



Club Speech Contest Guide for Chief Judge

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Thank you for volunteering to serve as the chief judge for the upcoming club speech contest. The position of chief judge comes with important duties and responsibilities before, during, and after the contest. The goal of this Club Speech Contest Guide for Chief Judge is to identify those duties and responsibilities, provide a timeline so you can properly plan in advance of the contest, and guide you through the briefing of the people on your team before the contest begins.

Note: This document is based on the author's experience, and various documents, including the Speech Contest Rulebook, published by Toastmasters International. The Speech Contest Rulebook ("Rulebook") is the final authority, and thus if any conflict exists between the information presented herein and the Rulebook, the latter prevails.

Revision History

Document date	Revision date	Revision Notes
02 Mar. 2021 22 Jan. 2021 24 Feb. 2020	18 Jan. 2023 02 Mar. 2021 20, 22 Jan. 2021	Finalize version 1 Correct all contest document links after changed by T.I. from Shop to Resources section (20 Jan.) Update contest document revision dates in appendices to reflect latest available from T.I. (22 Jan.) Eligibility check Note: text added to cover for date-stale screen shot exhibit.

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Planning for the contest

When the contest date is announced, you, as chief judge, and the contest chair¹ must begin work. You should first access the Speech Contest Rulebook and familiarize yourself with its contents. This guide will assist you, but as mentioned above, the Rulebook is the final authority.

Your next task at this point is to reach out to club members to recruit at least five of them, unless impractical, to serve as voting judges². You also need someone to serve as the tiebreaking judge. Coordinate this effort with the contest chair, because he is also in contact with the same club members, asking them to be contestants, ballot counters, timers, etc. When you are enlisting judges, you need to be aware of the eligibility requirements, which are summarized in the table below:

Table 1: Eligibility Requirements

Role	Contest Type	Eligibility	Rulebook section
Ballot counter	All	Paid member	2.E
Chief judge	All	Paid member	2.D.1
Contest chair	All	Paid member	2.E
Contestant	Evaluation, Humorous Speech, Table Topics, Tall Tales	Is a paid member of a club in good standing ³	2.A.1
Contestant	International Speech	Is a paid member of a club in good standing <i>and</i> has earned certificates of completion in Levels 1 and 2 of any Pathways path or has earned the Distinguished Toastmaster award	2.A.1 <i>and</i> 2.B.1
Sergeant at Arms	All	Paid member	2.E
Test speaker	Evaluation	Paid member	2.E
Tiebreaking judge	All	Paid member	2.D.1
Timer	All	Paid member	2.E
Voting judge	All	Paid member	2.D.1

1 The contest chair should refer to the document *Club Speech Contest Guide for Contest Chair* by the same author.

2 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.A.1.*

3 A Member Club is considered paid and in good standing when its dues have been received by World Headquarters for the current dues period for a minimum of eight (8) members—at least three (3) of whom were members of the club during the previous renewal period. *Policy 2.0 (Club and Membership Eligibility) §4.C.*

Contest chairs, chief judges, voting judges, tiebreaking judges, timers, [ballot] counters, sergeants at arms, and test speakers may not compete in the contest type at which they are serving.⁴ Also, “Officials . . . may not compete in the contest at which they are serving as an official.”⁵

To be a chief judge, voting judge, or tiebreaking judge at a Toastmasters club-level speech contest, you must be a paid member.⁶

The eligibility of the contestants and contest officials must be checked prior to the contest, and eligibility checking is logically the task of the contest chair or the chief judge. There are three ways to check eligibility, as described below. Note that there are two types of eligibility, membership and education, with membership eligibility being the baseline requirement (applicable to all participants) and education eligibility being applicable in certain circumstances (see Table 1, above). Details are provided in the three sections below.

Checking eligibility with the club roster

At the club contest level, checking eligibility with the club roster is easiest and quickest. Both types of eligibility can be checked using the roster. The roster is located in the Club Central section of the Toastmasters International Web site, and thus only club officers who are logged in to the site have access. Thus, if neither the contest chair nor the chief judge is a club officer, either a club officer will have to perform this task or a request will need to be submitted to T.I.

