

# Regional Club Day Rulebook

Dickinson County, Geary County,  
Marshall County, Central Kansas District and  
River Valley District



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## **PUBLIC PRESENTATIONS**

The primary purpose of the 4-H program is to help each boy and girl reach his or her maximum growth and development, and it's in this area that public presentations make their greatest contribution. Public presentations help strengthen the 4-H program by giving members the opportunity to participate. The more members are involved in demonstrations, illustrated talks, project talks, and public speaking, the more interested they become in meetings and in project work; consequently, the longer they remain in 4-H.

Public presentations contribute to help youth achieve the basic life skills of developing self-confidence, making decisions, communicating and relating to others, and encouraging and stimulating their desire to learn. 4-H Day has long sponsored demonstrations and illustrated talks, project talks, and public speaking. All are under the umbrella of "PUBLIC PRESENTATIONS."

## **PROJECT TALKS**

PROJECT TALKS are intended for younger 4-H'ers to help them gain confidence in expressing themselves before an audience. They tell of their actual project experiences, information relating to the project, and can promote a project. The purpose is to inform.

1. For 4-H'ers 7-12 years old.
2. Time: recommended 3 to 4 minutes, 7 minutes maximum.
3. Topics may be on a 4-H project or an aspect of a project a 4-H'er is currently enrolled in.
4. Questions are not asked.
5. Visuals encouraged, but not required.
6. PowerPoint is allowed in this category. A Windows compatible computer and projector will be provided if requested by the entry deadline. Presentations should be brought on a jump drive. Also bring two hard copies of the presentation in case of technical difficulties. No internet access will be provided.
7. Includes three parts:
  - Introduction*- the opening statement and attention-getter.
  - Body*- the main part of the talk, tells the main idea of talk, illustrate or explain important facts in developing the main idea.
  - Conclusion/Summary*- summarize the major points of the talk.

## **DEMONSTRATIONS & ILLUSTRATED TALKS** **(JUNIOR & SENIOR DIVISION)**

DEMONSTRATIONS are defined as a "show-how" process involving doing or making something while giving an explanation. The demonstrator uses actual items, supplies, equipment, people, or animals while going through a process. There should be a finished product to show. Sometimes a finished product is not possible, but it does enhance a demonstration, is highly suggested, and may influence the ribbon placing.

ILLUSTRATED TALKS are defined as a "tell-how" process where the presenter uses visuals such as posters, charts, models, graphs, etc. to aid in emphasizing a point or to add interest while telling how to do something. Visuals **are** required in the "telling how."

## DEMONSTRATION & ILLUSTRATED TALKS -- JUNIOR DIVISION

1. A demonstration is a “show and tell” type of presentation. An illustrated talk **tells how** rather than shows how.
2. For 4-H’ers 7 to 12 years old.
3. Time: recommended 4 to 7 minutes, 10 minutes maximum.
4. Either individual or team presentations.
5. All necessary equipment provided by 4-H’er.
6. Topic may be related to 4-H projects currently enrolled.
7. Questions are asked.
8. Summary is required at the end of the presentation.
9. The endorsement of brand names is discouraged.
10. PowerPoint is allowed in this category. A Windows compatible computer and projector will be provided if requested by the entry deadline. Presentations should be brought on a jump drive. Also bring two hard copies of the presentation in case of technical difficulties. No internet access will be provided.

## DEMONSTRATIONS & ILLUSTRATED TALKS -- SENIOR DIVISION

1. A demonstration is a “show and tell” type of presentation. An illustrated talk tells how rather than shows how.
2. For 4-H’ers 13 years old or older.
3. Time: recommend 5 to 10 minutes, 15 minutes maximum.
4. Either individual or team presentation.
5. All necessary equipment provided by 4-H’er.
6. Topic may be related to a 4-H project currently enrolled.
7. Questions are asked.
8. Summary is required.
9. The endorsement of brand names is discouraged.
10. PowerPoint is allowed in this category. A Windows compatible computer and projector will be provided if requested by the entry deadline. Presentations should be brought on a jump drive. Also bring two hard copies of the presentation in case of technical difficulties. No internet access will be provided.

## PUBLIC SPEAKING

PUBLIC SPEAKING is intended to assist older, more experienced members to further develop confidence and skill in speaking before an audience. Note cards are recommended over sheets of paper, if necessary for speaking.

1. For 4-H’ers 13 years and older.
2. Time: recommend 5 to 7 minutes, 15 minutes maximum.
3. Visuals are optional. They should enhance the talk - not distract. No posters or PowerPoint presentations allowed.
4. Topic selection is unlimited.
5. **Outline required for judge.** (Judge will deduct one ribbon placing if outline is not available.)

## TALENT

Development of the individual talents of young people has always been an objective of Kansas 4-H programs. In the performing arts, skills are only refined by repeated experience in performing them. Club Day provides an ideal structure to allow 4-H'ers to perform in a wide variety of areas.

