



EXTEMPORANEOUS SPEECH (525)

—Secondary—

REGIONAL – 2017

PRELIMINARY

Judges/Graders: Please double check and verify all scores and answer keys!

Property of Business Professionals of America.
May be reproduced only for use in the Business Professionals of America
Workplace Skills Assessment Program competition.



Description

Demonstrate communication skills in arranging, organizing, and effectively presenting information orally without prior knowledge of the topic.

No materials or previously prepared notes will be allowed into the preparation or presentation room with the contestant.

JUDGING PROCEDURE

- The contestant will draw two (2) different business topics and will select either one. The topics may deal with Business Professionals of America, office situations, the business world, etc.
- The contestant will be provided ten (10) minutes to develop the topic. Notes will be made on the three (3) note cards provided by the event proctor. No advisor contact will be allowed between the time of receiving the topic and the delivery.
- Cell phones may not be used in the preparation room.
- Contestants will be introduced by contestant number. **Contestants may continue to wear their name badges.**
- Contestants will present before a panel of judges and timekeeper.
- The length of the speech will be no less than two (2) minutes and no more than four (4) minutes.
- The contestant will be given warnings via flash cards when there are two (2) minutes remaining and when there is one (1) minute remaining during the speaking time.
- The speech will be stopped at four (4) minutes.
- No time is allotted for judges' questions.
- Contestants should be dismissed upon completion of their speech.
- **There can be no ties in the top ten (10) contestants.** It is the responsibility of the judges to break any ties.
- Administrator will fill out ranking sheet prior to dismissing the judges.
- If more than one (1) section is necessary, finalists will be determined by selecting an equal number from each section.
- Give administrator all Judges' Rating Sheets, Judge Evaluation Sheets and contest materials.
- No audience is allowed in the contest room.

Please double-check and verify all scores!



TOPICS:

1. Explain the importance of a subject line in an email.
2. If you were to start your own business, what would it be and why?
3. Explain the importance of soft skills.
4. State your case for getting a raise.
5. Explain the importance of nonverbal communication in the workplace.
6. Describe some ways to avoid going into debt.
7. If you could change one law, what would it be and why.
8. Explain the potential problems of working for a friend.