

# Judging Extemporaneous Speaking



## Ballot Instructions

The extemporaneous speech should not be regarded as a memory test of the material contained in any one magazine article, but rather as an original synthesis by the speaker of the current fact and opinion on the designated topic as presented by numerous sources.

The contestant therefore should be held accountable for strict adherence to the precise statement of the topic drawn and discounted severely for shifting to some other phase of the topic on which s/he might prefer to speak. The information presented should be well-chosen, pertinent, and sufficient to support the central thought of the topic.



The material should be organized according to some logical plan to produce a complete speech within the time allowed. Delivery should be free from marked defects in the mechanics of speech -- poise, quality and use of voice, enunciation, fluency, bodily expressiveness -- and should be effective in enlisting and holding the interest of the audience.

The best extemporaneous speech combines clear thinking, good speaking, and interesting presentation to establish a definite thought with respect to the subject chosen.

Do not require a contestant speaking on a controversial subject to take a personal stand on that issue. S/He may do so, or s/he may elect to present both sides of the controversy as currently set forth in the public press. Judge him/her on the effectiveness with which s/he develops the subject according to his/her own plan.

There is NO minimum qualifying time for the extemp. speech. Do not penalize a contestant for brevity unless s/he fails to cover adequately the subject s/he has chosen. Maximum time is seven minutes. Impose no penalty for slight overtime, but do so if in your judgment it is excessive.

**Time: The time limit in both extemporaneous speaking events shall be 7 minutes with a 30 second grace period.** If the judges in the round agree that the student has gone beyond the grace period, the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Judges who choose to time are to use accurate (stopwatch function) timing devices. No minimum time is mandated.

## Extemporaneous Speaking Rules

- Divisions:** Two divisions of extemporaneous speaking will be held at the district and national level:
  - United States Division:** Questions will cover U.S. domestic and U.S. foreign policy.
  - International Division:** Questions will cover the domestic affairs of foreign countries and the foreign affairs of all countries, including the United States.
- Topics:** The District Chair will obtain a list of questions phrased for contest use and based on subjects discussed in periodicals during the current school year. The contents of the list must not be disclosed except as contestants draw questions. A new subject area will be used for each round with no duplication of questions between the divisions.
- Entry:** At the NFL National Tournament, no student is allowed to enter both divisions in a single contest year. Each district has the autonomy to determine whether double entry in extemporaneous speaking events is allowed. The decision of the District Committee is final.
- Drawing:** Thirty minutes before the contest is to begin, the first speaker draws three questions, choose one, and return the other two. The other contestants draw in like manner, in the order of speaking, at intervals of seven minutes. The entire list of questions for that round must be used for each entry in each section. A contestant drawing a question on which s/he has spoken previously in the tournament must return it and draw again.



5. **Preparation:** As soon as a question is chosen, the contestant will prepare a speech without consultation and without references to prepared notes. Students may consult published books, magazines, newspapers and journals or articles, provided:
- They are originals or copies of whole pages (see computer use rules and guidelines for clarification on electronic retrieval allowances).
  - Provided those originals or copies are uncut.
  - There is no written material on that original or copy other than citation information.
  - Topical index without annotation may be present.

No other material will be allowed in the extemp. prep room other than stated above. Extemp. speeches, handbooks, briefs and outlines are prohibited from the extemp. prep room. Underlining or highlighting in extemp. will be allowed if done in only one color on each article or copy. **Please see rules below concerning use of electronic retrieval devices.** Printed copies of information from online computer services may be used. Electronically retrieved evidence used in any NFL Extemp. competition must conform to the citation standard of the Modern Language Association [consult the *MLA Handbook for Writers of Research Papers (7th edition)* or <http://owl.english.purdue.edu/owl/resource/747/05/>].

6. **Notes:** Contestants may make notes during the preparation time, but the use of notes, cards, briefs or other aids is prohibited during the speech.
7. **Time:** The time limit in both extemporaneous speaking events is 7 minutes with a 30 second grace period. If the judges in the round agree that the student has gone beyond the grace period, the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Judges who choose to time are to use accurate (stopwatch function) timing devices. No minimum time is mandated.
8. **Recuse:** Contestants may not leave the preparation area until dismissed by the Extemp. Proctor. Consultation with any person other than the Extemp. monitor between the time of drawing and time of speaking is prohibited.
9. **Cross-Examination:** Each district has the autonomy to determine whether cross-examination will be used in the final round of extemporaneous speaking events at the district tournament. If cross-examination is used, the district must use the national tournament final round format. The decision of the District Committee is final.

