

Prepared Public Speaking

A Special Project of the South Dakota FFA Foundation

Important Note:

Please thoroughly read the General Rules at the beginning of this handbook for complete rules and procedures that are relevant to all South Dakota FFA Career Development Events.

Purpose

The purpose of the FFA Prepared Public Speaking Career Development Event is to develop agricultural leadership, communication skills, and promote interest in citizenship by providing member participation in agricultural public speaking activities.

Event Rules

- The Prepared Public Speaking Career Development Event is open to persons who are regularly enrolled in agricultural education during the current year and are active FFA members in good standing with the State FFA Association.
- A participant may continue competing in the state until he/she wins the CDE.
- At least three competent and impartial persons will be selected to judge the event. At least one judge should have an agricultural background.
- The same judges will judge both the manuscripts and the oral presentations.
- It is highly recommended that participants wear FFA Official Dress for this event.

Event Format

Individual Districts may set their own due dates for paperwork.

District winners may revise their speech and text up until the deadline when it will be the responsibility of each winning chapter to send the four copies to the State FFA Office.

Beginning in 2017, all written materials will be submitted electronically per instructions from the State FFA Office. Please refer to the website (<https://www.sdaged.org/>) for more information about electronic submission of written materials.

It is expected that the participant will take advantage of all available training facilities at their local school in developing their speaking ability.

The speech must be on an agricultural subject.

During the presentation, notes may be used, but a deduction in points may be made.

Manuscript Requirements

Each participant's manuscript will be the result of his or her own efforts. Facts and working data may be secured from any source but must be appropriately documented.

All Prepared Public Speaking participants must have a letter of originality at the District and State Leadership CDEs. District chairpersons will communicate the requirements for their individual districts. Failure to have the letter will result in the student receiving a "participant" rating for the CDE.

- A complete and accurate bibliography should be included in the manuscript.
 - Note: This is included whether or not direct quotes are made.

- Manuscripts and bibliographies will follow the most current APA style guide.
- Manuscripts will be double-spaced, on 8.5"x11", size 12 Arial or sans serif font, with 1" margins.
- Manuscripts will include a cover page with the speech title, participant's name, state, and year.

Time

The time of the speech will be a minimum of six minutes and a maximum of eight minutes.

Each judge shall formulate and ask questions. Questions shall pertain directly to the speaker's subject.

Time for questions shall not exceed five minutes.

Scoring

When all participants have finished speaking, each judge will total his/her score for each participant.

The timekeeper's record will be used to compute the final score for each participant. A deduction of one point per second under six minutes or over eight minutes will be assessed.

Ranking

Participants shall be ranked in numerical order on the basis of the final score to be determined by each judge without consultation with each other. The judges' ranking of each participant shall then be added and the winner will be that participant whose total of the rankings is the lowest. Subsequent placings shall be determined in the same manner (low point score method of selection).

Tiebreakers

In case of a tie, the individual who has the highest grand total score shall have prior rating.

Prepared Public Speaking Participant Certification

I hereby certify that I meet all eligibility requirements for participation in the State FFA Prepared Public Speaking Career Development Event for the current year as set forth by the board of student officers and directors.

I also certify that my speech is the result of my own effort and ability.

It is understood that I am encouraged to utilize all available training facilities of my local school in developing my speaking abilities and that I may obtain facts and working data from any source. However, in securing information such as direct quotes or phrases, specific dates, figures, or other materials, such must be marked in "quotes" in the manuscript and identified in the bibliography at the end of the manuscript. Failure to do so represents plagiarism and will automatically lead to my disqualification.

Title of Speech: _____

Participant Signature: _____

Date: _____

Advisor Agreement

As _____ chapter advisor I authorize the above information to be true.

Approved: _____

Date: _____

*** **Important:** This form must be given to the person in charge of your District Prepared Public Speaking Career Development Event, along with any paperwork requirements set by your individual district.

***If you advance to the state level, you are responsible for sending this form in to the State FFA Office along with four double-spaced, typewritten copies of your speech.

