

# PREPARED PUBLIC SPEAKING

## **Purpose**

The purpose of the FFA Public Speaking Leadership Development Event is to develop agricultural leadership by demonstrating the ability to present ideas in an organized and effective manner.

## **Objectives**

The student will be able to:

- I. Develop a well written manuscript.
- II. Organize and present ideas in a logical sequence.
- III. Communicate effectively with others.
- IV. Deliver a speech and respond to questions regarding its content.
- V. Select an agricultural topic on which they want to speak.
- VI. Develop self-confidence in public speaking.

## Event Format

1. Prepared Public Speaking LDE has three (3) divisions. Each division is a separate event.
  - a. Division I - Contestant must be a freshman (9<sup>th</sup> grade).
  - b. Division II - Contestant must be a sophomore (10<sup>th</sup> grade).
  - c. Advanced - Contestant may be in 9-12 grade.

**\*NOTE: A contestant may only compete in one of the above divisions in the same year. Students are not allowed to compete in Creed Speaking and Division I Prepared Public Speaking in the same year.**

2. **NO PROPS ARE TO BE USED for Division I, Division II, or Advanced Prepared Public Speaking.** Note cards and manuscripts are allowed and not considered props in any prepared speaking event. Their use may affect scoring in the sections of the score card title Stage Presence and Power of Expression.

3.

DIVISION	*SPEECH LENGTH	TIME FOR QUESTIONS	DEDUCTIONS
I	4-6 minutes	4 minutes	Deductions of one (1) point per second per judge over or under specified *Speech Length.
II	5-7 minutes	4 minutes	
Advanced	6-8 minutes	5 minutes	

4. On the time limit for questions, the contestant and the judges must stop when time is called by the time keeper. (see chart above).
5. Participants will submit the complete speech manuscript in the following format:
  - a. Double-spaced typewritten on 8½" x 11" white bond paper with **cover page** that gives the speech title, participant's name, chapter, and date. The format should use 1" margins, a 12 pitch font (Arial, Courier, Courier New or Times New Roman) and **follow the most current version of the APA Style Guide (most current edition) [www.apastyle.org](http://www.apastyle.org)**. Do not bind or place in folders, special binders or covers. Place a staple in the upper-left corner. Manuscripts not meeting these guidelines will be penalized. **(Note, regardless of APA style/format suggestions, each speech must have a cover page as indicated above, \*Note sample cover page in CDE handbook)**
  - b. A complete and accurate bibliography used in writing the speech. All participants in the State FFA Prepared Public Speaking Career Development Event should give credit to others where any direct quotes, phrases or special dates are used in the manuscript, in order not to be guilty of plagiarism. The Boards of National Officers and Directors of FFA at the October 1960 meeting in Kansas City, Missouri, adopted the following: *"A bibliography MUST be included as part of the public speaker's manuscript, any direct quotes from any source of information must be marked in "quotes" on the manuscript and be identified in the bibliography. Failure to do so will automatically disqualify a participant. This applies to all events above the local level."*

## 6. **Submission of Manuscripts:**

- a. Complete speech manuscripts must include:
  - i. A signed statement that the contestant's speech is the result of their own work
  - ii. A cover page with the speech title, participant's name, chapter and date
  - iii. The manuscript of the speech
  - iv. A bibliography
- b. **Whereas manuscripts will be scored prior to the state event, the local FFA Advisor must submit an electronic PDF version of the contestants complete manuscript via email to State Supervisor David Higgins. ([david.higgins@dese.mo.gov](mailto:david.higgins@dese.mo.gov)) no later than Monday of the week prior to the state event (Monday April 14th 2025).**
- c. **Additionally**, the local FFA Advisor must mail four (4) printed copies of the complete manuscript materials to: Mr. Keith Dietzschold, Director, Agricultural Education Section, Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, MO 65102. Mailed copies must be received no later than **12:00 pm Monday of the week prior to the state event (April 14th 2025).**

### **Event Scoring**

1. The timekeeper will record and present to each judge the contestant's time. The timekeepers' record will be used in computing the final score for each contestant.
2. Each judge will total the score for each contestant.
3. Contestants shall be ranked in numerical order on the basis of final score by each judge without consultation with any other judge.
4. The judges' score sheets will be submitted to the contest officials to determine final ratings of contestants.
5. The judges ranking for each contestant shall be added together.
6. The winner will be the contestant whose total of the judges' ranking is the lowest.
7. Refer to General LDE guidelines for additional rules and policies.

