



TO: Directors of District Speech Contests
FROM: Jeff Stauss, NSAA Assistant Director (jstauss@nsaahome.org)
SUBJECT: District Speech Contests
DATE: March 2020

It is the intent of the NSAA and the Board of Directors to conduct NSAA District Speech Contests with as much consistency as possible in fairness to all competitors throughout the state. If I can be of any help at all, please do not hesitate to contact our office.

District Director Instructions:

1. All NSAA district speech contests will utilize SpeechWire. Instructions were provided in a separate email from SpeechWire.
2. Each school is to submit their district entries electronically through SpeechWire. The district director will be able to obtain the entries via SpeechWire. After the entry deadline, schools can make substitutions to an originally submitted entry up to registration on the day of the contest.
3. District entries were due on SpeechWire on **Monday, March 2nd**.
4. The entry fee is established by each district. The district director is to calculate expenses to host the district contest and equally split those expenses amongst participating schools. Expenses include judge fees/mileage, SpeechWire cost, facility rental (if applicable), hospitality and administrative costs. **Fees are payable to the district host.**
5. **Please notify the NSAA of an assigned school to your district that does not participate.**
6. A school may have a total of **18 entries** at district speech, with the breakdown as follows:

Individual Events

Humorous Interpretation of Prose Literature	2 entries per school
Serious Interpretation of Prose Literature	2 entries per school
Oral Interpretation of Poetry	2 entries per school
Persuasive Speaking	2 entries per school
Entertainment Speaking	2 entries per school
Extemporaneous Speaking	2 entries per school
Informative Public Speaking	2 entries per school

Group Events

Oral Interpretation of Drama	2 entries per school
Duet Acting	2 entries per school

7. In Classes A, B, C1 and C2, a contestant may enter **two** events.
8. In Classes D1 and D2, a contestant may enter **three** events. These can be either or both individual events or group events.
9. Extemporaneous topics for the district contest will be mailed prior to the contest. Directors shall keep this list of topics **confidential** until the contest.

10. Extemporaneous Speaking contestants may make use of electronic retrieval devices to store and receive their subject file(s). Electronic retrieval devices are defined as laptop computers, netbooks, iPads, or other portable electronic devices. Cell phones, smart phone or Apple watches are **NOT** considered portable electronic retrieval equipment. Please refer to the NSAA Constitution & Bylaws (**Article 6, page 59**) for a complete listing of rules and guidelines.
- a) Extemp speakers are NOT required to remain in the prep room after they have prepared their speech. It is recommended a room be provided and monitored for extemporaneous speakers to practice.
 - b) Preparation time is defined as “beginning with the draw and ending with the presentation.”
 - c) During these competitive performances, speakers/performers may NOT be assisted or accompanied for any reason by any individual.
11. **Judges** - The NSAA will contract all judges for each district contest. District Directors will be notified of the judges contracted and can view them on their AD Login page as they are confirmed. Ballots shall be downloaded from the NSAA website. It would be beneficial to provide judges with programs and ballots that include the speaker codes. Each judge shall fill out a ballot for each entry that is judged.

12. Judging & Scoring

- a) All contestants will compete in **two preliminary rounds**. Preliminary round sections will be evaluated by **one** judge. Final round sections will be evaluated by **two** judges.
- b) If there are eight or fewer entries in an event, the event can go directly to finals.
- c) It is the director’s discretion in establishing the number of sections, and entries in each section for tournament efficiency.
- d) The NSAA will contract NSAA registered judges as submitted by the district director to ensure that each district contest has up to up to 10 NSAA registered judges.
- e) Class A - six entries will advance to the final round, with the top **four** in each event qualifying for the state contest.
- f) Class B - six entries will advance to the final round, with the top **three** in each event qualifying for the state contest.
- g) Classes C1, C2, D1 and D2 - six entries will advance to the final round, with the top **three** in each event qualifying for the state contest.
- h) **There will be no ties.**
- i) NSAA registered judges will be paid **\$20.00** per round in preliminary and final rounds plus mileage at \$1.00 per mile one-way. Judges for Oral Interpretation of Drama will be paid \$20.00 per round for rounds of 6 or less entries. Judges for Oral Interpretation of Drama rounds containing more than 6 entries will be paid **\$40.00** per round.
- j) Judges are required to give the assignment of rank, rating points, and a Reason for the Decision. There are no oral critiques at the district contest.
- k) Compare completed ballots to a master schedule to determine if all ballots are in for the round.
- l) Ballots should be made available for coaches to review as soon as tabulated.
- m) The tab room shall be accessible to contest management personnel only.

