

Judge's Training



Administrative

- ▶ Did everyone sign in?
- ▶ Does everyone have a handout?
- ▶ Fill out the Judge Training Form
 - ▶ Toastmaster Education Level
 - ▶ CC, ACB, etc. or
 - ▶ Number completed speeches in CC manual
- ▶ How many have attended Judge training in the past?
- ▶ How many have attended a contest?
- ▶ How many have never attended a contest?

Agenda

- ▶ Purpose
- ▶ Qualifications
- ▶ Being assigned to a contest
- ▶ Judging versus evaluating
- ▶ Qualities of a good judge
- ▶ Objectivity barriers
- ▶ Disqualifications
- ▶ Ballots

Purpose

- ▶ Pick a winner!

Qualifications

- ▶ Qualifications
 - You are not a contestant
 - You are a member in good standing
 - Club in good standing
 - You are not a member of a club that has a contestant in the contest
 - Have completed a minimum of 6 projects in *Competent Communication*
 - Have attended judges training in the last 3 years

Being assigned to a Contest

- ▶ Chief Judge contacts judges from judges list
 - Request includes date, time, location, and flyer
 - Verify qualification
 - Respond yes or no
 - YES – show up by briefing time
- ▶ Check for dates, times, locations, and flyers
 - Check District 50 website
 - Check District 50 Facebook page
 - SignupGenius

Judging versus Evaluating

- ▶ Evaluating
 - Appraise speeches
 - Measure speech against manual objectives
 - Offer suggestions for improvement

Judging versus Evaluating

- ▶ Judging
 - Do NOT evaluate
 - Decision is confidential
 - Do NOT offer suggestions for improvement
 - Do NOT discuss your results with contestants
 - Or anyone else

Good Judge Qualities

- ▶ Fair
- ▶ Accurate
- ▶ Trustworthy
- ▶ Knowledgeable
 - Know the contest rules
 - Know how to fill out the ballot form
- ▶ Good Listener

Objectivity Barriers

- ▶ Speaker position
 - First and last position
 - Use same criteria for each speaker
- ▶ Champion for the underdog
- ▶ Halo effect
 - Example: dynamic delivery means good content
- ▶ Reverse halo effect
 - Example: quiet voice means poor content

Objectivity Barriers

- ▶ Second time around
- ▶ Subject
- ▶ Give someone else a chance
- ▶ Not the norm
- ▶ Do not use props or music
 - Nothing in rules about it
 - Permitted

Disqualifications

- ▶ Eligibility
- ▶ Timing
- ▶ Originality

Disqualifications - Eligibility

▶ Contestant Eligibility

- Member in good standing of a club in good standing
 - Club must be PAID with minimum 8 members
- Maintain eligibility through all contest levels
- Meets contest requirements
 - International Speech
 - Completed at least 6 speeches in the *Competent Communication* manual
 - Exception for a charter member of a club chartered less than one year before the club contest
- Responsibility of Contest Chair and Chief Judge

Disqualifications - Timing

- Humorous and International Speech
 - Five to seven minutes
 - four minutes 30 seconds to seven minutes 30 seconds
- Evaluation
 - Two to three minutes
 - One minute 30 seconds to three minutes 30 seconds
- Tall Tales
 - Three to five minutes
 - Two minutes 30 seconds to five minutes 30 seconds
- Table Topics
 - One to two minutes
 - **Minimum one minute** to two minutes 30 seconds

Disqualifications - Timing

- Responsibility of Timers and Chief Judge
- Judges Do NOT consider timing

Disqualifications - Originality

- ▶ Contestants must prepare their own speeches
- ▶ Must be substantially original
 - **“Twenty-five percent or less of the speech may be devoted to quoting, paraphrasing, or referencing another person’s content.”**
 - Should be properly cited
 - No plagiarism
- ▶ Originality Protests
 - Write “PROTEST” on your ballot
 - Follow the Chief Judge out of contest (quietly)

Disqualifications - Protests

- ▶ Only contestants and judges can lodge protests
 - Protests are lodged with the Chief Judge or Contest Chair prior to announcement of winner
 - Judges write “PROTEST” on their ballot
- ▶ Originality Protests
 - All judges are involved
 - The contestant has an opportunity to respond
 - Majority of voting judges required to disqualify
 - All decisions are final

Contest Briefing

- ▶ Check in with Chief Judge
- ▶ Judges' Briefing
 - Sign Judge's Certificate of Eligibility
 - Return to Chief Judge
 - Get your ballots
 - Sign ballots before leaving briefing room
 - Collect judge's gift
 - Ask questions!

