



Art Competition Info

There are four categories for competing purposes: drawing, painting, three dimensional, and photography (which includes computer generated art).

1. Artists are allowed to enter one original piece of artwork in each category.
2. Each entry piece must be labeled on the back or bottom with the artist's name, title of piece, media, school name, grade, and contact phone number.
3. Artists are encouraged to include a separate paragraph (to be displayed) about what inspired the piece.
4. All two dimensional art should be ready to hang and must be 16" x 20" or under.
5. All art work must be dropped off between 9:30-10:00AM on Friday, March 27, and must be picked up by 2:45PM that same day.
6. Students are responsible for removing their own art from the competition display.

Art will be available for viewing at 11:45PM.

The judges will be from the local art community and not affiliated with any school.

While those handling the show will take every precaution, WALA STARS will not assume responsibility for loss or damage to artwork.



Employment Interview Competition

Purpose

To evaluate contestant's understanding of employment procedures they will face in applying for positions in the occupational areas for which they are training.

Clothing Requirement

Professional dress attire

Observer Rule

No observers will be permitted to view the contest.

Equipment and Materials

1. Supplied by the technical committee:
 - a. Employment application forms
 - b. Timer
 - c. All necessary information and furnishings for judges and technical committee

2. Supplied by the contestant:
 - a. Pen for completing application form
 - b. Three copies of a **one-page** typewritten personal résumé.
No other material may be submitted by the contestant. The following information **must** be contained in the one-page résumé:
 1. Name, address and phone number
 2. Career objective
 3. Education and training
 4. Work experience beginning with present employment listing specific responsibilities
 5. Memberships, major accomplishments, awards earned
 6. References upon request

Expectations

1. See Employment Interview and Application Rubrics for interview and application expectations

2. Contestants will complete the application by printing in ink. The receptionist will note the time the contestant is handed the application and the time the completed application is returned. Points will be deducted for each minute or fraction thereof over the 30-minute time limit.

d. Work experience beginning with present employment listing specific responsibilities

e. Memberships, major accomplishments, awards earned

f. References upon request

3. After the receptionist evaluates the application, a technical committee member will present three copies of the personal résumé to the interviewing committee (judges).

4. After the judges review the personal résumé, a technical committee member will direct the contestant to the judges for the interview.

5. The interview with the judges will be approximately 15 minutes. This will allow adequate time for four to six questions.

6. All contestants will be asked identical questions. Such questions might include the following but will be determined by the judges:

a. What are your occupational objectives?

b. What do you like most about this occupation?

c. What are your hobbies?

d. What would you like to be doing five years from now? Ten years?

e. Why do you want to work for our company?

- f. What two accomplishments have given you the most satisfaction?
- g. What are your extracurricular activities?
- h. How would you describe your ideal job?
- i. What do you think determines a person's progress within a company?
- j. What do you consider to be your outstanding job-related personal characteristics or strengths?
- k. What qualifications and characteristics do you have that make you feel you'll succeed in your work?

How to Write a Speech

If it gives you any comfort, an old cliché tells us that most people are more afraid of public speaking than dying, yet as you'll see in this article, learning **how to write a speech** is a simple process that you can quickly master. Once you've written your speech using the principles outlined below, your fear of public speaking will be gone forever, and Good Riddance to it!

Let's start with **seven basic steps**. Please sit up and pay close attention to this bit, because you can't really leave any of these steps out. Below the basic steps are **three bonus ninja speaking tips** I've picked up in the course of writing, delivering and listening to hundreds of speeches over the years.

Step Zero: **STOP! Did you see what I just did?** Please re-read that last paragraph again, because it's *vital* important. In just three simple sentences, I set your expectations about what to expect in this article, unobtrusively gave you some information about me to add to my credibility, and got you to sit up and pay SPECIAL attention to my basic points. In fact, just to leave you in no doubt at all, I asked you to do that in as many words! **That's really my first basic tip on how to write a speech: everything you say in a speech should be carefully planned, thought out, written and rehearsed.** NO AD-LIBBING! With a prepared speech, your greatest asset, and one that your audience won't even be aware of, is the luxury of having time to prepare and hone your wise words. So use it wisely, Grasshopper.

Here are the seven Basic Steps:

1. Carefully write, rewrite and if necessary rewrite again your first three to five sentences (**capture steps**). You will utter these words during the **single most important moment of your speech**. Your audience is getting to know you, and already form opinions about you, your style and how receptive they'll be when you get to the point. So include in your intro all the elements you need to set the tone, introduce yourself and make the exact first impression that YOU want to give them. Rehearse this using specific words. Change them if they're not perfect. "Try on" various tones of voice, tempos, volumes. Whisper. Pause. Shout. Rehearse all this until you can do it in the shower. In fact, prove it by **DOING** it in the shower. You can't take your notes in there, so this will give you the confidence you need that you **KNOW** this bit. Feel free to scrub up a little while you're in there!
2. OK, back to work. Now, write a crisp **summary** of the points you made during your speech and a smooth transition to your closing remarks. I know you haven't written the speech yet, so for now, use anything you want to represent your points, like newspaper headlines from this morning's paper. Your mission here is to capture the tone you want to maximize the impact of your closing. **DON'T CHEAT** – you'll only be cheating yourself. Your closing words are just as important as your opening. This and maybe one point you talk about

will be remembered. So make it memorable. Shout if you have to. Rehearse it like before.