It is hoped that this experience will be so rewarding that members will choose to repeat their performances for multi-county and other statewide events. There is no better learning experience in the performing arts than the "learning-by-doing" experience with caring feedback offered at Club Day.

## MUSIC

### **ALL MUSIC NUMBERS GENERAL RULES**

1. Number the measures on music for the judge.
2. Write your name on your music and give the original copy to the judge before your presentation. Failure to present original copy of music to judge will result in lowering of one ribbon placing. Pick up your copy after the results are announced.
3. Recorded music for accompaniment is allowed in all music divisions, **if** you have original copies of the music on the recording.

## INSTRUMENTAL MUSIC

### **ORCHESTRA - BAND**

1. Groups may be composed of 16 or more 4-H'ers (these may be from different clubs).
2. Each group will play one number of their own choosing.
3. Original copy of the conductor's score is to be given to the judge before playing.
4. The director is not required to be a 4-H'er; and individual may not play with the group unless he or she is a 4-H'er.
5. Memorization of number is not required.

### **INSTRUMENTAL ENSEMBLE**

1. Group may be composed of 2 to 15 4-H'ers, (these may be from different clubs), not including the accompanist.
2. Each group will play one selection of their own choosing.
3. Original copies of selections will be given to judges before performing.
4. Memorization of number is not required.

### **INSTRUMENTAL SOLO – JUNIOR & SENIOR DIVISIONS**

1. Participant will play one number.
2. Original copy of selection will be given to judges before performing.
3. Accompanist need not be a 4-H'er.
4. Memorization of number is not required.

## VOCAL MUSIC

### **CHORUS**

1. A chorus may be composed of 16 or more young people from one club or it may be a composite group from two or more clubs. A club chorus may be composed of 12 or more if the club membership is under 16.
2. Each group will sing two numbers of their own choosing.
3. Original copy of selections will be given to judges before performing.
4. Singing may be with or without accompaniment.
5. The director and accompanist need not be 4-H'ers, but they cannot sing with the group unless they are 4-H'ers.
6. Memorization of numbers is not required, BUT is desirable. This may influence the rating.

### **VOCAL ENSEMBLE**

1. Group may be composed of 2 to 15 4-H'ers, not including the accompanist.
2. Each group will sing two numbers of their own choosing.
3. Copies of selections will be given to judges before performing.
4. Accompanist need not be a 4-H'er.
5. Memorization of numbers is not required, BUT is desirable. This may influence the rating.

### **VOCAL SOLO – JUNIOR & SENIOR DIVISIONS**

1. Participant will sing one number.
2. Original copy of selection will be given to judges before performing.
3. Accompanist need not be a 4-H'er.
4. Memorization of number **is required**. Placing will be dropped one spot if not memorized.

## DANCE

### **JUNIOR & SENIOR DIVISIONS**

1. Introductions (including name, 4-H Club, and description of performance) is important.
2. Recorded music is encouraged.
3. It is suggested that participants be limited to one dance or 5 minutes performing time.
4. Types of dance: country (swing or line dance), folk (circle dance, polka, schottische, waltz), choreographed (as seen at half-time shows), or other (tap dance, jazz, break/street dance, interpretive, or acrobatic dance).

### **GROUP**

1. Introductions (including names, 4-H Club, and description of performance) is important.
2. Group may be composed of 2 to 15 4-H'ers.
3. Recorded music is encouraged.
4. Types of dance: country (swing or line dance), folk (circle dance, polka, schottische, waltz), square (one set of four couples suggested), choreographed (as seen at half-time shows), or other (tap dance, jazz, break/street dance, interpretive, or acrobatic dance).
5. It is suggested that participants be limited to 5 minutes of performing time.

## DRAMATICS

### **ONE-ACT PLAY**

1. Entries are limited strictly to one-act plays. Only one set is allowed. The curtain may be dropped to denote the passing of time. A change of set is not permitted during the drop of the curtain.
2. The maximum time allowed shall be 45 minutes from time of the rise of the first curtain until the drop of the final curtain.
3. If a royalty play is used, the group must be responsible for the royalty. Receipt for the payment must be given to the judges before the play is presented. Failure to comply with this rule will be considered as automatic withdrawal.
4. Each club will be responsible for all scenery, property, and props.
5. On most stages, all plays will use the same drapes as a background.
6. Each cast should have 4-H'ers in charge of stage arrangements, to pull curtain, and set stage.
7. A maximum of 5 minutes may be used by a club to set the stage for its play.
8. No play is barred because of previous presentations at other events.
9. Club Day competition should not be a repeat performance of the previous two (2) years.
10. Introduction (including names of participants, 4-H club, and description of performance) is important. This is not included in the time allowed.
11. Sources of plays - please check with your local County Extension Office or your school speech and drama department. (The State 4-H Office does not have plays on file.)
12. Introduce and set the stage so the audience knows the general theme.

### **SKIT**

1. Any size group may participate.
2. Maximum time should not exceed 15 minutes.
3. Introduction (including name(s) of participant(s), 4-H club, and description of performance) is important. This is not included in the time allowed.
4. Each club will be responsible for all scenery, property, and props. A maximum of 5 minutes may be used by a club to set the stage for its play.

