

TOASTMASTERS INTERNATIONAL SPEECH CONTEST MASTER SCRIPT

1. Contest Master Opening Remarks

Good [morning/afternoon/evening], everyone! Welcome to the [Club/Area/Division/District] Toastmasters International Speech Contest! I'm thrilled to have all of you here as we celebrate our contestants' incredible talent and inspiring stories today. My name is [Your Name], and I am honored to serve as your Contest Master for this exciting event.

Let me begin with a short story about the power of public speaking. {OPTIONAL: Sets tone}

A few years ago, a young woman named Maria joined Toastmasters. When she first stood up to speak, her hands trembled, her voice quivered, and she couldn't string her thoughts together. She sat down feeling defeated. But week after week, she kept coming back, determined to improve.

One day, an opportunity arose at her workplace: presenting her team's ideas to the company's leadership. Maria was nervous but prepared with everything she had learned in Toastmasters. She delivered her presentation with clarity, passion, and confidence. The leadership team was so impressed that not only were her ideas implemented, but she also earned a promotion.

Maria often reflects on that moment as a turning point in her life. Public speaking didn't just help her convey her ideas; it unlocked doors she never thought possible. Today, she mentors others, helping them find their voices as she once did.

And that's the power of public speaking; it's not just about the words we share but also about the opportunities we create for ourselves and our impact on others.

Toastmasters is about learning, growing, and celebrating the unique perspectives we all bring to the stage. Today, our contestants will demonstrate the skills they've honed and the courage it takes to step into the spotlight. Let's cheer them on as they give us their best!

Public speaking is a skill that transforms lives, and tonight, we are privileged to witness the transformative power of words through our contestants' speeches.

2. Contest Purpose

The purposes of the International Speech Contest are:

1. To provide an opportunity for speakers to improve their speaking abilities.
2. To recognize the best speakers as encouragement to all.

3. To provide an opportunity for us to learn by observing skilled speakers who have benefited from their Toastmasters training.

We will conduct this contest using the same procedures as Toastmasters International uses in their global contests.

"As a reminder, the first-place winners in today's contest will represent our [Club/Area/Division] in the Area #____ Contest, which will take place on [Insert Date] at [Insert Location and Time].

The Area #____ Contest winners will advance to the Division __ Contest, held on [Insert Date] at [Insert Location and Time].

The Division Contest winners will then go on to the District 8 Contest at the District Conference, which will be held on [Insert Date] at [Insert Location and Time].

More information about these contests will be provided later, and we encourage all our club members to attend and support our winners as they advance through the competition!"

The judges, contestants, functionaries, and Sergeants-at-Arms have all been briefed on the rules, and the contestants have been informed of the location of the timing lights.

3. Timing Rules

- Speeches must be between five and seven minutes long.
- A contestant who speaks for less than four minutes, 30 seconds, or more than seven minutes, 30 seconds will be disqualified.
- Timing begins with the contestant's first definite verbal or nonverbal communication with the audience. This could be the first word, a sound effect, or a staged act.

The timing signals are as follows:

- **Green light** at 5 minutes, **Yellow light** at 6 minutes, and **Red light** at 7 minutes, which remains on until the speech concludes.
- No signal will be given for the overtime period.

4. Between Speeches

- There will be one minute of silence between contestants for the judges to mark their ballots.

- After the last contestant, there will be two minutes of silence for judges to finalize their ballots.
 - Please do not enter or leave the room during the contestants' presentations. This is to ensure there are no distractions for our speakers or the audience. If you need to leave or re-enter, please do so only during the one-minute silence between presentations. Your cooperation is greatly appreciated.
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5. Protests

Protests are limited to originality concerns and may only be made by judges or contestants. Any protest must be lodged with the Chief Judge or myself, the Contest Chair before the winners are announced.

Contest Chair: Announcements

6. Speaking Order and Contest Start

A random draw determined the speaking order for today's contest earlier. The contestants will speak in the following order:

1. [Contestant Name] _____
2. [Contestant Name] _____
3. [Contestant Name] _____
4. [Contestant Name] _____
5. [Contestant Name] _____
6. [Contestant Name] _____

Each contestant will be introduced by their name, the title of their speech, and their name.

Everyone present has been briefed on the rules and procedures.

Let the International Speech Contest begin!"

7. Pre-Contest Check-In

- **Ask:** Have the judges, counters & timers been briefed? (Chief Judge responds)
- **Ask:** Have the contestants been briefed on the speaking area and the timing rules? (Chief Judge responds)

- **Ask:** Before we begin, are there any questions from the contestants or officials?
(Pause to address any questions.)
 - **State:** We will now begin the International Speech Contest.
 - **Ask:** Mister/Madam Timekeeper, please signal me at the end of the one-minute silence.
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8. Contest Begins

(Announce the first contestant using the following format.)

- **Our first contestant is:**
[Contestant Name]
Speech Title: [Speech Title]
Speech Title: [Speech Title]
[Contestant Name]

(Contest Chair steps to the side of the lectern as Contestant #1 approaches. The Contest Chair shakes hands with the contestant and then steps away from the lectern, returning to their seat or designated area.)

(After the contestant finishes:)

- **State:** There will be one minute of silence for the judges to mark their ballots. Sergeant-at-Arms, please prepare the next contestant.
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9. Repeat for Each Contestant

(Repeat the introduction and silence procedure for all contestants in the speaking order.)

10. After the Final Contestant

"Thank you to all our contestants for their inspiring speeches.

There will now be one minute of silence for the judges to finalize their ballots, followed by an additional minute of silence for ballot collection.

Judges, please sign the bottom portion of your International Speech Contest Judge's Ballot and place it into the envelope marked 'International Speech.' Once completed, please fold the envelope and discreetly pass it to the nearest Counter or Sergeant at Arms.

Counters, please quietly move around the room to collect the envelopes. Judges, please avoid raising your envelope or drawing attention to yourself as you submit your ballot."

(Wait until all envelopes are collected discreetly.)

Contest Master:

"Chief Judge, please collect the Time Record Sheet from the timer."

(The Chief Judge retrieves the Time Record Sheet.)

Contest Master:

"The Chief Judge and the ballot counters will now adjourn to an adjacent room to complete the paperwork and determine the contest results."

If no other contest is to be held, proceed to the CONTEST MASTER SCRIPT FOR INTERVIEWING CONTESTANTS.