



WASHINGTON
FFA ASSOCIATION

Prepared Public Speaking Leadership Development Event Handbook

Revised 2022

Purpose & Objectives

Purpose

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

Event Rules

*****If there are any questions or issues, the State FFA Advisor will make the final decision.*****

- It is highly recommended that participants wear FFA Official Dress for this event.
- Each participant's manuscript will be the result of his or her own efforts. It is expected that the participant will take advantage of all available training facilities at his or her local school in developing his or her speaking ability. Facts and working data may be secured from any source but must be appropriately documented.
- Participants will report to the orientation meeting for instructions at the time and place shown in the current year's schedule of events.
- Three to eight competent and impartial persons will be selected to judge the event. At least one judge should have an agricultural background. Each chapter with a speaker will provide a judge for preliminary round of the state event. Any advisor who has a student competing in a speaking event may not serve as a judge for that respective speaking event.
- Causes for disqualification:
 1. Use or possession of cell phone or other electronic equipment.
 2. Failure to supply a judge for the State Sub-Flight.
 3. Cheating.

Event Format

SUBJECTS

Participants may choose any current subject of an agricultural nature for their speeches. This may include the areas of agribusiness, animal systems, plant systems, environmental services, food products and processing, natural resource systems and power, structural and technical systems. Official judges of the Washington FFA Prepared Public Speaking Leadership Development Event shall disqualify a participant if he or she speaks on a non-agricultural subject.

TIME LIMIT

Each speech will be a minimum of six minutes in length and a maximum of eight minutes. Participants are to be penalized one point per second on each judge's score sheet for being under six minutes or over eight minutes. Each participant will be allowed five additional minutes in which he or she will be asked questions relating to his or her speech and/or manuscript content. No time warnings will be given.

Equipment

No specialized equipment is needed for this event.

Team Activities

There are no team components to this event.

Individual Activities

MANUSCRIPT (200 POINTS)

Manuscripts are to be submitted in PDF format by the deadline set by the coordinator. Upload instructions will be posted on washingtonffa.org. Manuscripts received late will not be entered into the event and the speaker may be disqualified from speaking in the event. If the event coordinator decides to accept a late manuscript, a penalty of 20 points (*10 percent of available manuscript points*) will be assessed by the judges scoring the manuscripts for any late submissions.

Manuscript requirements:

- Formatted to 8 1/2" x 11" double spaced with a 1" margin
- Cover page including the speech title, participant's name, chapter and year.
- Font size must be 12 point using a serif (Times New Roman, Cambria, etc.) or sans serif font (Ariel, Calibri, etc.)
- Follow the most current APA style guide for developing a reference list and in text citations.
- Manuscripts not meeting these guidelines will be penalized.

A complete and accurate reference list should be included in manuscript. All participants in the Washington FFA Prepared Public Speaking Leadership Development Event should give credit to others where any direct quotes, phrases or special dates are used in the manuscript, in order not to be guilty of plagiarism.

Prior to the event, the content and composition of all manuscripts will be individually scored without collaboration by three to four qualified individuals using the manuscript rubric. Manuscript scores will be averaged and supplied to the presentation judges after they have scored the oral presentation. The average manuscript score along with manuscript comments will be presented to the participants the state contest concludes.

SPEECH PRESENTATION (800 POINTS)

Each participant will present a six to eight minute speech on an agricultural related topic. Presentation judges might be furnished with copies of the participants' manuscripts, which they could use to formulate questions, however it is intended for the judges to ask directly about what was presented. Questions shall pertain directly to the speaker's subject. Questions containing two or more parts should be avoided. Each judge will ask questions at the conclusion of the oral presentation of the speech. Judges will score each participant on the ability to answer all questions asked by judges. The full five minutes for questions should be used.

Flights will be seeded using the Patrick Model: Flights are to be determined by the draw was completed during the Spring Exec FFA Committee meeting and the draw shall be overseen by Washington FFA State Staff. First you draw a district and they are placed in flights moving from left to right. The goal is to try and have the same number of "1" seeds in each flight along with randomization from the districts.