During the Contest

- ▶ Do not fill another role at the contest
- ▶ Do not sit next to a contestant
 - Judge must move
- ▶ Do not talk to a contestant
- ▶ Sit where you have a good view of the stage
- ▶ Bring pens and a writing surface (clipboard)
 - Not all contest locations have writing surfaces
- ▶ Use Judging Criteria on back of Judges Guide and Ballot

During the Contest

- ▶ Listen to speech
- ▶ Minute of silence between each contestant
 - Score the contestant
- ▶ Indefinite silence after last contestant
 - Add up the scores
 - Select First, Second and Third place
 - Judge must resolve any ties
 - Write first AND last name of top 3 contestants in the ballot portion
 - Tear off ballot portion and hand to ballot counter

During the Contest

- ▶ 10 minute break
- ▶ Do it all again
- ▶ Winners are announced
- ▶ Contest is Over
 - Take any materials used for scoring and dispose at home
 - Do not discuss results

Tiebreaking Judge

- ▶ Check in with Chief Judge
 - Tiebreaking judge is a secret
 - Sign Judge's Certificate of Eligibility
 - Return to Chief Judge
 - Get your ballots
 - Sign ballots before leaving briefing room
 - Collect judge's gift
 - Ask questions!

Tiebreaking Ballot

- ▶ Tiebreaking Ballot
 - Highest score is first place
 - Rank ALL contestants
 - No ties
 - Resolve your own ties
 - Contestant first AND last name
 - Consult program
 - Sign it, tear off, fold and hand to CHIEF JUDGE!

(Detach and submit to chief judge)

Tiebreaking Judge's Official Ballot - Evaluation Contest

Name of Contestant _____

First Place: _____	Fourth Place: _____	Seventh Place: _____
Second Place: _____	Fifth Place: _____	Eighth Place: _____
Third Place: _____	Sixth Place: _____	Ninth Place: _____
		Tenth Place: _____

Signature of Judge

Judge's Name (Please Print)

Judge's Training Part II



Agenda

- ▶ Humorous Speech Ballot
- ▶ Evaluations

How to use the Judges Ballot

▶ Judge's Guide

- Write contestants' names on the right
- Pick a midpoint for each category
- Take notes
 - Add or subtract points based on category
- Tally results after all speeches

JUDGING ITEMS	SUGGESTED POINT VALUES													
	E X C E L L E N T	V E R Y G O O D	G O O D	F A I R	1	2	3	4	5	6	7	8	9	10
Speech Development <small>Structure, Organization, Content</small>	15	12.5	10.5	8.5										

How to use the Judges Ballot

- ▶ Judge's Official Ballot
 - Highest score is first place
 - Second highest
 - Third highest
 - No ties
 - Resolve your own ties
 - Contestant first AND last name
 - Consult program
 - **Sign it, tear off, fold and hand to ballot counter**

(Detach and submit to contest)

Judge's Official Ballot – Evaluation Contest

Name of Contestant _____

First Place: _____

Second Place: _____

Third Place: _____

(Signature of Judge)

NOTE: Zeros must be entered for first, second and third place on this ballot, all to be scaled.

PLACE	RANKING POINTS <small>(for contest scoring only)</small>
First Place	3 points
Second Place	2 points
Third Place	1 point

(Judge's Name, Please Print)

Ballots - Humorous Speech

HUMOROUS SPEECH CONTEST JUDGE'S GUIDE AND BALLOT



JUDGING ITEMS	SUGGESTED POINT VALUES														
	EXCELLENT	VERY GOOD	GOOD	FAIR	1	2	3	4	5	6	7	8	9	10	
Speech Development Structure, Organization, Support Material	C O N T E N T	15	12-14	10-11	0-9										
Effectiveness Achievement of Purpose, Interest, Reception		10	8-9	6-7	0-5										
Speech Value Ideas, Logic, Original Thought		15	12-14	10-11	0-9										
Audience Response Attentiveness, Laughter, Interest, Reception		15	12-14	10-11	0-9										
Physical Appearance, Body Language, Speaking Area	D E L I V E R Y	10	8-9	6-7	0-5										
Voice Flexibility, Volume		10	8-9	6-7	0-5										
Manner Directness, Assurance, Enthusiasm		10	8-9	6-7	0-5										
Appropriateness To Speech Purpose And Audience	L A N G U A G E	10	8	6-7	0-5										
Correctness Grammar, Pronunciation, Word Selection		5	4	3	2										
TOTAL SCORE (100 Points Possible)															

▶ Judge's Guide

- Content – 55%
 - Speech Development, Effectiveness, Speech Value, Audience Response
- Delivery – 30%
 - Physical, Voice, Manner
- Language – 15%
 - Appropriateness, Correctness



Ballots – Humorous Speech

JUDGING CRITERIA

Content (55%)

Speech Development is the way the speaker puts ideas together so the audience can understand them. The speech is structured around a purpose, and this structure must include an opening, body and conclusion. A good speech immediately engages the audience's attention and then moves forward toward a significant conclusion. This development of the speech structure is supported by relevant examples and illustrations, facts and figures, delivered with such smoothness that they blend into the framework of the speech to present the audience with a unified whole.

Effectiveness is measured in part by the audience's reception of the speech, but a large part is your subjective judgement of how the speech came across. You should ask yourself such questions as "Was I able to determine the speaker's purpose?" "Did the speech relate directly to that purpose?" "Was the audience's interest held by the speaker?" "Was this speech subject appropriate for this particular audience?"