Consider the club roster extract below:

I CLUB ROSTER

Sort By: First Name

Arthur L. Farnsworth, DTM
Secretary
Treasurer
PN-00:
Pathways Enrolled

Paid Until:
Mar 31, 2023

A: De r, EC1
PN-0: ...
Pathways Enrolled

Paid Until:
Mar 31, 2023

4 T.I., *Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022)*, Item 1171, §2.C.7.

5 <http://www.toastmasters.org/speechcontestFAQ> under heading "What is a contest functionary? Can they serve more than one role?"

6 T.I., *Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022)*, Item 1171, §2.D.1.

Checking membership eligibility with the club roster

Membership eligibility is checked using the Paid Until dates, highlighted in green boxes above. If the member is paid through at least the contest date then he is a paid member, or a “member in good standing.”⁷ Note from Table 1 that at the club level, this is all that is required for one to be eligible for all contest roles except for contestant, and thus with regard to checking eligibility with regard to your judging staff, the task is complete. Further eligibility checks are fully described *Club Speech Contest Guide for Contest Chair* by the author.

Checking eligibility with the Eligibility Assistant

- ⚠ The Eligibility Assistant can *only* check if a person is a paid member of a paid club, or a current district leader. To check education eligibility, one must use the club roster method described above or submit a request to T.I.
- ⚠ The Eligibility Assistant can only be used to check members in your club. If you are enlisting aid from members of another club, you will either need them to provide proof of eligibility or you will need to get that from Toastmasters International via phone or e-mail.

The Eligibility Assistant is located in the Leadership Central section of the Toastmasters International Web site, and thus only club officers who are logged in to the site have access. Thus, if neither the contest chair nor the chief judge is a club officer, either a club officer will have to perform this task or a request will need to be submitted to T.I. The person who performs the eligibility checks will also need a current copy of the club roster, which is also accessible only to club officers in Club Central. It is advised to have this club roster copy present at the contest. Use the steps below to check eligibility of contestants and contest officials using the Eligibility Assistant.

1. If you need to obtain a copy of the current club roster, log in to the Toastmasters International site and access Club Central (<https://www.toastmasters.org/my-toastmasters/profile/club-central/club-roster>).
2. Browse to <https://www.toastmasters.org/leadership-central/eligibility-assistant>. The following screen appears:

⁷ A paid member is one whose dues have been received by World Headquarters for the current dues period. An unpaid member is one whose dues have not been received by World Headquarters for the current dues period. Unpaid members are not considered to be in good standing by Toastmasters International and will not have access to Base Camp or Club Central per Policy 2.0 Club and Membership Eligibility.

ELIGIBILITY ASSISTANT

This tool allows club and district officers to check membership status, club status, and if a member is serving as a club or district officer. This information can be used when determining whether or not members are eligible to compete in speech contests and/or be a proxy. Please note, club officers can only check the eligibility of members within their own clubs. The same restriction applies to district leaders. For example, an area director can only check members within their area, a division director can only check members within their division, and a district director can only check members within their district. Be sure to review the [Speech Contest Rulebook](#) (Item 1171) for the complete list of eligibility requirements. To verify the eligibility of members in recently chartered clubs, or for additional questions regarding eligibility, please contact Education Services at speechcontests@toastmasters.org for further assistance.

Search for a member

Member ID

Last Name

Check Myself

Resources

[Speech Contest Rulebook](#) [Policy 2.0](#)

1. Using the club roster, enter the member ID and last name for each potential judge whose eligibility is being checked. After clicking the Search button, a screen like the following is shown:

Member Profile - Arthur Farnsworth

Checked on Feb-12-2020

Send results by email

First Name	Last Name	Member ID
Arthur	Farnsworth	583272

Club Information

Club Name	Club ID	Current Positions	Member Status	Last Payment Received	Paid Until	Renewal Period	Club Status
We The Speakers	9376	Treasurer	Paid	Feb-21-2019	Sep-30-2019	April	Complete as of Mar-4-2019
			Paid	Sep-02-2019	Mar-31-2020	October	Complete as of Sep-9-2019

This shows that the selected member, in this case the author, has membership paid until March 30, 2020. Since Section 2.D.1 of the Rulebook says that at the club level the only eligibility requirement for the chief judge, voting judges, and the tiebreaking judge is to be a paid member, this member is eligible to serve on your team. **Note:** You will, of course, be looking at current data, not the stale data above. The point is that as long as the member is paid through the contest date, he is eligible.

