

**Description & Eligibility**

Demonstrate effective communication skills by arranging, organizing, and presenting information orally without prior knowledge of the topic. The speech may serve one or more purposes: to decide, to impress, to inform, or to persuade. Any secondary division contestant may enter this contest. The event may be repeated.

**Contestant Must Supply**

- Sharpened pencils, pens

**Equipment/Supplies Provided**

- Three (3) notecards per contestant
- Topics

**Contest Notes**

- Method of evaluation: judged.
- Length of the event: no more than ten (10) minutes preparation, no less than two (2) and no more than four (4) minutes speech.
- The contestant will be given warnings via flash cards when there are two (2) minutes remaining and when there is one (1) minute remaining during the speaking time.
- Finals may be part of the competition.
- Each state is allowed three (3) entries.

**Contest Competencies**

- Demonstrate effective communication skills
- Demonstrate skills in developing a speech using the three basic elements (introduction, body, conclusion)
- Apply speaking techniques using appropriate tempo and pitch
- Utilize nonverbal gestures as needed

**Contest Specifications for this Event**

- Contestant will draw two (2) different business topics and will select one. The topics may deal with Business Professionals of America, office situations, the business world, etc.
- The event proctor will provide three (3) notecards. Notes can only be made on the notecards provided.
- No advisor contact will be allowed between the time of receiving the topic and the delivery.
- No materials or previously prepared notes will be allowed into the preparation or presentation room with the contestant.
- Judges' comments will be returned digitally through the online judging system at the national level.

## (525) Extemporaneous Speech

### Presentation Scoring Rubric

<b>Required Elements</b> <b>(If any question results in a NO, please assign a score of 0)</b>				
Contestant followed the topic.				<input type="checkbox"/> Y   <input type="checkbox"/> N
If no to the question, please stop scoring and provide a brief reason for the <i>disqualification</i> :				
Evaluation Criteria	Below Expectations 0-7 points	Meets Expectations 8-14 points	Above Expectations 15-20 points	Points Awarded
<b>Delivery &amp; Engagement</b>	Contestant rarely maintains eye contact, uses minimal gestures and body language, or has significant inconsistencies in tone and pace.	Contestant occasionally breaks eye contact, uses limited gestures and body language, or has some inconsistencies in tone and pace.	Contestant maintains good eye contact, uses appropriate gestures and body language, and varies their tone and pace adequately.	/20
<b>Organization, Design &amp; Structure</b>	The speech lacks coherence and structure, making it unclear and difficult to follow. Transitions between points are awkward or absent.	The speech content has some gaps, making it not always clear and somewhat difficult to follow. Transitions between points are choppy.	The speech content flows adequately, with a mostly clear structure and smooth transitions between points.	/20
Evaluation Criteria	Below Expectations 0-10 points	Meets Expectations 11-30 points	Above Expectations 31-50 points	Points Awarded
<b>Effectiveness</b>	The speech demonstrates a limited understanding of the topic or prompt, often veering into irrelevant or off-topic information. The purpose of the speech (to decide, to impress, to inform, to persuade) is not achieved or unclear.	The speech addresses the general topic or prompt but lacks depth and specific focus. The purpose of the speech is partially achieved but lacks clear effectiveness in decision-making, impressing, informing, or persuading.	The speech comprehensively addresses the topic with a clear and focused approach. It includes relevant information that directly relates to the given context. The purpose of the speech (to decide, to impress, to inform, to persuade) is effectively achieved with clarity and impact.	/50
<b>Timing</b>	The speech lasted no less than two (2) minutes and no more than four (4) minutes and the contestant did <i>not</i> use any materials other than those specified.			/10
<b>TOTAL PRESENTATION POINTS</b>				<b>/100</b>

**SPEECH WILL BE STOPPED AT FOUR (4) MINUTES**