Camarillo Academic Olympics
Speech Judges Handbook

SPEECH JUDGE'S HANDBOOK

PURPOSE:
The handbook provides prospective judges in the Camarillo Academic Olympics Speech Competition with guidelines on how to judge the speech competitors; that is, the specific elements that are being judged and how they affect the overall ranking of each entrant. In addition, the judging forms to be used during the competition are explained.

BASIC FORMAT OF THE COMPETITION:
The basic approach to the speech competition is to have the entrants present their speech to all of the judges, if possible. For small competitions, i.e., ten entrants or less, the entrants will speak once in front of all of the judges. For larger groups of speakers, the entrants are randomly grouped into smaller groups about the same size. The judges are also divided into several groups. A head Judge will be identified for each room. The duties of the head Judge are: (1) To take Roll call and record / announce "No Shows", (2) To be the official "Timer" of each speech, (3) Announce after each speech the official time of that speech, (4) Give the judging packets to the CAO Speech Coordinator after each round of competition.

The entrants present their speech to each group of judges in individual sessions, speaking in as many different groupings and in different speaking orders, e.g., first one time; last, another, etc. The maximum number of sessions or times the speech is presented by an entrant is three. Thus, if there are more than 24 entrants, all entrants will not be heard by all of the judges.

Each time the entrants speak they will be ranked in order of the judge's evaluation of their speech against the other entries, i.e., first, second, third, etc. The judging is based upon a relative ranking scoring system versus an absolute scoring system where points are awarded to each characteristic or element being evaluated. By mixing the groups and the order in which the speeches are presented, a fairer systems judging on a relative ranking is achieved.

SOME THOUGHTS ON JUDGING:
Since judgment involves our personal feelings, values, experiences, etc., it is always subject to closer scrutiny as a method to evaluate entrants. But with proper training and a good understanding of our expectations in the speech competition, we feel that we can minimize the negative aspects of judging and reap the rewards that the development of good speaking ability offers our youth.

Judging requires that the judge be alert and attentive to the desired elements being stressed. And because we are dealing with younger people, a gentle, constructive feedback on their speaking efforts is desired (see pages 9 and 10). A few points on these aspects should make this clearer.

1. Try to find elements in the speech that you liked. For example, the subject, the speaker's enthusiasm, their gestures, etc.

2. Then introduce constructive suggestions that address the weaker elements of their speech. For example, "Try to maintain eye contact with your audience by moving from person to person

every so often" or "practice in front of a mirror to develop your facial expressions".

3. Throughout the time that the speech is being delivered, listen closely to the entrant. Maintain your own eye contact with the entrant. Let them know that you are listening and interested. It is easy to find yourself looking down at the judges' sheet, particularly if the speaker is having difficulty, but remember that this sends a negative message to the speaker and they may feel that they have lost your attention.

4. Complete the judging forms after the speech is over. That way you will not only pay more attention to the entire speech, but you will be able to assess the entire speech, not just a particularly good or bad section. You have two to three minutes to complete the ballot forms so do not feel rushed. It is far more important that the student get an adequate feedback from each judge so that they can improve.

5. After the speaker has completed their speech complete the ranking and rating of that speaker using the SPEECH SPEAKER RANKING GRID form (page 6) discussed below. You will be transferring your rating of the speaker from the grid to the individual speaker's ballots.

6. Judge the speech on the elements that are shown on the SPEECH JUDGE'S BALLOT (pages 7 and 8) described below. Do not judge your agreement or disagreement with the subject or views expressed by the speaker. Students often talk about very controversial subjects such as abortion, drugs, suicide, etc. Since we have our own views on these and many more topics, it is difficult to disassociate our attitudes from those of the speakers, but we must.

SPEECH SPEAKER RANKING GRID:
This form will be of great help in ranking the speakers. When you receive your judging packets for each round, this form should be on the top followed by the individual speakers ballots.