REALLY IMPORTANT: Close with one or two very carefully crafted sentences. OK, practice time. Go back for another shower. No notes this time!

3. You should now smell nice and have a Hollywood blockbuster opening and climax for your speech. If you're at that point, you can get dressed again, you won't need another shower till later. Sorry about all the towels we're using in this lesson. Nothing I could have said in the title to prepare you for it would have kept your interest!
4. What you need now depends largely on your speech's purpose. So before you start cutting facts out of newspapers, be really clear about what you want to achieve, and write another few sentences, again using careful phrases, to **establish your purpose beyond any doubt**. Even if you don't actually say these words in your speech, just writing it out concisely gets it straight in your own head. Having a polished phrase or two at your disposal can also be a life-saver if you're asked questions at the end.
5. Finally, you need to research the heck out of a small number of points you want to get across. **Gather all the material you can on your topic**. Don't judge yet, just gather. You have no excuse for lack of relevant and memorable material, or unchecked facts with the Internet at your disposal. When you've done this, organize your material into sub-topics – very broadly, this isn't your speech.
6. Now comes the only hard part of the whole exercise. Out of your vast collection of web and print clippings, photos, audio clips, statistical tables, government reports, dictionaries of quotations, historical documents, DVDS..., **select RELEVANT supporting material for NO MORE THAN THREE main points** you'd like to make in your speech, and put the rest away for another time. Be brutal, you don't need it all just now. Organize each of your sub-topics for maximum impact. The most important one should come first, then the others in INCREASING order of importance. There are various theories on why this order has the most impact, like catching people before they've had a chance to glaze over. That's WAY too cynical for me. Your speech is already a dazzler, so just trust that this is the case and try it out. So just to reiterate that, if you had 5 points to make (and you don't because I've said stick to 3!), numbered from least to most important, you should deliver them in this order: 5, 1, 2, 3, 4. If you see signs of glazing eyes, or hear any snores any time between 5 and 4, skip straight to your last point, do your well-polished closing and sit down. I'll repeat that point about cutting out material. I know It's tempting to find a place in your speech for some great anecdote or fact you want to share, even if it's slightly off-topic and takes 3 minutes to deliver. Less is definitely more when learning how to write a speech. You really, really, must keep your speech to three points. Don't cheat: you need three (two is better) clearly distinguishable points. Otherwise you'll dilute your excellent content and lose some of your audience.
7. **Practice, Practice, and Practice**. I can't emphasize this enough. Knowing **how to write a speech**, and delivering that speech effectively are two different things. I once gave the performance of my life and won a regional Toastmasters humorous speech contest, having never had the courage to even enter a contest

before. How did I do it ? I rehearsed in front of an audience. A real audience, made up of several stuffed toys animals belonging to my son who was then a year old! Believe me, it's quite scary trying to make Paddington Bear laugh, for all his renowned comic escapades.

Ninja Bonus Tips

We're near the end of your attention span – I know. Never say I'm not paying attention to my audience! But I promised some **bonus material**, and after all the washing I made you do earlier, I think you're due some good stuff, so here goes.

My **first bonus tip** is really just Step 7 in disguise. **You have to practice**. It takes away the fear. Don't cheat, really – don't. I thought this particular piece of advice was just patronizing waffle, until my humorous speech contest incident. I was so terrified of being complete rubbish that I rehearsed that speech until I was sick of it, and ended up winning not just once, but three times, at progressively higher levels in the tournament. And I had no fear, because I knew every word, whisper, pause, gesture and smile of that speech. I could probably deliver it now, 10 years later. Maybe I'll have a shower after I finish writing this and do just that.

My **second bonus tip** for ninja speakers. One more after this, then we're done. Don't stop at writing just your speech. Think big-picture. Unless you trust your host to introduce you really well and set the scene like Jay Leno's warm-up act, you should really **write your OWN introduction**. Most hosts will be delighted if you hand them an index card to read, and you'll be assured that the audience is properly prepared for you AND your speech before you get up. A good intro should include your name, one or two sentences about your background or expertise, and it should end with the title of your speech.

And that nicely brings us to my **final ninja bonus tip**. Ironically, this is the **FIRST** thing your audience will notice. **Your speech NEEDS a great title**. Your title is like your press agent – it goes ahead of you, and appears in any printed materials about the event. It sets expectations. Put as much effort into picking a doozie title as you did rehearsing your opening, and all will be hunky dory. Again - don't cheat on this step – you'll spoil the **GREAT** speech you've put together. Many a decent speech has been killed by poor pre-conceived ideas the audience got from a rubbish or absent speech title.

So that's it. If you follow these basic steps, there's really no need to be afraid of public speaking. Don't confuse nerves with fear. Nerves under control will turn your new understanding of **how to write a speech** into a memorable event for you and your audience. Lucky THEM, I say. Now, isn't it time for your next shower?

Dave Curley holds the Advanced Toastmaster (Silver) award from Toastmasters International. Dave now speaks regularly as essential part of his business as an identity management and IT security consultant. He operates globally but always has a return ticket to Glasgow, Scotland.