

Executive Committee

NE Russ Reiter	President	2019-2023	Independence	50644
NW Russ Adams	Vice President	2020-2024	MOC – Floyd Valley	51041
SE Kevin Seney	Sec-Treasure	2021-2025	Grinnell	50112
SW Bill Messerole		2022-2026	Creston	50801
Carrie Tinkham	Coach at Large	2022-2023	Cedar Rapids Washington	52403

District Officers

Northwest:

President	Kim Keller, Manson NW Webster	50563
Vice President	Deborah Benjamin, Emmetsburg	50536
Secretary	Jarrold Roth, Storm Lake	50588

Southwest:

President	Kelly Thompson, Waukee	50263
Vice President	Laura Granger, Creston	50801
Secretary	Jon Russell, Ankeny Centennial	50023

Southeast:

President	Jackye Bowlin, Mt. Pleasant	52300
Vice President	Dixie Forcht, South Tama	52339
Secretary	Brianne Magill, Central DeWitt	52742

Northeast:

President	Molly Holkesvik, Decorah	52101
Vice President	Sam Magner, Hampton-Dumont CAL	50441
Secretary	Heidi Rottink, Don Bosco	50634

For Interpretation Contact:
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 West Des Moines, Iowa 50266
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SPEECH CONTEST DATES

	<u>2024 Dates</u>	<u>2024 Deadlines</u>	<u>2025 Dates</u>	<u>2026 Dates</u>
State Debate	January 5-6	December 20, 2023	January 10-11	January 9-10
District Large Group	January 20	January 4, 2024	January 25	January 24
State Large Group	February 3	IMMED. After District	February 8	February 7
All-State Festival (LG)	February 17	IMMED. After State	February 22	February 21
District Individual Events	February 24	February 8, 2024	March 1	February 28
State Individual Events	March 9	IMMED. After District	March 15	March 14
All-State Festival (IE)	March 25	IMMED. After State	March 31	March 30

2023 COACHES CONVENTION

October 13 – 14, 2023

Gateway Center

Ames, Iowa

2024 COACHES CONVENTION

October 2024

Gateway Center

Ames, Iowa

COMMITTEES

JUDGE CERTIFICATION COMMITTEE

Carrie Tinkham, Executive Committee		Cedar Rapids Washington	52403
Lisa Phyfe	2025	Waverly-Shell Rock, Waverly	50677
Dirk Waller	2026	Council Bluffs Abe Lincoln	51503
Vince Hrasky	2027	Tri-County, Thornburg	50255
Shawn Starr	2028	Woodbury Central	50139

LARGE GROUP ALL-STATE FESTIVAL COMMITTEE

Bill Messerole, Executive Committee		Creston	50801
Angie Manternach	2024	Cascade	52001
Jaylene DeVos/James DeVos	2025	Washington, Cherokee	51012
Emily Hintze/ Stacie Kintigh	2026	North Scott	52748
Jacki Pleggenkhule	2027	Waukee	50276

INDIVIDUAL EVENTS ALL-STATE FESTIVAL

Russ Adams, Executive Committee		MOC-Floyd Valley	51041
Manda Thomas	2024	CAM, Anita	50020
Kim Carlson	2025	Monticello	52310
Gabe Twedt	2026	Decorah	52101
Nate Irwin	2027	Sioux City East	51106

COACHES CONVENTION COMMITTEE

Kevin Seney, Executive Committee		Grinnell	50112
Debbie DeVore/Matt DeVore	2023	Maquoketa Valley	52223
Cynthia Koster/Laurel Olsen	2024	Denison	51442
Jacque Seidl	2025	Adel DeSoto Minburn	50003
Robin Crow/Darrin Crow	2026	Cedar Valley Christian	52403

DEBATE COMMITTEE

Russ Reiter, Executive Committee		Independence	50644
John Cooper	2024	Iowa City, West	52246
Kirk Kelloway	2025	CAM, Anita	50020
Anne Deam	2026	Ames	50010
	2027		

Foreword ~

The Iowa Interscholastic Speech Association was organized in November 1943. It was an outgrowth of a desire on the part of many people to enlarge and expand the very splendid work the Iowa High School Declamatory Association had done since 1887. This organization is so designed that, as time goes on and the need is felt for other types of speech activities, they may be added. While the visible work of the Association is carried on through a series of contests, the fundamental philosophy of the Association has a much deeper basis. The philosophy is built upon the belief that no form of activity is any more important than that of learning to speak effectively. All true Americans believe in educational enlightenment, but the effectiveness of each enlightenment may be lost through the inability of our people to express to others their ideas and beliefs. The perpetuation of the American way of life rests to no small extent in the hands of the American school. If it can teach the ideals of true democracy, if it can teach its students to express and defend that democracy, we need have no fear for the future of our country.



TABLE OF CONTENTS

Constitution6

By-Laws

 School Membership12

 Coaches12

 Coaching Ethics12

 Contestants14

 Judges16

 General Contest Provisions17

 Contest Blanks-Speaking Order20

 Rating System20

Individual Events

 Public Address25

 Acting26

 Solo Musical Theatre28

 Interpretive Reading-Poetry30

 Interpretive Reading-Prose31

 Literary Program32

 Original Oratory34

 Spontaneous Speaking35

 Radio News Announcing37

 Expository Address39

 Storytelling41

 Improvisation42

 Reviewing44

 After Dinner Speaking45

Large Group Events

 One-Act Plays46

 Readers Theatre49

 Ensemble Acting52

 Choral Reading53

 Group Mime55

 Solo Mime57

 Television Newscasting59

 Group Improvisation61

 Musical Theatre63

 Radio Broadcasting65

 Short Film66

 Policy Debate68

 Lincoln-Douglas Debate71

 Student Congress73

 Public Forum77

General Information

 General Contest Information79

 District Advisory Committee Duties80

Index81

Entire IHSSA Constitution reprinted in 2023

**CONSTITUTION
OF THE
IOWA HIGH SCHOOL SPEECH ASSOCIATION
(Revised in 2023)**

ARTICLE I

Name - Membership - Districts

Section 1. This Association will be known as the Iowa High School Speech Association and will consist of all Secondary Schools in the State which will have paid annual dues to the Executive Director according to the following schedule: if paid by November 15, dues will be \$50.00; if paid after November 15, dues will be \$65.00. Junior High (9th) Membership will remain at \$25.00. No members will be accepted after December 1. (Revised 1993)

Section 2. Article I, Section 2: The Iowa High School Speech Association will be divided into four Districts by two lines following county boundaries as follows: The northern boundary of Harrison, Shelby, Audubon, Greene, Boone, Story, Marshall, Tama, Benton, Linn, Jones and Jackson will form the southern boundary of the Northeast and Northwest Districts. The western boundary of Winnebago, Hancock, Wright, Hamilton, Marshall, Jasper, Marion, Lucas, and Wayne Counties will form the western boundary of the Northeast and Southeast Districts. (Revised 1998-99)

ARTICLE II

Object - Scope

Section 1. The object of the Association is to promote speech training in the secondary schools of Iowa, and to arrange annually for a series of State Contests to motivate any field of speech in which two or more schools desire to compete, and to do all the foregoing exclusively for charitable or educational purpose.

Section 2. To further this purpose, the By-Laws of the Association will specify rules, ballot forms, timers' cards, and other data necessary and convenient for the orderly conduct of contestants in the following fields of speech: 1. Public Address; 2. Acting; 3. Solo Musical Theatre; 4. Interpretive Reading – Poetry; 5. Interpretive Reading – Prose; 6. Literary Program; 7. Original Oratory; 8. Spontaneous Speaking; 9. Radio News Announcing; 10. Expository Address; 11. Storytelling; 12. Improvisation; 13. Reviewing; 14. After Dinner Speaking; 15. One-Act Plays; 16. Readers Theatre; 17. Choral Reading; 18. Ensemble Acting; 19. Group Mime; 20. Solo Mime; 21. Television Newscasting; 22. Group Improvisation; 23. Musical Theatre; 24. Radio Broadcasting; 25. Short Film, 26. Policy Debate; 27. Lincoln-Douglas Debate; 28. Student Congress; 29. Public Forum. Such rules and forms must be adhered to in conducting contests in these respective fields until changed or amended as provided for in this Constitution and By-Laws. (Revised 2012)

Section 3. Proposals for new events must be presented to the Executive Committee and Advisory Council at the annual June meeting. **Events approved by the Executive Committee must be demonstrated at the IHSSA Coaches Convention in the Fall** and the new event(s) could be considered as experimental in nature in the first year with the event(s) being tried in one or more districts. **These event(s) would not qualify for consideration of All-State Nominations.** Final approval or disapproval of the event(s) will be determined by the Executive Committee in the following year June Meeting. (Revised 6/10)

Section 4. No substantial part of the activities of the Association will be the carrying on of propaganda or otherwise attempting to influence legislation and the Association will not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 5. Notwithstanding any other provisions of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by an association exempt from federal income tax under section 501 (c) (3) of the Internal Revenue code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) by an association, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE III

The Advisory Council

Section 1. The annual meeting of the Advisory Council and the Executive Committee of the Iowa High School Speech Association will be held prior to June 30 of each year following the State Speech Contest. Special meetings may be called at the direction of the President of the Executive Committee.

Section 2. The Advisory Council will be composed of the three executive officers from each of the four districts.

Section 3. The Executive Committee and the Advisory Council will consider reports of contests, proposed amendments, and contest procedure and will elect officers and act upon other matters that may properly come before them.

ARTICLE IV (Revised 1998)

State and District Executive Committees

Section 1. The State Executive Committee will consist of five members, each serving a four-year term. A committee member, first elected or appointed after 1986, may be eligible for two re-election(s). This shall apply where initial appointment was to fill a vacancy as well as for an elected full term. Eligibility may not be re-acquired after end of the third term. The member-at-large will be elected in 1963 as a regularly qualified teacher of speech and who is engaged as a coach or teacher of speech activities. The members will be elected as follows: one from Northwest District, 2024, 2028, 2032; Southeast District, 2025, 2029, 2033; Northeast District, 2023, 2027, 2031; Southwest District, 2026, 2030, 2034; Member at Large, 2023, 2027, 2031. Subsequent elections will follow this order of rotation. The Executive Committee shall have as its President that member whose term of office is expiring at the close of the current year, a Vice President whose term will expire one year later, and a Secretary-Treasurer whose term expires two years later. Terms of the office will begin November 1 following the election.

Section 2.

Clause 1. Each district will be represented on the State Executive Committee by means of a district wide e-mail referendum through both nomination and final ballot procedures. Nominations for candidates for membership on the State Executive Committee will be made by e-mail on a form supplied from the office of the Executive Director. Each candidate receiving a total of three votes or more will have their name placed on the final ballot unless some one candidate receives a majority vote from all member schools on the nomination ballot, in which case the candidate will be declared elected. (Revised 2010)

Clause 2. Nominations for the candidates for the member-at-large will be made by e-mail on a form supplied by the office of the Executive Director.

Clause 3. The members of the Executive Committee elected from each district must be a Superintendent or a Principal. The member-at-large must be a qualified teacher of speech actively engaged in teaching or coaching speech. Nomination forms will be sent by e-mail before September 15 of the year of the Executive Member's term expires, and the final ballot will be mailed by October 15 of that same year.

Section 3. The officers of the several District Associations will be President, Vice President, and Secretary-Treasurer. These officers will constitute the Executive Committee of their respective districts. They will serve three years. The one serving the first year will be the Secretary, the one serving the second year will be the Vice President, the one serving the third year being President. These officers must be speech, drama, debate or an active speech coach. The nomination of above officers must be made by a speech teacher or coach of an Iowa High School Speech Association member school. There will be one vote per membership. Candidates for secretary or any vacant office of a district will be nominated at the spring district meeting and ballots will be sent by e-mail to all schools in the district. The new slate of officers will take office at the June Advisory Meeting. The Executive Committee will appoint a replacement for any vacant district office to serve until the following spring meeting at which time the district will conduct its regular nomination procedure. (Revised 1980)

Section 4. Should any vacancy occur on the State Executive Committee, the State Executive Committee will have power to fill such vacancy. (8-71)

Section 5. The State Executive Committee will appoint an executive director who will serve under terms and conditions established by the Executive Committee.

ARTICLE V

Duties of Executive Committees - Calendar

Location of District Contests

Section 1. In both the State and the District Associations, the duties of the President, the Vice-President, and the Secretary-Treasurer will be such as usually pertain to these offices.

Section 2. The State Executive Committee will have general management of all contests and finances of the Association.

Section 3. The State and District Executive Committees will be responsible for application to the various contests in all speech fields under their respective jurisdiction rules and regulations as set forth in the By-Laws of the Constitution.

Section 4. The calendar for all contests shall be determined each year by the State Executive Committee acting in conjunction with the Unified Iowa High School Activities Federation. (No contest will be held before the week of January 15.)

Section 5. The District Secretary will locate all district contests held within the district except the State Contest. The place for holding the State Contest for any year will be determined the preceding year at the Annual Meeting of each District Association. The Superintendent of Schools or his delegated agent in the place of entertaining the State Contest will be the manager of the State Contest.

Section 6. The District Executive Committee will arrange for an Annual Meeting of the District, and be responsible for notifying member schools within the district of business matters to come before the Annual Meeting.

ARTICLE VI

Duties of the State Executive Director

Section 1. Each year the State Executive Director will send to all secondary schools in the state a printed or copied report including: (a) State series contest dates for the current year, (b) An enrollment card, (c) Any other information which the Executive Director deems worthwhile for the success of the Association. (8-71)

Section 2. During September each year or earlier, the Executive Director will directly or through the district secretaries solicit the cooperation of member schools of the preceding year to increase the membership of the Association by contacting nearby non-member schools.

Section 3. The State Administrative Office will send to the constituency a designation of contest sites and member schools assigned thereto. (8-71)

Section 4. The Executive Director will keep a record of the proceedings of the annual meeting of the Advisory Council.

Section 5. The Executive Director will be the custodian of the funds of the Association, will pay all legitimate expenses incurred under the provisions of this Constitution out of the Association funds approved by the Executive Committee, and will turn over to their successor, when duly elected, all funds, books and records belonging to the Association.

Section 6. The Executive Director will hire a reputable firm to make an audit of the finances of the State Association for each fiscal year.

ARTICLE VII

Receipts - Expenses - Funds

Section 1. The revenues of the State Association will include the net receipts of the contests, all membership dues, and any other monies which may be allotted to the Association.

Section 2. The sum of \$75.00 will be allowed for the District Secretaries for clerical help and other expenses.

Section 3. All other money in the hands of the State Executive Director will be retained on deposit as assets of the Association to be used as the Association will determine as the best method to further speech activities.

Section 4. Immediately following the district contests, the local manager of each will make a financial report of their contest to the State Director. (8-71) The net receipts of each of these contests will be retained by the school entertaining that contest.

Section 5. Immediately following the State Contest, the Manager of the State Contest will make a financial report to the State Executive Director. (8-71)

Section 6. No part of the net earnings of the Association will inure to the benefit of, or be distributable to, any private individual except that the Association will be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the objective set forth in Article II hereof.

Section 7. Upon the dissolution of the Association, the State Executive Committee will, after paying or making provisions for the payment of all of the liabilities of the Association, dispose of all of the assets of the Association exclusively for the purposes of the Association in such manner, or to such organization or organization organized or operated exclusively for charitable, educational, religious or scientific purposes as will at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), as the State Executive Committee will determine. Any of such assets not so disposed of by the Circuit Court of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organizations as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VIII

Suitable awards may be given to winners in the State Contest. (8-77)

ARTICLE IX

Amendments to the Constitution presented after the Annual Meeting, November 3, 1950, must be approved by the member schools by mail vote by a majority of votes cast. Such amendments may be proposed by a petition filed by 25 member school superintendents or their delegated authority; or by the State Executive Committee.

ARTICLE X

Interpretations

The State Executive Committee will have authority to decide all questions not clearly provided for in this Constitution and these By-Laws.

**IOWA HIGH SCHOOL SPEECH ASSOCIATION
BY-LAWS**

**ARTICLE I
School Membership**

Section 1. School Membership.

Clause 1. Two memberships are available for the constituency. (1) Senior and (2) Junior, each commanding the annual membership fee payment.

Clause 2. Regular and 9th grade memberships from the same district are considered separate entities. Therefore a student from the regular membership and a student from the 9th grade may perform the same selection.

Section 2. Junior Membership is restricted solely to ninth grade students.

Clause 1. The ninth grade residence center may (1) be attached or (2) separated from the senior center for legal membership.

Clause 2. A Junior membership established for an attendance center, requires all ninth grade students of that center being certified on a common junior eligibility listing.

Section 3. Each coach will receive an IHSSA personnel roster of coaches.

**ARTICLE II
Coaches**

Section 1. Responsibilities.

Clause 1. To insure each contestant is fully acquainted with specific rules of their category as outlined in the Constitution & By-Laws and Coaches Manual previous to contest.

Clause 2. To exercise mature judgment for guiding students in selection of materials and speaking aids.

Clause 3. To file all required forms.

Clause 4. To provide contest judge(s) in accordance with specific guidelines as outlined in the Constitution & By-Laws prior to contest.

Section 2. Ethics.

Clause 1. To refrain from assisting contestants in impromptu speaking, radio news announcing, improvisational acting and group improvisation following the drawing and after preparation has begun.

Clause 2. To teach by example good sportsmanship in both winning and losing situations.

Clause 3. To refrain from exerting undue influence on the judging situation. However, if the student has a particular disability, then the coach should inform the contest manager, who will alert the judges.

Clause 4. To refrain from any harassment of judges.

Clause 5. To register legitimate complaints with the contest manager.

Clause 6. To file "By-Laws Violation Report" with the State Administrative Office when warranted.

COACHING ETHICS

Subject: Ethical practices of officers and directors of the Iowa High School Speech Association.

The following problem areas were brought to the attention of the Executive and Advisory Committees. Their statements are prepared for review by administrators and speech teachers of member schools of the Association:

1. **Royalties.** It is the duty and responsibility of the director to secure appropriate production rights for all dramas which are presented in contest production, and is required whether or not admission is assessed. The mere permission for a performance for the home high school in the case of a three-act play is not license for using copyrighted dramatic material either in portion or totally in a contest presentation.
2. **Permission for use.** In the case of other non-original material used for contest work, it is also necessary to secure permission for performance. Copying and reproducing copyright material is prohibited. Taking material from any publication including on-line sources without inquiry and permission is dangerous.
3. **Student Participation.** Students are not permitted to appear in more than four areas of competition, with no more than two entries in either single or group events. A director will not enter a student in any area under a pseudonym or fictitious name. Debate Events are a separate eligibility and will not count as a large group or individual event.
4. **Contest Material.** Directors are not to mis-title material, in an effort to permit a student to use material in successive rounds of competition where change is required. In like manner, material should not be provided false titles with intent to conceal the actual title and avoid royalty payment.
5. **Student Instruction.** The director should not encourage students to engage in speaking practices which are contrary to good speaking experience. This would include urging students to utilize modes of dress which might be objectionable to judges or utilize material which is of such sophisticated nature that it might offend.
6. **Acceptance of decisions.** Directors should not subject judges to harassment because of decisions and evaluations. The director should utilize his avenues of protest and question which are provided in the Constitution & By-Laws.
7. **Prompt entrance of reports and appearance.** Directors should conform carefully to the calendar for all entries and reports. The director should not expect acceptance of late entries unless approved by proper authorities. If entries miss the Wednesday deadline, the coach will telephone the contest manager with numbers for each category by the Friday following the deadline. In like manner, the director should make every effort to have contestants appear on time and at the proper place.
8. **Informational sessions.** The director should make every effort to read all material carefully and avail themselves of workshops, clinics, and conferences which are sponsored by the association for the purpose of education.
9. **Student utilization.** The director should make every effort to extend the speaking experiences among as many students as possible.
10. **Plagiarism.** A director should exert sufficient effort to assure against willful "listing" of material with no evidence of acknowledging the source.
11. Materials used by, or the manner of presentation by students at contest deemed by the local contest judge(s) to be obscene or disruptive, may receive lower ratings, or in some cases may result in disqualification.
12. **It is the policy of the Iowa High School Speech Association not to discriminate on the basis of race, national origin, religion, creed, sex, marital status, alternative lifestyles, age, or disability in its' educational programs, activities, or employment practices.**
13. "Prompting" on the part of coaches, contestants, or any audience member will result in disqualification.
14. Each member school will provide the name of a Certified IHSSA Judge for their school or pay \$100.00 if they qualify 5 or more to the State Individual Events Contest. In addition, Southwest District schools will provide the name of a Certified IHSSA Judge for their school or pay \$100.00 if they qualify 5 or more for the State Large Group Contest.
15. Except as otherwise stated herein, no pets are permitted at events sanctioned by the IHSSA. Any persons found with pet at an event will be removed from the premises. However, this policy shall comply with the provisions of Iowa Code 216C. As such, a person with a disability or a person training an assistive animal has the right to be accompanied by a service dog or an assistive animal, under control. The person is liable for damage done to any premises or facility by a service dog or assistive animal. A "service dog" means a dog specially trained at a recognized training facility to assist a person with a disability, whether described as a service dog, guide dog, hearing dog, support dog, independence dog or otherwise. An "assistive animal" means a simian or other animal specially trained or in the process of being trained under the auspices of a recognized training facility to assist a person with a disability.

