



District 31

Eastern Massachusetts and Rhode Island



How to Plan and Conduct Great Contests



Every Contest is a New Contest!

- Learn the Rules
- Check Eligibility
- Plan an Appropriate Venue
- Recruit Your Team
- Fair and Impartial Judging
 - Brief all Judges
 - Balance Potential Bias
- Provide all forms
- Have Awards Ready
- Announce Results at End
- Submit Forms Immediately

Keep it Professional!

Build a Plan

- Announce Details Early
- Provide Good Directions
- Consider Snacks

Be Prepared

- For Timing Challenges
- For Protests
 - by Contestants
 - by Judges

Make it Fun for All!