Prepared Public Speaking CDE – Points Total

Participant Name _____ Chapter _____ Judge _____

| Evaluation Criteria | Points Possible | Points Earned |
|---|------------------------|----------------------|
| Manuscript Content | 200 | |
| Manuscript Composition | 100 | |
| Oral Communication | 300 | |
| Non-verbal communication | 200 | |
| Response to Questions | 200 | |
| MINUS DEDUCTIONS (1 POINT PER SECOND OVER 8 MINUTES) | | |
| GRAND TOTAL | | |

Judge's Comments:

Prepared Public Speaking CDE Manuscript Rubric

Participant Name _____ Chapter _____ Judge _____

| Manuscript Content | | | | | | |
|---|--|--|--|---------------|--------|-------------|
| Indicators | Very strong evidence skill is present 10-8 | Moderate evidence skill is present 7-4 | Strong evidence skill is not present 3-0 | Points Earned | Weight | Total Score |
| Topic is important and appropriate | | | | | | |
| Current topic of interest | Topic is current or a strong evidence of personal involvement in the topic is expressed. | Topic is dated or some evidence of personal involvement has been expressed. | Topic is irrelevant for the times or unrelated to personal involvement. | | x 5 | |
| Topic is relevant and ties to the agriculture industry | Topic addresses an issue facing the industry of agriculture. | Topic addresses an issue that may show some relationship to the industry of agriculture. | Topic addresses an issue that is unrelated to the industry of agriculture. | | x 5 | |
| Total for this section (100 possible points) | | | | | | |
| Suitability of materials used | | | | | | |
| Validity of Resources | Resources are from reputable sources. | Resources are from questionable sources | Resources are from unreliable sources. | | x 5 | |
| Accuracy of content | Manuscript reflects accurate statements from resources. | Manuscript reflects some misinterpretation n of resource materials. | Manuscript does not reflect accurate statements based on the resources provided. | | x 5 | |
| Total Points for this section (100 possible) | | | | | | |
| Total points for Manuscript Content (200 possible) | | | | | | |

Prepared Public Speaking CDE Manuscript Rubric

Participant Name _____ Chapter _____ Judge _____

| Manuscript Composition | | | | | | |
|---|---|--|--|---------------|--------|-------------|
| Indicators | Very strong evidence skill is present 10-8 | Moderate evidence skill is present 7-4 | Strong evidence skill is not present 3-0 | Points Earned | Weight | Total Score |
| Organization and development of content | | | | | | |
| Logical order and unity of thought | Clearly organized and concise by remaining on target; completely focused with obvious construction and strong introduction, body and conclusion layout. | Good organization with few statements out of place or lacking in clear construction. | Little to no organization is present; sometimes awkward and lacking construction. | | X2 | |
| Accomplishment of purpose | The style chosen has obviously been well thought out based on the specific audience. | Most language is appropriate for the intended audience. | Some language used might be confusing for some audiences. | | X2 | |
| Total for this section (40 possible points) | | | | | | |
| Grammatical accuracy | | | | | | |
| Spelling/grammar (sentence structure, verb agreement, etc.) | Spelling and grammar are extremely high quality with 2 or less errors in the document. | Spelling and grammar are adequate with 3-5 errors in the document. | Spelling and grammar are less than adequate with 6 or more errors in the document. | | X3.5 | |
| Total for this section (35 possible) | | | | | | |
| Formatting accuracy | | | | | | |
| | | | 5-0 points | | X1 | |
| Double-spaced on 8.5"x11" white paper 12 point Arial or sans serif font | | | | | X1 | |
| 1" margins Cover page with speech title, participant's name, state and year | | | | | X1 | |
| APA style for references & bibliography | | | | | X3 | |
| Total Points for this section (25 possible) | | | | | | |
| Total points for Manuscript Composition (100 possible) | | | | | | |