ARTICLE III Contestants

Section 1. Eligibility. Contestants must be under twenty years of age and bona fide members and undergraduates of their respective schools. Contestants shall be enrolled students of the school in good standing. They shall receive credit in at least four subjects, each of one period or "hour" or the equivalent thereof, at all times. To qualify under this rule, a "subject" must meet the requirements of 281-Chapter 12. Coursework taken under the provisions of Iowa Code chapter 261C, postsecondary enrollment options, for which a school district or accredited nonpublic school grants academic credit toward high school graduation shall be used in determining eligibility. No student shall be denied eligibility if the student's school program deviates from the traditional two-semester school year. To qualify under this rule, a "subject" must meet the requirements of 218-subrules 12.5 (14), 12.5 (15), and 12.5 (16). Each contestant shall be passing all coursework for which credit is given and shall be making adequate progress toward graduation requirements at the end of each grading period. Grading period, graduation requirements, and any interim periods of ineligibility are determined by local policy. For purposes of this subrule, "grading period" shall mean the period of time at the end of which a student in grades 9 through 12 receives a final grade and course credit is awarded for passing grades. If at the end of any grading period a participant receives a failing grade in any course for which credit is awarded, the participant is ineligible to participate in any event sanctioned by the IHSSA or IHSSA sponsored event within a period of 30 consecutive calendar days. The period of ineligibility will begin with the first school day following the day grades are issued by the school district.

A student with a disability who has an individualized education program (IEP) shall not be denied eligibility on basis of scholarship if the student is making adequate progress as determined by school officials, toward the goals and objectives on the student's individualized education program. Superintendents /Principals of the respective schools will verify the eligibility of their contestants at least two and 1/2 weeks before any contest. Attendance of twenty days will constitute a semester.

Section 2. Contestant Entry Fees.

Clause 1. Each contestant will pay an entry fee of ten dollars (\$10) per each event entered at District Individual Contest and thirteen dollars (\$13) per each event entered at State Individual Contest.

Clause 2. The entry fee for One-Act Play will be forty dollars (\$40) at District Contest and forty dollars (\$40) at State Contest.

Clause 3. The entry fee for Debate will be: Two-Person will be forty-five dollars (\$45) per team, Lincoln-Douglas thirty dollars (\$30), Student Congress twenty dollars (\$20) and Public Forum forty dollars (\$40).

Clause 4. The entry fee for Readers Theatre will be twenty-nine dollars (\$29) for District Contest and thirty dollars (\$30) for State Contest.

Clause 5. The entry fee for Choral Reading will be twenty-five dollars (\$25) for District Contest and thirty dollars (\$30) for State Contest.

Clause 6. The entry fee for Ensemble Acting will be twenty-one dollars (\$21) for each ensemble act entered at District Contest and twenty-six dollars (\$26) each ensemble at State Contest.

Clause 7. The entry fee for Group Mime will be twenty dollars (\$20) for each mime selection entered at District Contest and twenty-three dollars (\$23) for each mime entered at State Contest. Entry fee for Solo Mime will be eleven dollars (\$11) for each entry in District Contest and thirteen dollars (\$13) for each entry in State Contest.

Clause 8. The entry fee for Television Newscasting will be twenty-one dollars (\$21) at District Contest and twenty-four dollars (\$24) at State Contest.

Clause 9. The entry fee for Group Improvisation will be twenty dollars (\$20) for each group entered at District Contest and twenty-five dollars (\$25) per group entered at State Contest.

Clause 10. The entry fee for Musical Theatre will be twenty-one dollars (\$21) for each group entered at District Contest and twenty-six dollars (\$26) per group entered at State Contest.

Clause 11. The entry fee for Radio Broadcasting will be twenty-one dollars (\$21) for each group entered at District Contest and twenty-four dollars (\$24) per group entered at State Contest.

Clause 12. The entry fee for Short Film will be twenty-one dollars (\$21) at District Contest and twenty-four dollars (\$24) at State Contest.

Clause 13. All District entry fees are to be made payable to the Iowa High School Speech Assn. and delivered to the State Office. The State Office, in turn, forwards the respective district sites proper remuneration for entry fees; however, confirmation pages will not be forwarded to the district site until the entry fee has been fully paid by the participating school. Contest entries which do not include names will not be accepted.

Clause 14. All state entry fees are to be made payable to the Iowa High School Speech Assn. The State Office, in turn, forwards to the respective sites proper remuneration for entry fees; but contestants are **not eligible for the State Contest until the entry fee has been paid fully by the participating school. UPON QUALIFYING FOR STATE SPEECH PARTICIPATION, THE ENTRY FEE WILL BE PAID WHETHER THE PARTICIPANT APPEARS OR NOT.**

Clause 15. Fees for Policy Debate, Lincoln-Douglas Debate, Student Congress, and Public Forum are found respectively in Articles XXXV, XXXVI, XXXVII XXXVIII.

Section 3. Field Entered. A contestant may compete in four fields of speech in which contests are held in a given school year. No contestant will compete in more than two categories at large group contest or more than two categories at individual contests. Any experimental category must be considered as one of these four areas. No contestant may compete twice in the same category at the same contest. Debate events are a separate eligibility and will not count as a large group or individual event. No contestant may use the same selection in more than one category.

Section 4. Rehearsal. Contestants may try out their voices and check other details of delivery on the platform from which they are to compete if local conditions permit such brief tryouts.

Section 5. Responsibility for the appearance of contestants on the program. Contestants are responsible for their prompt appearance.

Section 6. Penalty for time violation. A contestant who fails to stop speaking promptly when the time limit signal is given by the timer will be given a Division IV except in Debate events. For uniformity in all contests except in Radio News Announcing, all timers will follow this procedure: At the expiration of the designated time limit for the particular contest, the timer will rise and give the stop signal. The speaker will stop immediately even though the speaker is in the middle of a sentence, with the exception of Radio News Announcing and Radio Broadcasting, which have a maximum and minimum time limit. If a student is mistakenly stopped, the contestant may offer the selection over again in its entirety.

Section 7. Competition Limit. Students receiving an Outstanding Performer in any Individual Event may compete in the same event again the following year. If the student enters the area a second time, the student must use a different selection. A contestant who receives a Division I rating at State Contest in a group event, wins an award in Debate events, or is chosen an Outstanding Performer may compete in that event again the following year. Solo Mime is considered a large group event for this competition limit.

Section 8. Materials. A contestant who received a Division I at State Individual Events may not reuse his/her material in any category at any time in Individual Events.

Section 9. All students must perform at their assigned site directed by the State Office. However, any speech student participating on a team roster for any state association sponsored event will be allowed to participate in the nearest State Speech Contest if so desired by that school administration. The school would not be required to pay a double entry fee.

Section 10. The IHSSA will not approve individual event tournaments on scheduled dates of IHSSA individual event contests nor approve large group festivals/tournaments on any scheduled dates of IHSSA large group festivals/ tournaments.

Section 11. Coaches who want their comment sheets mailed to them must supply the Contest Manager with a self-addressed envelope with sufficient postage.

Section 12. Wearing Apparel. No contestants are to wear any clothing with school apparel / school identification on it or identify their school in any other manner. Normal wearing apparel includes shoes.

Section 13. All presentations must be delivered in English with the exception of brief foreign phrases as part of the speech.

CASEBOOK

Questions - Answers

1. Q. Can an eighth-grader participate in a junior membership?
A. No.
2. Q. My student received a one rating in acting last year. May the student enter the acting area of speaking this year?
A. Yes. A student who has received a Division I rating in an individual event may enter that event again the **next** year.
3. Q. If a contestant receives a Division I rating at the State Contest in Solo Mime, may the student compete again the following year?
A. Yes. Solo Mime is considered a large group event for this competition limit.

ARTICLE IV

Judges

Section 1. Number and Naming of Judges. There will be a single critic for each event center in all District Contests except One-Act Play where there will be three judges. There will be three judges used for each event center in all contests at the State level. The judges used for these contests will be selected from an approved list of judges provided by the State Office to the contest manager. Each member school will provide the name of a Certified IHSSA Judge for their school or pay \$100 if they qualify 5 or more to the State Individual Events Contest.

Section 2. Qualifications. A judge will have speech knowledge and will have secured certification by attendance at one of the association-sponsored judge certification meetings and will have passed an initial test as designed by the State Office. Certification will be good for three years. After the three-year period, a judge will be required to re-attend a certification clinic.

Clause 1. To maintain certification a judge is required to attend a further training session to begin at a designated time the morning of the contest.

Clause 2. Each judge will fill out a card containing information pertinent to their judging assignment. This card will be forwarded to the State Office for maintaining a current list of active judges.

Section 3. NO COACH WILL JUDGE THEIR OWN STUDENTS IN ANY ONE CONTEST. Nor will any coach judge in a section at state large group contest in which they have any entry competing. If substitute judges are used, they will judge an entire section. Judging information for Policy Debate, Lincoln-Douglas Debate, Student Congress, and Public Forum are found respectively in Articles XXXV, XXXVI, XXXVII, XXXVIII.

Section 4. Equipment and Inspection. The local contest manager will see that each judge (or judges) is seated in such a place that the judge can readily hear and see each contestant. The judge will be supplied with the proper ballot, comment sheet and envelope for each ballot. The local manager will make certain before the contest begins that each judge thoroughly understands the directions in reference to the method of rating, the order of speaking, the need for written comments, and the method by which they will turn in their ballot when it is completed. Each judge will be provided with a copy of the appropriate contest area rules for the sections they are judging.

Section 5. Procedure.

Clause 1. District Contests. In the District Contest, the single critic judge will offer brief oral comments to the speaker(s) following each presentation. In One-Act Play at district there will be three judges. The judge(s) will also provide appropriate written comments on the comment sheet. The Local Manager will name one of the three judges assigned to a given section as a Chairperson Judge.

Clause 2. State Contests. Three critic judges will be used for the state competition. The local manager will name one of the three judges assigned to a given section as a chairperson judge.

Clause 3. The Judge at District or the Chairperson at a State Contest will report violations of the Constitution to the contest manager who, in turn, must ask the District Officers or a designated representative for a ruling. These violations are to be reported immediately. Other than a constitutional violation, judges will not be permitted to confer with each other nor any unauthorized person.

CASEBOOK

Questions - Answers

- 1.Q. If a student has chosen a selection that in the judge's opinion is far below the student's potential, what should the judge do?
- A. The judge should suggest more challenging material, but give credit for what the student has accomplished with the selection.
2. Q. If a performance is interrupted by sharp, sudden disturbance, such as a fire alarm, intercom announcement, person entering the room, etc., what procedure should be followed?
- A. If necessary, a District Officer may be contacted to arrange an opportunity for the student to perform at another time. A district or state appointed individual will determine if an opportunity for another performance is warranted. The appointed person or District Officer will arrange for another performance for the student or group.

ARTICLE V

General Contest Provisions

Section 1. State Series. The contests held by this Association will be known as the District and State Contests in all fields of speech covered by the Association, (Article II, Section 2 - Constitution) subject to such modifications each year as the number of schools enrolled requires.

Section 2. Local Manager. In all District Contests, the local superintendent or his delegated agent of the school will be the local manager, to whom a contest has been assigned by the State Office, contest managers are responsible for finding their own judges. It will be the Local Manager's responsibility for carrying out all provisions of these By-Laws applicable to that particular contest or contests.

Section 3. Contest Groups. For District Contest purposes, the State Office, designating one school as a center, will organize the schools by geographical centers.

Section 4. District Eligibility Certificate. As soon as any school has chosen its contestants for the District Contest, that school will fill out the on-line registration and eligibility forms, certifying eligibility as provided for in Article III, Section 1 of these By-Laws, giving names of the contestants, the fields in which they compete, the titles and the authors of the selections, and such other information as may be called for. On-line registrations that do not include the above information will not be accepted. Not later than Wednesday, two and one half weeks prior to the date of the District Contest, on-line registration must be completed and payment mailed to the State Office. The member school will print two copies of the on-line confirmation page. One copy will be mailed to the site and one copy will serve as an invoice for the member school.

Section 5. Penalty for Violation of Eligibility. A student violating Article III, Section 3 will be declared ineligible for events beyond that provided in Article III, Section 3.

Section 6. Confirmation Page Entry. A contestant is not an entry in any District Contest (group or individual) until the confirmation page registration is received by the contest manager two and one half weeks prior to contest date for both individual and group contests. A copy of the registration form is to be mailed directly to District Contest Manager. The Contest Manager will report to the State Office any school whose entry form has not been sent to the Contest Manager or has not been postmarked by the Wednesday two and one half weeks prior to the date of the contest. The State Office will then notify the administration of said school's penalty.

Section 7. Penalty for Late Fees. Any member school who does not have a copy of its confirmation page delivered to the Contest Manager or postmarked by the Wednesday two and one half weeks before the contest will be fined double the entry fee to be paid to the State Office. The penalty must be paid to the State Office before any student from that school will be allowed to perform. When any member school fails to meet the entry deadlines the State Office will notify the coach and the administration of said school that the entry is late and the penalty fee must be paid prior to the schools student's performance. **(Please see note above)**

Section 8. Participant Substitution. In District Contest, substitutions in the same category may be made for participants listed on the original eligibility entry list provided the substitute is eligible in every respect, and that the Contest Manager is notified in time to establish the substitution. The State Office must be notified of all substitutions. If a coach employs a substitute the day of the District Contest, the coach will dispatch a letter signed by his administrator to the State Office on the following Monday notifying of students substitution. If this is not done, rating for that substitute will not be validated. The student who substituted at District Large Group or the original student entered may participate in the State Contest or All State Festival. Substituting an eligible individual may be made between district and state contest and state and all-state when the original participant cannot perform for group categories. **A student may not substitute at the State Individual level.**

Section 9. Date of Contest. The contests for all groups of competing schools in the District and State Contests will be held on a day designated by the State Executive Committee and the Unified Iowa High School Activities Federation.

Section 10. Meeting of Judges. The Local Manager, prior to the beginning of the contest, will call a meeting of all judges at which time the contest manager will make sure that each judge understands their duties and the method of marking their ballot. Each judge will take a test for each area they are judging on that day. The Contest Manager will furthermore explain in detail the purpose toward which this Association is striving and remind judges that they are to judge on a high school level of performance and that the contestants are to be rated, not ranked. The Contest Manager will invite all coaches of competing schools to attend this meeting.

Section 11. Lighting. The performance school will have the option to darken the room, prior to the performance, to view digital visual projections.

Section 12. Properties will be defined as any object movable from one place to another, but the utilization of normal wearing apparel will conform to the current guidelines of each category. The chair as allowed in Acting, as well as the chairs and table as allowed in Ensemble Acting and Musical Theatre. Also, the chairs in Group Improvisation are considered both a stage accessory and a usable prop.

Section 13. Announcements of Speaking Order. The Chairperson will announce each speaker, in turn, by name and title of selection and topic, but never by the school which the contestant represents.

Section 14. Disqualifications. A student may be disqualified for a constitutional violation. All disqualifications must be approved by a district officer or representative and the ballot(s) initialed by the officer/representatives stating the rationale for the disqualification. Appeal on the disqualification may be made to the Executive Director of the IHSSA only by the coach and must be made by the first school day following the contest. Further appeal by the coach and school may be made to the Executive Committee by written letter within 5 calendar days of the contest.

Section 15. Announcements of Results. After the judges' ballots have been tabulated, the Local Manager will post the ratings together with the names of the contestants and school code.

Section 16. District Contest Reports. Immediately following the District Contest, the manager of that contest will e-mail to the State Contest Manager the Local Manager's Report of Division I Rating form and Qualifiers. A copy of the Division I Report will also be forwarded to the State Speech Association Office.

Clause 1. The Contest Manager will list all Division I winners including the contestant's name, school, the field of speech, and the title and the author of the selection of each contestant.

Clause 2. In the case of a One-Act Play, Readers Theatre, Choral Reading, Ensemble Acting, Musical Theatre, and Group Mime, the Contest Manager will include the title and length of play.

Section 17. State Contest. The State Contest Manager will arrange the State Contest Program. The District Executive Committee will serve as an appeal board whose duties at the contest will be the instruction and supervision of judges and interpretation of Constitutional questions which may arise.

Section 18. All-State. The State Office and any appropriate All-State Committee will arrange the All-State Festival.

Section 19. No equipment other than what is specifically stated in the Constitution By-Laws will be provided by the host school.

Section 20. No photographic or video cameras or recording devices may be used by any member of the audience during a performance except by special permission from the State Office.

Section 21. The timing of Individual Events will begin with the start of the contestant's presentation.

Section 22. Contestants in individual events may not leave the performance room as part of their performance.

Section 23. General contest provisions for Policy Debate, Lincoln-Douglas Debate, Student Congress, and Public Forum are found respectively in Articles XXXV, XXXVI, XXXVII, XXXVIII.

Section 24. That all IHSSA constitutional changes be proposed every odd year.

ARTICLE VI

Contest Blanks - Speaking - Order

Section 1. Source and Preparation. In all contests the official ballot forms and the record sheets and all other documents will be furnished by the State Administrative Office to all Local Contest Managers at least two weeks prior to the contest. These forms will be properly filled in by the Local Managers before each contest and will be delivered to the individuals who are to use them.

Section 2. Comment Sheets. Each member school is responsible for filling out its own contest comment sheet prior to the contest. The appropriate number of completed comment sheets will be hand carried into the contest center by the contestant(s) and delivered to the judge(s).

Section 3. Method for Determining the Order of Appearance of Speakers. In the District and the State Contests - except in debate - the Contest Manager, sometime prior to the contest, will determine the order of speaking appearances of all individual contestants in each division. The method used for debate is described in Article XXXV, By-Laws.

Section 4. Order of Names on Programs. If printed or copied programs are used, the names of the contestants and the order of plays will appear thereon, except in debate, in the order drawn by the Local Manager.

Section 5. Timer and Timing Equipment. The Local Manager will designate an official timer for each contest center and provide each timer with a set of timing cards if these are called for in these By-Laws for that particular field of speech. The timer will be a person experienced in the proper use of a timing device. Any violation of timing limits must be reported immediately to the judge(s). **Judges may NOT ask for exact speaking times.**

ARTICLE VII

Rating System - Tabulation - Outstanding Performer

Section 1. Rating the Contestants. In all contests except debate, each of the judges will indicate on the official ballot a rating for each contestant. This will be the judge's estimate of the quality of the performance against the amateur standard for the field being judged. The ratings available for use are as follows:

- Division IExcellent
- Division IIGood
- Division IIIFair
- Division IVDisqualification because of a constitutional violation.
- COComments only, must have permission from the State Office.

Section 2. Comments and Comment Sheets. The judge's comment sheets may be retained by each judge until they have given such constructive comments to contestants as time permits. Oral comments will be given after each district performance, except for One-Act Plays. Written comments will be filed with Local Manager and then be forwarded to the coaches and contestants to whom they pertain. Critique Sheets are to be picked up by COACHES ONLY at the end of their contest day. Coaches who want their ballots mailed to them must supply the Contest Manager with a self-addressed envelope with sufficient postage.

Section 3. Tabulation. The Contest Manager or delegated representative will tabulate the ratings given each contestant towards determining the final rating of the contestant according to the plan outlined in Section 4 of this Article.

Section 4. Rating Combinations: Rating combinations which will determine the rating of the contestant at the State level are:

- Division I (Excellent)(1-1-1) (1-1-2) (1-1-3)
- Division II (Good)(1-2-2) (1-2-3) (2-2-2) (2-2-3)
- Division III (Fair)(1-3-3) (2-3-3) (3-3-3)
- Division IVDisqualification because of Constitutional violation.
- COComments only, must have permission from the State

Office.

Clause 2. Large Group Outstanding Tabulation.

POINT ALLOCATIONS

For a ranking of:	These points are assigned:
I.....	20
II.....	16
III.....	13
IV.....	10
V.....	7
VI.....	4
VII.....	1

Then, each assignment of points is added to give the total, after which that total is divided by number of judges voting. If, in any section, three judges did cast votes for those they felt outstanding, but if any performance failed to be included on one of the three judge's ballots, two points will be added to the result after the division is made by 3. This protects those students who, for whatever reason, performed for a judge who did not complete his or her outstanding ballot. Itinerant, substitute, or perfectionist judges might be examples. People who receive two I's (rankings), when the third judge abdicates, ought to be regarded on an equal footing with another group who received three I rankings. This has precedence in the way we regard a I rating - (IE. I I III is no less than II I I or I I I.)

I I I-----20	II II IV----14
I I II-----18.6	II II V-----13
I I III ---17.6	I II VI-----13.3
I I IV----16.6	II III II----15
I I V-----15.6	II III III---14
I II II----17.3	II III IV---13
I II III---16.3	II III V----12
I II IV---15.3	II IV IV---12
I II V---14.3	III III III--13
I III I---17.6	III III IV--12
I III II---16.3	III IV IV--11
I III III--15.3	III III V---11
I III IV--14.3	IV IV IV--10
I III V---13.3	IV IV V---- 9
II II II---16	IV V V----- 8
II II III--15	V V V----- 7

Individual All-State - Students who receive two or more outstanding performance nominations from the three judges will be classified as Outstanding Performers.

X + Y + Z div by 3 OR X + Y div by 2	When 3 rd Judge did vote + 2	When 3 rd Judge Abdicates
I I	15.3	20
I II	14	18
I III	13	16.5
I IV	12	15
I V	11	13.5
II II	12.6	16
II III	11.6	14.5
II IV	10.6	13
II V	9.6	11.5
II VI	8.6	10
III III	10.6	13
III IV	9.6	11.5
III V	8.6	10
III VI	7.6	8.5
IV IV	8.6	10
IV V	7.6	8.5
IV VI	6.6	7
IV VII	5.6	5.5
IV VIII	5.6	5.5

Section 5. Winners. All contestants in events with the exception of debate, receiving Division I in the District Contest will be eligible to compete in the State Contest. Debate teams from each district will enter State Competition according to the debate sections of the constitution.

