

**Rotary District 5330  
4-Way Test  
Speech Contest  
Manual**

**2024-2025**



**Final Version - Revised January 11, 2025**



**ROTARY DISTRICT 5330  
4-WAY TEST SPEECH CONTEST  
2024-2025**

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If you have any questions, please contact District 5330  
4-Way Test Speech Contest Chairperson Mary Scott by email  
at [MaryQinPD@gmail.com](mailto:MaryQinPD@gmail.com) or by phone/text at 209-559-5173.



**ROTARY DISTRICT 5330  
4-WAY TEST SPEECH CONTEST  
2024-2025**

## **The Purpose of the Contest**

From the earliest days, Rotary has focused on promoting high ethical standards. One of the world's most widely quoted statements is Rotary's 4-Way Test, which was created in 1932 by Rotarian Herbert J. Taylor. Every year, Rotary districts around the world sponsor high school 4-Way Test Speech Contests for high school students.

The purpose of the student's speech is to persuade others while applying the principles of the Rotary 4-Way Test to an ethical issue, dilemma, or problem. The goal is for students to make the world a better place, to practice the virtues of critical thinking and ethical decision making, to develop public speaking and leadership skills, and to positively influence and inspire others through their speeches. Contestants' speeches must be original; they must be 5 to 8 minutes in length, and **the Rotary 4-Way Test must be integrated throughout the speech and not reserved for concluding statements only.**

### **The Rotary 4-Way Test:**

**Of the things we think, say, or do,**

- 1. IS IT THE TRUTH?**
- 2. IS IT FAIR TO ALL CONCERNED?**
- 3. WILL IT BUILD GOODWILL AND BETTER FRIENDSHIPS?**
- 4. WILL IT BE BENEFICIAL TO ALL CONCERNED?**

## **Contest Eligibility**

Public, private, and home-schooled students in grades 9-12 are eligible to enter the contest. No student may be a contestant in more than one Rotary club speech contest in any one year. A club may only send one contestant to the District 4-Way Test Speech Contest. **Previous first-place winners of the District 4-Way Test Speech Contest are ineligible to compete in subsequent years, but other previous competitors may compete again.**

## **Topic**

Each contestant should choose the topic of their speech. The purpose of the speech is to address an ethical issue using the principles of the 4-Way Test. Topics should be interesting and related to the speaker's interests or experiences. There are no restrictions regarding the choice of topic as long as the topic is not profane, obscene, unpatriotic, or racist. If a contestant or coach is in doubt about the appropriateness of a topic, he or she should check with the club contest chair. The decision of the contest chair will be final. **All speeches must be the original work of the speaker.**

In the speech, the topic must be specifically subjected to The Rotary 4-Way Test. The 4-Way Test must be **stated and integrated** throughout the body of the speech and is not to be reserved for concluding statements only. Contestants who advance to the District Contest may, at their option, present the same speech given at the preceding level or create a modified or new presentation, subject to the same rules as in the paragraph above.



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**Contest Timelines**

**Club Level Contests**

Individual Rotary clubs will hold their club level speech contests from **November 2024 to Feb. 15, 2025**. **Club contests MUST be completed by February 15, 2025**. Recommended prize amounts for club level contests are as follows: First place-\$200; Second place-\$100; Third place-\$50. Each Rotary club has the option of sending the winner of their contest to the **District 5330 4-Way Test Speech Contest which will be held on Saturday, March 8, 2025**. Each Rotary club may send only one contestant to the district contest. If their first-place winner is not able to compete, they may select another contestant.

**District Contest Dates**

**Saturday, February 22, 2025 – Please pay close attention to this due date for TWO items:** (1) on or before 2/22/25, email a scan or photo of your club's completed **Contestant Entry Form** (included on p. 9 in this packet) to Mary Scott, District Contest Chairperson at [MaryQinPD@Gmail.com](mailto:MaryQinPD@Gmail.com). (2) Follow the instructions on p. 10 in this packet to pay your club's **Contestant Registration Fee** electronically via DACdb. Paper checks will not be accepted.