2. Repeat the process with all members you wish to check.

Checking eligibility via e-mail to Toastmasters International

Compose an e-mail addressed to SpeechContests@toastmasters.org that contains the name and Member ID number for each person to be checked. See the example below.

To: SpeechContests@toastmasters.org
From: Your name, contest chair
Re: Eligibility check for upcoming club contest

Hello:
<MyClubName>, club # <MyClubNumber>, is submitting the following list of people so that their membership eligibility may be checked in advance of our upcoming contest on <ContestDate>.

Name	ID number	Contest type	Role
Joe Blow	12345678	International Speech	Chief judge
Betty Boop	23456789	International Speech and Tall Tales	Voting judge
Sam Snead	34567890	Tall Tales	Voting judge
Melanie Melody	01234567	International Speech	Tiebreaking judge

Thank you for your assistance in preparation for our contest.

Regards,
<YourName>

Once you have staffed the needed number of voting judges, plan to send to each the appropriate documents listed in Appendix II - Documents used by voting judges. Similarly, for the tiebreaking judge, send to him/her the appropriate documents listed in Appendix V - Documents used by tiebreaking judge. You can also provide your ballot counters with the document listed in Appendix III - Documents used by ballot counters, and the timers with that listed in Appendix IV - Documents used by timers. Note: You are providing these documents to your team only for the purpose of familiarization; they are not required to print and bring any documents. Please do provide everyone on your team with the very helpful information found in Appendix VI - Online training resources. Voting and Tiebreaking judges should view all three tutorial sessions, while the others need only view the first one.

Before the contest begins

Your primary duty on the day of the contest is to, during the time allotted on the agenda, brief your team, which consists of the voting judges, the tiebreaking judge, the timers, and the ballot counters. Briefing details are below. In addition, as it is the responsibility of the contest chair in the contestants' briefing to "acquaint contestants with the exact speaking area"⁸ but you and your team are to "be advised of the speaking area before the contest begins,"⁹ you should ask the contest chair before the briefings what he has determined the speaking area to be and pass that information on to your team.

Briefing the voting judges

Provide from the voting judges folder each voting judge with a packet which consists of an envelope for collecting the ballot, a copy of the Speech Contest Rulebook, Item 1170 (Judge's Certification of Eligibility and Code of Ethics), and the Judge's Guide and Ballot for the contest type(s) involved. Refer to Appendix I - Documents used by chief judge for copies of all forms used by the voting judges.

Completing the Judge's Certification of Eligibility and Code of Ethics

Advise the voting judges to complete Item 1170 by checking off all relevant boxes in "Name of Contest" and the appropriate contest level on the "Contest Level" line. They need to next review the Eligibility and Judge's Code of Ethics sections and sign the form. You or the contest chair (a club officer if neither the chief judge or contest chair is a club officer) should have already confirmed the eligibility of each voting judge (see "Planning for the contest" above). Assuming that all of your voting judges are eligible, it is time to advise them regarding the Judge's Guide and Ballot.

The Judge's Guide and Ballot

There is a Judge's Guide and Ballot for each contest. The front of the sheet is where the voting takes place, with numerical values recorded for each of the Judging Items listed, while the rear of the sheet explains the judging criteria. Voting judges should be advised to familiarize themselves with this information. Ideally, you have provided them with this form enough in advance of the contest date such that they are already familiar with it.

8 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, Contestants' Briefing Item 5.*

9 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §4.F.1.*

Instructions to voting judges

The following is a list of instructions that you may use as part of your briefing to the voting judges.