The first column "TIME" should be used to record the official time of the speech. This time will also be transferred to the individual speaker's ballots.

The second column "SPEAKER" represents the number that has been assigned to this speaker. This column should have been filled in when you received your ballot package. Throughout the competition, speakers are always referred to as a number, which has been assigned to them, and not by their names. Attendance will be taken by the head Judge by roll call. All judges will enter "No Shows" on the Speech Judge's Ballots and Speech Speaker Ranking Grid for all speakers who are not present.

The third column "TITLE / DESCRIPTION" is where you can enter a brief reminder of the speaker or the speech. For example, "Morris and Boris / ponytail", "horses / blonde girl" or "positive thinking / tall boy".

Now for the grid portion of the form. Note that the grid has ten columns and ten rows. The lower left half of the grid is not used so there is a diagonal area that is shaded and is not to be filled in. As each speaker completes his I her speech, you will mark their ranking score in the column of

that speaker's turn, i.e., Speaker #1, use column #1; Speaker #2, column #2; Speaker #5, column #5; and so on. The ranking grid entries will be based upon the relative ranking of the speaker with the other speakers who have spoken to that point in the competition. For Speaker #1, column #1 has a "1" in it already. This is because Speaker #1 is the "best" speaker you have heard for this round - you have not heard any other speakers yet.

Next comes Speaker # 2. In column # 2 you will enter either a "1" or a "2" in each row by the two speakers you have heard. If the first speaker was better than the second, your grid should have a "1" in the first row and "2" in the second. If the second speaker was better than the first, then there should be "2" in the first row and "1" in the second. Under no circumstances should you allow a tie.

Speaker # 3 requires that you fill in column # 3. This time you will enter a "1", "2" and a "3" score. You will indicate the best of the three speakers you have heard so far by entering a "1" in their row, the next best speaker, by entering a "2", and the least best with a "3" - remember there can be no ties. The other thing to remember is that the relative ranking of those speakers who have spoken should not change when you enter the ranking of a new speaker. If Speaker "1" was better than Speaker "2" after the second speech, Speaker "1" should remain ahead of Speaker "2" for the rest of the round.

With the fourth speaker, entries are made in column # 4. The "1" goes in the row or line of the best speaker, the "2" for the second best, etc. Once a speaker (line) has a "4". There is generally no need to continue ranking that speaker. Unless otherwise directed, a "4" will be the lowest score that can be assigned.

When all of the speakers have spoken for the round, you should have entered the rankings in the column for the total number of speakers in the round.

If one or more of the speakers have spoken outside of the allowable time limits, that should be noted. Do not adjust any scoring. The CAO Speech Coordinator will invoke any penalties when the final scores are calculated.

The last column, "RATING", is to be completed to express your feelings regarding the speech. Indicate whether it deserves exceptional merit and an "Excellent" rating, or "Very Good" or "Good" rating for quality without regard to final ranking. This "RATING" is mandatory and will be taken into account for tie breaking purposes only. This rating will be also recorded onto the individual speaker's SPEECH JUDGE'S BALLOT.

SPEECH JUDGE'S BALLOT:
This is designed to assist you in evaluating the overall quality of each speech as well as provide a feedback tool to the speaker. After the competition, these ballots will be given to the speakers so that they can learn from them.

There are SPEECH JUDGE'S BALLOTS for Division I speakers (Expository/Demonstration Speech) and for Division II speakers (Storytelling Speech). They are very similar and differences

will be identified below. The ballot is divided into four sections.

Section I of the ballot is entitled "SPEAKER'S EVALUATION". You will find the various elements of speech that are to be judged. The convention used to complete this section involves <circling> those points where you feel the speaker is particularly good and underlining those points where the speaker needs considerable improvement.

I. DELIVERY - Specific points listed include enthusiasm, poise, facial expression, eye contact and gestures. It is important that the speaker stand erect, use gestures to emphasize specific points without over doing them to where these gestures distract from the speaker's overall presentation. These factors relate to the overall presentation in terms that address the confidence and demeanor of the speaker.

