

JUDGES BRIEFING GUIDE EVALUATION CONTEST

I. Contest Purpose

- A. To provide an opportunity for speakers to improve their speaking ability and to recognize the best as encouragement to all.
- B. To help the speaker to improve his or her next speech.
- C. To provide an opportunity to learn by observing the more proficient speakers who have benefited from their Toastmasters training.

II. Judge's Standards

You have been asked to judge because of your integrity and sound judgement. Your responsibility is to assist in providing the presenters with the fairest contest possible.

III. Judging Guidelines

- A. The evaluator should:
 1. Address comments to the speaker.
 2. Be sincere and positive.
 3. Highlight the speaker's strengths and explain what could be improved.
 4. Provide suggestions on how to improve.
- B. A good evaluation is not necessarily funny or clever.
 1. Do not let the evaluator's style deflect your judgment.
 2. The evaluator's comments and recommendations should provide value that will assist the speaker in learning and improving.
- C. The **Judge's Guide** is only a reference.
 1. The point values on the Judge's Guide are recommendations only.
 2. Use your best judgment in rating each contestant.

IV. Timing Responsibilities

The timing of the contestants will be handled by the Timers and is not the responsibility of the Judges.

V. Balloting Procedures

- A. When ranking contestants on the Judges' Ballot, judges must vote for first, second and third place positions (unless there are fewer contestants). Failure to do so will invalidate the ballot.
- B. The Judge's Guide should be destroyed by each judge after the Judge's Ballot has been completed and submitted.

VI. Lodging of Protests

- A. Protests may only be lodged by the Judges and the Contestants.
- B. All Contest Judges' decisions are final.