2023-24 Competitive Events Guidelines
Impromptu Speaking (High School)

Impromptu Speaking provides members with the opportunity to demonstrate their skills around preparing and delivering a speech extemporaneously. This competitive event consists of a speech, with the topic being given on site.

Event Overview

Division: High School
Event Type: Individual
Event Category: Presentation
Event Elements: Speech with a topic on site
Presentation Time: *10-minute preparation time, 5-minute presentation time*
NACE Connections: Career & Self-Development, Communication, Leadership, Professionalism

Equipment Competitor Must Provide: Pencils for section and state presentations
Equipment FBLA Provides: Two notecards and pencils for each competitor and secret problem/scenario for preliminary and final rounds

Section

- <u>Number of Competitors per Chapter</u>: Each local chapter may enter **one (1) member**.
- <u>Number of Competitors Who Advance to State</u>: A maximum of the **top two (2) places** from the section competition will represent their section at the State Leadership Conference.

State

- Wild cards cannot be used in this event.
- **The top four (4) places in state competition** will represent California at the National Leadership Conference.
- Middle school members who place in the top four **cannot** compete at the National Leadership Conference, per national guidelines.

California FBLA Guidelines (Section and State)

- <u>Scoring:</u>
  - A panel of judges will score the performances using the rating sheet. All decisions of the judges are final.
  - Five points will be deducted if competitors do not follow the dress code.
  - Five points may be deducted for each instance of not following guidelines.

- **Performance Guidelines:**
  - **Preparation Time:** 10 minutes
  - **Presentation Time:** 5 minutes (one-minute warning)
  - **Question & Answer:** None
  - The speech topic may be related to FBLA or business-related topics. The speech topic will be given to the competitor at the beginning of their assigned preparation time.
  - Two notecards will be provided to each competitor and may be used during event preparation and role-play presentation. Information may be written on both sides of the notecards. Notecards will be collected following the role play.
  - No additional reference materials or props or visuals are allowed.
  - Competition ethics demand that competitors do not discuss or reveal the role play until the event has ended.
  - Finalists may not view other competitors' presentations in their event.
- All electronic devices such as cell phones and smart watches must be turned off before competition begins.
- Bring a pencil to the testing site and the prep room.

National

Policy and Procedures Manual
Competitors should be familiar with the Competitive Events Policy & Procedures Manual, found on the Competitive Events page on www.fbla.org.

Eligibility
- FBLA membership dues are paid by 11:59 pm Eastern Time on March 1 of the current program year.
- Members may compete in an event at the National Leadership Conference (NLC) more than once if they have not previously placed in the top 10 of that event at the NLC. If a member places in the top 10 of an event at the NLC, they are no longer eligible to compete in that event.
- Members must be registered for the NLC and pay the national conference registration fee in order to participate in competitive events.
- Members must stay in an official FBLA hotel to be eligible to compete.
- Each state may submit four entries per event.
- Each member can only compete in one individual/team event and one chapter event (American Enterprise Project, Community Service Project, Local Chapter Annual Business Report, Partnership with Business Project).
- Each competitor must compete in all parts of an event for award eligibility.
- Picture identification (physical or digital driver's license, passport, state-issued identification, or school-issued identification) is required when checking in for competitive events.
- If competitors are late for an objective test, they may not be able to compete. Competitive event schedules cannot be changed. Competitive events start in the morning before the Opening Session of the NLC.

Recognition
- The number of competitors will determine the number of winners. The maximum number of winners for each competitive event is 10.

Event Administration
- This event is two rounds: a preliminary and final round.
- Preliminary Round (Speech)
  - **Preparation Time:** 10 minutes
  - **Presentation Time:** 5 minutes (one-minute warning)
  - **Question & Answer:** None
  - The presentation is judged at the NLC. Preliminary presentations are not open to conference attendees. The presentation will take place in a large, open area, with a booth size of approximately 12' x 12'.
  - Competitors/teams are randomly assigned to sections.
  - The speech topic may be related to FBLA or business-related topics. The speech topic will be given to the competitor at the beginning of their assigned preparation time.
  - Two notecards will be provided to each competitor and may be used during event preparation and role-play presentation. Information may be written on both sides of the notecards. Notecards will be collected following the role play.
  - No additional reference materials or props or visuals are allowed.
  - Competition ethics demand that competitors do not discuss or reveal the role play until the event has ended.
- Final Presentation (Speech)
  - **Preparation Time:** 10 minutes
  - **Presentation Time:** 5 minutes (one-minute warning)
  - **Question & Answer:** None
  - An equal number of competitors from each section in the preliminary round will advance to the final round. When there are more than five sections of preliminary presentations for an event, two competitors from each section will advance to the final round.
  - The presentation is judged at the NLC. Final presentations are not open to conference attendees. The presentation will take place in a large, open area, with a booth size of approximately 12' x 12'.
  - The speech topic may be related to FBLA or business-related topics. The speech topic will be given to the competitor at the beginning of their assigned preparation time.
  - Two notecards will be provided to each competitor and may be used during event preparation and role-play presentation. Information may be written on both sides of the notecards. Notecards will be collected following the role play.
  - No additional reference materials or props or visuals are allowed.
  - Competition ethics demand that competitors do not discuss or reveal the role play until the event has ended.