2. VOICE - The factors considered here include volume, timing and pronunciation, words should be easily understood, the voice should change in pitch and volume for emphasis and effect, etc. Additional elements for Storytelling speeches include creation of mood and creation of characters.

3. CONTENT - Evaluate the speech from the standpoint of its conformance to the type of speech allowed by the contest rules. The Division I and II Contest Rules will be provided to you before the speech tournament begins. If the speech is not consistent with the rules, that speech is automatically disqualified. Hopefully this will never occur. Evaluate the structure and unity of the speech-the beginning, development, and conclusion plus transitions to each component.

Additional elements for Expository - Demonstration Speeches include originality and creativeness. All of the types of speeches used in this competition involve originality. Therefore, a maximum of 150 words from another source may be quoted under these rules. The rest of the speech must be in the entrant's own words. Often you will find that the ideas are from popular books, movies, or television shows. This is fine so long as the words are not directly quoted.

4. EFFECTIVE - This factor applies only to Expository - Demonstration Speeches regarding the use of props and posters.

Section II of the ballot is "TIME OF SPEECH". Time limits have been established for each division of students. One of the judges will be assigned as the Head Judge and will be the official timer. The time for each speech will be announced by the timer at the end of each speaker's presentation. Each Judge will enter the official time of the speech on the ballots and grid. If an entrant speaks outside of these time limits, a one rank penalty will be assessed by the CAO Speech Coordinator at the completion of the competition. Note: The Judges will not make any adjustments in ranking, this will only be done by the CAO Speech Coordinator.

Section III of the ballot is the "COMMENTS". This is the most important section for the student. It is particularly important to comment on or suggest improvements in those points that you identified as particularly weak. See pages 28-29 for examples of comments, taken from actual ballots, which provide positive feedback without overemphasizing negative points.

Section IV of the ballot is entitled "RATING". Transfer the rating given to this speaker for this

round that was recorded on the SPEECH SPEAKER RANKING GRID.

The ballot also contains spaces at the bottom to enter the "SPEECH TITLE / TOPIC", "SPEAKER'S NUMBER", "ROUND NUMBER", and "JUDGE'S SIGNATURE". Complete all of these, to assure that the ballots are given to the correct speaker after the competition. All judges will enter "No Show" on the ballots and grid for all speakers who are not present.

You have now completed the judging information for the round. Please turn your packet into the CAO Speech Coordinator. You will be given a new judges' packet for the next group of speakers.

Thank you for volunteering to be a speech judge in the Camarillo Academic Olympics! You will find it a very rewarding assignment and will, in general, be quite impressed with the high quality of speaking among our younger citizens.

SPEECH JUDGE - SPEAKER RANKING GRID

Use this grid to assist in ranking and rating the speakers. The first speaker is ranked "1" (already entered on the form in the first column) indicating that he/she was the best so far. After the second speaker has spoken, rank each speaker in column 2 with a "1" or '"2" depending on who is the better speaker. Continue with this process for the remaining speakers, i.e., "1 ", "2", "3", "4", etc. * It is mandatory to rate each speaker as "EXCELLENT" (E), "VERY GOOD" (VG), or "GOOD" (G).

SCHOOL: _____ DIVISION: _____ ROUND: ____

TIME	SPEAKER	TITLE/DESCRIPTION	1	2	3	4	5	6	7	8	9	10	RATING*
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													

Judge's Name: _____

SPEECH JUDGE'S BALLOT
DIVISION I (6th, 7th & 8th Grades)
EXPOSITORY - DEMONSTRATION SPEECH

I. SPEAKERS EVALUATION: <CIRCLE> the strong points, <u>UNDERLINE</u> the weak points.

    1. DELIVERY: ENTHUSIASM   FACIAL EXPRESSIONS

        POISE   EYE CONTACT   GESTURES

    2. VOICE: VOLUME   TIMING   PRONUNCIATION

    3. CONTENT: UNITY (beginning, middle and conclusion)

        ORIGINALITY   CREATIVENESS

    4. EFFECTIVE: USE OF PROPS   USE OF POSTERS

II. TIME OF SPEECH: __ Minutes __ Seconds (Time will begin AFTER title / topic has been announced, speaker has bowed their head, and begins to speak.)

