

## **Contest Chair Script –Table Topics Speech Contest**

Thank you \_\_\_\_\_ for that kind introduction.

Area Director, \_\_\_\_\_, Chief Judge, \_\_\_\_\_, Respected Panel of Judges, Contestants, Contest Officials, Fellow Toastmasters and Distinguished Guests, good afternoon and a warm welcome to each one of you.

It is a real pleasure and privilege to be the Table Topics Contest Master for Area \_\_\_\_\_ today. For most of us it is not easy to think and speak on our feet, or impromptu. Yet it is an important and much sought after skill. And that is why in Toastmasters, we lay such importance to Table Topics because it gives us an opportunity to practice thinking and speaking quickly and presenting our thoughts in a clear and organized manner with a minimum of preparation.....

Today we have .....[no. of contestants].....dynamic speakers who, I can assure you, will enthrall us with their thoughts and delight us with their skills in impromptu speaking.

Before we begin, I'd like to explain the Purpose of the Contest.

### **The Purpose of the Table Topics Speech Contest is**

- To provide the participants an opportunity to improve their speaking skills
- To provide an opportunity to learn by observing the more proficient speakers who have benefited from their Toastmasters training
- And to recognize the value of impromptu speaking.

All the contestants have met the eligibility criteria, which is “to be a member in good standing of a club of good standing”.

All contestants will receive the same topic, which will be of a general nature. The topic must be of reasonable length, must not require a detailed knowledge and must lead to an opinion or conclusion.

All the contestants have been briefed about the rules and timings of the contest.

Timing will begin with the Contestant's first definite verbal or non-verbal communication with the audience.

The time allotted is 1 to 2 minutes. There will be a grace period of 30 seconds. Speakers speaking for less than 1 minute or more than 2 minutes 30 seconds will be disqualified.

- The green card will be displayed at one minute and will remain displayed for 30 seconds.
- The yellow card will be displayed at one minute 30 seconds and will remain displayed for 30 seconds.
- The red card will be displayed at two minutes and will remain displayed until the speech has concluded.
- No signal will be given for the overtime period.

- In case of a fault in the timing device, an additional 30 seconds will be allowed for the speaker.

There will be a one minute interval between speeches for the judges to mark their ballots.

After all the contestants have finished their speeches, a three minute silence will be observed, to enable the judges to total their scores and hand over their ballots to the ballot counters

The Speaking order of the contestants has been determined and the Speaking Area is

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The Speaking order is

Speaker #1 ..... name ..... spelling .....name  
Speaker #2  
Speaker #3  
Speaker #4

You may applaud as I welcome each contestant on stage and as he/she leaves the stage. Please do not applaud while the contestant is speaking.

Announcement of the contest winners is final unless the list of winners is announced incorrectly, in which case the chief judge, timers or ballot counters are permitted to immediately interrupt to correct the error.

At this point I'd like to acknowledge our Contest officials. Kindly give them a huge round of applause.

And now, Timers, please check your timing devices one last time.

Dear audience I request you to kindly switch off your cell phones or put them on silent mode in case you've not already done so. Please note that no one is allowed to use flash photography.

Now, let's proceed with the Table Topics Contest. At this point, I request all Contestants to hand over their mobile phones or other digital devices to the SAA and leave the room, except for the first speaker. They will be escorted back in, one by one according to their speaking order.

SAA, please ensure that the doors remain closed while the speakers are speaking and that no one leaves the hall during the entire contest.

Chief Judge, can you please verify that all contest officials are in the room and that they have been briefed? May I begin the contest? *[applause]*

Chief Judge, may I have the topic for the contest? Thank you.

Contestant # 1  
TM..... topic .....topic.....TM .....

We shall now observe a minute's silence to enable the judges to mark their ballots.

Contestant # 2  
TM..... topic .....topic.....TM .....

We shall now observe a minute's silence to enable the judges to mark their ballots.

Contestant # 3  
Contestant # 4

*[NEVER SAY "LAST CONTESTANT". SAY "CONTESTANT NO.4/5/etc.]*

.....

With this we have come to the end of the contest. Please observe 3 minutes silence for the judges to mark and tally their ballots and hand it over to the Ballot counters.

**Wait for the CJ and Ballot Counters to leave the room**

May I now invite all the Table Topics Speech Contestants to come forward in their speaking order to receive their Certificate of Participation and for a group photograph.

**Interview (if there is time based upon their profile from Contestant's Profile sheet)**

Ladies & Gentlemen – It was a pleasure being your Table Topics Contest Master today. I have so enjoyed the excellent speeches by our contestants and your wonderful enthusiasm.

I now hand over control to .....

**While announcing the result later**

**I'd now like to present the contest results for Table Topics Speech Contest. Before the results are announced, I'd like to say congratulations to all of our contestants. Thank you for "stepping out of your comfort zones" and competing today!**

**There was 1/2 disqualification due to time / There were no disqualifications on the basis of time**

**The 3<sup>rd</sup> place winner is:\_\_\_\_\_**

**The 2<sup>nd</sup> place winner is\_\_\_\_\_**

**The winner of the Table Topics Speech Contest .....[club/ area/division].....and who will represent us at \_\_\_\_\_ Level on \_\_\_\_\_[date]\_\_\_\_\_ is**

\_\_\_\_\_.