Scoring
- The preliminary presentation score will determine the finalists.
- The final presentation score will determine the winners.
- Judges must break ties. All judges' decisions are final.

Recording of Presentations
- No unauthorized audio or video recording devices will be allowed in any competitive event.
- Participants in the events should be aware FBLA reserves the right to record any presentation for use in study or training materials.

Americans with Disabilities Act (ADA)
- FBLA meets the criteria specified in the Americans with Disabilities Act for all competitors with accommodations submitted through the conference registration system by the registration deadline.

Penalty Points
- Competitors may be disqualified if they violate the Competitive Event Guidelines or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late for their assigned presentation/speech time.

Electronic Devices
- All electronic devices such as cell phones and smart watches must be turned off.

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FBLA — Future Business Leaders of America

Impromptu Speaking Presentation Rating Sheet

Expectation Item	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Incorporates provided topic	*Provided topic is not mentioned in speech*	*Topic is not clearly incorporated into speech*	*Topic was clearly incorporated into speech*	*Topic was clearly incorporated and expanded thoroughly throughout the speech*	
	0 points	1-6 points	7-8 points	9-10 points	
Identify and execute a consistent theme	*No theme presented*	*Theme was identified, but not consistent throughout speech*	*Theme identified and consistent throughout speech*	*Personal stories are utilized to expand on the central theme*	
	0 points	1-6 points	7-8 points	9-10 points	
Include accurate and appropriate supporting information	*No supporting information provided OR inappropriate material used*	*One example of supporting information provided*	*Multiple examples of supporting information provided*	*Multiple examples of supporting information included to develop and enhance the speech*	
	0 points	1-6 points	7-8 points	9-10 points	
Introduce the topic immediately (Introduction)	*Topic was not introduced*	*Introduction was not clearly presented*	*Introduction was clearly presented, and topic was defined immediately*	*Introduction was clearly presented, and topic was defined immediately with an effective transition into the speech body*	
	0 points	1-6 points	7-8 points	9-10 points	
Support the topic throughout (Body)	*Speech did not have a topic*	*Multiple topics presented without clear connections*	*Central topics were identified, connected, and supported throughout the speech*	*Smooth transitions were effectively utilized to support the central topic*	
	0 points	1-9 points	10-16 points	17-20 points	
Provide effective conclusion (Closing)	*Speech did not have a conclusion*	*Conclusion was not clearly presented*	*Effective conclusion was presented*	*Conclusion provides connection to entire presentation*	
	0 points	1-6 points	7-8 points	9-10 points	
Presentation Delivery					
Delivers quality extemporaneous presentation	*Does not address audience at all*	*Reads speech directly from notes with minimal eye contact*	*Glances at notes occasionally while keeping appropriate eye contact with audience*	*Glances at notes occasionally, keeps appropriate eye contact, and utilizes appropriate body language and hand gestures*	
	0 points	1-8 points	9-12 points	13-15 points	
Demonstrates self-confidence, poise, assertiveness, and good voice projection	*Competitor did not demonstrate self-confidence*	*Competitor demonstrated self-confidence and poise*	*Competitor demonstrated self-confidence, poise, and good voice projection*	*Competitor demonstrated self-confidence, poise, good voice projection, and assertiveness*	
	0 points	1-8 points	9-12 points	13-15 points	
Staff Only: Penalty Points (5 points for dress code penalty and/or 5 points for late arrival penalty)					
				Presentation Total (100 points)	

Name(s):	
School:	
Judge Signature:	Date:

Comments: