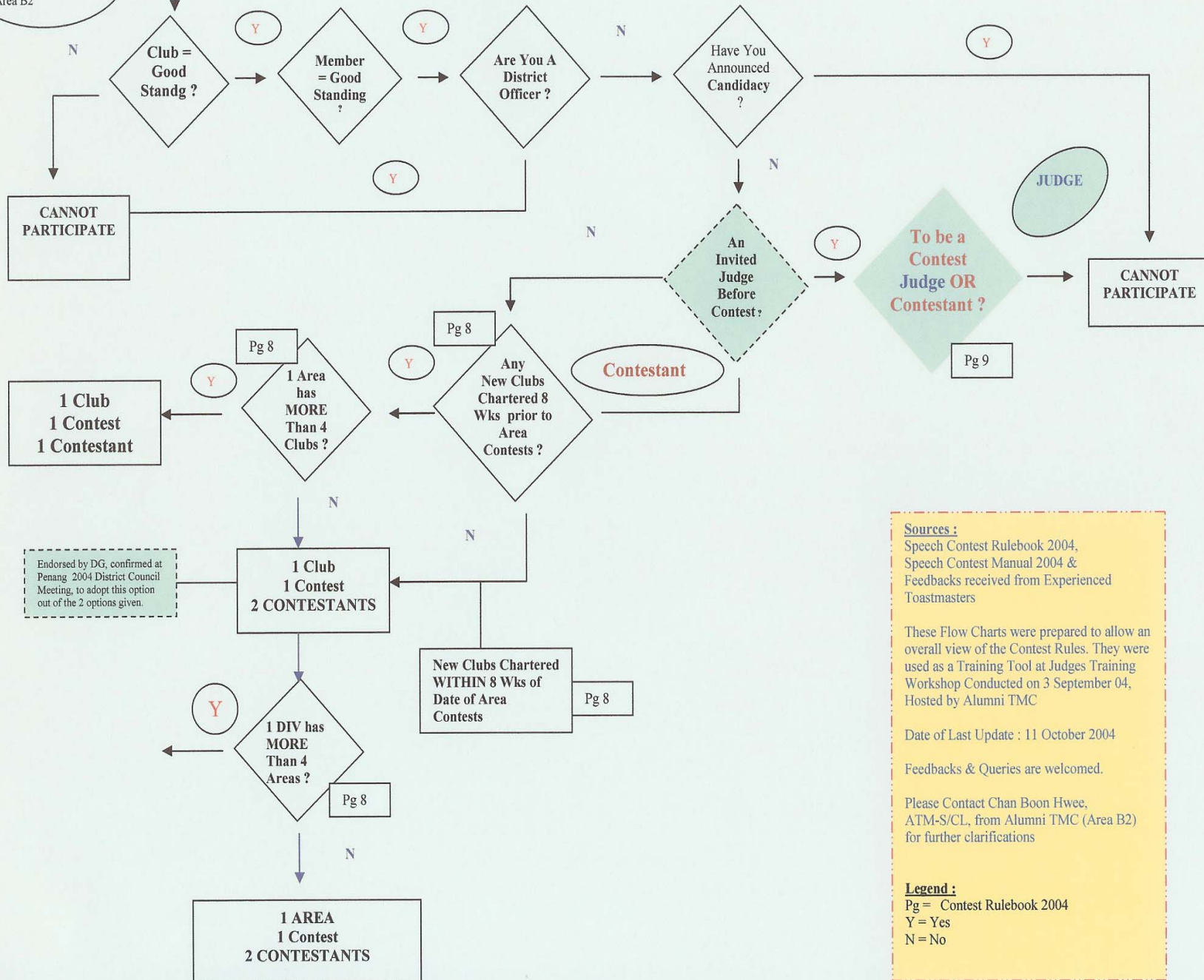


Prepared by
Chan Boon Hwee,
ATM-S/CL,
Alumni TMC,
Area B2

Contests



Sources :
Speech Contest Rulebook 2004,
Speech Contest Manual 2004 &
Feedbacks received from Experienced
Toastmasters

These Flow Charts were prepared to allow an overall view of the Contest Rules. They were used as a Training Tool at Judges Training Workshop Conducted on 3 September 04, Hosted by Alumni TMC

Date of Last Update : 11 October 2004

Feedbacks & Queries are welcomed.