Event officials will ensure that prior to giving the speech, each speaker is properly introduced. A participant will be permitted to use notes while speaking, but deductions in scoring may be made for this practice if it detracts from the effectiveness of the presentation. No props are to be used. Applause shall be withheld until all participants have spoken.

A designated timekeeper will record the time used by each participant in delivering his or her speech, noting under time or over time, if any, for which deductions will be made.

Scoring

At the time of the event, each judge without collaboration with others will use the official rubric to score each participant on the delivery of the speech. They will also complete a judge's comment card which will be presented to the participant at the awards function.

When all participants have finished speaking, each judge will total the score on composition, delivery and response to questions for each participant. The timekeeper(s) record along with the manuscript score will be used in computing the final score after the presentation and response to questions have been scored. Again, each judge without collaboration with others will rank participants based on the scores. The judges' score sheets will then be submitted to event officials to determine final ratings of participants.

The judges' ranking of each participant then shall be added, and the winner will be that participant whose total ranking is the lowest. Other placing will be determined in the same manner (low rank method of selection).

TIEBREAKERS

1. Ties will be broken based on the greatest number of low ranks. Participant's low ranks will be counted and the individual with the greatest number of low ranks will be declared the winner.
2. If a tie still exists, then the CDE coordinator will rank the participant's response to questions. The individual with the greatest number of low ranks from the response to questions will be declared the winner.
3. If a tie still exists, then the participant's raw scores will be totaled. The individual with the greatest total of raw points will be declared the winner.

References

This list of references is not intended to be all inclusive.

Other sources may be utilized, and teachers are encouraged to make use of the very best instructional materials available. Make sure to use discretion when selecting website references by only using reputable, proven sites. The following list contains references that may prove helpful during event preparation. The most current edition of resources should be used.

Past CDE materials, finals hall footage and other resources are available on FFA.org.

- National FFA Core Catalog: DEVELOPING GREAT SPEECHES GUIDE
- APA Style Guide (most current edition) – www.apastyle.org
- Speak Well, latest edition, Liz O'Brien, McGraw-Hill Higher Education
- Purdue's Online Writing Lab – APA Formatting Guide:
<https://owl.english.purdue.edu/owl/resource/560/01/>

Manuscript Content and Composition Rubric

200 points

Name _____

Member Number _____

Chapter _____

State _____

Indicator	Very strong evidence of skill 5–4 points	Moderate evidence of skill 3–2 points	Weak evidence of skill 1–0 points	Points Earned	Weight	Total Points
Topic relevance	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 6	
Persuasive explanation of position on topic	Position is clearly stated, and ample evidence is provided.	Position is not obvious, and evidence is not clearly provided.	Position is not stated, and evidence is not provided.		x8	
Alternative viewpoints recognized	Identifies and counters alternative viewpoints	Only identifies alternate viewpoints	Does not identify alternate viewpoints		x 4	
Logical order and unity of thought	Clearly organized and concise with 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		x 4	
Spelling/grammar (sentence structure, verb agreement, etc.).	Spelling and grammar are extremely high quality with two or less errors in the document.	Spelling and grammar are adequate with three to five errors in the document.	Spelling and grammar are less than adequate with six or more errors in the document.		x 7	
Quality of resources	Resources are from reputable sources.	Resources are from questionable sources.	Resources are unreliable and invalid.		x 6	
Manuscript written according to guidelines	5–4 points	3–2 points	1–0 points			
References and in-text citations documented	Research is cited appropriately throughout the work. Citations appear wherever they are appropriate.	Research is cited appropriately in the work, but there should be more research citations. Citations appear wherever they are appropriate.	Research is not cited often, and citations appear only at the end of sentences or paragraphs. More citations are needed to support the writing.		x 3	
	5 points		0 points			
Double-spaced & formatted to 8½ x 11-inch paper with 1-inch margins. 12-point size, using Times New Roman, Cambria, Arial, or Calibri font					x 1	
Cover page with speech title, participant’s name, state, and year; and Signed Statement of Authenticity					x 1	
Total Points EARNED OUT OF 200 POSSIBLE						