## Event Rules and Regulations

1. The state and district LDE's will be governed by the general rules and regulations of the National Prepared Public Speaking LDE.
2. The number of state public speaking entries from each district is listed in the Guidelines under Allocation of Teams. **Each school will be allowed two speakers in Division I, II and Advanced Prepared Public Speaking at the Area LDE. ALL contestants are eligible to advance to the next level of competition (i.e. 2 contestants from the same school may advance). This will not change the number of students qualifying for District or State competition.**
3. Area winners should be certified to the college representative and/or district MVATA president at least one week prior to the district LDE or at a time specified by the LDE announcement. **Four double-spaced typewritten copies of the speech should accompany the certification.**
4. All speeches must be on FFA or agricultural subjects. Division I, Division II, and Advanced Prepared Public Speaking topics may include any current subject which is of an agricultural character (nature) and which may include agriscience and technology, agribusiness, agrimarketing, and international agricultural relations and agricultural communications.
5. Manuscripts will be judged prior to the state speaking event. These scores will be used in both the preliminary and final rounds.
6. The first-place Advanced Division winner at the State Leadership Development Event will represent the Missouri FFA Association at the National FFA Convention.

## References

**Purdue's Online Writing Lab – APA Formatting Guide,**  
<https://owl.english.purdue.edu/owl/resource560/01/>

**APA Style Guide (most current edition),** [www.apastyle.org](http://www.apastyle.org)

## Forms

Prepared Public Speaking Score Sheet, Explanation of the Score Sheet Points

# PREPARED PUBLIC SPEAKING SCORE SHEET

Division I \_\_\_\_\_ Division II \_\_\_\_\_ Advanced \_\_\_\_\_

Speaking Order:

Possible Points		1	2	3	4	5	6	7	8
<b>CONTENT OF MANUSCRIPT (Maximum Points 200):</b>									
Grammar, Language, Spelling, Sentence Structure	25								
Organization and Unity of Thought	50								
Topic Relevance	25								
Use of Supportive, Accurate Facts	50								
Presentation of variance of topic viewpoints	25								
Proper use of APA citation format	25								
<b>SPEECH PRESENTATION (Maximum Points 500):</b>									
Voice quality, pitch and forcefulness	25								
Articulation and Pronunciation(pace)	50								
Poise, appearance, posture	50								
Ease before audience, confidence	50								
Power of expression & conveyance of thoughts	100								
Communicative ability	75								
Persuasive use of evidence	100								
Mannerisms, gestures, eye contact	50								
<b>QUESTIONS &amp; GENERAL EFFECT (Maximum Points 300):</b>									
Response to Questions	250								
Knowledge of Topic	25								
Extent to which the speech effectively accomplished intent	25								
		1	2	3	4	5	6	7	8
<b>Gross Total Points</b>	1000								
Less Time Deduction **									
<b>Net Total Points:</b>									
Participant Ranking:									

\* Judges should meet prior to the event to prepare and clarify the types of questions to be asked.

\*\* - 1 point per second over, determined by the timekeepers

## Explanation of Score Sheet Points

### *Part I: For Scoring Content and Composition of Manuscript*

1. **Content of Manuscript** includes: ..... 200 points

- Grammar, Language, Spelling, Sentence Structure
- Organization and Unity of Thought
- Presentation of Variance of viewpoints of topic
- Topic Relevance
- Use of Supportive, Accurate facts
- Proper use of APA citation format

### *Part II: For Scoring Delivery of Production*

2. **Speech Presentation** includes:.....500 points

- Voice quality, pitch and forcefulness
- Poise, appearance, posture
- Power of expression
- Communicative ability
- Mannerisms, gestures, eye contact
- Articulation and pronunciation
- Ease before audience, confidence
- Conveyance of thoughts
- Persuasive use of evidence

3. **Response to Questions & General Effect** includes:..... 300 points

- Ability to answer questions on the speech asked by judges indicating originality, familiarity with subject, and ability to think quickly
- Extent to which the speech was interesting, pleasing, understandable, convincing, and held attention