Prepared Public Speaking CDE Presentation Rubric

Participant Name _____ Chapter _____ Judge _____

| Oral Communications | | | | | | 300 Possible Points |
|---|---|--|--|---------------|--------|----------------------------|
| Indicators | Very strong evidence skill is present 10-8 | Moderate evidence skill is present 7-4 | Strong evidence skill is not present 3-0 | Points Earned | Weight | Total Score |
| Organization and development of content | | | | | | |
| A. Examples | Examples are vivid, precise and clearly explained. Examples are original, logical and relevant. | Examples are usually concrete, sometimes needs clarification. Examples are effective, but need more originality or thought. | Examples are abstract or not clearly defined. Examples are sometimes confusing, leaving the listeners with questions. | | X5 | |
| Speaking without Hesitation | Speaks very articulately without hesitation. Never has the need for unnecessary pauses or hesitation when speaking. | Speaks articulately, but sometimes hesitates. Occasionally has the need for a long pause or moderate hesitation when speaking. | Speaks articulately, but frequently hesitates. Frequently hesitates or has long, awkward pauses while speaking. | | X5 | |
| C. Tone | Appropriate tone is consistent. Speaks at the right pace to be clear. Pronunciation of words is very clear and intent is apparent. | Appropriate tone is usually consistent. Speaks at the right pace most of the time, but shows some nervousness. Pronunciation of words is usually clear, sometimes vague. | Has difficulty using an appropriate tone. Pace is too fast; nervous. Pronunciation of words is difficult to understand; unclear. | | X5 | |
| D. Being detail oriented | Is able to stay fully detail oriented. Always provides details which support the issue; is well organized. | Is mostly good at being detail oriented. Usually provides details which are supportive of the issue; displays good organizational skills. | Has difficulty being detail oriented. Sometimes overlooks details that could be very beneficial to the issue; lacks organization. | | X5 | |
| E. Command of Audience | Speaker uses power of presentation to engage and captivate the audience with the message of the speech. | Speaker presents speech as mere repeating of facts and speech comes across as a report | Speaker bores the audience with lack of enthusiasm and power to deliver the speech. | | X5 | |
| F. Connect and articulate facts and issues | Exemplary in connecting facts and issues and articulating how they impact the issue locally and globally. Possesses a strong knowledge base and is able to effectively articulate information regarding related facts and current issues. | Sufficient in connecting facts and issues and articulating how they impact the issue locally and globally. Possesses a good knowledge base and is able to, for the most part, articulate information regarding related facts and current issues. | Has difficulty with connecting facts and issues and articulating how they impact the issue locally and globally. Possesses some knowledge base but is unable to articulate information regarding related facts and current issues. | | X5 | |
| Total for this section (300 possible points) | | | | | | |

Prepared Public Speaking CDE Presentation Rubric

Participant Name _____ Chapter _____ Judge _____

| Non-verbal Communication | | | | | | 200 Possible Points |
|---|---|--|---|---------------|--------|----------------------------|
| Indicators | Very strong evidence skill is present 10-8 | Moderate evidence skill is present 7-4 | Strong evidence skill is not present 3-0 | Points Earned | Weight | Total Score |
| Organization and development of content | | | | | | |
| A. Attention (eye contact) | Eye contact constantly used as an effective connection. Constantly looks at the entire audience (90-100% of the time). | Eye contact is mostly effective and consistent. Mostly looks around the audience (60-80% of the time). | Eye contact does not always allow connection with the speaker. Occasionally looks at someone or some groups (less than 50% of the time). | | X5 | |
| B. Mannerisms | Does not have distracting mannerisms that affect effectiveness. No nervous habits. | Sometimes has distracting mannerisms that pull from the presentation. Sometimes exhibits nervous habits or ticks. | Have mannerisms that pull from the effectiveness of the presentation. Displays some nervous habits – fidgets or anxious ticks. | | X5 | |
| C. Gestures | Gestures are purposeful and effective. Hand motions are expressive and used to emphasize talking points. Great posture (confident) with positive body language. | Usually uses purposeful gestures. Hands are sometimes used to express or emphasize. Occasionally slumps; sometimes negative body language. | Occasionally gestures are used effectively. Hands are not used to emphasize talking points; hand motions are sometimes distracting. Lacks positive body language; slumps. | | X5 | |
| D. Well-poised | Is extremely well-poised. Poised and in control at all times. | Usually is well-poised. Poised and in control most of the time; rarely loses composure. | Isn't always well-poised. Sometimes seems to lose composure. | | X5 | |
| Total for this section (200 possible points) | | | | | | |
| Response to Questions | | | | | | |
| A. Speaking unrehearsed (question and answer) | Speaks unrehearsed with comfort and ease. Is able to speak quickly with organized thoughts and concise answers. | Speaks unrehearsed mostly with comfort and ease, but sometimes seems nervous or unsure. Is able to speak effectively, has to stop and think, and some- times gets off focus. | Shows nervousness or seems unprepared when speaking unrehearsed. Seems to ramble or speaks before thinking. | | X5 | |
| B. Demonstrates knowledge of topic | Answer shows thorough knowledge of the subject of the speech. Supports answer with strong evidence. | Answer shows some knowledge of the subject. Some evidence, but lacking in strength. | Answer shows little knowledge of the subject. Evidence is lacking to support the answer. | | X15 | |
| Total for this section (200 possible points) | | | | | | |