Presentation and Questions Rubric

800 points

Name				Member Number		
Chapter				State		
Indicators	Very strong evidence of skill 5–4 points	Moderate evidence of skill 3–2 points	Weak evidence of skill 1–0 points	Points Earned	Weight	Total Score
Oral and Non-Verbal Communication						
Supporting evidence	Examples (stories, statistics, etc.) are vivid, precise and clearly explained.	Examples are usually concrete but sometimes need clarification.	Examples are sometimes confusing, leaving the listeners with questions.		x 15	
Persuasive use of evidence	Exemplary use of evidence to persuade listeners.	Sufficient use of evidence to persuade listeners.	Has difficulty using evidence to persuade listeners		x 15	
Pace	Speaks very articulately at rate that engages audience.	Speaks articulately but occasionally speaks too fast or has long unnecessary hesitations.	Speaks too slow or too fast to engage audience.		x 15	
Command of audience	Speaker uses appropriate emphasis and tone to captivate audience.	Speaker presents speech as mere repeating of facts and speech comes across as a report.	Speaker lacks enthusiasm and power to engage audience.		x 20	
Eye contact	Constantly looks at the entire audience (90 to 100% of the time)	Mostly looks around the audience (60 to 80% of the time)	Occasionally looks at someone or some groups (less than 50 % of the time)		x 10	
Mannerisms and gestures	No nervous habits are displayed. Hand motions are expressive and used to emphasize talking points.	Sometimes exhibits nervous habits; Hands are sometimes used to express or emphasize points.	Displays some nervous habits; Hands are not used to emphasize talking points; hand motions are sometimes distracting.		x 10	
Poise	Portrays confidence and composure through appropriate body language (stance, posture, facial expressions)	Maintains control most of the time; rarely loses composure	Lacks confidence and composure		x 15	
Response to Questions						
Response to questions	Responds with organized thoughts and concise answers	Answers effectively but has to stop and think and sometimes gets off focus	Rambles or responds before thinking		x 20	
Knowledge of topic	Answers show a thorough knowledge of the subject and support answers with strong evidence.	Answers show some knowledge of the subject but lack strong evidence.	Answers show little knowledge of the subject and lacks evidence.		x 40	
Total Oral and Non-Verbal Communication Points						
Total Response to Questions Points						
TOTAL POINTS EARNED OUT OF 800 POSSIBLE						
Time Deduction (-1 point/second under six minutes or over eight minutes)						
Manuscript Score						
Total Net Points						
Rank						

AFNR Content Standards

CS.01.01. Performance Indicator: Examine issues and trends that impact AFNR systems on local, state, national and global levels.		
Measurement Assessed	Where measured in event	Academic Content Standards Addressed
CS.7.02.01.c. Evaluate a public policy within AFNR systems and defend or challenge it	Manuscript	
CS.02.02. Performance Indicator: Examine the components of the AFNR systems and their impact on the local, state, national and global society and economy.		
CS.02.02.01.c. Devise a strategy for explaining components of AFNR systems to audiences with limited knowledge.	Presentation	
CS.02.02.03.c. Evaluate how positive or negative changes in the local, state, national or global economy impacts AFNR systems.	Manuscript	
CRP.04.01. Performance Indicator: Speak using strategies that ensure clarity, logic, purpose and professionalism in formal and informal settings.		
CRP.04.01.01.a. Identify and categorize strategies for ensuring clarity, logic, purpose and professionalism in verbal and non-verbal communication (e.g., vocal tone, organization of thoughts, eye contact, preparation, etc.).	Presentation	
CRP.04.01.02.b. Apply strategies for speaking with clarity, logic, purpose and professionalism in a variety of situations in formal and informal settings.	Presentation	
CRP.04.02. Performance Indicator: Produce clear, reasoned and coherent written communication in formal and informal settings.		
CRP.04.02.02.c. Compose clear and coherent written documents (e.g., agendas, audio-visuals, drafts, forms, etc.) for formal and informal settings.	Manuscript	
CRP.04.03. Performance Indicator: Model active listening strategies when interacting with others in formal and informal settings.		
CRP.04.03.01.b. Apply active listening strategies (e.g., be attentive, observe non-verbal cues, ask clarifying questions, etc.).	Presentation	
CRP.04.03.02.c. Model active listening strategies in formal and informal settings.	Presentation	