### **READING – JUNIOR & SENIOR DIVISIONS**

1. Poetry or prose that is read. May be dramatic, interpretive, humorous, or other type of reading.
2. Individual presentation.
3. Maximum time limit - 10 minutes. No minimum time limit.
4. No props beyond a folder or book may be used in Readings.
5. No extra points will be awarded for memorized work.
6. Introduction (including name of participant, 4-H club, and description of performance which should include the title, author, and setting) is important.

### **SOLO ACTING – JUNIOR & SENIOR DIVISIONS**

1. Dramatic, interpretive, humorous, or other type of source material may be used.
2. Individual presentation.
3. Maximum time limit - 10 minutes. No minimum time limit.
4. Must be memorized.
5. Props may be used in Solo Acting.
6. Introduction (including name of participant, 4-H club, and description of performance which should include the title, author, and setting) is important.



## **OTHER TALENT – JUNIOR & SENIOR DIVISIONS**

1. This miscellaneous grouping may include talent such as novelty numbers, stunts, pantomime, puppets, marionettes, solo act, ventriloquist acts, baton routines, gymnastic routines, or other types of talent.
2. May be an individual **OR** a group presentation.
3. Time limit of 10 minutes or less.
4. Introduction (including name of participant, 4-H Club and description of performance) is important. This is not included in the time allowed.
5. Other Talent will be judged by the Dance Judge.

## MODEL MEETING

Clubs are encouraged to plan a model meeting that depicts a typical monthly meeting of their 4-H Club. The meeting may be designed to suit the needs and interests of the 4-H Club members.

### **REGIONAL CLUB DAY MODEL MEETING GUIDELINES:**

1. The agenda for the model meeting must be presented to the judge **before** the meeting is called to order.
2. A maximum of 35 minutes is allowed for a model meeting. Roll call will not count against the 35 minute allotments (so large clubs are not shorted on time because they take too much time for roll call).
3. During the model meeting, the secretary should take notes. After the meeting, the secretary should turn in model meeting notes to the judge. Completed minutes and up-to-date secretary's book (prior to the model meeting) **are required**. No other officer's books are required.
4. When sitting at the table, the president should always be to the right of the secretary and the American Flag should be to the president's right, so that the American Flag is always farthest right of anything on the table. This puts the 4-H flag on the president's left, in front of the secretary.
5. A program (demonstrations, project talks) should be included in the model meeting.
6. **NO RECREATION AT REGIONAL.**
7. Meetings will be scheduled 45 minutes apart. Clubs should plan to set up, complete the model meeting, and exit the room in the 45 minutes allotted.

## EXPLANATION OF MODEL MEETING SCORE CARD

Note the five main divisions of the model meeting score card and the relative importance given to each division.

1. **Business.** Follow the order of business as given in the So You Are President of Your Group, 4-H 471. Planning the business meeting to display 4-H'ers skills in conducting a meeting and their ability to use correct parliamentary procedure. There will not be time for lengthy discussion of motions. The parliamentary procedure used should expedite, and not obstruct business. Naturalness and alertness are as important in the business meeting as in the program.
2. **Reports** should give interesting, valuable information. They should be complete, but concise.
3. **Ceremonies.** There should be one major ceremony such as initiation, installation, placing a seal on the charter, older 4-H'er "graduation" leadership recognition, citizenship, or other ceremony in addition to routine opening and closing ceremonies. Ceremonies should be well done and impressive. Originality is desirable, but it is more important to have a ceremony be meaningful and impressive. Ceremonies may be used where appropriate in the meeting.
4. **Program.** Arrangement of the program may be worked out to please the club. "Balance" of program refers to the approximately equal participation by boys and girls. The time division between parts of the program should approximate that of a good local 4-H meeting. Time divisions for a model meeting will usually fall within these limits:

Opening ceremony and business- **(12-14 minutes)**; program - **(14-16 minutes)**; recreation - **(4-5 minutes)**; and closing ceremony and announcements - **(2 minutes)**.

Songs should show appreciation of good singing. Games, stunts, and skits should be adapted to the age of the group and should teach teamwork. One game involving rhythm and coordination is desirable. Quality of program means accuracy, timeliness, and value of the information presented or entertainment given and excellence of delivery.

5. **Attitude.** Naturalness, alertness, enthusiasm, and teamwork are desired. The presentation should give the impression of an actual 4-H meeting. Look at and talk to 4-H'ers, not to the audience. Each 4-H'ers contribution to the program should be heard by the audience, but not directed to them. The seating arrangement may be as desired for the best hearing, seeing, participating, and effective use of space.
6. The secretary shall give the judges the notes recorded during the meeting. Notes or minutes prepared beforehand are not acceptable. The up-to-date 4-H Secretary's Record Book should be submitted with the notes.

