

In Person Table Topics Speech Contest Script (2024-2025)

The script's purpose is to ensure that contest rules, such as speaker introductions and timing, are adhered to. As long as you cover items outlined in the current Speech Contest Rulebook, you may modify the script – but consider time carefully if you add any additional content.

Sergeant At Arms

“Welcome, my fellow Toastmasters and honored guests to the District 18 Table Topics Speech Contest. (modify for club, area or division)

I now call the contest to order.”

DOUBLE RAP OF GAVEL

<< Invocation if wanted >>

“Here is some vital information:

Provide location of the restrooms.

“Please, no photography or video recordings during any contestant speeches. Video recording is allowed only for people who have received advanced approval from the Contest Chair.”

“You are not permitted to leave or enter the room while a contestant is speaking. You will need to wait for the minute of silence in between competitors to leave or enter.”

“Please take a moment now to turn off or silence cell phones and any other devices that may make noise during the contest.”

Allow me to introduce to you our Contest Master(or contest chair) for this contest, (add name)

Introduction

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Contest Master or Contest Chair Welcome

Welcome and thank you for joining us. I would like to thank you for attending this contest and thank all of the volunteers helping at this contest. I would also like to thank and congratulate all of the contestants for their hard work in preparing for the contest. Speech contests are an important part of the Toastmasters educational program. They provide an opportunity for Toastmasters to gain speaking experience, as well as an opportunity for other Toastmasters to learn by observing practiced speakers.

Today's winners will compete in (describe and provide the date of the next level of contest after this one)

If there are any dignitaries, introduce them at this time.

(Dignitaries would include local government officials, members of the District 18 Trio, any division or area directors that are not part of the current contest)

Let us begin

"To eliminate any perception of bias, I will introduce each contestant in the same way: Contestant Number, Name, Topic, Topic, Name."

After each speaker, there will be a minute of silence, allowing the judges to score the contestant. After the final speaker of the contest, there will be silence until all judges have moved to the judge's breakout room and the contest will resume upon their return. During this minute of silence, it is important that there be no speaking, allowing the judges to concentrate.

Timer, would you please go over the timing rules for the Table Topics speech contest.

Timer: For the Table Topics Speech Contest, the speaker must speak for 1-2 minutes. If the speaker speaks for less than one minute or more

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than 2 minutes and 30 seconds, the speaker will be disqualified. At one minute, the timer light will turn green and remain green for thirty seconds, at 1 minute and thirty seconds, the timer light will turn yellow and remain yellow for thirty seconds. At 2 minutes, the timer light will turn red and remain on red until the conclusion of the speech. Time will begin when the first word or nonverbal action is made.

Contest Master:

Judges have been instructed not to consider time in their ranking of the contestants.

Prior to announcing results, the chair will announce if time disqualifications occurred, but not name the contestant(s) involved. Protests based on eligibility and originality may only be entered by the contestants or judges to either the Chief Judge or the Contest Chair.

“The speaking order has been chosen randomly during the contestants briefing, and I’ll announce the order now. You may want to mark your program with the contestant numbers.

<< Announce the speaking order and say each contestant’s name the same way. Be sure to pause after each to provide the audience time to mark their program. >>

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

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“Allow me to repeat the speaking order once more”

“The contest chair has confirmed that all contestants are eligible to complete.”(If contest chair is the contest master, it would say “I, as contest chair, confirm that all contestants are eligible to compete.)

Other Rules

The rules have been reviewed with the Chief Judge and contestants.

The contestants have been informed of the location of the timing lights.

Each contestant selects their own speech topics. Some of the content may be personal in nature and contain language, ideas, or beliefs that some audiences may consider sensitive.

“Prior to announcing results, the CONTEST CHAIR will announce if time disqualifications occurred, but not name the contestant(s) involved.

“Once the results have been announced, all decisions are final.”

“Chief Judge, have all the judges, timers, and ballot counters been briefed?”

Chief Judge replies here, “Madam/Mister Contest Master. The Judges, Timers and Ballot Counters have all been briefed.

Let the contest begin”

With that, let’s start the Table Topics Speech Contest.

Introduce the Contestants

Contestant #1 –Name, Topic, Topic, Name

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1 Minute of Silence

Contestant #2 –Name, Topic, Topic, Name

1 Minute of Silence

Contestant #3 –Name, Topic, Topic, Name

1 Minute of SilenceContestant #4 –Name, Topic, Topic, Name

1 Minute of Silence

Contestant #5 –Name, Topic, Topic, Name

1 Minute of Silence

Contestant #6 –Name, Topic, Topic, Name

1 Minute of Silence

Contestant #7 –Name, Topic, Topic, Name

***Silence until the Judges complete their ballots, and the ballot
Counters, and the Chief Judge leave the room. (If using electronic
balloting, resume when the chief judge either leaves the room or
otherwise indicates it is okay to start interviews)***

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Interview of the Contestants

Call on each contestant and ask each contestant the name of their club and how long they have been a Toastmaster. Ask one additional prepared question which you have derived from reviewing the contestant profile.

If time permits, ask another “interview” question related to biographical information or speech topic.

State next level contest info

“If the contest winner is unable to participate in the next contest level, the highest placed available contestant will advance.”

“Once the results have been announced, all decisions are final” unless the list of winners is announced incorrectly, in which case the Chief Judge, Ballot Counters, or Timers may immediately interrupt to correct the error.

Contest Chair

Announce disqualification of any contestant(s)

“There were no disqualifications.” OR

“There was # disqualification(s) due to time.”

Announce the winners

3rd Place_____

2nd Place_____

1st Place_____

State final announcements

Turn back over to the SAA

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Sergeant at Arms

Adjourn

Single Rap of Gavel