1. Sign your ballot(s) and print your name on the designated line of the Judge's Official Ballot tear off slip. Your ballot will only be counted if properly signed. It is suggested that judges do this now, during the briefing, rather than waiting until later and possibly forgetting to do so.
2. Votes must be cast for first, second and third place or the ballot will be invalid.¹⁰
3. Voting judges should, if possible, not sit next to another judge (spread out in the room), and sit close to the contest area in case of an outside disturbance or malfunctioning technical system.¹¹
4. Start on the right side of the form to list the speakers, and either cover or fold over the form so the points for the previous speaker(s) do not show. Although this is a suggestion, the basis is for the voting judge to judge each contestant independently, not comparing a contestant to those who previously presented. When a contestant has presented, add the total points. After all contestants have presented, examine the total score line on your Judge's Ballot and Guide to see if you have a tie. Tie votes are not allowed. If you have a tie, you must break your tie. Enter your choice for first, second, and third on your Judge's Official Ballot tear off slip.
5. After you have completed judging the contest, "tear off the bottom portion of the ballot, place it in the provided envelope,"¹² and discreetly signal the ballot counters, who will collect your ballot. "The top portion of the ballot is not provided to the ballot counters and must be discreetly discarded by the voting judge after the contest."¹³ It is suggested that this top portion not be discarded at the contest location, but elsewhere, so that there is no chance that a contestant could find it and learn how a voting judge voted.
6. If you believe that a speaker should be disqualified due to eligibility or lack of originality, lodge your protest "with the chief judge and/or contest chair prior to the contest being adjourned."¹⁴
7. Pay no attention to the timing signaling device. You are to judge the speeches only according to the criteria on the ballot.

10 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.K.1.a.*

11 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171,, Judges' Briefing Checklist, Item 2.*

12 *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.K.2.*

13 *Ibid, §5.K.2.a.*

14 *Ibid, §7.A.*

8. Here are some judging pitfalls to be avoided:¹⁵

- a) Helping the underdog: "Give poor Joe a break. He keeps trying but never wins." A new Toastmaster should not be given more credit than an experienced speaker. All speakers must be judged by the same criteria.
- b) "Halo" Effect: "Sam was great last year. He's bound to win this year." "Good delivery, therefore a good speech." Don't allow *good* performance in one area of judging to influence another. The past record of achievement of a contestant should not be considered when judging the current contest.
- c) Reverse "halo" effect: "Bad grammar, therefore bad speech." Don't allow poor performance in one area to affect judging in another area.
- d) Give someone else a chance: "He won last year. Let someone else have a chance this year." All judging should be based on current presentation and following the guidelines and rules for judges.
- e) Prejudices and personal preferences: A judge's personal agreement or disagreement with the speaker's point of view should not influence the judging. Individual preferences for the types of speeches and style of delivery should not influence the objectivity of judging the speech.

Briefing the ballot counters

Provide the ballot counters with their folder, which contains Item 1176, the Counter's Tally Sheet. They should be advised that you will be accompanying them during the vote tally session after each contest and that they are responsible, after the contest, for collecting from each voting judge the Judge's Official Ballot tear off slip.

⚠ Remember: You, not the ballot counters, are to collect the Tiebreaking Judge's Official Ballot tear off slip from the tiebreaking judge¹⁶ and the record sheet from the timers¹⁷.

Briefing the timers

Provide the timers with their folder, which contains Item 1175, the Speech Contest Time Record Sheet and Instructions For Timers, and an envelope; the timekeeping device (stopwatch); and the signaling device (colored paddles or cards). Advise that one of the timers is responsible for the timing of the speeches and the other is responsible for the signaling¹⁸.

¹⁵ *8 Common Pitfalls of Judging, Deborah Darbee, DTM, District 38 Chief Judge, 2010-2011.*

¹⁶ *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.K.3.*

¹⁷ *Ibid, §5.K.4.*

¹⁸ *Ibid, §6.A.*

Review the timing guidelines for the particular contest type(s) for this event. Those guidelines are found at the bottom of Item 1175 and in section 6.E of the Rulebook. Review the appropriate timing guidelines by reading them to the timers.

It is important that the timers understand the fourth paragraph on that form, which begins, "Timing will begin with the contestant's first definite verbal or nonverbal communication with the audience."¹⁹

Remind the timers that each signal is displayed and remains displayed until the next one is displayed, except in the case of the red signal, which is displayed at the maximum time and remains displayed until the conclusion of the speech (or evaluation, in the case of the Evaluation contest).²⁰

- ⚠ Advise the timers that you will, at the conclusion of each contest, be collecting from the timer with the stopwatch²¹ the record sheet in the provided envelope.
- ⚠ Remember: You, not the ballot counters, are to collect the record sheet from the timers.

¹⁹ *Ibid*, §6.F.1

²⁰ *Ibid*, §6.G.

²¹ *Ibid*, §6.C.