**Saturday, March 8, 2025 – 4-Way Test Speech Contest Finals will take place at 9:00 am at Our Savior's Lutheran Church. 1320 West Williams Street, Banning, CA 92220-4456.** Beginning at 8:15 a.m., morning refreshments will be provided to contestants and guests. After all speeches have concluded, a sandwich lunch will be served during the judges' deliberation time.

**Sunday, April 6, 2025 – Showcase for District Contest Winners 3:00 p.m. at Benedict Castle, 5445 Chicago Ave., Riverside, CA 92507.** The top three speakers will be invited to present their speeches at this event in a program shared with winners of the Rotary District 5330 Contest. If one or more of these speakers cannot attend, the district may appoint runners-up to present in their place.

**Prizes**

**Club Level Awards**

The award of club level cash, 4-Way Test prizes certificates/plaques, etc. is at the discretion of the club. If cash awards are given, it is recommended that awards of \$200, \$100 and \$50 be given to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place winners, respectively.

**District Level Awards:**

The top ten finishers at the district contest will receive prizes as follows:

10<sup>th</sup> place to 6<sup>th</sup> place - \$200 per contestant; 5<sup>th</sup> place - \$300; 4<sup>th</sup> place - \$400; 3<sup>rd</sup> place - \$500; 2<sup>nd</sup> place - \$600; 1<sup>st</sup> place - \$700.

The top 3 prizes will be awarded in person at the April 6 showcase, and checks will be mailed to the remaining seven winners from Rotary District 5330 the following day. **It is essential that your name and mailing address on the entry form be fully legible.**



**ROTARY DISTRICT 5330  
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## Contest Rules

### Speaker Aids:

- **Microphone:** at club contests, a microphone may be provided at the discretion of the club. At the district contest, contestants will be provided with wireless lapel mics provided by the Rotary District 5330 audio team. Volume will be controlled by the audio team.
- **Notes:** Contestants may speak from notes at the club contest. At the district contest, notes will not be allowed.

### Order of Contestants

At 9:00 a.m. on the day of the district contest, the contestants will draw numbers to determine the order in which they will speak.

### Disqualifications:

Club contest managers are urged to ensure that all contestants know that the following will result in disqualification:

- **Late arrival:** If a contestant arrives after 9:00 a.m.
- **Inappropriate content:** If the contestant's speech is determined to be profane, obscene, unpatriotic, or racist.
- **Prompting:** If contest managers observe that a member of the audience is attempting to prompt or coach the speaker, either vocally or by gesture.

### Point penalties:

Club contest managers are urged to ensure that all contestants know that the following will result in a serious loss of points:

- **Length:** Speeches must be at least 5 minutes and no more than 8 minutes in length. Penalty points will be deducted from a contestant's score at the rate of two (2) points for each fifteen (15) seconds or fraction thereof that a contestant either runs over the eight-minute maximum or under the five-minute minimum.
- **Props:** No props or displays are to be used. Penalty points will be subtracted for the use of props at the rate of two points per infraction.
- **Neutrality:** Until judging results are announced after the contest, all speakers will be referred to by their speaker numbers. In their speeches, contestants may not identify their school, Rotary club, city, or themselves by first or last name in their speeches. Contestants may use names for persons other than themselves, as long as those names do not break the identity line described here. Acceptable examples: "My Aunt Susie," "My teacher, Mr. Jones."



## ROTARY DISTRICT 5330 4-WAY TEST SPEECH CONTEST 2024-2025

### Judging

Judges and a timekeeper will be used at each level of the contest. Club contest chairpersons will select the panel at the club level. The district chairperson will select the panel for the district finals. Judges are limited to judging only one level of our contest each year. All judges should have some knowledge of public speaking and The Rotary 4-Way Test. A copy of the rules must be furnished to the judges and timekeeper prior to the contest.