# GAVEL GAMES PARLIAMENTARY PROCEDURE CONTEST RULES

## TEAMS

This contest will consist of teams of four 4-H members from a club who act as officers for a model 4-H business meeting. One additional 4-H member may participate on the team as an at-large member (optional). All senior division team members will randomly select their officer position (president, vice president, secretary treasurer, member [if a 5 person team]) upon entering the contest room. Junior division teams will not be required to draw for offices and may assign positions prior to the contest. Each team will be allowed a maximum of 20 minutes to give its oral presentation.

The two divisions for this competition are Junior (7 to 12 years old) and Senior (13 years and up). If a team is comprised of mixed ages, it will compete in the division of the oldest member's age level.

## NOTES

The following information sheets are the only notes that can be used during the oral presentation of this contest.

1. Sheet entitled "Order of Business" (will be provided for each team at the contest)
2. Sheet entitled "Approved list of Parliamentary Procedure Problems for the Parliamentary Procedure Contest" (will be provided for each team at the contest)
3. Secretary's letter of communication (3"x 5" card)
4. Treasurer's written report of the club's financial situation (3"x 5" card)
5. Note pertaining to the standing or special committee report (3"x 5" card)
6. Note pertaining to the announcement (3"x 5" card)
7. **Junior Teams Only**: Each team member is allowed to use the "Note Page for Junior Gavel Game Participants" found on page 12 to assist them with their parliamentary presentation. No other notes or scripts allowed.

## GAVEL

The gavel is a symbol of authority. It is used by the person presiding to keep the meeting running smoothly and orderly. To use the gavel properly, the presiding officer should stand squarely and firmly on both feet. He or she should grasp the handle of the gavel firmly and rap the table or gavel block authoritatively with well-spaced raps.

Several raps - to get the attention of the group/restore order

Two raps - to call the meeting to order

Three raps - to have the group rise

One rap - to seat the group

One rap - to indicate completion of a business item (when a motion passes or fails)

One rap - to adjourn the meeting

## FLAGS

When sitting at the table, the president should always be to the right of the secretary and the American Flag should be to the president's right, so that the American Flag is always farthest right of anything on the table. This puts the 4-H flag on the president's left, in front of the secretary.

## *Note Page for Junior Gavel Game Participants*

### ORDER OF BUSINESS

Call to order

Opening exercise

Reading of minutes, corrections if needed, approval of minutes

Communications not requiring action (letters of appreciation, etc.)

Report of Officers

Report of standing or special committees

Unfinished business

New business as introduced

Program

Announcements

Adjournment

### APPROVED LIST OF PARLIAMENTARY PROCEDURE PROBLEMS FOR GAVEL GAMES

1. Main Motion
2. Table a Motion
3. Division of the house
4. Amend a motion
5. Take from the Table
6. Withdraw
7. Division of the Question
8. Refer to a Committee
9. Rise to a Point of Order
10. Appeal the Decision of the Chair
11. Call for Previous Question
12. Rescind a Motion
13. Reconsider a Motion
14. Postpone a Motion Definitely
15. Suspend the Rules
16. Point of Privilege
17. Postpone a Motion Indefinitely
18. Object to the Consideration of the Question

## **GAVEL GAMES – ORDER OF BUSINESS**

1. Call to order
2. Opening exercise
  - a. pledge or motto
  - b. roll call
3. Reading of minutes, corrections if needed, approval of minutes
  - a. the secretary should announce that there are no minutes due to the fact that this is a special parliamentary procedure presentation
4. Communications not requiring action (letters of appreciation, etc.)
  - a. one letter of communication is to be read
5. Report of Officers
  - a. treasurer's report is the only officer's report that is to be given
6. Report of standing or special committees
  - a. only one standing or special committee report is to be given
7. Unfinished business
  - a. motions postponed at the last meeting and motions laid on the table at the last meeting
  - b. the president should ask for unfinished business; however, it is recommended that all parliamentary problems be transacted during the contest
8. New business as introduced
  - a. refer to the "Approved list of Parliamentary Procedure Problems for the Parliamentary Procedure Contest"
9. Program
  - a. the vice president should announce that there is no program due to the fact that this is a special parliamentary procedure presentation
10. Announcements
  - a. one announcement is to be given
11. Adjournment

**APPROVED LIST OF PARLIAMENTARY PROCEDURE PROBLEMS**  
**FOR GAVEL GAMES**

1. Main Motion
2. Table a Motion
3. Division of the house
4. Amend a motion
5. Take from the Table
6. Withdraw
7. Division of the Question
8. Refer to a Committee
9. Rise to a Point of Order
10. Appeal the Decision of the Chair
11. Call for Previous Question
12. Rescind a Motion
13. Reconsider a Motion
14. Postpone a Motion Definitely
15. Suspend the Rules
16. Point of Privilege
17. Postpone a Motion Indefinitely
18. Object to the Consideration of the Question

**NOTE: Juniors are required to do the first four problems on the list plus one additional problem of choice. Seniors are required to do the first six problems on the list plus three additional problems of choice. Any age level can demonstrate any additional parliamentary skills they so desire.**