JUDGES PHILOSOPHY

The philosophy of the Iowa High School Speech Association always embraces the encouragement of young people toward speech participation and subsequent refined human communication. Since assigned judges are the intended testing guide, students' future activities are determined by the decision of judges. Contestants should not be served by judges on a professional or highly restrictive basis, but rather with an open mindedness that recognizes the high school range of ability and training. The judge is to be (1) knowledgeable in a current perspective for the assigned category; (2) receptive with a constructive and promotional attitude; (3) prepared to present the student with a tactful justification for any rating given; (4) willing to recognize that unfamiliar material may qualify as acceptable subject matter; and (5) informed of current trends in literary writing.

Section 6. Outstanding Performers. At the State Contest level, outstanding performers in the various events will be named (excluding Debate). In Readers Theatre, Ensemble Acting, Choral Reading, One-Act Plays, Group Mime, Television News, Group Improvisation, Musical Theatre, Short Film, and Radio Broadcasting the outstanding casts will be named.

Clause 1. At the conclusion of a judging assignment the completed ballots will be made available to the judges if needed.

Clause 2. Each judge will name the truly outstanding performer(s).

Clause 3. **INDIVIDUAL CONTEST.** If a speaker has been named an outstanding performer, the contestant will be identified in a communication from the State Office. A ranking system will be used to determine festival performers.

Clause 4. **LARGE GROUP CONTEST.** If an entry has been named an outstanding entry, the entry will be eligible for outstanding performer ranking. Outstanding entries will be identified in a communication from the State Office. A ranking system will be used to determine festival performers. All Outstanding Performers will be named "Outstanding Performers" for both Individual and Large Group and will be sub-categorized as "Performing" and "Non-Performing."

Clause 5. Appropriate ballots will be provided for naming the outstanding performers.

Section 7. Large Group All-State Banners. The purpose of the All-State Banner representing the Critic's Choice is to install an atmosphere of excitement. Before the banners were introduced, participants came and left immediately after they performed. Now everyone remains to see who receives the banners.

CASEBOOK

Question – Answers

Rating System - Tabulation - Outstanding Performer

1. Q. Is it necessary for a judge to confine their judging to a single area in a State Contest and judge all entries in that area within a given State Contest?
 A. It is recommended. However, local situations might necessitate a group of judges serving in a "clean up capacity". Also, no judge should be expected to name "outstanding performers" unless the judge has judged an adequate number of speakers.
2. Q. How many outstanding performers might be named?
 A. This would depend entirely upon the number and quality of speakers. The greatest premium should be placed on the actual quality of the speaking performance. It is hoped that this number would be kept to a minimum in order to merit prestige recognition.

ARTICLE VIII Public Address

Section 1. Entries. Each school may enter from one to three contestants in the field of Public Address.

Section 2. Selections/Materials. Public Address is the presentation of another person's material that argues, persuades, moves or attempts to convey understanding of human experience. The speech must have a purpose for being beyond pure entertainment. **This is a SPEAKING CATEGORY not an ACTING CATEGORY.** The contestant prepares their presentation in such a manner that the contestant communicates to the audience the ideas of the author. It will not be of an original nature. A member school will not use material in this area which is identical to that used in any other individual event. Notes not to exceed 50 words may be used, but the speech must not be read. These notes must be given to the judging chair at the conclusion of the speech. Each contestant may render the same presentation in the District Contest and the State Contest.

A contestant must have an introduction, which must include the author.

Section 3. Length. The presentation will not exceed eight minutes.

Section 4. Preparation and Presentation.

Clause 1. In Public Address the contestant must not attempt an impersonation of the original speaker. Emphasis should be on effective interpretation and adaptation of the material to the present audience.

Clause 2. Stage accessories or overt costuming may not be used in Public Address. A lectern may be used. Students may, however, utilize their normal wearing apparel (i.e. pockets, lapels, glasses) to enhance their presentation.

Clause 3. Prompting of any kind (other than the 50 words of notes) will disqualify a contestant.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a seven will be held up, at the end of the second minute a six will be held up and so on down the scale of numbers - 5, 4, 3, 2, 1, 1/2 and 0. At the end of eight minutes the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of a Division IV rating as provided in Article III, Section 6, By-Laws.

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: Choice of material, analysis of material, assimilation, projection of thought and emotion, use of bodily activity and use of vocal technique. The judge will automatically give a Division IV if the contestant uses more than 50 words in notes during the presentation. A District Officer will not need to be contacted before awarding the Division IV for the misuse of notes, but notes must be attached to the Official Ballot sent to the contest office.

CASEBOOK

Questions - Answers

1. Q. Does prohibition of impersonation outlaw a certain amount of modulation to indicate sex change? Or sectional accent?
A. Section 4 precludes the use of impersonation to indicate sex change or sectional accent, under the suggestion of penalty being given through use of Division IV rating by the judge.
2. Q. Is movement allowed?
A. Such movement as is natural to oratory and is not distracting to the performance should be allowed.
3. Q. Must Public Address material be drawn from presented orations or may other sources be used?
A. Public Address may be drawn from a presented oration or any other publicly performed piece (which include an online media platform, a poem, prose, or a typical or traditional address).
4. Q. Are outline signposts (i.e. I. A. 1. a.) considered words?
A. No.
5. Q. Are numbers or hyphenated words considered more than one word?
A. No, they are considered one word. Examples: 1976, matter-of-fact.
6. Q. Are articles such as "a, an, and the", abbreviations, and acronyms considered to be one word?
A. Yes, each abbreviation and acronym count as one word as do the articles "a, an, and the".
7. Q. Is singing allowed in Public Address?
A. Yes, but with discretion.
8. Q. May movement, gestures and strong facial expression be used?
A. Yes.
9. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
10. Q. May students read from electronic sources other than note cards? Ie – Kindle, iPad, laptop, etc.
A. Yes, electronic notes / sources maybe used.

ARTICLE IX

Acting

Section 1. Entries. Each school may enter from one to six contestants in the District Contest.

Section 2. Selections. The selection(s) used will be such as normally falls within the generally understood meaning of acting material. It may be either humorous or dramatic or a combination of both. It may be of an original nature. The selection may be a monologue. A member school will not use material in this area which is identical to that used in any other individual event. All material must be memorized. The contestant may render the same selection in the District Contest and State Contest.

Section 3. Length. The selection will not exceed eight minutes.

Section 4. Preparation and Presentation.

Clause 1. A single chair may be used in any way a student deems necessary and appropriate.

Clause 2. Students must not costume. They may, however, adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may not use wearing apparel as a property (i.e. removing it and placing it somewhere in the room). Properties (other than the chair) will not be used.

Clause 3. Prompting of any kind will disqualify a contestant.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a seven will be held up, at the end of the second minute, a six will be held up and so on down the scale of numbers - 5, 4, 3, 2, 1, 1/2 and 0. At the end of eight minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws).

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: choice of material, analysis of material, assimilation of material, projection of thought and emotion, use of bodily activity and use of vocal technique.

CASEBOOK**Questions - Answers**

1. Q. May a student use their own person such as using a lapel, fooling with hair or glasses without considering this a prop?
A. Yes, this would be allowed.
2. Q. A contestant, when playing the part of a grandmother, puts her glasses down and looks over them slightly. When out of this character, she simply pushed them back up a bit. Is this permissible stage accessory?
A. Yes, this would be allowed.
3. Q. May a student give a short introduction before beginning the presentation?
A. Yes, but it must be included within the time limit associated with this activity of participation.
4. Q. May a contestant use a chair of their own choice?
A. No. The contestant will use the chair provided by the contest manager.
5. Q. A contestant performs a selection that is only dramatic in nature. Will this be allowed?
A. Yes. The selection may be all dramatic, all humorous, or a combination of dramatic and humorous.
6. Q. Will impersonation be permitted?
A. Yes, but the creative individuality of the student should be encouraged.
7. Q. May singing be permitted in Acting?
A. Yes, as long as it is not the sustaining force of the presentation.
8. Q. Students have used hats, sometimes complete costumes, gloves, etc., in Acting. Under the By-Laws, are these acceptable?
A. The use of appointments, such as hats, costumes, gloves, etc., in Acting is expressly forbidden.
9. Q. Is the contestant required to use a chair?
A. No.
10. Q. Could the student use two selections of contrasting or similar nature - i.e. one humorous and one serious?
A. Yes.
11. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
12. Q. Does a contestant performing multiple characters need to use blocking?
A. No.
13. Q. May the contestant use either a monologue or a multi-character cutting?
A. Yes, a contestant may choose either.
14. Q. May contestants use any part of the performance room except the floor?
A. Contestants should not use parts of the performance room that could be considered props, such as doors, tables, desks, windows, walls, etc.
15. Q. Are stand-up comic routines acceptable in Acting?
A. No, this is an acting area. Stand-up routines which are merely a series of jokes may invite a lower rating.

ARTICLE X
Solo Musical Theatre

Section 1. Entries.

Clause 1. Each school will be entitled to enter three Solo Musical Theatre in the District Contest.

Clause 2. Solo Musical Theatre will be counted as part of the six entries in Acting.

Section 2. Selections/Materials.

Clause 1. A member school will not use material in this area which is identical to that used in other individual events.

Clause 2. Each school will be responsible for securing performance rights.

ROYALTIES. It is the duty and responsibility of the director to secure appropriate production rights for all Solo Musical Theatre selections presented in contest productions, and is required whether or not admission is assessed. Performance permission for productions (as in the case of a school musical) is not license for using copyrighted musical material in portions or totally in contest presentation.

Clause 3. The actor will have a copy of their score if the score includes dialogue.

Section 3. Length. The length of the performance will be limited to ONE song no longer than 5 minutes.

Section 4. Preparation and Presentation.

Clause 1. The Solo Musical Theatre performance must be able to be presented in a normal classroom. One chair will be provided.

Clause 2. Students must not costume. They may, however, adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may not use wearing apparel as a property (i.e. removing it and placing it somewhere in the room). Properties (other than the chair) will not be used.

Clause 3. The contestants will utilize the skills of acting and singing, and/or dancing. All lyrics must be memorized.

Clause 4. **The student will NOT give an introduction.** The room chair will announce everything that's written on the comment sheet only.

Clause 5. The actor must remain in view of the judge(s) at all times.

Clause 6. Prompting will constitute a Division IV rating.

Clause 7. The performers must accompany their performance with recorded music without words and back-up vocals. Sound effects in the accompaniment may be used if the sound is part of the original score. Technology to play music must be provided by the contestants. The machine may be operated by another student or coach, not part of the performance and not to be wearing identifiable school apparel. Students may sing short sections a cappella. Entire performance may be sung a cappella only if the original score was meant to be performed a cappella.

Clause 8. A brief sound check may be arranged with the door chair just prior to the performance.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the presentation, a four will be held up, at the end of the second minute, a three will held up and so on down the scale of numbers- 2, 1, ½, and 0. At the end of five minutes, the timer will rise and say STOP. The contestant must stop immediately on penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. Judging will be based on effective acting and singing, and/or dancing techniques and on the ability of the performer to convey material written for/adapted for presentation as a musical.

Section 7. Winners.

Clause 1. A performer with a Division I rating may compete in the State Contest. The same Musical Theatre selection must be used.

Clause 2. A performer winning Division I rating in the State Contest the preceding year may not use the same selection the next year.

CASEBOOK
Questions - Answers

1. Q. May we bring our own chair?
A. Yes, for safety purposes, a school may bring a standard chair that the performer is used to using.
2. Q. If normal wearing apparel suggests a character, could it invite disqualification?
A. Yes.
3. Q. May the performer use any part of the performance room except the floor?
A. Students should not use parts of the performance room that could be considered props, such as doors, desks, windows, walls, etc. Accidental touch does not mean **USED**.
4. Q. May a performance be done without musical accompaniment?
A. No, you must have musical accompaniment without words.
5. Q. May a performance have live musical accompaniment?
A. No, all accompaniment must be recorded/taped. Accompaniment may be just one instrument or a whole orchestra. You must have accompaniment, this event cannot be done without accompaniment.
6. Q. Must a cutting be from an established musical?
A. No, material may be drawn from forms such as scripts written for theater, poetry, fiction, film or standard popular songs. The selection may contain dialogue if it is a part of the original song. Only **ONE** song may be presented.
7. Q. Must the recorded music begin with the performance?
A. No, the music may start or stop at any time during the performance.
8. Q. Must you have dancing?
A. No, dancing would only be necessary if the cutting would require dancing to be effective.
9. Q. May we add dialogue to the Solo Musical Theatre selection?
A. No
10. Q. Does normal wearing apparel include shoes?
A. Yes
11. Q. Can we enter four Solo Musical Theatre at the district level and two acting?
A. **NO, only 3 Solo Musical Theatre's may be entered for district. However, you could enter 1 Solo Musical Theatre and 5 Acting.**
12. Q. May the selection be from a movie?
A. Yes.
13. Q. Is it okay to control or cue the music using a remote control?
A. Yes.
14. Q. May students wear specialty shoes?
A. Students may wear dance shoes for safety purposes. This does not include tap shoes.
15. Q. May a student use two or more songs for their presentation?
A. **NO, only ONE** song may be performed.
16. Q. May a medley of the musical be done in one song?
A. **NO, only one** song from the musical may be performed.
17. Q. May a student enter acting and solo musical theatre in the same contest?
A. Yes, they are two different events.
18. Q. Must the introduction come first?
A. Yes, the introduction **MUST** come first. The Room Chair will read the musical title, author and song title as listed on the comment sheet. The student will **NOT** give the introduction.
19. Q. Must the copy of the score/piece be in hard paper copy?
A. No, a digital copy of the score is acceptable.

ARTICLE XI: Interpretive Reading - Poetry

Section 1. Entries. Each school will be entitled to enter one to three contestants in the District Contest.

Section 2. Selections/Materials. Each contestant will present one or more Poetry selections in a single performance. A member school will not use material in this area which is identical to that used in any other individual event.

Section 3. Length. The selection or selections will be limited to six minutes including both comment and reading.

Section 4. Preparation and Presentation.

Clause 1. Each contestant will choose their own selection prior to the contest and will read from their own copy of the book or manuscript.

Clause 2. Performer must have script as an aid, but may have the presentation memorized. Familiarity with the script is encouraged to allow visualization, development of character, vocal, facial, and bodily tension.

Clause 3. If a contestant receives a Division I Rating in the District Contest, they may use the same poetry selection for the State Contest.

Clause 4. The contestants may use an introduction with remarks pertinent to the material and the occasion and may make necessary and appropriate comments as they proceed. The author's style or form may be identified for the listener. Such comments will count in the time limit of the selection.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a five will be held up, at the end of the second minute, a four will be held up and so on down the scale of numbers - 3, 2, 1, 1/2 and 0. At the end of six minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: projection of thought, projection of emotion, arrangement of material, control of bodily activity, rhythm, pronunciation and voice interpretation.

CASEBOOK**Questions - Answers**

1. Q. To what degree may bodily action be used?
A. Natural and/or appropriate gestures, facial expression, head movement, bodily tension and oratorical steps may be used to underscore the vocal interpretation of the literature presented. However, participants are reminded that this is an interpretive category, not an acting category.
2. Q. What procedure is best to follow to introduce prose or poetry?
A. The reader may introduce the Prose or Poetry by indicating such items as the author's intent, universality of theme or establishment of mood. These remarks should be delivered in a conversational manner. Reading these remarks or the absence of an introduction may invite criticism from the judge(s) and/or a lower rating.
3. Q. Is it permissible for the reader to sing within the selection?
A. Yes, although it should be used with discretion.
4. Q. Is a change of voice allowed for different characters?
A. Yes.
5. Q. May students use original material written by themselves or other students?
A. Yes.
6. Q. May the use of focus and/or visual placement of characters be used in Prose/Poetry/Literary Program?
A. Yes.
7. Q. Must gestures be incorporated in PR/PO/LP program?
A. No. Movement and gestures are allowed, but not required. Absence or presence of gestures and/or movement should not invite a lower rating.
8. Q. When speaking as a narrator, may a performer use a dialect which is sustained throughout the piece?
A. Yes.
9. Q. Must poetry rhyme and have meter?
A. No, free verse and spoken word are forms of poetry which does not have rhyme or meter. The performer may identify the material as free verse or spoken word in introductory comments.
10. Q. May props and/or visual aids be used?
A. No, if using a book or notebook, it must have a plain cover.
11. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
12. Q. What are oratorical steps?
A. Oratorical steps are steps used to emphasize a point of change or difference in the material or to create emphasis.

ARTICLE XII

Interpretive Reading - Prose

Section 1. Entries. Each school will be entitled to enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. Each contestant will present one or more Prose selections in a single performance. A member school will not use material in the area which is identical to that used in any other individual event.

Section 3. Length. The selection or selections will be limited to six minutes, including both comment and reading.

Section 4. Preparation and Presentation.

Clause 1. Each contestant will choose their own selection prior to the contest and will read from their own copy of the book or manuscript.

Clause 2. Performer must have script as an aid, but may have the presentation memorized. Familiarity with the script is encouraged to allow visualization, development of character, vocal, facial, and bodily tension.

Clause 3. If a contestant receives a Division I rating in the District Contest, the contestant may use the same selection in the State Contest.

Clause 4. The contestants may use an introduction with remarks pertinent to the material and the occasion and make necessary and appropriate comments as they proceed. The author's style or form may be identified for the listener. Such comments will count in the time of the selection.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a five will be held up, at the end of the second minute, a four will be held up and so on down the scale of numbers - 3, 2, 1, 1/2 and 0. At the end of six minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: projection of thought, projection of emotion, arrangement of material, control of bodily activity, rhythm, pronunciation, and voice interpretation.

CASEBOOK

Questions - See Interpretive Poetry Questions

ARTICLE XIII Literary Program

Section 1. Entries. Each school will be entitled to enter one to three contestants in the District Contest.

Section 2. Selections/Materials. Each contestant will present at least one prose selection and at least one poetry selection on a common theme. A member school will not use material in this area which is identical to that used in any other individual event.

Section 3. Length. The selections together will be limited to eight minutes, including both comment and reading.

Section 4. Preparation and Presentation.

Clause 1. Each contestant will choose their own selections prior to the contest and will read from their own copy of the book/manuscript.

Clause 2. Performer must have script as an aid, but may have the presentation memorized. Familiarity with the script is encouraged to allow visualization, development of character, vocal, facial, and bodily tension.

Clause 3. If a contestant receives a Division I Rating in the District Contest, contestant may use the same theme program at the State Contest.

Clause 4. The contestant may use an introduction with remarks pertinent to the theme, form and the occasion and may make necessary and appropriate comments. Such comments will count in the time limit of the selections.

Clause 5. Contestant must arrange the selections to develop a theme (a pattern of ideas from the selections) or give emphasis to an overall message. This theme or message must be stated in the early part of the program.

Section 5. Timing. The Local Manager shall appoint a timekeeper who shall use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a seven will be held up, at the end of the second minute, an six will be held up and so on down the scale of numbers - 7, 6, 5, 4, 3, 2, 1, 1/2 and 0. At the end of eight minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: interpretation, development of material, projection of theme, projection of emotion, control of bodily activity, rhythm, pronunciation, voice interpretation and balance between prose and poetry.

CASEBOOK

Questions - Answers

1. Q. To what degree may bodily action be used?
A. Natural and/or appropriate gestures, facial expression, head movement, bodily tension and oratorical steps may be used to underscore the vocal interpretation of the literature presented. However, participants are reminded that this is an interpretive category, not an acting category.
2. Q. Must the speaker use an equal period of time for either the prose or poetry?
A. No, but since this category calls for a program, it is assumed balance would be maintained. A balance need not mean an equal amount of time be devoted to prose and poetry if the impact of the selections roughly equal or if the selections provide a coherent movement of literary effect. An imbalance of either may invite criticism from the judge and/or a lower rating.
3. Q. When speaking as a narrator, may a performer use a dialect which is sustained throughout the piece?
A. Yes.

4. Q. What is meant by overall theme?
A. Theme is a pattern of ideas. It could express an understanding of human nature or experience that informs and shapes a work of literature. It should not be stated as a single word but should develop some extension or a basic concept. The theme should be made explicit in the introductory and transitional comments by the student.
5. Q. What is a proper way to deliver an introduction and/or transitional remarks?
A. Since these are personal comments of the contestant, they should be delivered in a conversational manner. Reading these remarks may invite criticism from the judge(s) and/or a lower rating.
6. Q. May the use of focus and/or visual placement of characters be used in Prose/Poetry/Literary Program?
A. Yes.
7. Q. Is it permissible for the reader to sing within the selection?
A. Yes, although it should be used with discretion.
8. Q. Must gestures be incorporated in PR/PO/LP Program?
A. No. Movement and gestures are allowed, but not required. Absence or presence of gestures and/or movement should not invite a lower rating.
9. Q. Must the program come from two or more separate and distinct selections?
A. No.
10. Q. Must the prose and poetry be distinctly separate in the performance or may they be intertwined?
A. Either is acceptable.
11. Q. May props and/or visual aids be used?
A. No, if using a book or notebook, it must have a plain cover.
12. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
13. Q. What are oratorical steps?
A. Oratorical steps are steps used to emphasize a point of change or difference in the material or to create emphasis.