13. Determining Final Round Participants

The final round shall consist of six contestants. The following procedures will be used to determine which students advance out of the preliminary rounds:

1. **Lowest Cumulative Speaker Rank**
2. **Highest Cumulative Speaker Points**

If ties in cumulative scores bring the number to more than six contestants, the following priority system shall be used to break ties:

3. **Head-to-Head Competition:**

1. If the tied speakers met in only one preliminary round, the speaker that ranked higher in that round advances.
2. If the speakers met in both preliminary rounds, and the same speaker ranked higher in both rounds, that speaker advances.
3. If the speakers met in both preliminary rounds, and one speaker placed higher in round one and the other speaker placed higher in round two, this step is voided.

4. **Reciprocals - Refer to page 12 of the NSAA Speech Manual for this information.**

*******Please Note** - Placing students in speaking order for the finals shall be done by draw.*****

14. **Final Round** – At NSAA District Speech Contests, two judges are assigned to judge the final round in each event. Ties in cumulative rank will be broken using the following procedure:

- a) Reciprocals applied to the final round
- b) Highest cumulative rating points in the final round
- c) Lowest rank in the preliminary round
- d) Highest rating points in the preliminary round
- e) Head-to-Head in preliminary round
- f) Judge's brought back together to break the tie

*******Please Note** - There is **NO Judge's Preference** when two judges are used.

15. **Awards**

- a) A championship and a runner-up plaque will be awarded at each district contest.
- b) Team Scoring shall only include final round scoring as follows:

1st Place	20 points	4th Place	14 points
2nd Place	18 points	5th Place	12 points
3rd Place	16 points	6th Place	10 point

- c) If there is a tie for champion and/or runner-up, the following will be used to determine the finish:
 - i) The school with the most state qualifiers will be the winner.
 - ii) If a tie still exists, the schools will finish with a tie.
- d) Individual medals will be presented to the finalists that perform in each event.
- e) Individual and Group Superior Certificates can be downloaded from the Speech Coach or AD login page on the NSAA website.

16. **Time Schedule** - When setting up a time schedule for the district contest, the following items should be taken into consideration:

- a) Starting on time.
- b) Performance order should be assigned by draw.

17. Sample Schedule For District Site - Two Contests

TIME	EVENT	DISTRICT A		EVENT	DISTRICT B	
8:30	ENT-1	Judge B1	Judge B2	ENT-1	Judge A1	Judge A2
Flight A, Rd 1	PER-1	Judge B3	Judge B4	PER-1	Judge A3	Judge A4
	SER-1	Judge B5	Judge B6	SER-1	Judge A5	Judge A6
	DUO-1	Judge B7	Judge B8	OID-1	Judge A7	Judge A8
	OID-1	Judge B9	Judge B10	DUO-1	Judge A9	Judge A10
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10:00	POE-1	Judge B2	Judge B7	POE-1	Judge A2	Judge A7
Flight B, Rd 1	EXT-1	Judge B4	Judge B5	EXT-1	Judge A4	Judge A5
	HUM-1	Judge B6	Judge B3	HUM-1	Judge A6	Judge A3
	INF-1	Judge B8	Judge B1	INF-1	Judge A8	Judge A1
		Judge B9 & Judge B10 free			Judge A9 & Judge A10 free	
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11:30	ENT-2	Judge B9	Judge B10	ENT-2	Judge A9	Judge A10
Flight A, Rd 2	PER-2	Judge B5	Judge B6	PER-2	Judge A5	Judge A6
	SER-2	Judge B7	Judge B8	SER-2	Judge A7	Judge A8
	DUO-2	Judge B3	Judge B4	OID-2	Judge A3	Judge A4
	OID-2	Judge B1	Judge B2	DUO-2	Judge A1	Judge A2
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1:00	POE-2	Judge B10	Judge B5	POE-2	Judge A10	Judge A5
Flight B, Rd 2	EXT-2	Judge B6	Judge B3	EXT-2	Judge A6	Judge A3
	HUM-2	Judge B8	Judge B7	HUM-2	Judge A8	Judge A7
	INF-2	Judge B4	Judge B9	INF-2	Judge A4	Judge A9
		Judge B1 & Judge B2 free			Judge A1 & Judge A2 free	
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2:30	ENT-F	Judge B3	Judge B8	ENT-F	Judge A3	Judge A8
Flight A Finals	PER-F	Judge B1	Judge B7	PER-F	Judge A1	Judge A7
	SER-F	Judge B2	Judge B10	SER-F	Judge A2	Judge A10
	DUO-F	Judge B9	Judge B5	OID-F	Judge A9	Judge A5
	OID-F	Judge B4	Judge B6	DUO-F	Judge A4	Judge A6
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4:00	POE-F	Judge B1	Judge B8	POE-F	Judge A1	Judge A8
Flight B Finals	EXT-F	Judge B2	Judge B7	EXT-F	Judge A2	Judge A7
	HUM-F	Judge B5	Judge B9	HUM-F	Judge A5	Judge A9
	INF-F	Judge B3	Judge B10	INF-F	Judge A3	Judge A10
		Judge B4 & Judge B6 free			Judge A4 & Judge A6 free	
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5:30		AWARDS			AWARDS	