### **Extemporaneous Speaking Computer Use Rules and Guidelines**

- A. Extemporaneous Speaking contestants may make use of electronic retrieval devices to store and to retrieve their subject files at all NFL tournaments (district and national). Students can retrieve extemporaneous files to read, but cannot write speeches or organize their thoughts on the computers. **This rule in no way prevents students from still utilizing traditional paper copy files to enable the competitor to successfully compete in Extemporaneous Speaking. The NFL takes no position on which form of file storage is preferable for use at NFL tournaments (district or national).**
- B. The use of electronic retrieval devices at the district competition will be the autonomous decision of each individual district committee.
- C. Electronic retrieval devices are defined as laptop computers, netbooks, iPads, or other portable electronic retrieval equipment. Secondary devices such as flash drives or external hard drives are allowed as well. **Cell phones or smart phones are prohibited from being used while preparing or before speaking at NFL tournaments (district or national).**
- D. **Source Materials:** Students may consult published books, periodical articles, newspaper articles, think tank articles, government reports or journal articles saved on their electronic retrieval device **or present in hard copy form** provided:
- There are no notations made within or on the saved article other than citation information.
  - Any highlighting or underlining of the articles is done in only one color within each article. Bolding, italicizing, or any other manipulation of the original text of sources (other than highlighting or underlining as previously stipulated) is prohibited.
- E. No other source materials will be allowed in the Extemporaneous prep room other than stated above. Pre-written Extemporaneous speeches, handbooks, briefs or outlines are prohibited from the prep room, **whether stored electronically or present in hard copy form.**

- F. **Power Source:** Power plugs or outlets may not be used in the prep room at any time. All computers used in the prep room must be battery operated at all times.
- G. Competitors are responsible for making certain their electronic retrieval devices are fully charged at the start of each competition day and for proper power management ensuring that their device remains functional throughout the competition day. Contestants may not use external power sources in the prep room, such as wall outlets and/or extension cords.
- H. **Internet:** Extemporaneous Speaking contestants shall not access the Internet or communicate electronically with any other individual while in the prep room at any NFL tournament (district or national). All computers must comply with the following provisions:
- Computers equipped with removable wireless cards must have the cards removed before the beginning of any round of competition. It is the responsibility of the contestant to disengage the equipment.
  - Computers with built-in wireless capability may be used only if the wireless capability is disabled. It is the responsibility of the contestant to disable the equipment.
  - Wired connections (Ethernet or phone) during rounds of competition are not permitted.
  - Computers or other electronic devices may not be used to receive information from any source (coaches or assistants included) inside or outside of the room in which the competition occurs. Internet access, use of e-mail, instant messaging, or other means of receiving information from sources inside or outside of the competition room are prohibited.
  - Penalty:** Contestants found to have violated provisions i through iii above will be ranked last in the round and receive zero NFL points. Contestants found to have violated provision iv (above) will be disqualified from the tournament and will forfeit all round credits and NFL points. At NFL district tournaments, the district committee will make the final decision concerning disqualification. In case of a serious dispute or critical question, the acting tournament referee (representing the national office) may be contacted for a ruling.
- I. **Liability:** Extemporaneous Speaking competitors accept full responsibility for the safety and security of their electronic retrieval devices throughout the entire course of any NFL tournament (district or national). *The NFL may put stickers and/or tape on computers to ensure they are not opened or used, or to ensure appropriate owners take their own machines. The NFL does not assume any liability for the computers. Students are welcome to use Kensington locks or other such devices to secure their computers in the prep room. Students, parents, and coaches should be aware that the students are bringing and using the computers at their own risk. The NFL is not responsible for lost, stolen, or broken computers.*
- J. **File Monitoring:** The NFL retains the right to view and search any electronic retrieval devices to ensure compliance with any and all rules at any NFL tournament (district or national).
- K. Devices should be muted in the prep room. Contestants should not play games or engage in other distracting activities on their electronic devices in the prep room. Tournament officials may ask a student to power-off the device if it becomes distracting.
- L. Students from the same school may share computers during preparation. However, communication among contestants during preparation time is strictly prohibited.