## SUMMARY OF MOTIONS

<b>Motion</b>	<b>Debatable</b>	<b>Amendable</b>	<b>Vote Required</b>	<b>Second Required</b>
Main Motion	Yes	Yes	Majority	Yes
Table a Motion	No	No	Majority	Yes
Division of the House	No	No	None	No
Amend a Motion	Yes	Yes	Majority	Yes
Take from the Table *	No	No	Majority	Yes
Withdraw **	No	No	Majority	No
Division of the Question	No	Yes	Majority	Yes
Refer to a Committee	Yes	Yes	Majority	Yes
Rise to a Point of Order	No	No	None	No
Appeal the Decision of the Chair	Yes	No	Majority	Yes
Call for Previous Question	No	No	2/3	Yes
Rescind a Motion ***	Yes, when motion is debatable	No	Majority or 2/3	Yes
Reconsider a Motion	Yes	No	Majority	Yes
Postpone a Motion Definitely	Yes	Yes	Majority	Yes
Suspend the Rules	No	No	2/3	Yes
Point of Privilege	No	No	None	No
Postpone a Motion Indefinitely	Yes	No	Majority	Yes
Object to Consideration of the Question	No	No	2/3	No



### **\* Take from the Table**

Option A. In new business you can table a motion and then later in new business take that motion from the table and finish action.

Option B. When the president asks for any unfinished business the secretary should say, “this is a special parliamentary procedure presentation with a tabled motion in unfinished business”. Another member then needs to properly take the motion from the table to finish the action without prompting from the president.

**\*\* Withdraw** - Various circumstances require different handling of this parliamentary problem.

Option A. If the person making the motion wants to withdraw his own motion, after it has been seconded but before the chair presents the motion to the assembly (by saying “The motion before the house is...or It has been moved...”) the person only needs to say “I wish to withdraw the motion” and if no one objects, the motion has been withdrawn and no further action is needed.

Option B. If the motion has been made, seconded, and presented to the assembly, anyone may address the chair and say “In light of...(whatever new information or argument) I wonder if (name) would like to withdraw their motion.” The chair then asks the person making the original motion if they want to withdraw the motion. That person may address the chair saying “I ask permission to withdraw my motion. OR No, I do not want to withdraw the motion.” If the maker of the motion wants to withdraw the motion, the chair then asks if there is any objection. “Unless there is objection (pause) the motion is withdrawn.” If there is objection to withdrawing, there must be a motion to withdraw by another member, “I move that permission to withdraw be granted” (there is not a need for a second since the person wishing to withdraw the original motion and the person moving that permission be granted both agree) and a vote.

### **\*\*\* Rescind a Motion**

It is impossible to rescind any action that has been taken as a result of a motion, but the unexecuted part may be rescinded. Notice must be given one meeting before the vote is taken, or if voted on immediately, a 2/3 vote to rescind is necessary.

**SCORE CARD FOR PROJECT TALKS**

NAME \_\_\_\_\_

TIME: \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

START \_\_\_\_\_

FINISH \_\_\_\_\_

SPEECH TITLE \_\_\_\_\_

TOTAL \_\_\_\_\_

	Points	Judges Comments
Subject Matter -can be covered in 7 minutes -worthwhile and practical -related to 4-H project -information accurate, complete and up-to-date	40	
Appearance -well groomed -good posture	10	
Presentation -attention gained in introduction  -voice natural, words distinct  -poised, friendly, confident  -originality shown  -convincing, interest held  -visual aids (not required) - neat, attractive, easily seen  -well organized, words well chosen, not memorized  -personal experience related  -important points stressed in summary	50	

**FINAL RATING:** *Select two (2) Top Purples, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR DEMONSTRATIONS AND ILLUSTRATED TALKS**

JUNIOR DIVISION (7-12) \_\_\_\_\_

SENIOR DIVISION (13 +) \_\_\_\_\_

NAME \_\_\_\_\_

TIME: \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

START \_\_\_\_\_

FINISH \_\_\_\_\_

SPEECH TITLE \_\_\_\_\_

TOTAL \_\_\_\_\_

	Points	Judges Comments
Introduction - interesting, short, gained attention	10	
Appearance - attire suitable for work being done	10	
Presentation - voice natural, words distinct - poised, friendly, confident - time and material well used - originality shown - convincing, interest held - well organized, words well chosen - skillful workmanship; if a team, good teamwork - work and talk coordinated - plain view of audience - table neat and orderly	30	
Subject Matter - important points emphasized - information accurate and complete - information usable by others - worthwhile and practical - suitable to age and ability level of participant	30	
Visuals and/or Equipment - suitable for work done - charts, posters easily read	10	
Summary - Important points stressed - finished product displayed (if there is one) - questions answered satisfactorily - closing definite, table left neat	10	

