

# IMPROMPTU SPEAKING

The ability to express one's thoughts without prior preparation is a valuable asset, as are poise, self-confidence, and organization of facts. This event recognizes FBLA members who develop qualities of business leadership by combining quick, clear thinking with conversational speaking.

## PERFORMANCE COMPETENCIES

- demonstrate ability to make a businesslike presentation
- demonstrate good verbal communication skills
- display self confidence through knowledge of content and articulation of ideas
- explanation is logical and systematic

## NBEA STANDARDS REINFORCED BY EVENT

Communication: foundations, social

**CAREER CLUSTER(S):** *Business Management & Administration; Marketing*

## ELIGIBILITY

The top five winners at the regional conferences may enter this event. If a chapter has no winners in the top five, it may enter one participant.

1. All participants must be on record in the FBLA state and national offices as paying dues by February 15.
2. Participants must be selected in accordance with the regulations of the local chapter and the state association.
3. Participants must not have won first place in this event at a State Business Leadership Conference nor entered this event at a National Leadership Conference.
4. Participants failing to report on time will not be permitted to compete.
5. Participants must adhere to the dress code established by the Board of Directors, or they will not be permitted to participate in the competitive event.

## OVERVIEW

Participants will be given a topic related to one or more of the following: FBLA-PBL Goals, FBLA-PBL activities, FBLA-PBL current national programs, current events, and/or relevant business topics. The goals include:

- Develop competent, aggressive business leadership
- Strengthen the confidence of students in themselves and their work
- Create more interest in and understanding of the American business enterprise
- Encourage members in the development of individual projects that contribute to the improvement of home, business, and community
- Develop character, prepare for useful citizenship, and foster patriotism
- Encourage and practice efficient money management
- Encourage scholarship and promote school loyalty
- Assist students in the establishment of occupational goals
- Facilitate the transition from school to work

## GUIDELINES

### Preliminary Performance

1. Participants will be assigned times for the preliminaries. Participants must report to the event area five (5) minutes prior to their scheduled preparation time.
2. Participants will be given ten (10) minutes to prepare their speeches prior to appearing before the judges. All participants will address the same topic in their speeches.
3. Two (2) note cards will be given to each participant and may be used during the preparation and performance. Information may be written on both sides of the note card. Note cards will be collected following the presentation.
4. No reference materials, visual aids, or electronic devices may be brought to or used during the preparation or presentation.
5. Each speech should be four (4) minutes in length.

6. A timekeeper will stand at three (3) minutes and again at four (4) minutes. When the speaker is finished, the time used by the participant will be recorded, noting a deduction of five (5) points for time under 3:31 or over 4:29 minutes.
7. The preliminary performances are not open to conference attendees.
8. A maximum of fifteen (15) finalists—or an equal number of participants from each group—will advance to the final round.

**Final Performance**

1. Participants will be assigned performance times prior to the first speech. Finals lists will be posted as soon as possible after the completion of the preliminary round. It is the participant's responsibility to verify finals eligibility.
2. Finalists must report to the preparation room five (5) minutes prior to their scheduled time.
3. The final performance is open to conference attendees who are not performing participants of this event.
4. All other procedures as outlined in the preliminary round will be followed for the final round.

**JUDGING**

Speeches will be evaluated by a panel of judges. All decisions of the judges are final.

**STATE AWARDS**

The judges will determine the number of awards presented at the State Business Leadership Conference. The maximum number will be five (5).

**NATIONAL ENTRIES**

Washington State may enter two (2) winners in this event for national competition.



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## Performance Rating Sheet

 Preliminary Round

 Final Round

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Content</b>					
Relation to the topic	0	1-5	6-10	11-15	
Purpose clearly stated	0	1-3	4-7	8-10	
Suitability and accuracy of statements	0	1-3	4-7	8-10	
<b>Organization</b>					
Topic adequately developed	0	1-5	6-10	11-15	
Logical sequence of ideas	0	1-3	4-7	8-10	
Accomplishment of purpose	0	1-3	4-7	8-10	
<b>Delivery</b>					
Thoughts and statements are well-organized and clearly stated; appropriate business language used	0	1-3	4-7	8-10	
Demonstrates self-confidence, poise, and a good attitude	0	1-2	3-4	5	
Uses appropriate gestures and has good eye contact	0	1-2	3-4	5	
Speech is sincere, interesting, clear, creative, convincing, and concise	0	1-3	4-7	8-10	
<b>Subtotal</b>					<b>/100 max.</b>
<b>Time Penalty</b> Deduct five (5) points for presentation under 3:31 or over 4:29 minutes. Time:					
<b>Penalty</b> Deduct five (5) points for failure to follow guidelines.					
<b>Dress Code Penalty</b> Deduct five (5) points when dress code is not followed.					
<b>Final Score</b>					<b>/100 max.</b>

Student Name:			
School:			
Judge's Signature:		Date:	

Judge's Comments:

VERIFICATION  
(scores checked)  
 Administrator