#### Guidelines for judges at each contest level

1. Judges must have a clear understanding of the governing principles and rules of the contest and of the scoring and ranking process.
2. Judges should participate in a training session prior to judging the contest. A training PowerPoint is available, please request a copy for your use by emailing Mary Scott at MaryQinPD@gmail.com.
3. At the contest venue, the judges must be seated apart from one another and audience members; they must not communicate about their evaluations of speakers at any time.
4. For each contestant, judges will be provided with one judging sheet as printed in this packet.
5. Judges must enter points for each speaker based upon the rubric provided.
6. **Judges should note that the Rotary 4-Way Test must be stated and integrated throughout the body of the speech and that integration of the Rotary 4-Way Test is worth up to 30 points out of a possible 100 points.**
7. Judges will total points for each speaker after each contestant has spoken.
8. Each judge will rank speakers after determining the net points. Judges may have ties in points but not in rank order.
9. Judges' score sheets will be collected by the contest chairperson after they have ranked the contestants.
10. If a contestant receives a penalty, the contest chairperson will inform the judges as to the points that must be deducted from the contestant's score. Points will be re-totaled, and rankings will be adjusted if warranted.

#### Judging Criteria

It is highly recommended that contestants be provided with copies of the contest score sheets as printed in this packet. A summary of the criteria follows:

- Content: (0-20 points) Introduction, originality, organization, conclusion.
- Delivery: (0-20 points) Voice control, articulation, enunciation, diction, body language, gestures
- 4-Way Test: (0-30 points) Integration of Rotary's 4-Way Test throughout the body of the speech.
- Overall appeal: (0-30 points) Impact and persuasiveness.
- Total: 100 points possible




**ROTARY DISTRICT 5330  
4-WAY TEST SPEECH CONTEST  
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**Your Club Contest: What Your Club's 4WT Speech Contest Chair Needs to Do**

1. Contact the High School, charter or other schools in your area and explain the contest. Find a cooperating teacher(s) and contact them. Volunteer to go to the school and teach a lesson that explains all about Rotary, the 4-Way Test and the speech contest, why we have it, what the speeches should be about, how they are judged, and what the prize money will be.
2. By December 5, 2024, notify the district chairperson (Mary Scott, MaryQinPD@gmail.com) by email that your Rotary club intends to participate.
3. Have your committee review the contents of this manual. Make copies of information that you want to distribute. Pay close attention to the important dates listed on page 4. Set your date/time/location for your club contest. **All club-level contests must be completed by February 15, 2025.**
4. If possible, arrange for club members to coach interested students on public speaking protocols as they prepare for your contest. Follow all school and Rotary youth protection guidelines regarding child safety.
5. It is recommended that there be no more than six (6) contestants in a club contest. However, the number of contestants is up to the discretion of each club. The contest and judging can be held at a club meeting as the program or as a separate event.
6. Once your contestant roster is established, collect completed entry forms from all contestants to cover both the club contest and the district contest. If the contestant is under the age of 18, a parent/guardian must sign the entry form in addition to the student.
7. Make sure that all contestants have copies of the contest rules and the scoring sheet/rubric.
8. For the club meeting when speeches are given, invite the parents, principal, and cooperating teacher(s) in addition to the speakers. The club should pay for any additional meals' costs, if applicable. Club-level awards of cash prizes, 4-Way Test plaques, pens, etc. is at the discretion of the club. If cash awards are to be given, it is recommended that awards of \$200, \$100 and \$50 be given to the 1st, 2nd and 3rd place winners, respectively.
9. It is recommended that clubs use the District 5330 Rotary Speech Contest judging sheet and rubric. This will be the judging sheet and rubric used at the District Contest. Be sure the participants have been given copies of these documents so they can use the forms when developing their speeches.
10. Have some "filler time" scheduled during your contest to allow for judges' scores to be compiled and contestants to be ranked.
11. Announce the results of your contest, take pictures and award contest certificates. Share the results of your contest on your social media accounts and with your local media.
12. Each Rotary club may send only one contestant to the District Finals. If your first-place winner is not able to compete, you may select to send another contestant. Immediately following your contest, have your first-place winner complete the District Contest Entry Form (page 8 of this packet) if your club is entering a contestant in the district contest.
13. The Contestant Entry Form AND the club Entry Fee of \$50 must be submitted on or before **February 22, 2025**. See instructions on pages 9 and 10 of this packet.