ARTICLE XIV
Original Oratory

Section 1. Entries. Each school may enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. This contest will include only orations actually written by the contestants. The oration will be on any subject appropriate for oratorical presentation. Notes or a manuscript may be used. A member school will not use material in this area which is identical to that used in any other individual event.

Section 3. Length. The oration will be limited to eight minutes delivery.

Section 4. Preparation and Presentation.

Clause 1. Quotations are discouraged. Over-reliance on quoted material may invite a lower rating.

Clause 2. Stage accessories or overt costuming may not be used in Original Oratory. Students may, however, utilize their normal wearing apparel (i.e. pockets, lapels, glasses) to enhance their presentation. A lectern may be used.

Clause 3. Prompting of any kind (other than notes or manuscript) will disqualify a contestant.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a seven will be held up, at the end of the second minute, a six will be held up and so on down the scale of numbers - 5, 4, 3, 2, 1, 1/2, and 0. At the end of eight minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. The judge(s) will consider on an equal basis both content and delivery in marking their ratings. Choice of subject, analysis of material, assimilation, projection of thought and emotion, use of bodily activity, and use of vocal technique should be considered.

CASEBOOK

Questions - Answers

1. Q. Is it necessary for the student to bring a copy of the script to the contest?
A. No
2. Q. Must the speech be persuasive or inspirational as opposed to solely informative?
A. Yes, and failure to do so may invite a lower rating.
3. Q. May students read from electronic sources other than note cards or manuscript? ie – Kindle, iPad, laptop, etc...
A. Yes, electronic notes / sources may be used.
4. Q. May the student read from the manuscript word for word in a performance?
A. A student may use the manuscript during a performance; however, strictly reading from the manuscript may result in a lower rating
5. Q. May oratory be a personal account?
A. Yes, and the speaker should assimilate the idea to the audience through support and/or development of a universal theme.

ARTICLE XV

Spontaneous Speaking

Section 1. Entries. Each school will be entitled to enter from one to three speakers in the District Contest.

Section 2. Selections/Materials. The topics to be used throughout the entire series of District Contests will be on contemporary issues. At the time of the District and State Contest, the Contest Manager will be supplied thirty topics by the State Office.

Section 3. Length. The length of the speech will be limited to five minutes.

Section 4. Preparation and Presentation.

Clause 1. The Local Manager will have previously prepared topics submitted to them by the State Office. One complete set of topics will be available for each section of contestants.

Clause 2. The topics will be cut into slips, one topic on each slip. The slips will then be shuffled and placed face down on a desk or table or placed in a container from which the drawing may be made.

Clause 3. The contestants will draw topics in the order of speaking as determined by the Local Manager prior to the contest. (Article V, Section 2, By-Laws)

Clause 4. Each student will draw three topics THREE minutes prior to their speaking time in the performance room. At the end of the three-minute prep time, the contestant will choose one of the three topics drawn and return the two unused topics. The drawing will continue until all contestants have drawn.

Clause 5. Topics will be of a nature to encourage the student to take a stand or position.

Clause 6. The topic thus chosen will be given to the judge, and the judge will insert it on the ballot and comment sheet.

Clause 7. Contestants who have not yet drawn will neither see nor hear topics mentioned that are put back on the table. After each drawing all topics will be reshuffled.

Clause 8. A student will prepare in the performance room and may not receive help from a coach or any other student.

Clause 9. Research materials may not be brought into the performance room. The student may ONLY BRING blank paper, pencil/pen, and blank notecards into the performance room. A student may not leave the performance room until after that student has performed.

Clause 10. Each contestant will speak on the topic for a time not to exceed five minutes. Contestant may use the note cards.

Clause 11. The chairperson will announce the name of the contestant and their topic, but will not give the name of the school.

Clause 12. At the conclusion of the speech, the contestant will hand the note cards to the room chairperson.

Clause 13. A lectern may be used.

Section 5. Timing and Signals. Students should draw three topics without looking at the topics. The 3-minute prep time will begin when the third topic is drawn. The timekeeper for the contest will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a four will be held up, at the end of the second minute, a three will be held up and so on down the scale of numbers - 2, 1, 1/2 and 0. At the end of five minutes the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. In rating the contestant, the judges will be instructed to observe the following criteria: depth of knowledge of subject, relevancy of theme and content to subject drawn, logical analysis, systematic development, and effective delivery.

CASEBOOK

Questions - Answers

1. Q. May a participant listen to previous speakers at the district or state level in this event?
A. Yes.
2. Q. A Student presents a selection which is biased toward one side of an issue - should this invite a lower rating?
A. Personal bias should not be a basis for rating in any category.
3. Q. What are considered research materials?
A. Any printed or pre-recorded matter, including handwritten notes and online materials, will be considered research material.
4. Q. What materials may be allowed for the contestant in the performance room?
A. Contestants may bring a pencil, pen, blank notecards and paper, timing devices, and other personal devices not disallowed in Question 3.
5. Q. Is movement allowed?
A. Such movement as is natural to oratory and is not distracting to the performance should be allowed.
6. Q. Is there a minimum time limit?
A. No. The speech should be well developed with clear organization and supporting material.

ARTICLE XVI

Radio News Announcing

Section 1. Entries. Each school will be entitled to enter from one to three speakers in the District Contest.

Section 2. Selections/Materials

Clause 1. Thirty minutes prior to a contestant's speaking time each student will be given a wire copy consisting of international news, national news, state news, weather, sports and a commercial (which will be labeled). This commercial must be used in its entirety in the news presentation.

Section 3. Length. The Radio News Announcing presentation will be limited from four minutes as minimum and five minutes maximum.

Section 4. Preparation and Presentation.

Clause 1. The contestant will individually edit and arrange their copy into a four to five minute news presentation based solely on the wire copy provided. Transitional material is left to the discretion of the student and may be original. After the student has received the wirecopy, the student will use a preparation room designated by the contest manager for all radio speakers. A student may not leave the preparation room until it is time to speak, nor may the student receive help from any individual. The student will provide dictionaries, pronouncing gazetteers, paper and pencil.

Clause 2. Each contestant will be introduced by the projection room chairperson in the following manner: "This is contestant number...whose name is..."

Clause 3. Necessary facilities are: a microphone which may be set up in one room of the building to be used by contestants, and a loud speaker extension, which must be set up in another room where the judges will listen without seeing the contestant. A brief sound check may be arranged with the door chair just prior to the performance.

Clause 4. During the news presentation the contestant will be handed a "flash" news announcement which the student will read "cold" as soon as possible. The news announcer must incorporate this news flash into the four to five minute news presentation. The timer must hand the flash to the contestant any time during the first four minutes.

Clause 5. Sections of speakers will not exceed ten in number, and all contestants will use the same wire copy within a given section. Wire news copy will be changed from section to section.

Section 5. Timing and Signals.

Clause 1. The speaking time will not exceed five minutes nor be shorter than four minutes on penalty of a Division IV rating.

Clause 2. At 5 minutes, the timer will say STOP. The speaker must stop at once or be subject to disqualification. The timekeeper will use a timing device and indicate with timing cards the time as it elapses. The timekeeper in the transmitting room will show cards to indicate time remaining, i.e. after one minute a four will be held up, after the second minute a three will be held up, and so on down the scale of numbers - 2, 1, 1/2, and STOP. The timer or chairperson will announce that the contestant was within the time limit at the conclusion of each presentation. (Article III, Section 6, By-Laws.)

Clause 3. If the performance is over or under time, the exact time will be announced to the judges.

Clause 4. At 5 minutes, the timer will say STOP. The speaker must stop at once or be subject to disqualification. At five minutes the timekeeper will say stop, if the speaker stops no division IV is given. Division IV will automatically be given to a contestant who is under four minutes. A district officer need not be contacted before awarding the Division IV for a time violation under 4 minutes.

Section 6. Judging. The contestants are to be judged on content and delivery: content to be judged on the selection, editing and arrangement of material for news worthiness and effective news presentation; delivery to be judged on voice quality, vocal rate, emphasis, pronunciation, vitality of presentation, and audience appeal. It is recommended that the judge have a copy of the news stories and commercial before the contest.

CASEBOOK**Questions - Answers**

1. Q. May a student add to or editorialize on news items the wirecopy provides?
A. No, this is not a contest in commentary or analyzation but rather a contest in announcing.
2. Q. Should the radio announcer stop the news presentation at once in order to read the "flash" news item?
A. No. It is suggested that the announcer finish the item and then read the flash item.
3. Q. Will the flash news item be handed to each contestant at the same time?
A. Yes. The Contest Manager will instruct the timer to hand the flash news item at the same time in each news presentation. The time may be changed from section to section. Judges should also be informed when the news flash will be handed to the contestant in a given section.
4. Q. May singing, sound effects, or musical phrase be used at any time during the radio broadcast?
A. Yes, they may be used only during the sign-in, commercial, or sign-off, but not during the news section. They must be vocally emitted.
5. Q. May a participant listen to previous speakers at the district and state level in this event?
A. Yes, but not in the same section.
6. Q. May a student assume a character or accent during the commercial?
A. Yes, but not during the news segment.
7. Q. Must a student be disqualified for not including the commercial in their packet?
A. Yes, but omission of other elements (international news, state/local news, weather, and sports) will not warrant a disqualification or lower a rating.
8. Q. What is the meaning of the "stop" card in Radio News?
A. The speaker must stop at once or be subject to disqualification.
9. Q. May a student bring their own timing device, e.g. cell phone, Ipad, Kindle, etc, into the performance room?
A. Yes.
10. Q. If there appears to be a mistake (i.e. typo) in the commercial, may the student ask the draw room chair for clarification?
A. Yes.
11. Q. Is it permissible for a student to bring in a prepared template with introductions and transitions?
A. Yes, sign-in and sign-off material is left to the discretion of the student and may be original.
12. Q. May a laptop/Ipad be brought into the prep room?
A. Yes.

ARTICLE XVII
Expository Address

Section 1. Entries. Each school will be entitled to enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. This contest will include only expository speeches actually written by the contestants. The speech will be on any subject appropriate for platform presentation. Notes not to exceed fifty (50) words may be used, but the speech must not be read. These notes must be given to the judging chair at the conclusion of the speech. This is a speaking area not an acting area. Expository Address can be persuasive or entertaining but must be informative.

Section 3. Length. The speech will be limited to six minutes, including both comments and delivery.

Section 4. Preparation and Presentation.

Clause 1. The contestant will be permitted to use audio and/or visual aids. These aids will be provided by the contestant and will be of an expository nature that will enhance the response of the audience to the speech. The audio and/or visual equipment may be operated by another student, not to be part of the presentation, and must not be wearing identifiable school apparel.

Clause 2. The contest will provide a projection surface and a small table.

Clause 3. At no time will the visual aid be the reason for the speech, but rather the visual aid will be subordinate to the general purpose of the speech.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a five will be held up, at the end of the second minute a four will be held up and so on down the scale of numbers - 3, 2, 1, 1/2 and 0. At the end of six minutes, the timekeeper will rise and say STOP. The speaker must stop at once, or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. The rating of the judges will be based equally on content and delivery. The judge will automatically give a Division IV if the contestant uses more than 50 words in notes during the presentation. A district officer will not need to be contacted before awarding the Division IV for the misuse of notes, but notes must be attached to the official ballot sent to the contest office.

CASEBOOK

Questions - Answers

1. Q. What method of presentation should a student use for Expository Address?
A. The matter is a choice of the student; however, the student should choose that method of presentation assuring maximum communication effectiveness in relation to the audience, subject or person.
2. Q. May a contestant wear clothing which complements the speech - a tennis dress for a speech on tennis, for instance?
A. Yes.
3. Q. Is the student required to use a visual and/or audio aid in Expository Address?
A. No.
4. Q. Should the Contest Manager provide audio-visual equipment for Expository Address?
A. Yes, but only those listed in Section 4.
5. Q. Are numbers or hyphenated words considered more than one word?
A. No, they are considered one word. Examples: 1976, matter-of-fact.

6. Q. Are articles such as “a, an, and the”, abbreviations, and acronyms considered to be one word?
A. Yes, each abbreviation and acronym count as one word as do the articles “a, an, and the.”
7. Q. May live animals (including human models) be used in this category?
A. No.
8. Q. May another student operate audio-visual equipment, which must be provided by the contestant?
A. Yes. The audio-visual equipment may be operated by another student who is not to wear identifiable school apparel.
9. Q. May recorded media be used as an audio-visual aid?
A. Yes, as long as it is used to enhance the speech.
10. Q. May a speaker provide handouts to the audience before, during or after the speech?
A. Yes.
11. Q. Are outline signposts (e. I. A. I. a.) considered words?
A. No.
12. Q. Whose responsibility is technology compatibility? (i.e.: LCD projector)
A. Technology compatibility is the responsibility of the contestant -- NOT the contest host school.
13. Q. Will Power Point slides be considered in the 50-word limit?
A. No, but excessive dependence on the slides may invite a lower rating.
14. Q. May students read from electronic sources other than note cards? ie – Kindle, iPad, laptop, etc.
A. Yes, electronic notes / sources maybe used.

ARTICLE XVIII

Storytelling

Section 1. Entries. Each school may enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. Stories may be taken from any source, e.g. children's literature, science fiction, classical literature, fables, mythology, etc. Winners at the District Contest may change selections for the State Contest. The speaker may indicate the story title and author as a part of the presentation. However, the Room Chair must give the student's name, title and author.

Section 3. Length. The story will be of such nature that the introduction and the telling of the story will not exceed five minutes.

Section 4. Preparation and Presentation.

Clause 1. The storyteller must sit on a stool after Room Chair announces the student's name, title, and author or after the student optional stated introduction. The stool may not be used as a prop. Host school will provide the stool or the student may bring their own stool.

Clause 2. The contestant will be introduced by name, title, and author.

Clause 3. Students must not costume. They may however adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose, adjustment of hair). Student may not use wearing apparel as a prop. Properties may not be used.

Section 5. Timing and Signals. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a four will be held up, at the end of the second minute, a three will be held up and so on down the scale of numbers - 2, 1, 1/2 and 0. At the end of five minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws)

Section 6. Judging.

Clause 1. The presentation should reflect the speaker's ability to tell/recreate the author's story. Note cards are not to be used.

Clause 2. The role of the storyteller is primarily that of a narrator. However, the speaker may assume the role of a character when involved in direct dialogue. In addition, the storyteller might assume a character role as a narrator. The story may be given as author had written or may be reworded in students' own words.

CASEBOOK

Questions - Answers

1. Q. May a manuscript be used in Storytelling?
A. No. The contestant is not to use notes or other material.
2. Q. May I use a book in the telling of my story?
A. The use of a book in Storytelling automatically invites the placement of the presentation in "Interpretation of Prose."
3. Q. May a student use note cards during a presentation?
A. No.
4. Q. Is it permissible for a student to preface Storytelling with an introduction to establish the desired atmosphere with particular regard to the age of the audience?
A. Yes
5. Q. Should a student suggest or assume a character?
A. The role of the storyteller is primarily that of a narrator; however, the speaker may assume the role of a character when involved in direct dialogue. In addition, the storyteller might assume a character as the narrator.
6. Q. May a student give the introduction sitting on a stool?
A. An introduction may be given; however, it may be given on the stool or standing.
7. Q. **May the performer utilize body tension and movement, gestures, vocal inflection, and facial expressions to tell the story?**
A. Yes, as long as the performer remains seated. The extent of bodily tension and movement, gestures, vocal inflection and facial expression used should be dictated by content of the story.
8. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
9. Q. If the author of the story is anonymous/unknown, must the Room Chair announce this?
A. Yes, the audience **MUST** be made aware of this.
10. Q. Does the student have to give an introduction?
A. No, the student may if they choose.

**ARTICLE XIX
Improvisation**

Section 1. Entries. Each school may enter from one to three contestants in the District Contest.

Section 2. Selections/Materials.

Clause 1. Contestants will draw two situations and three separate characters without looking. The **three** - minute prep time will start when the contestant completes the draw. The contestant will return one situation and character. **All drawing and preparation will take place in the performance room.**

Clause 2. Drawn characters will not include proper names and/or real people.

Clause 3. Situations will be appropriate for high school students.

Clause 4. Materials used by, or the manner of presentation by students at contest deemed by the local contest judge(s) to be obscene or disruptive, may receive lower ratings, or in some cases may result in disqualification.

Section 3. Length. The performance will not exceed five minutes.

Section 4. Preparation and Presentation.

Clause 1. Three minutes prior to the speaking time, the contestant will draw two situations, and three separate character types which two should be the main characters of the presentation. After this the three-minute prep time will start. At the end of the three-minute prep time, the contestant will return one situation and one character. The remaining three selections (one situation and two characters) must be used in the presentation.

Clause 2. The contestants will have three minutes for preparation after the drawing. Contestant will hand the drawn slips to the room chairperson or judge as the student enters to present the selection. A student may not leave the performance room after the draw until time to speak, nor may the contestant receive help from a coach or any other student. The performer may interpret drawn characters as a real person.

Clause 3. The contestant should keep in mind that the performance may utilize characterization or a combination of narration and characterization.

Clause 4. The room chairperson or judge will announce each contestant's draw before the performance.

Clause 5. A single chair may be used in any way a student deems necessary and appropriate. Properties (other than the chair and normal wearing apparel) may not be used.

Clause 6. Students must not costume. They may, however adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may use wearing apparel as a property (i.e. removing it and placing it somewhere in the room). Properties (other than the chair and normal wearing apparel) will not be used.

Section 5. Timing and Signals. The local manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a four will be held up, at the end of the second minute, a three will be held up and so on down the scale of numbers - 2,1,1/2 and 0. At the end of five minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging.

Clause 1. Note cards or outlines will not be used during performance.

Clause 2. The presentation will be evaluated on the basis of creativity, spontaneous bodily activity, and the ability to develop two separate and distinct characters from their draw. The presentation should reflect the effective use of voice and speaker's ability to create and develop a plot.

CASEBOOK
Questions - Answers

1. Q. Is it possible for Improvisation to be serious in nature?
A. Yes.
2. Q. What are some typical examples of Improvisation categories?
A. A student might find the following:
 Characters: an 85-year-old lady
 a young girl
 Situation: someone is falling off a cliff
 a vending machine is malfunctioning
3. Q. May a student add another character(s) to the main character(s)?
A. Yes, but if they are predominant, the student may invite a lower rating.
4. Q. May students use any part of the performance room other than the floor?
A. Students should not use parts of the performance room that could be considered props, such as doors, tables, desks, windows, walls, etc. Accidental touch does not mean **USED**.
5. Q. May a student use the same performance at district and state?
A. No, a "canned" performance is unethical and will result in disqualification.
6. Q. What are character types?
A. May be people, animals, inanimate objects (i.e. a child, a big bear, or a light bulb).
7. Q. Are ethnic stereotypes, "off-color humor", offensive language, sexual innuendoes acceptable in Improvisation?
A. Such inclusions may invite lower ratings, or possibly disqualification.
8. Q. Is the use of or removal of objects from pockets (i.e. coins, sunglasses, wallets, Kleenex, keys, combs) considered normal wearing apparel?
A. No. Objects carried in pockets are considered props.
9. Q. If a student establishes the two distinct characters from their drawn characters, but does not fully develop one of the characters, does this invite disqualification?
A. This may invite a lower rating, but does not merit disqualification.
10. Q. May a performer watch any performer in any section?
A. Yes.
11. Q. May a student use note cards or outlines?
A. Yes, a student may use note cards or outlines for preparation, as long as they are not used in the actual performance.
12. Q. If a student is unfamiliar with a word or its definition, may the student ask the drawing room chair for clarification?
A. Yes.

ARTICLE XX: Reviewing

Section 1. Entries. Each school may enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. Material for this area will be selected by the student and the coach. The Review may be over a book, movie, drama work, music, concert, a movie made for television and any other form of media or any combination. Material used by, or the manner of presentation by students at contest deemed by the local contest judge(s) to be obscene or disruptive, may receive lower ratings, or in some cases may result in disqualification.

Section 3. Length. The length of the Review presentation will not exceed eight minutes.

Section 4. Preparation and Presentation.

Clause 1 The reviewer may read, say, or sing excerpts from the book, script, movie, drama work, score, movie made for TV and any other form of media or any combination to illustrate his/her analysis, however, these excerpts should not be the sustaining force of the presentation. The emphasis of the performance is still on the review rather than the visual or audio aids.

Clause 2. Notes or a manuscript may be used.

Clause 3. The contest will provide a projection surface and a small table.

Clause 4. Visual and audio aids may be used. These include but are not limited to books, posters, video sleeves, play bills, production script, or facsimile of production script may be used. Quotes from all of the above may also be used. The emphasis is still on the review rather than the visual or audio aids. The audio/visual equipment may be operated by another student not to be part of the presentation and must not be wearing identifiable school apparel.

Clause 5. The Review will reflect a variety of styles and will be suitable quality for the high school student. The contestant will prepare a suitable original speech with a chosen theme which would be appropriate for Review.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech a seven will be held up, at the end of the second minute, a six will be held up and so on down the scale of numbers - 5, 4, 3, 2, 1, 1/2 and 0. At the end of eight minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification. (Article III, Section 6, By-Laws)

Section 6. Judging. The Reviewing presentation will be evaluated on the basis of insights (such as plot, character, style, directional style, editing, film technique, acting, historical importance, comparison with other genre and/or thought) which would be more comprehensive to the listener than would be gained on a first reading of the book, viewing of a film, drama work or a movie made for television and any other form of media or any combination. Whether the review is memorized or not should in no way influence the judging of this category.