This schedule is designed using 10 judges per district. For prelims, one judge per section. For finals, two judges per round. A maximum of 20 classrooms is needed to facilitate the above schedule.

18. Notification of State Contest Qualifiers - The district director will be required to submit the state qualifiers electronically utilizing SpeechWire. Submit the results **immediately** following the completion of your district contest. Instructions provided in a separate email.

If an individual/team qualifies for state competition through competing in a district meet, that individual or team is expected to compete at the state contest. Unless excused by the Executive Director, failure to compete in the state contest can result in the school being penalized. Substitution is not permitted for a student who qualifies in an individual event. Personnel of group events may be substituted.

19. Protests - Protests regarding the decisions of judges will not be heard. Errors in computation, which prevent a qualifier from being placed in the finals, must be brought to the attention of the contest director prior the beginning of the final round of competition.

When the finals have been completed, team points calculated, winners announced and awards issued, the results are final and no changes can be made in individual placement unless a correctable error is discovered. A correctable error shall be defined as those involving:

1. Mathematical computation errors in individual points affecting placement of the speakers involved.
2. Mathematical computation errors in team points affecting team placement.
3. Mistakes made in calculation of judge's preference in the final round affecting the placement of the speaker involved.

If correctable errors are discovered, students or teams shall receive the appropriate medals or trophies. Trophies and medals awarded at the awards ceremony shall be returned by the individuals or teams to which they were presented. The contest director or NSAA Staff may correct clerical errors in team scoring when discovered.

20. Information to Schools - Details provided to the participating schools should include:

- a) Site and date of the contest
- b) Start time of contest
- c) School phone number and district director email address
- d) Schedule of events
- e) Entry deadlines
- f) Financial arrangements
- g) Contracted judges

21. Facilities Needed for District Contest:

- a) Competition rooms
- b) Tab room - This area should be away from the main flow of traffic.
- c) Commons area for students
- d) Registration area for students
- e) Judges' room
- f) Ballot pick-up area

22. Supplies Needed for District Contest:

- a) Ballots - [download from the NSAA website](#)
- b) Pencils
- c) Programs
- d) Awards (plaques & medals provided by NSAA)
- e) Stopwatches - one for each judge

23. District Reports - Provided via SpeechWire software. Instructions provided in separate email.

24. NSAA Speech Manual - The [NSAA Speech Manual is available here.](#)

25. NSAA Speech Judges Manual – The [NSAA Speech Judges Manual is available here.](#)



NSAA District Speech Director's Checklist



1. _____ Be sure district contest date is on the school calendar.
2. _____ Check and confirm room availability for district contest.
3. _____ Access SpeechWire to plan tournament/time schedule.
4. _____ Notify schools of contest details.
5. _____ Notify judges of contest details after district judges are confirmed.
6. _____ Download current ballots from NSAA website.
7. _____ Prepare and send information letter to participating school.
8. _____ Line up and confirm district contest workers/volunteers.
9. _____ Arrange for any signs (room, directions, etc.) to be made.
10. _____ Compile information/create program using SpeechWire.
12. _____ Have printed schedules available for participating schools.
13. _____ Prepare school packets.
14. _____ Prepare judges' packets.
15. _____ Organize the registration area.
16. _____ Setup tab room using SpeechWire.
17. _____ Plan the awards ceremony. Check you have received all awards.
18. _____ Notify NSAA **immediately** after contest of qualifiers via SpeechWire.