Briefing the tiebreaking judge

While the duties of the tiebreaking judge are almost identical to those of the voting judges, he "does not attend the judges' briefing."²² The Rulebook does not provide specificity regarding the briefing of the tiebreaking judge, so the author suggests discreetly and separately briefing him. Provide the Tiebreaking Judge with the folder, which consists of an envelope for collecting the ballot, a copy of the Speech Contest Rulebook, Item 1170 (Judge's Certification of Eligibility and Code of Ethics), and the Tiebreaking Judge's Guide and Ballot for the contest type(s) involved. Advise the tiebreaking judge to complete Item 1170 by checking off all relevant boxes in "Name of Contest" and the appropriate contest level on the "Contest Level" line. He needs to next review the Eligibility and Judge's Code of Ethics sections and sign the form. You or the contest chair (a club officer if neither the chief judge or contest chair is a club officer) should have already confirmed the eligibility of the tiebreaking judge through the Eligibility Checker on the Toastmasters International site. Assuming that your tiebreaking judge is eligible, it's time to advise him regarding the Tiebreaking Judge's Guide and Ballot. You may use the instructions under the heading Instructions To Judges, above, according to the following:

1. Same as for voting judges.
2. The tiebreaking judge's ballot must contain all contestants ranked in order by the tiebreaking judge.²³
3. Same as for voting judges.
4. Same as for voting judges, except that the tiebreaking judge's ballot, "must contain *all* contestants ranked in order by the tiebreaking judge." [emphasis added]²⁴
5. After you have completed judging the contest, tear off the bottom portion of the ballot, place it in the provided envelope, and wait for the chief judge to collect it. "The top portion of the ballot is not provided to the chief judge and must be discreetly discarded by the tiebreaking judge after the contest."²⁵
6. Same as for voting judges.
7. Same as for voting judges.
8. Same as for voting judges.

²² *Ibid.*, §5.E.2.

²³ *Ibid.*, §5.K.3.

²⁴ *Ibid.*

²⁵ *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.K.3.a.*

During the contest²⁶

1. At the end of each contest, "collect the Speech Contest Time Record Sheet and Instructions for Timers (Item 1175) from the timers."
2. Collect the Tiebreaking Judge's Guide and Ballot from the tiebreaking judge.
3. Resolve any eligibility or originality protests that may arise.²⁷
4. Oversee the counting process. See that all ballots are counted twice to ensure accuracy. The following procedure is suggested:
 - a) Ballot counter #1 enters, on the Counter's Tally Sheet (Item 1176), the name of each contestant in the top row and the name of each voting judge in the left column.
 - b) Ballot counter #2 then opens each voting judge's envelope, removes the Judge's Official Ballot tear off slip, and ensures that the slip properly contains both the signed and printed name of that voting judge.²⁸ If not, the ballot is not valid and thus not counted; otherwise, ballot counter #2 says the name of the voting judge, then shares the name of each contestant and his/her placement. Example: "For Voting Judge John Doe, Sam Snead first place, Betty Boop second place, and Xavier Xanadu third place." As this placement information is shared, ballot counter #1 marks in the row corresponding to the named voting judge and columns corresponding to the named contestants 3 for first place, 2 for second place, and 1 for third place.
 - c) Once all tear off slips have been processed, the two ballot counters reverse roles and the direction of processing. Now, ballot counter #1 goes through each voting judge on the Counter's Tally Sheet, reading aloud the name of the voting judge and how he voted for first, second, and third place. Ballot counter #2, with the tear off slips in hand, compares this information with that provided on the slips, thus double checking the work of the two ballot counters. If there is a discrepancy, it must be resolved.
 - d) Next, compute the totals and enter them on the bottom row of the Counter's Tally Sheet chart. In (and only in) the event of a tie, the chief judge will consult the tiebreaking judge's ballot.²⁹
 - e) The names of the first, second, and third place winners are entered in the spaces provided near the bottom of the Counter's Tally Sheet and also on the Results Form (Item 1168).
5. Follow the instructions on the Results Form under the heading "Chief Judge."

²⁶ *Ibid*, Chief Judge's Checklist, During the Contest.

²⁷ *T.I.*, Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §7.

²⁸ *Ibid*, §5.K.1.b.

²⁹ *Ibid*, §5.L.1.c.

6. Provide the Results Form to the contest chair. If there is more than one contest, put the name of the contest to which this Results Form applies at the top of the form so the contest chair is knows for which contest type he is reading the results.
7. Either you or someone else should prepare the appropriate speech contest certificates (winners' certificates and certificates of participation).