CASEBOOK

Questions & Answers

1. Q. May notes or a manuscript be used in Reviewing?
A. Yes, however, the reviewer should use care so as not to sound like an essay is being given.
2. Q. Is it desirable in Reviewing procedure to give only a synopsis of the book, movie, drama work, made for television movie and any other form of media or any combination?
A. No. See Article XX, Section 6.
3. Q. May a student select a different book, movie, drama work, movie made for television and any other form of media or any combination for the State Contest?
A. Yes.
4. Q. Is reading from the book, script, manuscript and/or visual aids allowed?
A. Yes.
5. Q. May a contestant read a book excerpt from a copied manuscript?
A. Yes.
6. Q. May a television series be reviewed?
A. Yes.
7. Q. May a television mini-series or a made for television movie be reviewed?
A. Yes, an example of this would be Alex Haley's, "Roots".
8. Q. May actual clips from a movie, drama work, and/or made for television movie be shown?
A. Yes.
9. Q. May two or more totally separate books or movies, etc. be reviewed?
A. Yes, as long as emphasis is still on analysis, and the comparison is tied together by theme or other common denominator.
10. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
11. Q. May a podium or lectern be used?
A. Yes
12. Q. May students read from electronic sources other than note cards or books? ie – Kindle, iPad, laptop, etc.
A. Yes, electronic notes / sources may be used.

ARTICLE XXI
After Dinner Speaking

Section 1. Entries. Each school may enter from one to three contestants in the District Contest.

Section 2. Selections/Materials. The speaker must identify a particular audience, by using appropriate comments within the speech to indicate the audience, which is being addressed. The After Dinner speech may be informative, impressive, inspiring, or entertaining. The speech should be enlivened with stories, anecdotes, quotations, puns, witty remarks, and humorous local and personal references. It should emphasize good feeling, good will, pleasant associations, and may include spontaneous and impromptu thoughts. The speech should not be a collection of jokes or stories; but if used, they should support a point, contribute to the mood or relate to the theme established. The speaker may assume an appropriate vocal persona for their defined audience which can incorporate emotion, gestures and bodily tension to enhance the chosen theme and audience experience.

Section 3. Length. The After Dinner speech will not exceed five minutes in length.

Section 4. Preparation and Presentation.

Clause 1. The contestant will prepare a suitable original speech with a chosen theme which would be appropriate as an After Dinner speech.

Clause 2. The contestant will be introduced by name and, if desired by the contestant, by title of selection.

Clause 3. A rostrum or lectern may be used, but no properties or costumes are to be used.

Clause 4. Notes or a manuscript may be used.

Section 5. Timing. The Local Manager will appoint timekeeper who will use a timing device and indicate with timing cards the time as it elapses. At the end of the first minute of the speech, a four will be held up, at the end of the second minute, a three will be held up and so on down the scale of numbers - 2, 1, 1/2 and 0. At the end of five minutes, the timer will rise and say STOP. The speaker must stop at once or be subject to the penalty of disqualification as provided in (Article III, Section 6, By-Laws)

Section 6. Judging. The After Dinner Speaking performance will be evaluated on the basis of the speaker's ability to adhere to the chosen theme and to the After Dinner Speaking situation. The presentation should reflect the speaker's ability to create an effective, entertaining, and appropriate speech on the chosen theme.

CASEBOOK

Questions - Answers

1. Q Are quips, quotes and anecdotes in After Dinner Speaking permissible even though not original?
A. Yes.
2. Q. Is bodily movement allowed?
A. Yes, bodily movement (including gestures, bodily tension, and steps to emphasize material) is allowed to enhance the speech but is not mandatory.
3. Q. Must the audience being addressed be a legitimate organization?
A. No. Neither the speaker nor the audience needs to be legitimate organizations or even human.
4. Q. Must the After Dinner Speaker speak behind the podium?
A. No, the podium is an option for the performer.
5. Q. May articles of clothing or properties be used to enhance or suggest that you are speaking to a particular audience?
(Example: fake beards, t-shirt with logo.)
A. No.
6. Q. May Students read from electronic sources other than note cards? IE-- Kindle, iPad, Laptop, etc.
A. Yes, electronic notes / sources may be used.
7. Q. What types of special occasion speeches would fit this category?
A. Examples could include: tributes, eulogies, commencements, etc.
8. Q. What makes an After Dinner Speech different from an Acting selection?
A. An Acting selection is a memorized piece, whereas an After-Dinner Speech follows an organizational structure of a speech, including effective use of transitions, introduction, and conclusion.

**ARTICLE XXII
One-Act Plays**

Section 1. Entries.

Clause 1. Each school will be entitled to enter one One-Act Play in the District Contest.

Clause 2. The one act play will consist of one or more students.

Section 2. Selections/Materials. Plays may be of any type suitable for high school talent. The participating school will be responsible for royalty arrangements. A member school will not use material in this area which is identical to that used in any other large group event.

ROYALTIES. It is the duty and responsibility of the director to secure appropriate production rights for all dramas which are presented in contest production, and is required whether or not admission is assessed. The mere performance permission for a home high school production (as in the case of a three-act play) is not license for using copyrighted dramatic material either in portion or totally in contest presentation.

Section 3. Length. The length of a One-Act Play will be limited to thirty-five (35) minutes.

Section 4. Preparation and Presentation.

Clause 1. In the District Contest and State Contest, the order of appearance will be determined by the District Manager and the State Manager. However, each manager will follow as far as possible the desires of the coaches of the competing schools.

Clause 2. Unless a school is prepared to carry its own properties when performing away from home, plays should be selected that require very few and simple stage properties.

Clause 3. The Local Manager, at least one week prior to a performance, will contact the participating schools listing such stage properties they will have available. The local contest manager will not be responsible for providing any other stage properties. The host school will provide minimal / basic lighting on the stage area. The contest manager will make available a list of technical elements that will be in each One Act Center.

Clause 4. The Local Manager will assign to each cast such rooms as may be needed for costuming, but each cast will furnish its own costumes and accessories, make-up, and personal properties.

Clause 5. Each director should be ready to go on with their play within ten minutes after the close of the preceding play, much sooner if possible. Visiting stage managers and the local stage manager will cooperate to expedite changes of scenery, properties, etc., for casts coming on or leaving the stage. If it is desired, a member of the cast may not use over two minutes to explain the setting to the audience before the play begins.

Clause 6. Directors must not expect to be permitted time for a complete rehearsal prior to the performance. A technical rehearsal of not over five minutes may be arranged by the local manager for each play that the visiting director may check on lighting effects, voice projection, property locations, etc.

Section 5. Timing. The Local Manager will appoint a timekeeper who will use a timing device. At the end of thirty-five minutes, a whistle signal will be used to call the performance to an end. Contestants must stop immediately upon penalty of disqualification.

Section 6. Judging.

Clause 1. Plays will be judged by individuals familiar with stage performances.

Clause 2. Each judge will be furnished with a ballot which will list the plays by title. The ballot will carry instruction for the judge rating the play, consistent with the level of competition, as provided in Article VII, Section 1, By-Laws.

Clause 3. Off-stage prompting will constitute a IV rating.

Section 7. Winners.

Clause 1. The same play selection must be used in the State Contest.

Clause 2. One student assistant may be included as a part of the cast and be recognized as such for award purposes.

Clause 3. Any school winning a Division I rating in the State Contest the preceding year with a One-Act Play may not use the same play the next year.

CASEBOOK

Questions - Answers

1. Q. May students earning a Division I rating in Readers Theatre, Debate, and One-Act Plays the previous year participate in the same field the following year?
 - A. Yes. The same play, however, may not be used the following year.
2. Q. May a participant be included in a One-Act Play, playing a musical instrument if not on the stage, and still participate in two other areas of contest activity?
 - A. Anytime a participant is in view of the audience it counts as participation in this area of contest activity, causing activity in only one other contest activity. Entrance on stage in view of audience constitutes participation.
3. Q. If a coach opts to list the student assistant on the eligibility form, will this count as one of the two allowed participation areas?
 - A. Yes.
4. Q. Are cuttings from theatrical music productions acceptable as entries in One-Act Play competition?
 - A. Cuttings from musical theatre productions may invite criticism and lower ratings from judges when such cuttings are predominantly singing and dancing. The coach must be reminded that judges are usually provided for One-Act Play competition with strong drama backgrounds and may not be qualified to judge musical theatre adequately. Performance rights might be difficult to obtain and royalty obligation might be financially prohibitive.

***** ROYALTIES.** It is the duty and responsibility of the director to secure appropriate production rights for all dramas which are presented in contest production, and is required whether or not admission is assessed. The mere performance permission for a home high school production (as in the case of a three-act play) is not license for using copyrighted dramatic material either in portion or totally in a contest presentation.

- 5. Q. May a script be used as a prop in a play performance?
A. Yes, if it is the intent of the author to use it as a prop, the pages must be blank. This is a memorized category.
- 6. Q. Will the time for a setting explanation be included in the thirty-five minute time limit?
A. Yes.
- 7. Q. May mime be used exclusively as a One-Act Play?
A. No.
- 8. Q. May mime be used in a One-Act Play?
A. Yes.
- 9. Q. May a device that creates smoke or fog effects be used during the presentation?
A. No. These devices may cause health concerns (i.e. asthma, allergies) and/or delay set-up time for the next performer.
- 10. Q. May one student, using a script, perform in place of one ill, injured, or ineligible cast member with the understanding that the group's performance will receive "comments only" and no rating?
A. Yes, if the coach obtains approval from the State Office prior to the performance.
- 11. Q. Are participation plays permissible?
A. Yes.

Contestant is not an entry until the membership entry form is received by the Contest Manager postmarked by the Wednesday two and one half weeks prior to the contest date for both Individual and Group contests. Print off two copies: one to be sent to the Contest Manager and one to use as your invoice. Please submit your invoice immediately for payment to IHSSA State Office.

ARTICLE XXIII
Readers Theatre

Section 1. Entries.

Clause 1. Each school will be entitled to enter one Readers Theatre group in the District Contest.

Clause 2. The Readers Theatre group will consist of two through fifteen students.

Section 2. Selections/Materials.

Clause 1. Material used for Readers Theatre will be adaptations of prose, poetry, and/or drama. A member school will not use material in this area which is identical to that used in other large group events.

Clause 2. Each school will be responsible for securing performance rights. (See royalties on page 13.)

Section 3. Length. The length of the performance will be limited to twenty-five minutes.

Section 4. Preparation and Presentation.

Clause 1. The contest performance will be given on a stage only if one is available. A group will have five minutes to set up equipment in the performing room, and all time beyond this five minutes will be taken off their performance time.

Clause 2. The performers of a given group will all appear on the stage or in front of a standard classroom. Movement and blocking are optional. The actual performing may be done with the student (or students) seated, standing or moving.

Clause 3. All performers must use a script as an aid, but may have some portions of the presentation memorized. Scripts may be temporarily set down.

Clause 4. Mechanical or instrumental sound effects are not allowed. However, vocally emitted noises and sound effects created by the student are permissible. Singing may be used, but should not be the sustaining force. It must remain secondary to the Readers Theatre.

Clause 5. Contestants may use straight chairs as provided by the host school. Contestants may use other chairs, stools, stepladders, blocks, crates, benches, steps or risers which they must provide which may be used in any way deemed necessary and appropriate.

Clause 6. Music stands may be used for the sole purpose of holding scripts. If music stands are used, the stands may not be used as a prop or any function other than supporting the script.

Clause 7. The performer will utilize the skills of interpretive voice and facial expressions. Costuming, make-up, special effects, and additional props will not be used. Familiarity with script is encouraged to allow the interpreter to suggest visualization, development of character, vocal, facial and bodily tensions.

Section 5. Timing. The local manager will appoint a timekeeper. No signal will be given until the expiration of twenty-five minutes at which time a whistle signal will be used to call the performance to an end or be subject to disqualification.

Section 6. Judging. Judging will be based on effective speaking communication and on the ability of the group to convey the message of the presentation. Further judging consideration ought to include: effective bodily tensions; use of offstage focus, onstage focus or a combination of both; an expressive vocal interpretation with characterization.

Section 7. Winners.

Clause 1. The same selection must be used in the State Contest.

Clause 2. Any school winning a Division I rating in the State Contest the preceding year may not use this same selection the next year.

CASEBOOK
Questions - Answers

1. Q. May students stomp feet, clap hands or sing?
A. Yes.
2. Q. May performers wear robes?
A. Yes, but if used, all readers must wear uniform robes.
3. Q. Is uniformity of attire permissible?
A. Yes, if not interpretive as an effect to establish a character.
4. Q. May performers leave the room?
A. No.
5. Q. May cuttings from major plays be used?
A. Yes. Directors are reminded that they must comply with permission requirements, and clear with the publisher holding the copyright.
6. Q. We received a Division I rating at district contest in Readers Theatre. Are we to take the same selection to the State? Must we take exactly the same cast to state as we took to district? Or may we drop one of the members, for example, and/or add another?
A. You must use the same selection in Readers Theatre on the state level as was used in district competition. The cast may be adjusted according to the needs of your school community between the district and state.
7. Q. One of our cast members at District read a brief introduction to our presentation (an excerpt), setting the scene and presenting the background. One of the judges commented that this introduction should have been told, not read. Is this correct?
A. The reading of the brief introduction in association with your presentation does not disqualify the play, but might introduce the possibility of a lower rating among judges. Certainly, you invite superior review by the judges if the introduction is told rather than read.
8. Q. Should performers use onstage or offstage focus?
A. Performers may use offstage focus, onstage focus, or a combination of both to achieve visual contact.
9. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
10. Q. Must students read from script for the entire performance?
A. No. Students may refer to the script and scripts must remain within the performance area if they are temporarily set down.

11. Q. May performers have physical contact with each other?
A. Yes.
12. Q. May blocking and movement be used?
A. Yes, movement is allowed but not necessary. Style of performance is at the discretion of the director.
13. Q. May forms of literature other than plays be adapted to readers theatre?
A. Yes, but the adaptation should have primary emphasis on characterization and dialogue interactions.
14. Q. May the seating devices be moved and/or used to create sound effects?
A. Yes.
15. Q. May chairs or blocks etc. be used to suggest a special effect. Example: fences, windows, barriers, etc.?
A. Yes.
16. Q. What is the difference between One-Act Play and Readers Theatre?
A. The focus of Readers Theatre should be on presentational form presented within the limitations of a performance area, without stage lights, costuming, make-up, etc.
17. Q. May a script be used as a prop?
A. Yes, but only momentarily.
18. Q. Can head attire be considered costuming?
A. Yes.
19. Q. May students enter clapping hands, singing, or stomping feet?
A. Yes.
20. Q. May group-speaking sections be included in the Reader's Theatre?
A. Yes, but the use of group speaking sections must remain secondary to the individual performance.

ARTICLE XXIV
Ensemble Acting

Section 1. Entries.

Clause 1. Each school will be entitled to enter three Ensemble Acting groups in the District Contest.

Clause 2. Ensemble Acting will consist of two through six students.

Section 2. Selections/Materials.

Clause 1. A member school will not use material in this area which is identical to that used in other large group events.

Clause 2. Each school will be responsible for securing performance rights. (See royalties, Page 13.)

Section 3. Length. The length of the performance will be limited to fifteen minutes.

Section 4. Preparation and Presentation.

Clause 1. The Ensemble Acting performance will be given on the stage where available or in front of a room. Seven uniform chairs and a table will be supplied. Contestants may use table provided or furnish their own.

Clause 2. Students must not costume. They may, however, adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may not use wearing apparel as a property (i.e. removing it and placing it somewhere in the room). Properties (other than seven chairs and a table) will not be used.

Clause 3. The contestants will utilize the skill of acting. All lines must be memorized.

Clause 4. The actor(s) may introduce the selection. This will be included as part of the performance time.

Clause 5. The actors must remain in the performance area at all times.

Clause 6. Prompting will constitute a Division IV rating.

Section 5. Timing. The Local Manager will appoint a timekeeper. No signal will be given until the expiration of fifteen minutes at which time a whistle signal will be used to end performance. The contestant must stop immediately on penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. Judging will be based on effective speaking and acting techniques and on the ability of the group to convey material written for or adapted for presentation as a play or play cutting.

Section 7. Winners.

Clause 1. A group with a Division I rating may compete in the State Contest. The same Ensemble Acting script must be used.

Clause 2. A school winning Division I rating in the State Contest the preceding year may not use the same play or cutting the next year.

CASEBOOK
Questions - Answers

1. Q. May we bring our own chair or chairs?
A. No.
2. Q. If normal wearing apparel suggests a character, could it invite disqualification?
A. Yes.
3. Q. May students use any part of the performance room except the floor?
A. Students should not use parts of the performance room that could be considered props, such as doors, desks, windows, walls, etc.
4. Q. May one student, using a script, perform in place of one ill, injured, or ineligible cast member with the understanding that the group's performance will receive "comments only" and no rating?
A. Yes, if the coach obtains approval from the State Office prior to the performance.
5. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
6. Q. Does normal wearing apparel include shoes?
A. Yes
7. Q. May performers have contact with each other?
A. A performer may have contact with another performer including touching their hair or clothing, as, long as hair accessories or clothing is not removed or used as a prop. **52**

**ARTICLE XXV
Choral Reading**

Section 1. Entries.

Clause 1. Each school will be entitled to enter one Choral Reading group in the District Contest.

Clause 2. Choral Reading groups will consist of three through fifteen students.

Section 2. Selections/Materials.

Clause 1. Material used for Choral Reading will be drawn from any form of literature. It may consist of portions from more than one large selection.

Clause 2. A member school will not use material in this area which is identical to that used in other large group events.

Clause 3. Each school will be responsible for securing performance rights.

Section 3. Length. The length of the performance will be limited to fifteen minutes.

Section 4. Preparation and Presentation.

Clause 1. All performers must have a script but may have the presentation all memorized. Scripts may be temporarily set down.

Clause 2. The Choral Reading group may use props, uniforms, costumes and/or make-up which they deem necessary to support and extend the meaning of their selection. All of these must be furnished by the participant.

Clause 3. A group will have five minutes to set up equipment in the performing room, and all time beyond this five minutes will be taken off their performance time.

Clause 4. **Singing, dancing, musical instruments, sound effects, and appropriate blocking may be used as long as it supports the main purpose of the oral interpretation, but must remain secondary to Choral Reading.**

Clause 5. The Choral Reading must be adjusted to any assigned room.

Section 5. Timing. The Local Manager will appoint a timekeeper. No signal will be given until the expiration of fifteen minutes, at which time a whistle signal will be used to call the performance to an end. The contestant must stop immediately or be subject to the penalty of disqualification. It will be the responsibility of the chairperson judge to determine whether this regulation is violated. (Article III, Section 6, By-Laws)

Section 6. Judging. Judging will be based on effective oral interpretation, creativity, ensemble blend, (projection of thought, emotion, control of bodily activity, rhythm and vocal control) and ability of the group to convey the message of the selection cutting.

Section 7. Winners.

Clause 1. The same selection must be used at State Contest.

Clause 2. Any school winning a Division I rating in the State Contest the preceding year may not use the same selection the next year.

Clause 3. A student who receives a Division I rating in Choral Reading in the State Contest may participate in Choral Reading again.

CASEBOOK
Questions - Answers

1. Q. If an accompanist is used, are they regarded as one of the fifteen students?
A. Yes.
2. Q. May any medium be used in Choral Reading?
A. Yes, but one should keep in mind the facilities and limitations imposed.
3. Q. If support personnel are used, are they regarded as part of the fifteen students?
A. Yes.
4. Q. Does an accompanist have to carry a script or have speaking lines in the performance?
A. No. An accompanist may contribute to the performance by playing or by singing without being required to hold a script. The accompanist will, however, be regarded as one of the fifteen students.
5. Q. Does the Choral Reading have to include singing, dancing, musical instruments, sound effects and appropriate blocking if the main purpose of the Choral Reading is emphasized through oral interpretation?
A. No.
6. Q. May a device that creates smoke or fog effects be used during the presentation?
A. No. These devices may cause health concerns (i.e. asthma, allergies) and/or delay set-up time for the next performer.
7. Q. Is there a suggestion as to what proportion of solo to ensemble should be used in the choice of a script?
A. The primary emphasis in Choral Reading is on a blend of voices conveying the message of the selection.
8. Q. Must students read from script for the entire presentation?
A. No. Students may refer to the script and scripts must remain within the performance area if they are temporarily set down.
9. Q. May blocking and movement be used?
A. Yes, movement is allowed but not necessary. Style of performance is at the discretion of the director.
10. Q. What defines "script"?
A. A script may take the form of text on a prop, costume piece, binder or electronic device.
11. Q. May performers leave the room?
A. No.
12. Q. Does the script need to be identifiable?
A. Yes. If there is a question about the script's identity, a judge may request to see one.

ARTICLE XXVI
Group Mime

Section 1. Entries.

Clause 1. Each school will be entitled to enter three mime groups in the District Contest.

Clause 2. The mime group will consist of two through six students.

Section 2. Selections/Materials.

Clause 1. The participants will prepare their own mime, and will title it so that its title can be listed on the District Contest Program.

Clause 2. The mime title does not have to appear on the district eligibility sheet.

Clause 3. The title must be on a placard for purposes of introducing the mime. The time and place as well as decorations on the placard are optional.

Clause 4. If the placard is carried by an individual, the student must be counted as a character in the mime.

Section 3. Length. The length of the performance will be limited to seven minutes. Timing will begin with the first movement or music after the performers have been announced.

Section 4. Preparation and Presentation.

