

# USHER INSTRUCTIONS

The ushers will meet with the contest moderator for any final instructions prior to the contest.

The ushers will assist in seating the audience and distributing programs before the contest.

Upon commencement of the contest, the ushers will close the doors and remain **OUTSIDE** of the contest room in order to not allow anyone to enter once the contest has begun.

The usher will then proceed to Holding Room One to get the first contestant and escort. They will be taken to the contest room whereupon the usher will open the designated entrance door, in order for the moderator to introduce the contestant and thus begin the prepared oration phase of the contest.

Upon completion of the contestant's prepared oration and exiting of the contest room, the usher will proceed to Holding Room One to get the next contestant and escort. Follow the same procedures as outlined above until all contestants have completed the prepared oration phase of the contest.

Upon completion of the last contestant's prepared oration, proceed to the Assigned Topic Preparation Room to get the first contestant and escort. They will be taken to the contest room whereupon the usher will open the designated entrance door, in order for the moderator to introduce the contestant and thus begin the assigned topic phase of the contest.

Upon completion of the contestant's assigned topic and exiting of the contest room, the usher will proceed to the Assigned Topic Preparation Room to get the next contestant and escort. Follow the same procedures as outlined above until all contestants have completed the assigned topic phase of the contest.

Upon completion of the contest, and when directed by the Contest Moderator, proceed back to Holding Room One to take the respective contestants back to the contest room for contestant introductions by the Contest Moderator. Once this has been completed, the contestants and ushers are dismissed.