**ROTARY DISTRICT 5330**  
**4-WAY TEST SPEECH CONTEST**  
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 <b>Rotary Four-Way Test Speech Contest Judges' Score Sheet</b> Note to judge: You may find it useful to mark "+" (exceeded the criterion) "✓" (met the criterion) or "-" (criterion barely or poorly met) to the left of each criterion. Content & Delivery point guidelines: 5 = "outstanding"; 4 = "good"; 3 = "average"; 2 = "below average"; 1 = "poor"; 0 = "not met at all."		Judge # _____ Speaker # _____ Key Word: _____ Adj. Score: _____ Rank: _____
Content	Delivery	Four-Way Test
<b>20 points total</b> 0-5 points for INTRODUCTION • Was the intro clear and/or engaging? _____ 0-5 points for ORIGINALITY • The speaker's topic might be original in a positive way, or they might simply take an original approach to a more common topic. _____ 0-5 points for ORGANIZATION • Did the speaker present the overall organization of the speech before launching into the body of the speech? • Did you always know where the speaker was in the speech? • Did the speaker present just the right amount of evidence? _____ 0-5 points for CONCLUSION • Up to 4 points for a clear conclusion, a call to action. _____ • An additional point for a speaker who ties the introduction to the conclusion. _____ <b>Subtotal:</b> _____	<b>20 points total</b> 0-5 points for VOICE CONTROL • Strong volume, produced from core of the body • Good variety of tone, inflection • All parts of sentence spoken audibly. _____ 0-5 points for ENUNCIATION and ARTICULATION (because the two have overlapping meanings) • Were the words clearly pronounced? • Was the speech well-memorized? • Speaker avoided "filler" sounds such as "um," "uh" or "like." _____ 0-5 points for DICTION • Precise word choices, appropriate to the audience and purpose _____ 0-5 points for BODY LANGUAGE • Standing comfortably but without purposeful movement is acceptable. • Moving purposefully but not excessively is a bonus. • Movement that distracts is a minus! _____ <b>Subtotal:</b> _____	<b>30 points total</b> <b>Guidelines for Total Impact Points:</b> 30-25 = Outstanding 24-19 = Good 18-13 = Average 12-7 = Below average 6-1 = Poor <b>0-10 points for OVERALL APPEAL</b> • Engaging argument? • Good eye contact? • Appropriate facial expression? • Appropriate pace? _____ <b>0-10 points for PERSUASIVENESS</b> • The speaker's points made sense. • The speaker's points were realistic. • The speaker's passion for the topic was evident. • Will the audience want to act on the call to action? _____ <b>0-10 points for IMPACT</b> • Will you remember the speech? • Were you touched by the emotion and/or the humor of the speech? _____ <b>Subtotal:</b> _____
<b>100 points total</b> <b>General procedures</b> • Your impressions / conclusions are CONFIDENTIAL. • Each sheet is pre-slugged with your name, judge number and a speaker's number. • After each speech concludes, add a key word in the box above to help you distinguish the speech from the others. • Use a pencil for scoring. You will have time to reconsider and total your scores after all speeches are given. • After hearing all speakers, total your scores below. Stack all your sheets by rank. Rank 1 is highest. Tie? You must force-rank! • Minor erasures and changes are still fine if you're fair to all. Were you fair to earlier or later speakers? • Do not write in the "Adjusted Score / Rank" box above. Contest managers will add any penalties and readjust ranks accordingly in the space above. <b>THANK YOU FOR YOUR ATTENTIVE SERVICE TO ROTARY AND TO THESE YOUNG CONTESTANTS.</b>		<b>GRAND TOTAL:   RANK:</b> _____