**FINAL RATING:** *Select two (2) Top Purples, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR PUBLIC SPEAKING**

NAME \_\_\_\_\_

TIME: \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

START \_\_\_\_\_

FINISH \_\_\_\_\_

SPEECH TITLE \_\_\_\_\_

TOTAL \_\_\_\_\_

	Points	Judges Comments
Material	15	
Organization	25	
Language and Voice	10	
Fluency	15	
Pronunciation and Articulation	10	
Eye Contact and Projection	15	
Appearance	10	

**FINAL RATING:** *Select two (2) Top Purples, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR INSTRUMENTAL GROUPS (ORCHESTRA, BAND, AND ENSEMBLE)**

ORCHESTRA/BAND \_\_\_\_\_  
 ENSEMBLE \_\_\_\_\_

GROUP NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_ NUMBER IN GROUP \_\_\_\_\_

SELECTIONS \_\_\_\_\_

POINTS TO CONSIDER	JUDGES COMMENTS
<b>TONE QUALITY</b> - Balance - Blend - Pitch	
<b>TECHNIQUE</b> - Precision - Attacks - Note & Rhythm Accuracy - Releases	
<b>INTERPRETATION</b> - Contrast - Mood - Phrasing - Rhythm - Style - Tempo	
<b>MUSICAL EFFECT</b> - Fluency - Stage Presence - Appearance - Choice of Music - Memorization	

**FINAL RATING: Band:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*  
**Ensemble:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR INSTRUMENTAL SOLO**

JUNIOR DIVISION (7-12) \_\_\_\_\_

SENIOR DIVISION (13 +) \_\_\_\_\_

NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

INSTRUMENT \_\_\_\_\_

SELECTION \_\_\_\_\_

POINTS TO CONSIDER	JUDGES COMMENTS
<b>TONE QUALITY</b> - Pitch - Intonation	
<b>TECHNIQUE</b> - Placement - Note Accuracy - Attacks - Releases - Rhythm Accuracy - Breath Control	
<b>INTERPRETATION</b> - Contrast - Mood - Phrasing - Rhythm - Style - Tempo	
<b>MUSICAL EFFECT</b> - Fluency - Stage Presence - Appearance - Choice of Music - Memorization	

**FINAL RATING: Junior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

**Senior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR VOCAL GROUPS (CHORUS AND ENSEMBLE)**

CHORUS \_\_\_\_\_  
 ENSEMBLE \_\_\_\_\_

GROUP NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_ NUMBER IN GROUP \_\_\_\_\_

SELECTIONS \_\_\_\_\_

POINTS TO CONSIDER	JUDGES COMMENTS
<b>-tone QUALITY</b> - Balance - Blend - Pitch	
<b>TECHNIQUE</b> - Precision - Articulation - Note & Rhythm Accuracy - Control	
<b>INTERPRETATION</b> - Contrast - Mood - Phrasing - Rhythm - Style - Tempo	
<b>MUSICAL EFFECT</b> - Fluency - Stage Presence - Appearance - Choice of Music - Memorization	

**FINAL RATING: Chorus:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*  
**Ensemble:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

## SCORE CARD FOR VOCAL SOLO

JUNIOR DIVISION (7-12) \_\_\_\_\_

SENIOR DIVISION (13 +) \_\_\_\_\_

NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

SELECTION \_\_\_\_\_

POINTS TO CONSIDER	JUDGES COMMENTS
TONE QUALITY - Pitch - Placement	
TECHNIQUE - Note Accuracy - Articulation - Rhythm Accuracy - Breath Control	
INTERPRETATION - Contrast - Mood - Phrasing - Rhythm - Style - Tempo	
MUSICAL EFFECT - Fluency - Stage Presence - Appearance - Choice of Music - Memorization	

**FINAL RATING: Junior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

**Senior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_



**SCORE CARD FOR DANCE**

JUNIOR INDIVIDUAL (7-12) \_\_\_\_\_  
 SENIOR INDIVIDUAL (13 +) \_\_\_\_\_

JUNIOR GROUP (7-12) \_\_\_\_\_  
 SENIOR GROUP (13 +) \_\_\_\_\_

NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_ NUMBER IN GROUP \_\_\_\_\_

POINTS TO CONSIDER	JUDGES COMMENTS
KNOWLEDGE - Fundamentals - Complexity	
ABILITY & COORDINATION - Rhythm - Movement - Timing - Teamwork (if applicable)	
APPEARANCE - Costuming - Stage Presence - Enjoyment	