III. COMMENTS: _____

_____

IV. RATING (Circle only one):   EXCELLENT   VERY GOOD   GOOD

SPEECH TOPIC: _____

SPEAKER'S NUMBER: _____   ROUND NUMBER: _____

JUDGE'S SIGNATURE: _____

SPEECH JUDGE'S BALLOT
DIVISION II (4th & 5th Grades)
STORYTELLING SPEECH

I. SPEAKERS EVALUATION: <CIRCLE> the strong points, UNDERLINE the weak points.

    1. DELIVERY: ENTHUSIASM   FACIAL EXPRESSIONS

                        POISE   EYE CONTACT   GESTURES

    2. VOICE: VOLUME   TIMING   PRONUNCIATION

                        CREATION OF MOOD   CREATION OF CHARACTERS

    3. CONTENT: UNITY (beginning, middle and conclusion)

II. TIME OF SPEECH: __ Minutes __ Seconds (Time will begin AFTER title / topic has been announced, speaker has bowed their head, and begins to speak)

III. COMMENTS: _____

_____

IV. RATING (Circle only one):   EXCELLENT   VERY GOOD   GOOD

SPEECH TITLE: _____

SPEAKER'S NUMBER: _____   ROUND NUMBER: _____

JUDGE'S SIGNATURE: _____

EXAMPLES OF CONSTRUCTIVE COMMENTS

GENERAL SPEECH COMMENTS:

"Your subject / story was interesting; the delivery pleasant. Try to memorize more of the content to be able to look at your audience more frequently and add more inflection to your voice."

"Be alert to the fact that you speak very rapidly which can be hard to follow. Use tempo changes to add interest and emphasis."

"Voice strong and clear. Need to incorporate some hand gestures for more emphasis."

"Be sure to stand tall - be proud of your work - it sounded great!"

"Cute concept, but your diction needs improvement. Great personality effectively used in delivery."

"Maintain eye contact with your audience more often. With a little more practice, you will be a winner."

"Excellent gestures. Add some enthusiasm to your voice. I liked your topic I story."

"Super! Perhaps you can slow down a bit - we want to catch every word. Gestures and voice were especially good!"

"Nice facial expressions and voice. Try not to sway back and forth while speaking."

"You could memorize your story and you would have soared. Needed more eye contact with your audience."

"Fascinating story / topic. Work on eye contact - pick out one person in the audience and tell him/her one idea at a time."

"Watch those final consonants - you tend to lose them."

STORYTELLING SPEECH COMMENTS:

"Very original story! Well thought out! Work on your pronunciation of names so that they flow with the rest of your talk. Nice job overall."

"Delightful story content. A little shy on delivery, but the storyline carried through."

"Reading the story with papers in hand makes gestures nearly impossible."

"Excellent rhyming sense."

"Cute story, but you looked like you were reading your notes on the ceiling. Strive to look at your audience. Practice with a friend. You have an excellent voice."

"POW! Great Power - you easily captured the attention of your audience! Slow down your delivery and color your story for us. Create the mystery and suspense mood with your voice. Keep at this, you're quite good."

"Good vocal variety. You're a wonderful storyteller."

EXPOSITORY - DEMONSTRATION SPEECH COMMENTS:

"I liked your enthusiasm for the subject and learned many interesting facts."

"Your speech was well organized and prepared."

"Clever subject, but I missed the title. Try to speak out from the beginning. Also try to use your notes less."

"I liked your topic."