**ROTARY DISTRICT 5330  
4-WAY TEST SPEECH CONTEST  
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**Rotary District 5330 DISTRICT 4-Way Test Speech Contestant ENTRY FORM**

**The club chair must email a copy of this form with all signatures by 2/22/25 to MaryQinPD@gmail.com. A scanned copy is preferred; a clear photo is acceptable. See page 10 for payment instructions.**

My sponsoring Rotary club is: Rotary Club of \_\_\_\_\_

Rotary club Speech Chair's Name: \_\_\_\_\_

Rotary club Speech Chair's Email: \_\_\_\_\_ Phone \_\_\_\_\_

**Contestant Information (Please print clearly):**

Name: \_\_\_\_\_  
Printed first name Printed last name

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_ Email \_\_\_\_\_

**Contest Eligibility Requirement:** Contestants must currently be in attendance at a public or private high school, charter high school or in a high school home schooling program located within Rotary District 5330. No student may be a contestant in more than one club contest in any one year.

**Topic:** Any topic which a contestant feels is timely, interesting and important may be used for the contest speech as long as it is not profane, obscene, unpatriotic or racist. The topic must be specifically subjected to the Rotary 4-Way Test. The 4-Way Test must be **stated and integrated** throughout the body of the speech and not reserved for concluding statements only.

**Timing:** The speech must be 5-8 minutes in length. Penalty points will be deducted from a contestant's score if their speech is too short or too long.

**Contestant Statement:** I meet contest eligibility requirements, and I have reviewed all rules on page 5 of this document, My speech is 5-8 minutes in length and includes all four parts of the Rotary 4-Way Test. If I am a top-three winner, I will give my speech at the Rotary District 5330 Celebration the afternoon of Sunday April 6, 2025, and I will email MaryQinPD@gmail.com if any emergencies arise. **My speech is my original work.**

Contestant Signature: \_\_\_\_\_ Age: \_\_\_\_\_ Date \_\_\_\_\_

I give permission for images and/or recordings of the contestant's speech for the 4-Way Test Speech Contest to be circulated throughout Rotary publications, newsletters, club bulletins, photographic displays, etc. and in the public domain via Facebook, Zoom, YouTube or similar technology or print media. Contest managers have my permission to contact the contestants by email, phone and text message. This Permission relates to all rounds of the competition. (Parent/Guardian signature is required if the contestant is under the age of 18.)

Signature of Parent/Guardian  
 if Student is under age 18: \_\_\_\_\_ Date \_\_\_\_\_



**ROTARY DISTRICT 5330  
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**Rotary District 5330 DISTRICT 4-Way Test Speech Contest  
INSTRUCTIONS FOR PAYMENT OF SPEAKER REGISTRATION**

**A club entering a finalist in the Rotary District 5330 4-Way Test Speech Contest must submit electronic payment of the \$50 online registration fee by February 22, 2025.**

1. Club chairperson’s suggested advance preparation:
  - a. All payments must be made via DACdb. Ask your club treasurer if he/she will register and pay for your club’s entry, or if you should pay with your personal PayPal or credit card account and then submit a receipt for reimbursement.
  - b. In either case, the person paying should have the following information ready:
    - i. The correct spelling of the contestant’s name:  
\_\_\_\_\_
    - ii. The name of the Rotarian who will represent the club at the contest on March 8 (Not required, but recommended):  
\_\_\_\_\_
    - iii. The name and phone number of the club’s Rotary 4-Way Test Speech Contest Chair. (May be the same person as in item b. ii. above):  
\_\_\_\_\_

2. In DACdb, find and click on the calendar entry for March 8, 2025, as in the sample shown below. The payment process begins here, continuing through several screens to payment and receipt.



**Sample:**  
Look for this in DACdb in the March 8, 2025 calendar listing

3. Keep a copy of your receipt. Watch for confirmation of payment from Mary Scott. Contact Mary with any questions regarding payment. Email: [MaryQinPD@gmail.com](mailto:MaryQinPD@gmail.com); Text: 209-559-5173.