**FINAL RATING:** Each age division and dance category: *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

## SCORE CARD FOR ONE-ACT PLAYS

GROUP NAME \_\_\_\_\_

TIME: \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

START \_\_\_\_\_

FINISH \_\_\_\_\_

NUMBER IN GROUP \_\_\_\_\_

TOTAL \_\_\_\_\_

TITLE \_\_\_\_\_

ELEMENTS	JUDGES COMMENTS
<b>Presentation</b> <b>Diction</b> - Actors were heard clearly (Yes/No) - Actors demonstrated good diction (Yes/No) - (Note: diction to cover pronunciation, accurate dialect, fitting voice quality)  <b>Acting</b> - By each individual actor - By the group as a whole  <b>Setting</b> - Adaptation of set and/or makeup (if applicable)	
<b>Interpretation</b> - Play was interpreted correctly (Yes/No) - (Note: interpretation refers to the meaning of the play brought out by the actors and the degree to which the audience realized it)	
<b>Selection or Choice of Play</b> - (Note: play should be worthy of production and should meet the standards and ideals of the organization) - Plot was appropriate to ideals of organization (Yes/No) - Play had clear storyline and progressed logically from start to finish (Yes/No) - Play had adequate introduction, story development, climactic point and conclusion (Yes/No)	
<b>Stage Business</b> - Arrangement and movement of characters on stage and reason for such arrangement	

**FINAL RATING:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR SKITS**

GROUP NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_ NUMBER IN GROUP \_\_\_\_\_

TITLE \_\_\_\_\_

ELEMENTS	JUDGES COMMENTS
Talent Demonstrated - Diction  - Interpretation  - Stage Presence	
Showmanship - Appearance  - Costuming - appropriate and original  - Style - carriage, enjoyment	
Choice of Material or Idea	

**FINAL RATING:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

## SCORE CARD FOR OTHER TALENT

\_\_\_\_\_ JUNIOR OTHER TALENT (7-12)

\_\_\_\_\_ SENIOR OTHER TALENT (13+)

GROUP NAME \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_ NUMBER IN GROUP \_\_\_\_\_

TITLE \_\_\_\_\_

ELEMENTS	JUDGES COMMENTS
Talent Demonstrated - Diction  - Interpretation  - Stage Presence	
Showmanship - Appearance  - Costuming - appropriate and original  - Style - carriage, enjoyment	
Choice of Material or Idea	

**FINAL RATING: Junior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

**Senior:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR READING AND SOLO ACTING**

JUNIOR DIVISION (7-12) \_\_\_\_\_  
 SENIOR DIVISION (13 +) \_\_\_\_\_

READING \_\_\_\_\_  
 SOLO ACTING \_\_\_\_\_

NAME \_\_\_\_\_

TIME:  
 START \_\_\_\_\_  
 FINISH \_\_\_\_\_  
 TOTAL \_\_\_\_\_

COUNTY/DISTRICT \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

ELEMENTS	JUDGES COMMENTS
Presentation Diction - Could the actor(s) be heard clearly? - Was the diction of the actor(s) appropriate? - (Note: diction to cover pronunciation, accurate dialect, fitting quality of voice)  Acting - Was the individual acting appropriate?  Setting - Adaptation of the properties and make-up	
Interpretation - Was the interpretation of the presentation appropriate? - (Note: interpretation refers to the meaning of the play brought out by the actor and the degree to which the audience realized it)	
Choice of Material or Idea	
Showmanship - Appearance - Costuming - appropriate - original - Style - carriage - enjoyment	

**FINAL RATING:** Each age division and category: *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

## SCORE CARD FOR MODEL MEETING

4-H CLUB \_\_\_\_\_

TIME: \_\_\_\_\_

COUNTY \_\_\_\_\_

START \_\_\_\_\_

FINISH \_\_\_\_\_

TOTAL \_\_\_\_\_

NUMBER OF MEMBERS IN 4-H CLUB \_\_\_\_\_ (Roll call excluded from time of meeting)

	Points	Judges Comments
<p><b>Group Building</b></p> <p><u>Opening Exercises:</u> Such as roll call, pledge, flag salute, motto, creed, etc. Should be timely and include club member interaction.</p> <p><u>Celebration:</u> Closing: Small celebrations of meeting accomplishments, including small group exchange of ideas, group song or cheer, etc.</p> <p><u>Ceremonies:</u> Celebration for long term accomplishments, such as leaders recognition, installation ceremony, completion of community service project ceremony, recognition of new members.</p>	30	
<p><b>Decision Making</b></p> <p><u>Parliamentary Skills</u> Order of business, making and carrying through motions, reports of committees, parliamentary problems.</p> <p><u>Group Involvement</u> Activity to allow all members to have input into a decision.</p> <p><u>Secretary's Book</u> The secretary will be asked to submit his/her up-to-date book and notes from the model meeting to the judge after the meeting.</p> <p><u>Officer Reports</u> Oral reports made by Secretary, Treasurer, Reporter, 4-H Council Representative, and other Officers.</p>	30	
<p><b>Program</b></p> <p>Program designed to best meet the needs and interests of this club. It may include group singing, project activities, skillathons, talent, talks, demonstrations, etc. Clues to effective program selection are the attentiveness or involvement of the group.</p>	30	
<p><b>Attitude</b></p> <p>Naturalness of the meeting, the avoidance of a staged production.</p>	10	

**FINAL RATING:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

\_\_\_\_\_ **TOP PURPLE**

\_\_\_\_\_ **ALTERNATE TOP PURPLE**

\_\_\_\_\_ **BLUE**

\_\_\_\_\_ **RED**

\_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORE CARD FOR GAVEL GAMES - JUNIOR DIVISION**