Speech Value justifies the act of speaking. The speaker has a responsibility to say something meaningful and original to the audience. The listeners should feel the speaker has made a contribution to their thinking. The ideas should be important ones, although this does not preclude a humorous presentation of them.

Audience Response reflects the audience's reaction to the speech. Did the speech hold the audience's interest? Did people understand and laugh at the humor?

Delivery (30%)

Physical presentation of a speech carries part of the responsibility for effective communication. The speaker's appearance should reinforce the speech, whether profound, sad, humorous or instructional. Body language should support points through gestures, expressions and body positioning. The speaker makes effective use of and stays within the designated speaking area.

Voice is the sound that carries the message. It should be flexible, moving from one pitch level to another for emphasis, and should have a variety of rate and volume. A good voice can be clearly heard and the words easily understood.

Manner is the indirect revelation of the speaker's real self as the speech is delivered. The speaker should speak with enthusiasm and assurance, showing interest in the audience and confidence in their reactions.

Language (15%)

Appropriateness of language refers to the choice of words that relate to the speech purpose and to the particular audience hearing the speech. Language should promote clear understanding of thoughts and should fit the occasion precisely.

Correctness of language ensures that attention will be directed toward what the speaker says, not how it is said. Proper use of grammar and correct pronunciation will show that the speaker is the master of the words being used.

Ballots - Evaluations

EVALUATION CONTEST JUDGE'S GUIDE AND BALLOT



Judge's Guide

- Analytical Quality – 40%
 - Clear, Focused
- Recommendations – 30%
 - Positive, Specific, Helpful
- Techniques – 15%
 - Sympathetic, Motivational
- Summary – 15%
 - Concise, Encouraging

JUDGING ITEMS	SUGGESTED POINT VALUES														
	EXCELLENT	VERY GOOD	GOOD	FAIR	1	2	3	4	5	6	7	8	9	10	
Analytical Quality <i>Clear, Focused</i>	40	28-39	17-27	0-16											
Recommendations <i>Positive, Specific, Helpful</i>	30	22-29	13-21	0-12											
Technique <i>Sympathetic, Sensitive, Motivational</i>	15	11-14	6-10	0-5											
Summation <i>Concise, Encouraging</i>	15	11-14	6-10	0-5											
TOTAL SCORE (100 Points Possible)															



Ballots – Evaluations

JUDGING CRITERIA

Analytical Quality refers to the effectiveness of the evaluation. Every evaluation should carefully analyze the strengths and weaknesses of the speaker's presentation. Were the evaluator's comments clear and logical? Did the evaluator identify specific strengths and weaknesses of the presentation?

Recommendations are an important part of an evaluation. An evaluator not only points out the strengths and weaknesses of a speech, he/she also offers specific recommendations for improvement. Recommendations should be practical, helpful and positive, and they should enable the speaker to improve his or her next presentation.

Technique refers to the manner in which the evaluator presents his/her comments and recommendations. An evaluator should be sensitive to the feelings and needs of the speaker, yet inspire and encourage the speaker in his/her future speaking efforts.

Summation is how the evaluator concludes the evaluation. The conclusion should briefly summarize the evaluator's comments and suggestions, and be positive and encouraging.

JUDGE'S CODE OF ETHICS

1. Judges will consciously avoid bias of any kind in selecting first, second and third place contestants. They will not consider any contestant's club, area, division or district affiliation. Nor will they consider any contestant's age, sex, race, creed, national origin, profession or political beliefs. They will demonstrate the utmost objectivity.
2. Judges will not time the speeches and will not consider the possibility of under-time or overtime when judging a contestant's speech.
3. Judges will support by word and deed the contest rules and judging standards, refraining from public criticism of the contest and revealing scores and ranking only in accordance with official policy.

Ballots – Evaluation

- ▶ Analytical Quality – 40%
 - Did the evaluation analyze the strengths and weaknesses of the speaker's presentation?
 - Were comments clear and logical?
- ▶ Recommendations – 30%
 - Were there specific recommendations for improvement?
 - Practical? Helpful? Positive?

Ballots – Evaluation

- ▶ Technique – 15%
 - Manner in which comments are presented
 - Sensitive to speaker’s feelings and needs?
Inspiring? Encouraging?
- ▶ Summation – 15%
 - Conclusion
 - Summary of comments and suggestions

Conclusion

- ▶ To pick a winner, a judge must be
 - ▶ Fair
 - ▶ Accurate
 - ▶ Trustworthy
 - ▶ Knowledgeable
 - Know the contest rules
 - Know how to fill out the ballot form
 - ▶ Good Listener

References

- ▶ Toastmasters Resources – Speech Contests
 - <https://www.toastmasters.org/Resources/Contests/Speech-Contests>
 - Speech Contest Rulebook
 - Speech Contest Tutorials
 - When You're the Judge
 - Judge's Guide and Ballot
- ▶ District 50 Toastmasters Website
 - <http://d50toastmasters.org/>
 - Contest dates and locations

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