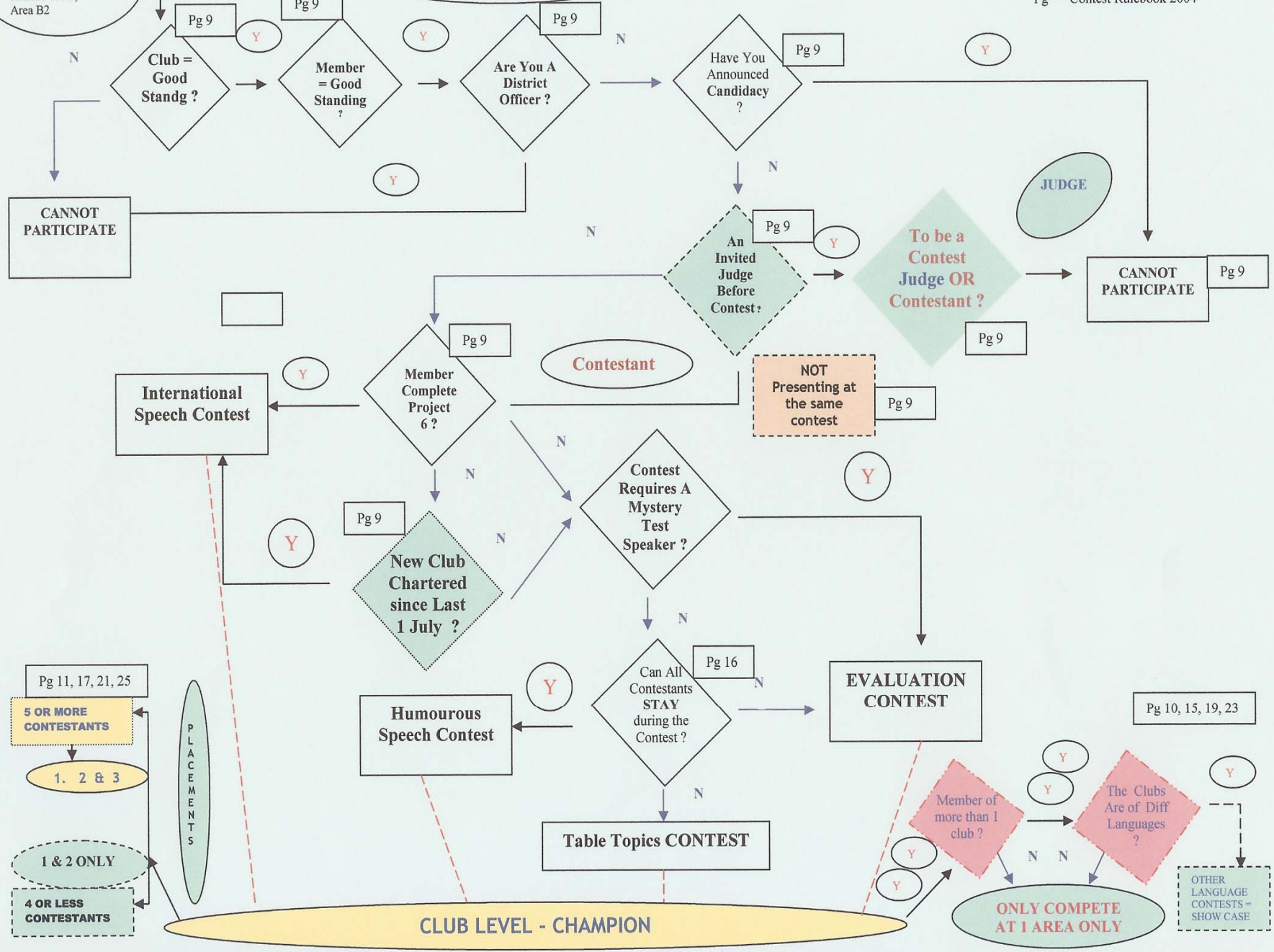
Please Contact Chan Boon Hwee,
ATM-S/CL, from Alumni TMC (Area B2)
for further clarifications

