



Date: _____

MASSACHUSETTS LIONS YOUTH SPEECH COMPETITION

OFFICIAL TIMEKEEPER'S INFORMATION AND WORKSHEET

A person at each competition shall be designated the **TIMEKEEPER**. The Timekeeper may be a Lion, Lioness or Leo. The responsibilities of the Timekeeper are:

- To record the length of time it takes each speaker to complete his or her speech.
- To warn each speaker when he or she reaches the seven (7) minute mark.

Note: Once a contestant returns to his or her seat, they may not return to the podium.

Each speech should last no less than five (5) minutes and no longer than eight (8) minutes. The Timekeeper will record the length of time each contestant speaks using the *Timekeeper's Worksheet* below.

TIME DIFFERENTIAL	POINTS DEDUCTED
0 – 15 seconds	0
16 – 30 seconds	1
31 – 60 seconds	2
61 – 90 seconds	3
91 – 120 seconds	4
more than 120 seconds	5

The Timekeeper will sit in the audience in full view of the speakers. The person-in-charge will introduce the Timekeeper to all speakers prior to the start of the competition.

The Timekeeper will give a warning signal to each speaker at the seven (7) minute mark by raising an arm. The speakers will be made aware of this gesture prior to the start of the competition.

OFFICIAL TIMEKEEPER'S WORKSHEET

CRITERIA <i>Record minutes and seconds</i>	SPEAKER							
	1	2	3	4	5	6	7	8
Start time								
End time								
Elapsed time								
Penalty Point Deductions								

If a stop watch is used, record elapsed time. If a regular watch is used, record start and end times, then calculate the elapsed time. The Tellers will deduct the penalties from the Judges' scores.

TIMEKEEPER'S PRINTED NAME _____ TIMEKEEPER'S SIGNATURE _____

TIMEKEEPER'S CLUB _____ DATE _____