Clause 1. There may be physical contact in mime.

Clause 2. There must be a definite beginning and end.

Clause 3. No member of the group may leave the playing area during the performance nor may any member enter the performing area once the performance has begun.

Clause 4. All members of the group do not have to be interacting throughout the entire performance.

Clause 5. The performers may accompany the performance with recorded music without words. Technology to play music must be provided by the contestants. The machine may be operated by another person, not to be part of the mime and not to be wearing identifiable school apparel. No other sound effects or properties may be used. Six chairs must be provided by the contest manager or the participating school may provide their own six chairs and may be used as the performer sees fit.

Clause 6. No mime make-up is to be worn. Apparel must not convey characterization or personal identification.

Clause 7. The mime must be of such a nature that it can be presented in any room provided by the host school. No special lighting may be required. An easel for the placement of the placard must be provided by the host school or may be provided by the contestant.

Section 5. Timing. The Local Manager will appoint a timekeeper. No signal will be given until the expiration of the seven minutes, at which time the timekeeper will rise and say STOP. Contestants must stop immediately upon penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. Judging will be based on acting effectiveness, creativity, body control, movement and ability of the group to convey its intended message.

Section 7. Winners.

Clause 1. The same idea or theme may be used in the State Contest.

Clause 2. A student who receives a Division I rating in Group Mime in the State Contest may participate in mime again.

CASEBOOK

Questions - Answers

1. Q. Do such deliberate sounds as stamping of feet, or snapping fingers constitute sound effects?
A. Yes, and the performing group using such techniques may invite a disqualification.
2. Q. Is the mouthing of words permissible?
A. With the exception of isolated single syllable words (oh, hi, yes, no, etc.). However, when more than one word is mouthed in sequence (such as "oh, no") this is not permissible. Also repeating of single syllable words creating dialogue is not permissible. It is the intention of the category to place the emphasis on bodily action while not discouraging the use of facial expressions.
3. Q. What determines if the placard is used as a prop?
A. If it is used for any purpose but to introduce the time and place, it is a prop.
4. Q. Must mime present a story?
A. No. An idea may be presented without a story line.
5. Q. Could apparel detract from the effectiveness of the mime and thereby not enhance the mime?
A. Yes, if the apparel conceals bodily tension or movement.
6. Q. Must a large acting area be used for the mime to be effective?
A. No, the illusion of movement can be created in a limited area, however, the performer should not be penalized for using the entire performance area.
7. Q. May a mat be used for a floor covering?
A. Yes.
8. Q. Is one style of mime automatically preferable to any other?
A. No, all styles are equally available to a mime team.
9. Q. Can the music for mime stop and start again?
A. Yes. There may be lapses of silence between portions of music.
10. Q. Can the background music for mime come from more than one musical selection?
A. Yes.
11. Q. Could a chair be used as another object (shopping cart, stroller) during the performance?
A. Yes, however, some judges may consider such uses to be unnecessary to create the illusion.
12. Q. May the chairs be moved during the performance?
A. Yes.
13. Q. Must the mime music begin with the performance?
A. No, the music may start or stop at any point during the performance.
14. Q. May students adjust or use wearing apparel during the mime for characterization (i.e. put hands in pockets)?
A. No, actions portraying use of pockets, adjusting ties, etc. should be mimed.
15. Q. When does timing begin for a mime performance?
A. Timing will begin with the first movement or music after the performers have been announced.
16. Q. May the mime performance be choreographed to the music?
A. Yes
17. Q. Can music with vocalizations but without lyrics be used?
A. Yes, when the voice is used to replicate an instrument or create the wordless musical sounds (i.e. Humming, beat boxing, whistling or other musical vocalizations that do not use actual words).
18. Q. May a mime performance be performed without music?
A. Yes
19. Q. What is allowed on the placard?
A. The title is required, anything additional is allowed.

ARTICLE XXVII
Solo Mime

Section 1. Entries.

Clause 1. Each school will be entitled to enter from one to three mime contestants in the District Contest.

Clause 2. Each mime will consist of one student.

Section 2. Selections/Materials.

Clause 1. The participant will prepare their own mime, and will title it so that its title can be listed on the District Contest program.

Clause 2. The title does not have to appear on the District eligibility sheet.

Clause 3. The title must be on a placard for purposes of introducing the mime. Having the time and place on the placard is optional.

Section 3. Length. The length of the performance will be limited to five minutes. Timing will begin with the first movement or music after the performers have been announced.

Section 4. Preparation and Presentation.

Clause 1. There must be a definite beginning and end.

Clause 2. The performer may not leave the playing area during the performance.

Clause 3. The performer may accompany their performance with recorded music without words. Technology to play music may be used but must be provided by the contestant. The machine may be operated by another person, not to be part of the mime and not to be wearing identifiable school apparel. No other properties or sound effects may be used. One chair provided by the contest manager or one chair provided by the participating school may be used as the performer sees fit.

Clause 4. No mime make-up is to be worn. Apparel must not convey characterization or personal identification.

Clause 5. The mime must be of such a nature that it can be presented in any room provided by the host school. No special lighting may be required. An easel for the placement of the placard must be provided by the host school or may be provided by the contestant.

Section 5. Timing. The Local Manager will appoint a timekeeper. No signal will be given until the expiration of five minutes, at which time the timekeeper will rise and say STOP. Contestant must stop immediately, upon penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. Judging will be based upon acting effectiveness, creativity, body control, movement and ability of the performer to convey its intended message.

Section 7. Winners.

Clause 1. The same idea or theme may be used in the State Contest.

Clause 2. A student who receives a Division I rating in Solo Mime in the State Contest may participate in mime again.

CASEBOOK**Questions - Answers**

1. Q. Do such deliberate sounds as stamping of feet, or snapping of fingers constitute sound effects?
A. Yes, and the contestant using such technique may invite a disqualification.
2. Q. Is the mouthing of words permissible?
A. With the exception of isolated single syllable words (oh, hi, yes, no, etc.). However, when more than one word is mouthed in sequence (such as "oh, no") this is not permissible. Also repeating of single syllable words creating dialogue is not permissible. It is the intention of the category to place the emphasis on bodily action while not discouraging the use of facial expressions.
3. Q. What determines if the placard is used as a prop?
A. If it is used for any purpose but to introduce the time and place, it is a prop.
4. Q. Must mime present a story?
A. No. An idea may be presented without a storyline.
5. Q. If a contestant receives a Division I rating at the State Contest, may the student compete the following year?
A. Yes. Solo Mime is considered a large group event.
6. Q. Could apparel detract from the effectiveness of the mime and thereby not enhance the mime?
A. Yes, if the apparel conceals bodily tension or movement.
7. Q. Must a large acting area be used for mime to be effective?
A. No, the illusion of movement can be created in a limited area, however, the performer should not be penalized for using the entire performance area.
8. Q. Is one style of mime automatically preferable to any other?
A. No, all styles are equally available to mime.
9. Q. May a mat be used for a floor covering?
A. Yes.
10. Q. Can the background music for mime come from more than one musical selection?
A. Yes.
11. Q. Can the music for mime stop and start again?
A. Yes. There may be lapses of silence between portions of music.
12. Q. Could a chair be used as another object (shopping cart, stroller) during the performance?
A. Yes, however, some judges may consider such uses to be unnecessary to create the illusion.
13. Q. May the chair be moved during the performance?
A. Yes.
14. Q. Must the mime music begin with the performance?
A. No, the music may start or stop at any time during the performance.
15. Q. May students adjust or use wearing apparel during the mime for characterization (i.e. put hands in pockets)?
A. No, actions portraying use of pockets, adjusting ties, etc. should be mimed.
16. Q. May the mime performance be choreographed to the music?
A. Yes
17. Q. Can music with vocalizations but without lyrics be used?
A. Yes, when the voice is used to replicate an instrument (i.e. Humming, beat boxing, whistling or other musical vocalizations that do not use actual words).
18. Q. When does timing begin for a mime performance?
A. Timing will begin with the first movement or music after the performers have been announced.
19. Q. May a mime be performed without music?
A. Yes

ARTICLE XXVIII
Television Newscasting

Section 1. Entries.

Clause 1. Each school will be entitled to enter two teams of two to fifteen students.

Clause 2. Any or all of the team members may be in front of the camera.

Section 2. Selections and Materials.

Clause 1. The content of the news broadcast is up to the discretion of the news team. The news broadcast may include any or all of the following: local, state, national, international, sports, weather and/or special feature. Regardless of selection of stories, the content must be based on actual news. Commentary on the stories is allowed and may or may not be biased. An original special feature may or may not be included. News stories are not restricted by time frame, and may be of historic nature.

Clause 2. **Entries will include one or more commercials of original nature.** Total time allotted for commercial(s) will not exceed two minutes.

Clause 3. Transitional material is left up to the discretion of the contestants and will be original and may include editorial commentary.

Clause 4. Contestants may re-record for the State Contest, using new, same, or a combination for news copy and/or special feature.

Section 3. Length. The television newscast will be limited to ten minutes.

Section 4. Preparation and Presentation.

Clause 1. The contestants will edit and arrange material into a news presentation based on the contestants chosen style. It may be creative, thematic, comedic, serious, historic, traditional or other.

Clause 2. Entries will be limited to a ten minute presentation, recorded in any environment. A sound stage, news station and/or green screen is NOT required.

Clause 3. The entries must bring their own media formatted presentation and at least one school representative (coach and/or student) to the Contest Site. The judge and those members of the crew present will view the media formatted presentation together.

Clause 4. Schools may rehearse and record segments of the presentation in any location or environment in any order. All aspects of the newscast may be edited. The final presentation must be recorded in one media format.

Clause 5. Pre-recorded video and/or audio material, computer imagery, digital imagery can be incorporated and can be edited. No school identification will appear on the media formatted presentation or the presentation case other than the school code.

Clause 6. The speakers may utilize normal wearing apparel to enhance their presentation and costuming may be used in any way deemed necessary for the news presentation.

Clause 7. Students will be permitted to use audio-visual aids and/or properties which will enhance their presentation. The set will bear no school identification.

Clause 8. The performance will be viewed by a judge. The host school will provide a projection surface. The host school will NOT provide internet access. The contestants will be responsible for providing projector, media source, and provide speakers.

Clause 9. Each team will be introduced by the room chairperson using the contestant's number and school code.

Clause 10. ALL material must be performed by students from the member school.

Section 5. Timing. Timing for TV Newscasting will begin with the first spoken word, visual image, or music/sound heard and will conclude with the last spoken word, visual image or music/sound heard.

Section 6. Judging.

Clause 1. The news teams are to be judged on content and delivery. Content is to be judged on the selection, revising, and arrangement of material for news worthiness and effective communication. Delivery is to be judged on both oral and physical presentational skills, including voice quality, vocal rate, emphasis, pronunciation, vitality of presentation, facial expression, camera presence, poise and unity of performance and production.

CASEBOOK

Questions – Answers

1. Q. May more than one camera be allowed?
A. Yes.
2. Q. Must a presentation be in color?
A. No.
3. Q. May singing, sound effects, or music be used at any time during the television newscast?
A. Yes.
4. Q. What would be appropriate for the style of the overall news presentation?
A. Traditional, news magazine, sportscast, Weather Channel, morning talk show, parody news program, historic newscast, humorous, thematic, etc..
5. Q. What subjects would be appropriate if you choose to include a special feature?
A. Possibilities could include human interest features, investigative reporting, movie or entertainment review, editorial, etc.
6. Q. Could a contestant use a local item of interest as a special feature?
A. A local interest issue could certainly be appropriate; however, the contestants must not at any time during the newscast refer to home, school or community or in any way identify themselves.
7. Q. May cue cards, teleprompter or computer display be used?
A. Yes, but it is not required to do so.
8. Q. May I use the same qualifying presentation at All-State?
A. Yes, or you may re-record.
9. Q. Does the news team have to be present at contest?
A. Each school entering Television Newscasting must have a school representative (coach and/or student) at the contest to present the broadcast.
10. Q. Could special effects, sound, graphics, pictures, additional video, etc. be added to the news presentation?
A. Yes.
11. Q. May commercials include real or established products?
A. Yes, however the actual commercial may not be copied. Slogans, phrases, and words may be taken from actual commercials and be used.
12. Q. Can I show video images of non-students?
A. Yes, as long as the images are SECONDARY to the student performers.
13. Q. May the video come from an outside source, i.e. professional or college sports highlights.
A. Yes, but the video must be SECONDARY to the production.
14. Q. Can I use video interviews of nonstudents in my newscast? I.e. an interview with a State Representative?
A. No.
15. Q. Can the entire broadcast be commercials?
A. No.
16. Q. Must the content of the entry be serious in nature?
A. NO. There are no restrictions on the genres that may be covered.
17. Q. Will I invite a lower rating if I do not use a professional/traditional television news setting?
A. No, contest ratings will **NOT** be reflective of where a news program is filmed, since not all schools have equal access to filming at news stations.
18. Q. Is there a time minimum?
A. No.

ARTICLE XXIX
Group Improvisation

Section 1. Entries.

- Clause 1. Each school may enter one to three teams in the district contest.
- Clause 2. Each team will consist of two through five students.

Section 2. Selections/Materials.

- Clause 1. Materials for Group Improvisation will be drawn from a selection of situations.
- Clause 2. Materials used by, or the manner of presentation by students at contest deemed by the local contest judge(s) to be obscene or disruptive, may receive lower ratings, or in some cases may result in disqualification.

Section 3. Length. The length of the performance will be limited to five minutes.

Section 4. Preparation and Presentation.

Clause 1. The team will report to the center five minutes prior to their scheduled presentation time. They may use this time to do warm-up exercises and prepare. Students should draw all three situations without looking at the topics. The two-minute prep time will begin when the third situation is drawn. All drawing and preparation will take place in the performance room.

Clause 2. The team's objective will be to create a scene using their situation which progresses from point A to point B, employing the situation. The team will hand a listing of their draw to the room chairperson as they enter to perform.

Clause 3. The room chairperson will announce each group's draw before the performance.

Clause 4. Five chairs may be used in any way the team deems necessary. Properties other than chairs and normal wearing apparel will not be used.

Clause 5. Students must not costume. They may, however, adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may use wearing apparel as a property (i.e. removing it and placing it somewhere in the room).

Clause 6. Prompting by anyone other than a team member will disqualify a team.

Section 5. Timing and Signals. The local manager will appoint a timekeeper who will use a timing device and indicate with timing cards the time as it elapses. Timing will begin with the first movement or spoken word. At the end of the first minute, a "4" will be held up and so on down the scale of numbers - 3, 2, 1, 1/2 and 0. At the end of five minutes the timekeeper will blow a whistle. Failure to stop at once will result in disqualification. Timers must show time cards to performers CONSTANTLY. Timers must be in front row center or be pointed out to performers.

Section 6. Judging. In rating the team, the judges will be instructed to observe the following criteria: ensemble playing, commitment, fluency, timing, creativity, concentration and characterization.

CASEBOOK

Questions - Answers

1. Q. What are some typical examples of situations?
A. Situations: Somebody late boarding a ship.
 Somebody trying to buy a used car.
2. Q. May canned performances be used?
A. The intent is that it be a fresh performance each time. The appearance of a canned performance may invite disqualification.
3. Q. Does the situation have to be the central plot?
A. Yes.
4. Q. What is ensemble playing?
A. Ensemble playing involves respect of fellow players and an understanding of the nature of theatrical focus, often described as “Give and take,” as well as exploring and employing the talents of the assembled players as a team.
5. Q. What is characterization?
A. Characterization involves not only the creative invention of character, but also the commitment to character (using physical and vocal acting techniques) and the constructive (rather than destructive or argumentative) interaction of the characters the ensemble creates. Note that conflict is an effective tool for exploring this interaction, particularly when the conflict is either resolved or heightened without resorting to violence, negation, or argument.
6. Q. May students use any part of the performance area other than the floor?
A. Students must not use parts of the performance room that could be considered as props, such as doors, desks, windows, walls, etc. Accidental touch does not mean **USED**.
7. Q. Are ethnic stereotypes, “off-color humor”, offensive language, sexual innuendoes acceptable in Improvisation?
A. Such inclusions may invite lower ratings, or possibly disqualification.
8. Q. Is the use of or removal of objects from pockets (e.g. coins, sunglasses, wallets, Kleenex, keys, combs) considered normal wearing apparel?
A. No. Objects carried in pockets are considered props.
9. Q. May performers talk after the 2-minute prep time has elapsed (e.g. while setting up chairs)?
A. Yes.

ARTICLE XXX Musical Theatre

Section 1. Entries.

Clause 1. Each school will be entitled to enter three Musical Theatre groups in the District Contest.

Clause 2. The cast of Musical Theatre will consist of between two and eight students.

Section 2. Selections/Materials.

Clause 1. A member school will not use material in this area which is identical to that used in other large group events.

Clause 2. Each school will be responsible for securing performance rights.

(See Royalties, Page 13.)

ROYALTIES. It is the duty and responsibility of the director to secure appropriate production rights for all Musical Theatre selections presented in contest productions, and is required whether or not admission is assessed. Performance permission for productions (as in the case of a school musical) is not license for using copyrighted musical material in portions or totally in contest presentation.

Section 3. Length. The length of the performance will be limited to 10 minutes.

Section 4. Preparation and Presentation.

Clause 1. The Musical Theatre performance will be given in a normal classroom. Nine uniform chairs and a table will be supplied. Contestants may use the table or a platform and nine uniform chairs provided or furnish their own.

Clause 2. Students must not costume. The students must wear shoes during the performance. They may, however, adjust normal wearing apparel to enhance characterization (i.e. straightening tie, pushing glasses down on nose). Students may not use wearing apparel as a property (i.e. removing it and placing it somewhere in the room). Properties (other than nine chairs and a table) will not be used.

Clause 3. The contestants will utilize the skills of acting and singing, and/or dancing. All lines/songs must be memorized.

Clause 4. The actor(s) may introduce the selection. This will be included as part of the performance time.

Clause 5. The actors must remain in the performance area at all times.

Clause 6. Prompting will constitute a Division IV rating.

Clause 7. The performers must accompany their performance with recorded music without words and back-up vocals. Sound effects in the accompaniment may be used if the sound is part of the original score. Technology to play music must be provided by the contestants. The machine may be operated by another student or coach, not part of the performance and not to be wearing identifiable school apparel. Students may sing short sections a cappella. Entire performance may be sung a cappella only if the original score was meant to be performed a cappella.

Clause 8. A brief sound check may be arranged with the door chair just prior to the performance.

Section 5. Timing. The Local Manager will appoint a timekeeper. No signal will be given until the expiration of 10 minutes at which time a whistle signal will be used to end performance. The contestant must stop immediately on penalty of disqualification. (Article III, Section 6, By-Laws.)

Section 6. Judging. Judging will be based on effective acting and singing, and/or dancing techniques and on the ability of the group to convey material written for or adapted for presentation as a musical or musical cutting.

Section 7. Winners.

Clause 1. A group with a Division I rating may compete in the State Contest. The same Musical Theatre script must be used.

Clause 2. A school winning Division I rating in the State Contest the preceding year may not use the same cutting the next year.

CASEBOOK Questions - Answers

1. Q. May we bring our own chair or chairs?
A. Yes, but they must be uniform.
2. Q. If normal wearing apparel suggests a character, could it invite disqualification?
A. Yes.
3. Q. May students use any part of the performance room except the floor?
A. Students should not use parts of the performance room that could be considered props, such as doors, desks, windows, walls, etc. Accidental touch does not mean **USED**.
4. Q. May a performance be done without musical accompaniment?
A. No, you must have musical accompaniment without words, unless the original score was meant to be performed a Capella.
5. Q. May a performance have live musical accompaniment?
A. No, all accompaniment must be recorded/taped. Accompaniment may be just one instrument or a whole orchestra. You must have accompaniment, this event cannot be done without accompaniment, unless the original score was meant to be performed a Capella.
6. Q. Must a cutting be from an established musical?
A. No, it may be of an original nature.
7. Q. Must the recorded music begin with the performance?
A. No, the music may start or stop at any time during the performance.
8. Q. Must you have dancing?
A. No, dancing would only be necessary if the cutting would require dancing to be effective.
9. Q. Must a selection in Musical Theatre always include song and dialogue?
A. No, a selection could be all singing or dancing. It may include dialogue. However, there must be some form of music performance in this area by the cast.
10. Q. May one student, using a script, perform in place of one ill, injured, or ineligible cast member with the understanding that the group's performance will receive "comments only" and no rating?
A. Yes, if the coach obtains approval from the State Office prior to the performance.
11. Q. Does normal wearing apparel include shoes?
A. Yes
12. Q. Is uniformity of attire permissible?
A. **NO**. However, rehearsal black attire is allowed.
13. Q. May the selection be from a movie musical?
A. Yes, as long as performance rights are secured.
14. Q. Must the introduction come first?
A. No, the introduction can follow a preview/teaser.
15. Q. Is it okay to control or cue the music using a remote control?
A. Yes.
16. Q. May students wear specialty shoes?
A. Students may wear dance shoes for safety purposes. This does not include tap shoes.
17. Q. Is it acceptable to perform just one song?
A. Yes and it should not invite a lower rating.
18. Q. Must students wear shoes during performance?
A. Yes.

ROYALTIES. It is the duty and responsibility of the director to secure appropriate production rights for all dramas which are presented in contest production, and is required whether or not admission is assessed. The mere performance permission for a home high school production is not license for using copyrighted dramatic material either in portion or totally in a contest presentation.

