

Table Topics Contest

Contestant's Guide

1. The purpose of this guide is to provide you with the information you need to compete in the Table Topics Contest
2. In order to compete in the Table Topics Contest:
 - A. You must be a member in good standing (paid your dues) of a club in good standing (they must have sent in the dues).
 - B. You may not be a District Officer or a declared candidate for District office.
 - C. You should also be familiar with the Table Topics contest rules.
3. Complete the Certificate of Eligibility and the Biographical Data sheet before you arrive at the contest. Give the Certificate of Eligibility to the Chief Judge and the Biographical Data sheet to the Toastmaster upon your arrival.
3. There will be a short briefing for you and the other contestants by the Toastmaster and Chief Judge before the contest begins. The Contest Chair will let you know the time of the briefing. At this briefing:
 - A. The order of speaking draw will be made. If a contestant is absent from the briefing, the alternate speaker, if present, may attend the briefing in place of the primary contestant. If the primary contestant is not present when the Toastmaster is introduced to conduct the contest, the primary contestant is disqualified and the alternate officially becomes the contestant. If the primary contestant arrives after the briefing, but before the Toastmaster is introduced, the primary contestant: 1) reports to the contest chairman upon his/her arrival, 2) has all required paperwork in good order, 3) waives the opportunity of a briefing, and 4) will be assigned a speaking order by the Toastmaster.
 - B. You will be given the opportunity to check the speaking area, see the timing light position and try the microphone (if used).
 - C. You will let the Sergeant-at-Arms know about any props or equipment which needs handling.
4. You may speak from anywhere within the prescribed speaking area as defined by the Contest Chair. If you go outside this area, you risk being marked down by the judges.
5. Table Topics are 1 to 2 minutes. If you speak for less than one full minute or for longer than two minutes and thirty seconds (2-1/2 minutes) you will be disqualified. There will be no deviation from this rule.
6. Timing will commence with the first sound or your first attempt to communicate with the audience, even if it is not part of your presentation.
7. Timing will end only when you have indicated that you have completed your presentation, such as saying "Mr. Toastmaster." If you give no such indication, timing may not stop until you have returned to your seat.

8. It is your responsibility to make it clear to the timers that you have ended your speech.

9. The timing lights will be operated as follows:

Green light at one (1) minute

Yellow light at one and one half (1-1/2) minutes

Red light at two (2) minutes

10. There will be no indication from the timer(s) when the maximum time of two minutes and thirty seconds has been reached.