NAME OF CLUB: \_\_\_\_\_

COUNTY/DISTRICT: \_\_\_\_\_

Team Members Names	Age	Office
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

	POINTS	JUDGE'S COMMENTS
A. Overall Presentation		
a. Pronunciation, Articulation & Volume	/20	
-----		
b. Attitude, Naturalness & Ease of Presentation	/20	
-----		
c. Appearance of Members & Presentation area	/10	
B. President's use of gavel	/5	
C. Call to Order	/5	
D. Opening Exercise Pledge or Motto & Roll Call	/5	
E. Reading of Minutes	/5	
F. Communications	/5	
G. Treasurer's Report	/5	
H. Committee Reports	/5	
I. Program	/5	
J. Announcements	/5	
K. Adjournment	/5	

Subtotal of points page 1:           /100

Subtotal of points page 2:           /100

Total points:                         /200

**FINAL RATING:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORING FOR PARLIAMENTARY PROCEDURE:**

Motions 1 through 4 and one other motion of choice is required. Each required motion is worth a maximum of 15 points.

Extra points may be earned by correctly performing any of the motions 5 through 18. Each of these motions is worth five points which may add up to a maximum total of 25 extra points. No points will be earned or lost if one of these motions is performed incorrectly. No extra points will be given for performing any motion more than one time.

	POINTS	COMMENTS
L. Unfinished or New Business (rating determined by parliamentary procedure)		
<b>REQUIRED MOTIONS</b>		
1. Main Motion		
2. Table a Motion		
3. Division of the House		
4. Amend a motion		
5. Take from the Table		
6. Withdraw		
7. Division of the Question		
8. Refer to a Committee		
9. Rise to a Point of Order		
10. Appeal the Decision of the Chair		
11. Call for Previous Question		
12. Rescind a Motion		
13. Reconsider a Motion		
14. Postpone a Motion Definitely		
15. Suspend the Rules		
16. Point of Privilege		
17. Postpone a Motion Indefinitely		
18. Object to Consideration of the Question		

Total Points from Required Motions 1 through 4 and 1 other of choice: /75

Total Points from Motions 4 through 18: /25

Subtotal of points page 2: /100



**SCORE CARD FOR GAVEL GAMES - SENIOR DIVISION**

NAME OF CLUB: \_\_\_\_\_

COUNTY/DISTRICT: \_\_\_\_\_

Team Members Names	Age	Office Drawn
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

	POINTS	JUDGE'S COMMENTS
A. Overall Presentation		
a. Pronunciation, Articulation & Volume	/20	
-----		
b. Attitude, Naturalness & Ease of Presentation	/20	
-----		
c. Appearance of Members & Presentation area	/10	
B. President's use of gavel	/5	
C. Call to Order	/5	
D. Opening Exercise Pledge or Motto & Roll Call	/5	
E. Reading of Minutes	/5	
F. Communications	/5	
G. Treasurer's Report	/5	
H. Committee Reports	/5	
I. Program	/5	
J. Announcements	/5	
K. Adjournment	/5	

Subtotal of points page 1:           /100

Subtotal of points page 2:           /160

Total points:                         /260

**FINAL RATING:** *Select a Top Purple, a 1<sup>st</sup> Alternate Top Purple, and a 2<sup>nd</sup> Alternate Top Purple*

- \_\_\_\_\_ **TOP PURPLE**
- \_\_\_\_\_ **ALTERNATE TOP PURPLE**
- \_\_\_\_\_ **BLUE**
- \_\_\_\_\_ **RED**
- \_\_\_\_\_ **WHITE**

**Judges Initials:** \_\_\_\_\_

**SCORING FOR PARLIAMENTARY PROCEDURE:**

Motions 1 through 6 and three other motions of choice are required. Each required motion is worth a maximum of 15 points.

Extra points may be earned by correctly performing any motions beyond the required number. Each of these motions is worth five points which may add up to a maximum total of 25 extra points. No points will be earned or lost if one of these motions is performed incorrectly. No extra points will be given for performing any motion more than one time.

	POINTS	COMMENTS
L. Unfinished or New Business (rating determined by parliamentary procedure)		
<b>REQUIRED MOTIONS</b>		
1. Main Motion		
2. Table a Motion		
3. Division of the House		
4. Amend a motion		
5. Take from the Table		
6. Withdraw		
7. Division of the Question		
8. Refer to a Committee		
9. Rise to a Point of Order		
10. Appeal the Decision of the Chair		
11. Call for Previous Question		
12. Rescind a Motion		
13. Reconsider a Motion		
14. Postpone a Motion Definitely		
15. Suspend the Rules		
16. Point of Privilege		
17. Postpone a Motion Indefinitely		
18. Object to Consideration of the Question		

Total Points from Required Motions 1 through 6 and 3 others of choice: /135

Total Points from Additional Motions: /25

Subtotal of points page 2: /160