



## Career Program Area: Prepared Speakers for Agriculture

### Manuscript

- Participants must submit three copies of their manuscript to the program coordinator at the beginning of the national conference by the posted time on the conference agenda.
- The manuscript must be the work of the participant and the certification form must accompany the manuscript.
- The manuscript must include a title page, statement of purpose and the body footnoted to the bibliography.
- The following statement should appear as part of the title page:

***"I hereby certify that this manuscript is the work of (student name)" and signed by the student and the advisor.***

### Subject

Participants are to select a topic relevant to the business or occupation for which they are preparing. These may include:

- Agricultural Education Systems
- Agribusiness Management and Marketing Systems (non-retail)
- Agricultural Processing and Biotechnology
- Horticulture, Environment and Natural Resource Systems
- Plant Systems
- Power, Structural and Technical Systems
- Retail Agribusiness Systems
- Ruminant Animal Systems
- Non-Ruminant Animal Systems

### Time Limits

- Each speech will be a minimum of 5 minutes and a maximum of 8 minutes in length.
- A 10 point penalty will be assessed for each minute or major fraction thereof under or over the time limit.
- Each participant will be allowed five minutes additional time to answer questions from the judges.
- The timekeeper will stop questioning when the five minute mark is reached.

### Procedures

1. Participants will be assigned a time for the order of appearance. If the participant does not meet his/her assigned time, the participant forfeits participation unless previously arranged with the award program coordinator.
2. The Prepared Speakers for Agriculture coordinator will introduce each speaker by name and title of the speech.
3. Note cards may be used. However, points will be deducted if the use of notes detracts from the speech's effectiveness. Props or visual aids will not be allowed.
4. Competent and impartial persons will be selected to judge the award program. At least two judges will have an agricultural background. Prior to the award program each judge will be furnished with one copy of the manuscript of each speech. The judges will score each participant using the rating sheet and comment sheet provided.
5. Each judge will ask questions of the participant. Questions will relate directly to the speaker's subject. The full five minutes for questions should be used.
6. When all participants have finished speaking, each judge will total the score on the delivery and questions. The timekeeper's record will be used to compute the final score. Each judge will then rank all participants. The winner will be the participant with the lowest total numerical rank by the judges. Scores calculated with the scoring rubric should reflect the ranking of contestants.
7. Should there be more than 20 participants, it is recommended that the award program be divided into two sections. Participants will draw to determine the section in which they will appear. Three additional judges and one timekeeper will be required. Each section will select the top three participants to appear in the finals, where all six judges will select for the overall winner. Appropriate awards will be presented to the top three participants.
8. Observers are welcome and encouraged to attend these sessions and listed to the speakers.

## **Performance Evaluation**

Each participant will be evaluated on performance in the following areas:

- Appearance
- Voice
- Mechanics
- Platform Presence
- Effectiveness
- Response to Questions
- Organization
- Content
- Manuscript

State Awards and Recognition will be given to 1st, 2nd and 3rd place.