After the contest

1. Record the ranking of *all* contestants on the Notification of Contest Winner form (Item 1182), which is submitted to the contest chair of the area level.³⁰
2. After the winners have been announced, it is too late for any protests to be lodged³¹, so you may destroy the Judge's Official Ballot tear off slips, the Tiebreaking Judge's Official Ballot tear off slip, the Time Record Sheets, and the Counter's Tally Sheets. It is suggested that these records not be discarded at the contest location, but elsewhere.

³⁰ *T.I., Speech Contest Rulebook, July 1, 2022 to June 30, 2023 (Rev. 6/2022), Item 1171, §5.L.2.*

³¹ *Ibid, §7.A.*

Appendix I - Documents used by chief judge

This appendix contains the item number, title (with link to the document on the Toastmasters International Web site), and latest revision date of all documents used by the chief judge.

Item #	Title	Rev.
510A	Speech Contest Certificate First Place	9/22/2020
510B	Speech Contest Certificate Second Place	9/22/2020
510C	Speech Contest Certificate Third Place	9/22/2020
510D	Speech Contest Certificate of Participation	9/22/2020
1168	Results Form	10/2020
1171	Speech Contest Rulebook	6/2022
1182	Notification of Contest Winner	2/2021

Appendix II - Documents used by voting judges

This appendix contains the item number, title (with link to the document on the Toastmasters International Web site), and latest revision date of all documents used by the voting judges.

Item #	Title	Rev.
1170	Judge's Certification of Eligibility and Code of Ethics	3/2022
1171	Speech Contest Rulebook	6/2022
1172	International Speech contest Judge's Guide and Ballot	10/2020
1179	Evaluation Contest Judge's Guide and Ballot	10/2020
1180	Table Topics™ Contest Judge's Guide and Ballot	10/2020
1181	Tall Tales Contest Judge's Guide and Ballot	10/2020
1191	Humorous Speech Contest Judge's Guide and Ballot	10/2020

Appendix III - Documents used by ballot counters

This appendix contains the item number, title (with link to the document on the Toastmasters International Web site), and latest revision date of all documents used by the ballot counters.

Item #	Title	Rev.
1176	Counter's Tally Sheet	3/2021

Appendix IV - Documents used by timers

This appendix contains the item number, title (with link to the document on the Toastmasters International Web site), and latest revision date of all documents used by the timers.

Item #	Title	Rev.
1175	Speech Contest Time Record Sheet and Instructions for Timers	1/2017

Appendix V - Documents used by tiebreaking judge

This appendix contains the item number, title (with link to the document on the Toastmasters International Web site), and latest revision date of all documents used by the tiebreaking judge.

Item #	Title	Rev.
1170	Judge's Certification of Eligibility and Code of Ethics	3/2022
1171	Speech Contest Rulebook	6/2022
1179A	Evaluation Contest Tiebreaking Judge's Guide and Ballot	10/2020
1180A	Table Topics™ Contest Tiebreaking Judge's Guide and Ballot	10/2020
1181A	Tall Tales Contest Tiebreaking Judge's Guide and Ballot	10/2020
1188	International Speech Contest Tiebreaking Judge's Guide and Ballot	10/2020
1191A	Humorous Speech Contest Tiebreaking Judge's Guide and Ballot	10/2020

Appendix VI - Online training resources

This appendix provides information about online training resources on the Toastmasters International Web site that are helpful to the chief judge and his team.

SPEECH CONTESTS: Accessed via Resources | Speech Contests, you will find on this page much information about speech contests. There are links to the Speech Contest Rulebook, to the FAQ page, to speech contest tutorials, and, under the Additional Resources heading, a link to the most recent Rulebook changes.

Direct link: <https://www.toastmasters.org/resources/speech-contests>

SPEECH CONTEST TUTORIALS: Accessed from the Speech Contests page, you will find here three tutorial slide show sessions, which run in your browser. You are encouraged to review these and share them with your team.

- **Overview and Roles:** Overview of a contest; description of each role; details regarding specific contest segments, such as briefings and contestant interviews.
- **When You're the Judge:** This is information for the voting and tiebreaking judges, explaining what makes a good judge and the things to avoid.
- **Judge's Guide and Ballot:** Detailed explanation of the use by judges of their ballot.