



SECTION E

CONTEST GUIDANCE

E1 ASPECTS OF CONTESTS TO CONSIDER

- Who are the **important people** involved in the competition?
 - Contestants
 - Judges**
 - Chairman
 - Timekeepers
- What kind of contest is it?
 - Individual Speech/Evaluation/Topics
 - Team
- What rules are needed?
 - ASC National Rules
 - Specific Contest Rules
- What information do Judges need?
 - Contest Rules & Guidance
 - Mark Sheets & Guidance
 - Allocation of Marks
 - Placing or Ranking
- Who else needs the information?
 - Contestants
 - Clubs
 - Contest Chairman
 - Timekeepers
- When will the information be needed?
 - At least Four weeks before Contest
- How many **Judges**?
 - One Per Club/Area/District/Any Team of Three
- Who should be **Judges**?
 - Club Delegate
 - Representative
 - Expert?
- Sufficient space for **Judges** to sit?
 - Able to see Contestants at the Lectern and to write
- What will be the Role of the **Chief Judge**?
 - Same As Other Judges** PLUS Summary and Announcing the Runner-Up and the Winner?
 - Casting Vote for Tie-Break Only
- Is there a room for **Judges** to confer?
 - Time Needed **after** Contest For **Judges** To Confer

E2 PARTICULAR THOUGHTS FOR JUDGES

- Have you received, studied and made yourself familiar with the **Judging Instructions** and the **Mark Sheet**?
- Always mark the first Contestant “**in the middle**” allowing room above and below for the following Contestants. Even if the first Contestant is excellent there may be someone even better who is due to speak later in the Contest
- Judge using your previous knowledge and experience
- Review and be happy with the Ranking you have given before giving your Mark Sheet to the Chief Judge
- Don't try to influence other judges to your opinion nor be unduly influenced by them
- **CHIEF JUDGE** - your marks must count initially - and used again **only to tie break**
- **Chief Judge** should ask for an Enumerator when there are several Contestants to enable all Judges to discuss the summing-up instead of getting bogged down with adding-up
- Remember you are the **most experienced and informed member** of the audience - don't be too much influenced by those who are **unaware of the criteria** you are using to judge