

## FAQ's for Prepared Public Speaking Junior and Senior/Conservation

Listed below are some common questions about prepared speaking LDE's, along with responses from contest chairs. This list could grow over time, so check back occasionally. Thanks.

- a) *Do manuscripts require an abstract? – No.*
- b) *Should manuscripts include page numbers? – Yes. The manuscript scoring rubric does not specify this, but page numbers help judges organize their materials while judging, so we encourage you to include them. If you choose not to include page numbers, you will not be penalized, since the rubric does not provide for this. If you include page numbers, follow the example on the Purdue website: [https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/general\\_format.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html)*
- c) *Should manuscripts use a partial title running header? – Yes, as this helps judges organize their materials while judging. The manuscript scoring rubric does not specify this, and if you choose not to include headers, you will not be penalized. If you include headers, follow the examples on the Purdue website referenced above.*
- d) *Is it OK to insert additional info lines on the title page (eg, FFA or Conservation Speaking) to assist in organizing local and regional competitions, which are still conducted separately? – Sure, but we prefer additional lines to be deleted prior to sending the manuscript to states so that our manuscript judges can apply cover page criteria fairly. The cover page should match what's posted on the PA FFA website.*
- e) *The manuscript rubric clearly specifies APA style for references and citations, but APA style isn't mentioned for any other scoring criteria. What does this mean for scoring? – APA rules apply to in text citations and the references page. National FFA's criteria apply relative to line spacing, paper size, margins, and fonts/sizes. (...and these criteria seem to match APA's.)*
- f) *What happens when APA updates its rules? – Speech writers should follow the latest published APA rules. Remember, the manuscript score sheet specifies APA style for references and citations, so you will want to pay particularly close attention to those areas.*
- g) *What about the title page formatting relative to APA style? – Please use the sample title page posted on the PA FFA website. (Also, see FAQ "d", above.) It's wise to check the FFA website regularly, as the title page format could be updated to reflect APA and National FFA changes.*