ARTICLE XXXI Radio Broadcasting

Section 1. Entries

Clause 1: Each school will be entitled to enter three radio broadcasting entries in the district contest of 2-8 students.

Clause 2: Any audio media format may be used, but the contestant is responsible for bringing the equipment for playing of the Radio Broadcasting.

Section 2. Selections and Materials

Clause 1: The content of the news broadcast is up to the discretion of the news team. The news broadcast may include any or all of the following: local, state, national, international, sports. Regardless of selection of stories, the content must be based on actual news. Material used for the feature cannot be used for any other entry. News stories are not restricted by time frame, and may be of historic nature.

Clause 2: Each presentation may also include an original special feature written by a member of the news team and appropriate for the broadcast.

Clause 3: Entries will include one or more commercials or sponsorships of original nature totaling approximately 30- 45 seconds.

Clause 4: Transitional material is left up to the discretion of the contestants and will be original.

Clause 5: Contestants may rerecord for State Contest, using new, the same, or a combination of news copy and/or special feature.

Clause 6: Radio Broadcasting style may include traditional radio news, audio blogs, podcast, or other forms of audio journalism.

Section 3. Length. The Radio broadcasting will be limited to 5 minutes as a minimum and 6 as a maximum.

Clause 1: The contestants will edit and arrange material into a news presentation based on the copy they have gather

Clause 2: Entries will be recorded on media in any environment.

Clause 3: The entries must bring their own media formatted presentation and at least one school representative (coach and/or student) to the Contest Site. The judge and those members of the crew present will listen to the media together.

Clause 4: The contestant is responsible for the equipment for which to listen to the presentation and provide speakers.

Clause 5: Pre-recorded media/sound effects can be incorporated into the production, but must be secondary in nature. No school identification will appear on the media presented.

Clause 6: The contestants must sign-on and sign-off within the allowable time frame.

Clause 7: A judge will listen to the performance.

Clause 8: Recording of this event is permitted with State approval.

Clause 9: All material performed in radio broadcasting must be performed by students in the radio broadcasting presentation.

Section 4. Timing. Timing for Radio Broadcasting will begin with the first audible sound and conclude with the last sound.

Section 5. Judging.

Clause 1: The Radio Broadcasting team is to be judged on content and delivery. Content is to be judged on voice quality, pronunciation, voice characterization, style, flow of content, clarity, originality, and unity of performance shall be the areas for which to be judged. This will help to place the emphasis on the communication aspects rather than the technical aspects of Radio Broadcasting.

Casebook

Questions – Answers

1. Q. May singing, sound effects, or music be used at any time during the performance?
A. Yes, but it should not be the main focus and can be incorporated in the commercial section and or signing on and off segment.
2. Q. Does the team have to be present at Contest?
A. Radio Broadcasting must have a school representative (coach and/or student) at the contest to present the broadcast.
3. Q. May I use the same qualifying State Tape/Media at All-State?
A. Yes
4. Q. Could a contestant use a local item of interest as a special feature?
A. A local interest story/item could be appropriate; however, identity of school or community must not be given.
5. Q. Is it permissible to do more than one "take" in preparing for submission?
A. Yes
6. Q. Does the broadcast need to be delivered in a serious manner?
A. No, there may be a humorous tone to the broadcast (i.e. entertaining new, thematic, NPR, morning show, etc..).
7. Q. May the commercial be a public service announcement?
A. Yes.
8. Q. May a theme or audience be used?
A. Yes – a specific theme or audience may be used at the discretion of the director or the group.
9. Q. Could commercial (s) of length greater than 45 seconds or arranged in a way that affects the cohesion and flow of the broadcast justify a lower rating?
A. Yes
10. Q. How many commercials can a radio broadcasting have?
A. They may have multiple commercials but total time cannot exceed 45 seconds.

ARTICLE XXXII

Short Film

Section 1. Entries.

Clause 1. Each school will be entitled to enter three Short Films in the District Contest.

Clause 2. The cast /crew of Short Film will consist of between one and fifteen students.

Section 2. Selections/Materials.

Clause 1. Short film shall be original in nature and may be collaborative effort between the students.

Clause 2. Short film may be a remake of another person's idea or thoughts.

Clause 3. Materials used, or the manner of presentation, by students in the Short Film area deemed by the local contest judge(s) to be obscene or disruptive may receive lower ratings, or in some cases may result in disqualification.

Section 3. Length. The length of the performance is no longer than 5 minutes in length from opening title screen through final credits.

Section 4. Preparation and Presentation.

Clause 1. The entry must bring their own media formatted presentation and at least one school representative (coach and/or student) to the Contest Site. The judges and those members of the cast/crew present will view media formatted presentation together.

Clause 2. The performance will be viewed by a judge. The host school will provide a projection surface. The host school will NOT provide internet access. The contestants will be providing projector, media source and provide speakers.

Clause 3. Music must be original, documented public domain material, or copyrighted material used with permission.

Clause 4. Student will be permitted to use any audio-visual aids and/or properties that will enhance their presentation. The film will bear no school identification.

Clause 5. All material in short film may be performed by students, claymation, animation, and / or objects.

Clause 6. All aspects of the film may be edited at any time and it can be enhanced with the use of video effects, graphics, animation and multimedia.

Section 5. Timing. Timing for Short Film will start with opening title screen or first visual and will conclude with final credits or when film is stopped.

Section 6. Judging. Judging will be based on effective storyline, technical aspects, acting, and overall presentation.

Section 7. Winners.

Clause 1. A Short Film with a Division I rating may compete in the State Contest. The same film or an edited remake of the original may be used.

Clause 2. A performer winning Division I rating in the State Contest the preceding year may not use the same selection the next year.

CASEBOOK**Questions - Answers**

1. Q. May we use another person's idea, short story, or film for our script idea?
A. Yes
2. Q. May I use animals or objects for characters in our film?
A. Yes.
3. Q. Am I allowed to film at any time of year?
A. Yes, as long as the students are eligible for contest.
4. Q. Must a film include a sound track?
A. No, a film could be just visuals.
5. Q. Can more than one camera and video mixer be used to enhance the short film?
A. Yes, you may use any equipment that your students are able to work with, that includes equipment that you may choose to rent or borrow from other groups.
6. Q. Can we change and edit our film between District and State contest?
A. Yes.
7. Q. May an adult appear in the film?
A. Yes, as long as they are considered secondary to the performance of the short film.
8. Q. May we use clips from other sources (ie: TV, films and video)?
A. Yes, but the video must be secondary to the production.
9. Q. Can we do a remake of a well-known story or event?
A. Yes.
10. Q. May a documentary be done in short film?
A. Yes, students may even assume roles of well-known individuals for this event.
11. Q. May a series of Commercials be filmed for short film?
A. Yes.
12. Q. May a newscast be used for the entire Short Film?
A. No, however a short newscast maybe used in part of the film to further the storyline.
13. Q. Must the entire film be original in nature?
A. No, parts of the film can be video clips from other sources.
14. Q. Can we have more than 15 students in front of the camera for short film?
A. No, but crowd scenes are not considered part of the cast and can be used.
15. Q. If I use animation for our short film how many students can be listed as part of the crew?
A. The Short Film area can have one through fifteen students in the event.
16. Q. Could actors, narrators, or animation convey the directions of the storyline.
A. Yes.

**ARTICLE XXXV
Policy Debate**

Section 1. Entries.

Clause 1. The policy debate style will be Two-Person.

Clause 2. Each member school may enter six two-person teams in the State Contest. All entries will use codes and no school names will be used.

Clause 3. The entry fee will be forty-five dollars (\$45) per team. If more than 85 entries are received in Policy Debate, it will be divided into two separate pods and they will be divided by the numbers of entries starting with the largest schools and then going down the list. When the pod is at half, then the second pod will start. This will happen after all entries are received. If a school enters late, their entry will be placed in the pod that is within their enrollment.

Clause 4. Each member school will pay a "refundable" judges bond of \$200. This bond must be received by the State Office prior to the state tournament and accompany the tournament entry forms. The refund will occur after the completion of your school's judging obligations.

Section 2. Selections and Materials. Question for Debate. The question for debate will be based on the National Federation of State High School Associations question for high schools and will be announced in May.

Section 3. Length.

Clause 1. Time limits and order of speaking:

Constructive

- First Affirmative 8 min.
- Cross examination by negative speaker 3 min.
- First Negative 8 min.
- Cross examination by affirmative speaker 3 min.
- Second Affirmative 8 min.
- Cross examination by the other negative 3 min.
- Second Negative 8 min.
- Cross examination by the other affirmative 3 min.

Rebuttal

- First Negative 5 min.
- First Affirmative 5 min.
- Second Negative 5 min.
- Second Affirmative 5 min.

Clause 2. Each side (affirmative and negative) will have eight minutes of preparation time during the debate. If either side goes over it's allotted time of eight minutes, the time will come out of its next speech.

Section 4. Preparation and Presentation

Clause 1. Each team will be prepared to debate both sides of the question.

Clause 2. In case of illness a student may be substituted during the tournament but not during a round already underway. The substitute must complete the tournament. If a debater becomes sick after the round has started, the judge will allow a ten minute break before declaring the round a forfeit.

Clause 3. On-Line registration will be completed no later than Wednesday, three and one half weeks prior to the date of the tournament and the fees will be mailed to the State Office.

Clause 4. Dates and sites will be determined by the State Office. The pairings will be set by the Tournament Manager.

Clause 5. Each school must provide a qualified Policy judge for every four (or part thereof) debaters entered. Students who are first year judges just out of high school will be allowed to judge at the State Debate Tournament if deemed qualified by the tournament manager. These judges may represent their own school or the IHSSA as a hired judge. An individual must contact the division manager to get the approval for this judge before they are allowed to use the student. Judges must be available for a minimum of one round after all policy entries from that school have been eliminated. If a school cannot provide enough judges, the fee will be two hundred dollars (\$200) for each judge not provided. If deemed qualified by the Tournament Manager, judges furnished by the schools may be assigned to other areas of competition. A judge experience/preference form will be required from each judge prior to judging the State Debate Tournament. These forms will be included in the State Entry Mailing.

Clause 6. All teams will compete in five preliminary rounds. After the fifth round, all teams with a 5-0 or 4-1 record will be seeded to elimination round(s). After the fifth round the top teams will advance to elimination rounds based on the following formula: 33 to 60 entries - 16 teams will advance to octo finals, 32 or less teams – 8 teams will advance to quarterfinals. All advancing must have at least a 3-2 record. 3 schools must be in the division to qualify for sweepstakes point. Additional teams may be added to the elimination round at the discretion of the Tournament Manager. Pairings will be high versus low. If teams from the same school are meeting, the coach from that school may have them debate or may (before the end of that round) tell the Tournament Manager which team will advance. If a bye is necessary, the team with the best record from the preliminary rounds will receive it. Elimination will have panels of three judges. No congress judges will be used in elimination round panels unless they have completed a judge experience form.

Clause 7. Results of the preliminary rounds will be posted before the elimination rounds are set. Results of elimination rounds will be posted or announced after each round. Ballots will be available after the results have been posted or announced. Oral disclosure of the winner in Policy and L-D will take place in all elimination rounds.

Clause 8. The consolation match for 3rd and 4th place will no longer take place. The runner up in each semifinal match will be given 3rd place points.

Clause 9. Appropriate awards will be given.

Clause 10. Falsification of evidence will be handled as follows: If evidence is questioned, a protest must be filed with a member of the Debate Committee or Executive Committee prior to the start of the next round and must be documented by some original source (including handbooks). If the evidence is deemed false by those members present from the Debate or Executive Committees, the team which used the falsified evidence will lose the questioned round.

Clause 11. The IHSSA State Debate Tournament is a public event, governed by the rules and regulations of the IHSSA. All rounds and events are open to observers. Observers are allowed to flow or take notes during any event provided they are not disruptive.

Clause 12. Competitors may record during the rounds for use in that round. All recordings must be destroyed following the round.

Clause 13. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during sessions with the following conditions:

- a. Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches, assistant coaches, other non-competing students) inside or outside of the room in which the competition occurs.
- b. Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and partner to partner communication, and communication between other participants in the round. These electronic device guidelines do not limit communication between debate partners during the debate round.

Clause 14. If students are suspected of violating these rules a protest must be filed with the Contest Manager prior to the start of the next round. If the student(s) are found in violation of the rule, they will lose the round in question.

Clause 15. Coaches and observers are not allowed to confront judges, but instead direct concerns to the designated Ombudsman of the Tournament.

CASEBOOK

Questions - Answers

1. Q. If our school has both a Senior High membership and a Junior membership, how many teams may we enter?
A. You may enter 6 teams per school. However, all of the debaters on the junior high entry must be ninth graders, and none of the debaters on the senior high entry may be ninth graders. Each membership will be treated as a separate school.
2. Q. Does the eight minute prep rule mean eight minutes per speaker?
A. No. The time allowed is eight minutes per side. The members may allot that time as they wish.
3. Q. Are 'ins and outs' allowed at the IHSSA state tournament?
A. No.
4. Q. May a team run "Maverick"?
A. No.

**ARTICLE XXXVI
Lincoln-Douglas Debate**

Section 1. Entries.

Clause 1. Each school membership may enter six debaters.

Clause 2. The entry fee for Lincoln-Douglas Debate will be thirty dollars (\$30) per entry. If more than 85 entries are received in Lincoln-Douglas, it will be divided into two separate pods and they will be divided by the numbers of entries starting with the largest schools and then going down the list. When the pod is at half, then the second pod will start. This will happen after all entries are received. If a school enters late, their entry will be placed in the pod that is within their enrollment.

Clause 3. Each member school will pay a "refundable" judges bond of \$200. This bond must be received by the State Office prior to the state tournament and accompany the tournament entry forms. The refund will occur after the completion of your school's judging obligations.

Section 2. Selections and Materials (Question for Debate). The State Office will mail the question for debate to entering schools upon receipt of registration materials. The January-February question from the NFL will be used.

Section 3. Length

Clause 1. The time limit and order of speaking will be as follows:

- Affirmative ----- 6 min. constructive
- Negative ----- 3 min. cross examination
- Negative ----- 7 min. constructive
- Affirmative ----- 3 min. cross examination
- Affirmative ----- 4 min. rebuttal
- Negative ----- 6 min. rebuttal
- Affirmative ----- 3 min. rebuttal

Clause 2. Each side will be allowed a total of four minutes preparation time during the debate. If either side goes over its allotted time of four minutes, the overtime will come out of the debater's next speech.

Section 4. Preparation and Presentation.

Clause 1. Each debater must be prepared to debate both sides of the question. No substitutions will be allowed after the tournament begins. If a debater becomes sick after the round has begun, the judge will allow a ten minute break before declaring the round a forfeit.

Clause 2. On-Line registration will be completed no later than Wednesday, three and one half weeks prior to the date of the tournament and the fees will be mailed to the State Office.

Clause 3. Dates and sites will be determined by the State Office. Pairings will be set by the Tournament Manager.

Clause 4. Each school must provide a qualified Lincoln-Douglas judge for every three (or part thereof) debaters entered. Judges must be available for a minimum of one round after all Lincoln-Douglas entries from that school have been eliminated. If a school cannot provide enough judges, the fee will be two hundred dollars (\$200) for each judge not provided. If deemed qualified by the Tournament Manager, judges furnished by the schools may be assigned to other areas of competition. Students who are first year judges just out of high school will be allowed to judge if deemed qualified by the tournament manager. These judges may represent their own school or the IHSSA as a hired judge. An individual must contact the division manager to get the approval for this judge before they are allowed to use the student. A judge experience/preference form will be required from each judge prior to judging the State Debate Tournament. These forms will be included in the State Entry Mailing.

Clause 5. The consolation match for 3rd and 4th place will no longer take place. The runner up in each semifinal match will be given 3rd place points.

Clause 6. All debaters will compete in five preliminary rounds. If there are sufficient numbers of entries, rounds 3, 4, and/or 5 may be power matched. After the 5th round, all debaters with a 5-0, 4-1, or 3-2 record could advance to elimination rounds. 20 - 32 entries = 8 teams advance to quarter finals, over 33 - 60 entries = 16 teams will advance to octo finals. 3 schools must be in the division to qualify for sweepstakes points. Pairings will be high versus low. If debaters from the same school are meeting, the coach from that school may have them debate or may (before the end of that round) tell the Tournament Manager which debater will advance. If a bye is necessary, the debater with the best record from the preliminary rounds will receive it. However, no debater may receive more than one bye during elimination rounds. Additional debaters may be added to elimination rounds at the discretion of the Tournament Manager. Elimination will have panels of three judges. L-D will use double-flight mode as long as deemed necessary by the division manager. No congress judges will be used in elimination round panels unless they have completed a judge experience form.

Clause 7. Results of the preliminary rounds will be posted before the elimination rounds are set. Ballots will be available after the results have been posted or announced. Oral disclosure of the winner in Policy and L-D will take place in all elimination rounds.

Clause 8. Appropriate awards will be given.

Clause 9. Falsification of evidence will be handled as follows: If evidence is questioned by the opposing debater, a protest must be filed with a member of the Debate Committee or the Executive Committee prior to the start of the next round. The debater protesting must document the protest by some original source (including handbooks). If the evidence is deemed false by those members present from the Debate Committee or the Executive Committee, the team which used the falsified evidence will lose the questioned round.

Clause 10. The IHSSA State Debate Tournament is a public event, governed by the rules and regulations of the IHSSA. All rounds and events are open to observers. Observers are allowed to flow or take notes during any event provided they are not disruptive.

Clause 11. Competitors may record during the rounds for use in that round. All recordings must be destroyed following the round.

Clause 12. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during Lincoln-Douglas sessions with the following conditions:

- a. Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches, assistant coaches, other non-competing students) inside or outside of the room in which the competition occurs.
- b. Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and communication with the other participant in the round. These electronic device guidelines do not limit communication between debate partners during the debate round.

Clause 13. If students are suspected of violating these rules a protest must be filed with the Contest Manager prior to the start of the next round. If the student is found in violation of the rule, they will lose the round in question.

Clause 14. Coaches and observers are not allowed to confront judges, but instead direct concerns to the designated Ombudsman of the Tournament.

CASEBOOK

Questions - Answers

1. Q. If our school has both a senior and junior membership, how many debaters may we enter?
A. You could enter 6 debaters. However, all of the debaters on the junior entry must be ninth graders and none of the debaters on the senior high entry may be ninth graders. Each membership will be treated as a separate school.
2. Q. Does each student debate both sides during the tournament?
A. Yes, this is switch-side debate.

ARTICLE XXXVII Student Congress

Section 1. Entries.

Clause 1. Each member school may enter six members.

Clause 2. The entry fee will be twenty dollars (\$20) per member. If more than 120 entries are received in Student Congress, it will be divided into two separate pods and they will be divided by the numbers of entries starting with the largest schools and then going down the list. When the pod is at half, then the second pod will start. This will happen after all entries are received. If a school enters late, their entry will be placed in the pod that is within their enrollment.

Clause 3. Each school must provide a qualified judge for every six (or part thereof) entries. The judge must be available for all three sessions. If a school cannot provide a judge, the fee will be two hundred dollars (\$200). Students who are first year judges just out of high school will be allowed to judge if deemed qualified by the tournament manager. These judges may represent their own school or the IHSSA as a hired judge. A coach/school must contact the division manager to get the approval for this judge before they are allowed to use this student. If deemed qualified by the Tournament Manager, the judge furnished by the school may be assigned to other areas of competition.

Clause 4. Each member school will pay a "refundable" judges bond of \$200. This bond must be received by the State Office prior to the state tournament and accompany the tournament entry forms. The refund will occur after the completion of your school's judging obligations.

Section 2. Houses of Congress

Clause 1. The number of houses will be set by the Tournament Manager based upon the number of entries. Should entries fall to 20 or below the day of contest, one congress session will be held the first day and one session the second day. The six judges' ballots will be used to determine the awards. The top five speakers will receive awards. Each house will be considered a unicameral.

Clause 2. At the conclusion of the session II, a student's total scores will be totaled from Sessions 1A, 1B and II. The highest rated students (generally the top 3 - 8 members in each house) will be assigned to the AWARDS HOUSE for the final session. The presiding officer will be appointed by tournament management.

Section 3. Each school planning on entering Student Congress must fill out an intent form from the State Office and submit it and at least two bills or resolutions to the State Office by November 15. The Bill(s) or Resolution(s) shall be suitable for the United States Congress and/or Iowa State Legislature (see Section 10 as to style). These bills will be read by a committee appointed by the Executive Director. This committee will then pick at least one bill from each school to be used at the State Tournament in preliminary sessions. From the pool of remaining bills and resolutions not selected for preliminary sessions, 6 – 8 of these will be selected for Session III for use in all houses. The Committee may provide up to five bills in addition to those provided by schools. A separate agenda will be set for each session. The bills will be sent by December 1 to the schools who have returned an "intent to enter" form.

Section 4. On-Line registration will be completed no later than Wednesday, three and one half weeks prior to the date of the tournament and the fees will be mailed to the State Office.

Section 5. Each house will have judges assigned to it. One of the judges will be designated as the parliamentarian. The judges will be re-assigned for the 1B (if held), II, III sessions. Additional judges will be assigned to the AWARDS HOUSE for the third session.

Section 6. Points.

Clause 1. At the end of each session, each of the judges will award points for each member of the house (including the presiding officer). The judge will also assign a rank for the first through the tenth member.

Clause 2. For members the points will be awarded on the basis of quality of arguments, quality of evidence, refutation skills, clarity and persuasiveness, attitude toward colleagues and presiding officer, knowledge and skill in use of parliamentary procedure, and general leadership skills. The 1A PO gets credit for running the meeting and/or points equal to two speeches. Also, recency for the 1A PO is listed as last speaker.