Legend :
Pg = Contest Rulebook 2004
Y = Yes
N = No

Prepared by
Chan Boon Hwee,
ATM-S/CL,
Alumni TMC,
Area B2

Sources :Speech Contest Rulebook
2004, Speech Contest Manual 2004
& Experienced Toastmasters
Pg = Contest Rulebook 2004

Contests



Prepared by
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Area B2

Sources :Speech Contest Rulebook
2004, Speech Contest Manual 2004
& Experienced Toastmasters,
Pg = Contest Rulebook 2004

Organising Chair

Organising Chair

Contest Chair

Contest Chair

TERM 2004 – 2005 Contests

**BOTH Club and Members Are of
GOOD STANDING (PAID DUES)**

July 04 – Dec 04

Jan 05 – Jun 05

Evaluation

- **Mystery TEST SPEAKER**
- **5 Mins** Script Preparation
- 2 to 3 mins

Pg 16,

Pg 17

Humourous Speech

5 to 7 mins

Pg 20

International Speech

- **Completed P6**
- 5 to 7 mins

Pg 9

Pg 24

Table Topics

1 to 2 mins

(Preferred) In front of Audience & Contestants, Contest Chair Draws one topic from the few topics that were kept in sealed envelopes,

NO TI Titles To be announced For Contestants

Contests Results and Decisions Made are **CONFIDENTIAL**

Handles the Tie-breaking situation , Protests, With Contestants & one timer during the 5 Mins Evaluation Script Preparation segment.

ORGANISING CHAIR

Arrange Venue (2 Rooms), F&B, Photographer, Registration Officer

Prepare Equipments Required by Constants

Prepare Program, map and Trophies

Prepared the Certificates of:
- Appreciation (Judges, Appt Holders)
- Participation

Appointment Holders

3 TIMERS

3 TALLY COUNTERS

3 SAAs

Preferred from other club's or Areas / **Equal Representatives**

Starts from **NON-VERBAL Communications**

Pg 17

Timing Sequence & **TIME DISQUALIFICATIONS**, Pg 12, 17, 20, 24

1Min of Silence Pg 11

Count ballots with Chief Judge (With or Without **Tie Breaking Situation**)

Pg 11

Collect the **Scripts & Handphones** for Evaluation and TT Contests

Pg 12

Bring In Contestants

GUARD the DOOR (NO Movements during Contests)

CONTESTS CHAIR (TME ?)

1. Brief SAAs and Contestants Before Contest

2. **MUST** Let Contestants fill in the **Eligibility & Originality Form & Submit to Chief Judge Before Contests - Pg 11,15,19,23**

3. Let Contestants Draw for a Number (Speaking Sequence) / **Contestants who were late - missed briefings & Speak in the Drawn Order**

4. **READ** Contest Rules (include **Speaking Platform**) before each set of contests to audience, **Bring out contestants (N, T, T, N)**

5. **ANNOUNCE** the Number and Type of Disqualifications (Time and / Eligibility & Originality), **NO NAMES** to be mentioned

6. THANKS APPT HOLDERS

PROTESTS

Limit to only Judges and Contestants

Lodge with Contest Chair & Chief Judge

TALK to Panel of Judges and Contestant **MAKE** the Final Decision

Pg 12

CHIEF JUDGE

Trained ?

Done P6 ?

Paid Dues ?

A Contestant ? (Pg 9,15,19,23)

Equal Representatives

Panel of Judges = At least 5 + 1 Tie Breaker Judge (Club & Area) At least 7 + 1 (Div and above)

Pg 12, 15, 19, 23

Non-Voting Judge Unless Invited

Brief Timers, Tally Counters & Judges