Clause 3. For presiding officers the points will be awarded on the basis of attitude toward members, knowledge and skill in use of parliamentary procedure, and general behavior.

Section 7. At the beginning of each session elections will be held in each house for the presiding officer, except for the Awards House where the presiding officer will not be a student. If there is no member in the house qualified to be a presiding officer, the parliamentarian may preside upon approval by a member of the Debate Committee. Seating charts for all members will be determined by lottery upon entering the chamber. The seating order in session 1A will remain the same for the session 1B(if held).

Section 8. Appropriate awards will be given to all members of the AWARDS HOUSE and House B. Certificates will be awarded to the top members of the other houses.

Section 9. Evidence and Use of Electronic Devices

Clause 1. Members are responsible for the validity of all evidence they read in the session. Members must, at a minimum, orally deliver the title of the source, the author's name and dates associated with the source. Complete citations for each piece of evidence introduced in the session must be available if the session for verification if requested by a judge. Falsification or deliberate misuse of evidence may result in being disqualified. Evidence may be original research by the member or that which is procured from a third source such as a debate research service.

Clause 2. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during Congress sessions with the following conditions:

- a. Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches, assistant coaches, other non-competing students) inside or outside of the room in which the competition occurs.
- b. Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and communication with the other participant in the round. These electronic device guidelines do not limit communication between participants during the round.

Clause 3. If students are suspected of violating these rules a protest must be filed with the Contest Manager prior to the start of the next round. If the student is found in violation of the rule, they will lose the round in question.

Section 10. Following are some basic parliamentary rules and procedures. Any question of procedure not covered by these will be ruled on according to Robert's Rules of Order, Newly Revised.

Clause 1. All voting in the Student Congress will be done only by those members in the chambers at the time of the voting. Absentees and/or abstentions will not be counted in determining the results of the vote. On the final vote on a bill or amendment to the main motion, and in all cases where other than a majority is required for passage, a hand vote should be taken. For other types a voice vote may be used. A division of the house may be demanded by any two members on any question on which a voice vote has been taken. The call must be made before another motion has been placed before the assembly.

Clause 2. Bills and resolutions will be considered in the order in which they appear on the agenda as set by the tournament director, unless the rules are suspended by members in a given chamber by unanimous consent or a simple majority vote. Once the agenda has been accepted or set by the members, a motion to consider a bill out of sequence requires a suspension of the rules and a two-thirds vote.

Clause 3. A member should not ask for the floor unless they wish to oppose the views of the preceding speaker. Debate must alternate from affirmative to negative. If no one wishes to oppose the preceding speaker, the presiding officer may recognize a speaker upholding the same side.

Clause 4. The author of the bill or resolution, or someone appointed by the author, will be recognized to open the debate, but thereafter they will take their chance with the rest of the members for further speaking opportunity. No special privilege will be given to close the debate. All speeches are limited to 3 minutes. The authorship speeches and First Negative Speech are followed by two minutes of cross-examination, which cannot be amended. All other speeches are followed by one minute of cross examination, which can't be amended.

Clause 5. Once a bill or resolution is taken up on the floor of the assembly, it no longer belongs to the author, but to the group. It, therefore, is not correct to ask the author what the bill (or part of the bill) means. It means what it says, and the group is not obligated to accept the author's interpretation.

Clause 6. The motion of the previous question should not be over-worked. As long as someone has something to say the opportunity to speak should remain.

Clause 7. There is a right way and a wrong way to speak in a legislative assembly. By studying parliamentary procedure a student can learn to use the correct language.

Clause 8. When referring to another member, use the following form: "Representative..." or "the Representative from...."

Clause 9. The correct way to obtain the floor to offer a motion or participate in the debate is to rise immediately at the conclusion of the preceding speaker's remarks and at the same time say: "Mr. (or Madam) President." If the presiding officer recognizes the member, the member should then proceed to make his/her motion or discuss the pending legislation. If another member is recognized, the member should take their seat until the next opportunity to try the procedure again.

Clause 10. If a member wishes to amend a motion that is before the house, the member must gain the floor in the usual manner. The amendment must have been sent to the chair before the motion to amend is made. One-third of the members must then second the motion to amend, before it can be debated. A motion to amend will be considered neutral in the speaking order of proponent and opponent speeches on a bill or resolution. Amendments to fix technical errors and/or typos that do not change the intent of the bill do not need to be brought up in a speech prior to amending.

Clause 11. A secretary or clerk may be appointed by the chair to assist in keeping track of amendments and motions.

Clause 12. A member may not yield any portion of their speaking time to another except for a question. However, only a question may be asked. No statement or exposition is permitted. To interrupt a speaker for questioning, a member should use the following procedure: "Mr. (or Madam) President, will the speaker yield to a question?" The chair will then ask the speaker if they will yield. If the speaker does not yield, the member should resume his/her seat immediately and not interrupt the speaker again. If the speaker does yield, the question should be asked clearly and concisely. No long prefatory statements are allowed. Frequent interruptions of the same speaker should be discouraged. A house may also suspend the rules (two-thirds vote required) to allow the examination of a speaker to be controlled by that speaker on the floor, thus avoiding the process of directing questions through the chair. If this is done, however, the speaker on the floor should make every attempt to recognize as many questions as possible.

Clause 13. When Members stand to speak (including questions), the Presiding officer will first recognize those who have not spoken, or the members who have spoken the least.

Clause 14. Toward the close of the session, the chairperson should announce that until further notice only those who have not spoken more than once will be recognized. As soon as debate lags, general recognition will be resumed. It is not necessary that every member speak, but it is encouraged. Members should not be forced to contribute if they have no meaningful contribution.

Clause 15. Under no circumstances is a member permitted to argue with the presiding officer. The PO was elected to preside and their decisions should be abided by unless they grievously violate the rights of the assembly or its members. If the member feels the error is significant enough, a point of order should be made.

Clause 16. The Parliamentarian is the final authority on any procedural rules. The Parliamentarian should correct any important deviations from the rules even if no question is raised by a member. Presiding Officers cannot be impeached. So vote carefully for the PO. If they struggle, it is your role to help them in a very respectful manner.

Section 11. Bills and Resolutions.

Clause 1. A bill is an enumeration of specific provisions which if enacted will have the force of the law. It must be definite; it must state exactly what is to be done or not to be done. A penalty must be stipulated or the law will not have force. If there is a cost factor, the bill should explain where the financing is to come from. A bill does not have "whereas clauses."

Clause 2. A resolution is usually a generalized statement expressing the belief of the group adopting it, and it does not have the force of the law. Resolutions may be preceded by one or more whereas clauses stating the principal reasons for adopting the resolution.

Clause 3. In constructing a bill or resolution, the following procedures should be followed:

1. The bill or resolution **must** be typed.
2. The typing must be double spaced, and the bill or resolution may not be longer than one page.
3. The first words of a bill are "Be it enacted by the IHSSA Student Congress that..."
4. The first words of a resolution after the whereas clause are "Be it resolved by the IHSSA Student Congress..."
5. Each line of a bill must be in the imperative mood. That is, it must state exactly what is to be done and by whom.
6. Each line is to be numbered.

The following are examples:

A BILL TO BAN THE SALE/DISTRIBUTION OF SEMI-AUTOMATIC HANDGUNS
By Denison High School

1. Be it enacted by the IHSSA Student Congress that:
2. Section 1. Any semi-automatic handgun will be banned for sale or distribution in the United
3. States.
4. Section 2. Any persons found attempting to purchase or in possession of any such weapon will be
5. subject to the following penalties: fines not exceeding \$30,000 and imprisonment of not less
6. than five years and not exceeding fifteen years.
7. Section 3. Persons found guilty of committing a felony with such weapons will be subject to
8. life imprisonment without parole.
9. This act will go into effect June 1, 1996.

A RESOLUTION TO CHANGE THE METHOD OF ELECTING THE PRESIDENT
by Kuemper High School

1. Whereas, The Electoral College is not a true measure of the people's voice;
2. Whereas, Only a direct election is an accurate expression of the wishes of the people; and
3. Whereas, Several Presidents have been elected to office without winning the greatest number
4. of the popular votes; now, therefore,
5. Be it resolved by the IHSSA Student Congress, That the President of the United States will be the
6. candidate receiving the greatest number of popular votes in the general election.

CASEBOOK

Questions - Answers

1. Q. Can bills and resolutions be written as if intended for an Iowa Legislature?
A. Yes, and they may also be written as if intended for the United States Congress.
2. Q. If our school has both a senior and junior membership, how many congresspersons may we enter?
A. You could enter 12 congresspersons. However, all of the students on the junior high entry must be ninth graders and none of the students on the senior high entry may be ninth graders. Each membership will be treated as a separate school.

**ARTICLE XXXVIII
Public Forum**

Section 1. Entries.

Clause 1. Each member school may enter six two-person teams in the State Contest.

Clause 2. The entry fee will be forty dollars (\$40) per team. If more than 60 entries are received in Public Forum, it will be divided into two separate pods and they will be divided by the numbers of entries starting with the largest schools and then going down the list. When the pod is at half, then the second pod will start. This will happen after all entries are received. If a school enters late, their entry will be placed in the pod that is within their enrollment.

Clause 3. Each member school will pay a "refundable" judges bond of \$200.00. This bond must be received by the State Office prior to the state tournament and accompany the tournament entry forms. The refund will occur after the completion of your school's judging obligations.

Section 2. Selections and Materials (Question for Debate). The State Office will make known the questions for debate to entering schools upon receipt of registrations materials. The January Resolution from the NSDA will be used. Prior to each round the teams will flip a coin. The team winning the coin toss may choose either: Side of Topic or Order of Speaking. The team losing the coin toss may choose speaker order (if the winner chooses side) or side (if the winner chooses speaker order). The con may speak first arguing the resolution before any pro speech has taken place.

Section 3. Length

Clause 1. The time limit and order of speaking will be as follows:

Team A Speaker 1	4 minutes
Team B Speaker 1	4 minutes
Crossfire (between A1 & B1)	3 minutes
Team A Speaker 2	4 minutes
Team B Speaker 2	4 minutes
Crossfire (between A2 & B2)	3 minutes
A1 Summary	3 minutes
B1 Summary	3 minutes
Grand Crossfire (all speakers)	3 minutes
A2 Final Focus	2 minutes
B2 Final Focus	2 minutes

Clause 2. Each side will be allowed a total of 3 minutes preparation time during the debate. If either side goes over its allotted time of three minutes, the overtime will come out of the debater's next speech.

Section 4. Preparation and Presentation

Clause 1. Each team must be prepared to debate both sides of the question.

Clause 2. In case of illness a student may be substituted during the tournament but not during a round already underway. The substitute must complete the tournament. If a debater becomes sick after the round has begun, the judge will allow a ten minute break before declaring the round a forfeit.

Clause 3. On-Line registration will be completed no later than Wednesday, three and one half weeks prior to the date of the tournament and the fees will be mailed to the State Office.

Clause 4. Dates and sites will be determined by the State Office. Pairings will be set by the Tournament Manager.

Clause 5. Each school must provide a qualified Public Forum judge for every two (or part thereof) teams entered. Said judge must not have judged a policy round in the school year that they are judging Public Forum, with the exception of a certified classroom educator. Judges must be available for a minimum of one round after all Public Forum entries from that school have been eliminated. If a school cannot provide enough judges, the fee will be two hundred dollars (\$200) for each judge not provided. If deemed qualified by the Tournament Manager, judges furnished by the schools may be assigned to other areas of competition. Students who are first year judges just out of high school will be allowed to judge if deemed qualified by the tournament manager. These judges may represent their own school or the IHSSA as a hired judge. An individual must contact the division manager to get the approval for this judge before they are allowed to use the student.

Clause 6. There will be no consolation match for 3rd and 4th place. The runner-up in each semifinal match will be given 3rd place points.

Clause 7. All debaters will compete in five preliminary rounds. If there are sufficient numbers of entries, rounds 3, 4, and/or 5 may be power matched. After the 5th round, teams with a 5-0, 4-1, or 3-2 record could advance to elimination rounds. 20 – 32 entries = 8 teams advance to quarter finals, over 33 - 60 entries = 16 teams will advance to octo finals. 3 schools must be in the division to qualify for sweepstakes points. Pairings will be high versus low. If teams from the same school are meeting, the coach from that school may have them debate or may (before the end of that round) tell the Tournament Manager which team will advance. If a bye is necessary, the team with the best record from the preliminary rounds will receive it. However, no team may receive more than one bye during elimination rounds. Additional teams may be added to elimination rounds at the discretion of the Tournament Manager. Elimination rounds will have panels of three judges. No policy judges will be used in elimination round panels.

Clause 8. Results of the preliminary rounds will be posted before the elimination rounds are set. After 5th round the top teams with winning records will advance to elimination rounds based on the formula in Clause 7. Ballots will be available after the results have been posted or announced. Top ten (10) speaker awards for preliminary rounds will be given to all divisions of Public Forum. Oral disclosure of the winner in Policy, L-D and Public Forum will take place in all elimination rounds. No oral comments are to be made outside of the discloser of the winner of the round.

Clause 9. Appropriate awards will be given.

Clause 10. Falsification of evidence will be handled as follows: If evidence is questioned by the opposing debater, a protest must be filed with a member of the Debate Committee or the Executive Committee prior to the start of the next round. The debater protesting must document the protest by some original source (including handbooks). If the evidence is deemed false by those members present from the Debate Committee or the Executive Committee, the team which used the falsified evidence will lose the questioned round.

Clause 11. The IHSSA State Debate Tournament is a public event, governed by the rules and regulations of the IHSSA. All rounds and events are open to observers. Observers are allowed to flow or take notes during any event provided they are not disruptive.

Clause 12. No tape recording (audio or visual) will be allowed at any IHSSA Debate Tournament without the consent of the two debaters' coaches and the State Office.

Clause 13. Contestants may use electronic devices (including laptop computers, tablets, and/or cell phones) to access the internet during Public Forum sessions with the following conditions:

- a. Computers or other electronic devices may not be used to receive information for competitive advantage from non-competitors (coaches, assistant coaches, other non-competing students) inside or outside of the room in which the competition occurs.
- b. Internet access may be used to retrieve files, exchange evidence and/or arguments, research arguments, and communication with the other participant in the round. These electronic device guidelines do not limit communication between debate partners during the debate round.

Clause 14. If students are suspected of violating these rules a protest must be filed with the Contest Manager prior to the start of the next round. If the student(s) are found in violation of the rule, they will lose the round in question. Cell phones during competition cannot be used unless it is being used as a timing device.

Clause 15. Coaches and observers are not allowed to confront judges, but instead direct concerns to the designated Ombudsman of the Tournament.

CASEBOOK: Questions - Answers

1. Q. If our school has both a senior and junior membership, how many debaters may we enter?
A. You could enter six teams per membership. However, all of the debaters on the junior entry must be ninth graders and none of the debaters on the senior high entry may be ninth graders. Each membership will be treated as a separate school.
2. Q. Does each student debate both sides during the tournament?
A. Yes, this could happen.
3. Q. Who asks the first question in the crossfire?
A. The first question of each crossfire must be posed by the team which did not speak just prior to the crossfire period.
4. Q. Could you only debate one side of the issue the entire tournament?
A. Yes, this could happen.
5. Q. In The Final Focus, could more than one argument be presented?
A. Yes.
6. Q. Are 'ins and outs' allowed at the IHSSA tournament?
A. No.
7. Q. May a team run "Maverick?" A. No.

GENERAL CONTEST INFORMATION

1. Q. In individual events, does a contestant have to participate in a District Contest to be eligible to participate in the State Contest?
 - A. Yes.
2. Q. May a student who has received a Division I Rating in the State Contest participate again in this division or participate a second time?
 - A. See Article III, Section 7.
3. Q. Why is the State Speech Contest scheduled at the same time as the Boys' State Final Basketball Tournament?
 - A. There are not enough weekends to provide a separate weekend for each activity. This has been given lengthy review by the Unified Iowa High School Activities Federation. The minutes of May 1, 1966, Unified Iowa High School Activities Federation reveals discussion of this subject. "The President next invited the attention of the Federation Members present towards a final review of the 1966-67 calendar. Contained within this discussion was extensive review identified with District and State Speech Contest dates, such being prompted by presentation of subject matter contained in written communications filed with the Speech Association Executive Secretary by speech directors throughout the state; such communications indicating manifest hardship having been created through the conflict of State Speech Association Contest dates with those of the State Boys' Basketball Tournament final play and secondly the conflict of District Speech Contest dates with Girls' District Basketball Tournament play. Through an attempt to find a more desirable assignment of dates for speech contest work, attention was first given to the possibility of District Speech Contest work being conducted on March 25, 1967, with the State Speech Contest in turn being assigned to April 14 and 15. In the final analysis it was determined that this would create a severe conflict with the Easter Season. Attention was then turned to the possibility of contest dates being scheduled earlier in the year such as January and early February which in turn found critical analysis being given through a conflict with semester examinations, the early end of speech activity within the academic year, questionable weather conditions normally associated with January, and lastly significant conflict with basketball schedules. The discussion with possible dates also reflected concern on the part of the Federation Members present for the Speech Association Administration locating District Speech contest sites in the event there would be a scheduling of this activity on the weekend of the Boys' State Basketball Tournament. After this lengthy discussion and review, it did become the opinion of the Activities Federation Members present that the dates for 1967 should remain as previously announced."
4. Q. Should a judge act as a timer as well as a judge?
 - A. No. There should be a specific timer.
5. Q. To whom and when do I pay our school participation fee?
 - A. ALL participation fees for both District and State Contests must be sent to the State Office, Des Moines. The necessary fees will accompany participation fee and eligibility forms supplied by the State Office. Eligibility forms will not be forwarded to the District site until the entry fee has been paid. Fees will not be refunded.
6. Q. Is there a minimum time limit in speaking events other than Radio News Announcing and Radio Broadcasting?
 - A. No. However, a student may jeopardize their rating if they use too little allotted performance time.

DISTRICT ADVISORY COMMITTEE DUTIES

- I. The District Officers will consist of the following: (Article IV, Section 3)
 - President
 - Vice President
 - Secretary-Treasurer
 - A. They will serve three years by advancing through the offices.
 - 1. Officer must be a speech, drama, debate or active speech coach.
 - 2. In the event of a vacancy, it is the responsibility of the Executive Committee to fill such a vacancy.

- II. They will also be known as the Advisory Council.
 - A. Duties
 - 1. Consider reports of contests.
 - 2. Propose amendments.
 - 3. Review contest procedure.
 - 4. Research matters that may properly come before them.
 - 5. Meet with the Executive Committee at the annual June Meeting called by the Executive Director.
 - B. Specific Duties
 - 1. Responsible for securing contest sites within the District.
 - 2. Arrange appropriate clinics, workshops, or conferences within the District.
 - 3. Conduct District elections at the proper time.

- III. The Officers of the various districts will sit as a Board of Review during its State Contest.
 - A. Duties
 - 1. Meet with and instruct the judges.
 - 2. Be in attendance at the State Contest. (All three officers)
 - 3. Be available to hear, review and pass all matters of procedure in those areas of their responsibility. In areas of question beyond their responsibility, they will contact the State Office.
 - 4. Be responsible for securing and following necessary information to the State Office.
 - B. These officers will be available for decisions during the District (first round of competition). Telephone numbers will be available to all contest managers.

INDEX

This index has been arranged to facilitate immediate reference to the topic for which the reader is looking; cross-references have been avoided. The entire Constitution was updated in August 2023.

- Acting, 26
- Advisory Council, 7
- After Dinner Speaking, 45
- All-State, 20; list, 21
- Choral Reading, 53
- Comment sheets, 20
- Committees, 3
- Constitutional violations, 15
- Contest dates, 2
- Contestants, eligibility, 14;
 - entry limitations, 15
- Disqualification, 19
- District Advisory Committee duties, 79
- District contests, 6
- Eligibility forms, 18; penalties for
 - late entries, 18
- Ensemble Acting, 52
- Entry fees, 14; deadlines, 18; cards, 18
- Ethics, coaching, 12
- Executive Committee, 7
- Expository Address, 39
- General contest information, 80
- Group Improvisation, 61
- Group Mime, 55
- Improvisational Acting, 42
- Judges, qualifications, 16;
 - philosophy, 23
- Judging, district, 16-17; state, 16;
 - chairperson, 17
- Late entries, 18
- Lincoln-Douglas Debate, 71
- Literary Program, 32
- Membership, deadlines, 6; junior, 12;
 - senior, 12
- Musical Theatre, 63
- Obscene material, 13
- One-Act Plays, 46
- Original Oratory, 34
- Outstanding Performance, 20
- Participation, 13
- Pet Policy, 13
- Philosophy, 23
- Plagiarism, 13
- Poetry, interpretation, 30
- Policy Debate, 68
- Properties, defined, 19
- Prose, interpretation, 31
- Public Address, 25
- Public Forum, 77
- Radio Broadcasting, 65
- Radio News Announcing, 37
- Rating system, 20
- Readers Theatre, 49
- Reviewing 44
- Royalties, 13, 46
- Short Film, 66
- Solo Mime, 57
- Solo Musical Theatre, 28
- Spontaneous Speaking, 35
- Storytelling, 41
- Student Congress, 73
- Substitutions, 18
- Television Newscasting, 59
- Time violation penalties, 15
- Timing, individual events, 20
- Wearing apparel, school
 - identification, 15