



A+ Ready Writing

Before the contest begins, coaches may assist with putting contestant numbers on students' blank paper if necessary. Inform contestants and coaches of the time and place of the viewing period, if one is scheduled. A verification period is strongly encouraged not to exceed 15 minutes to review evaluations and compositions and verify identification (not to question judge decisions). Spectators and coaches not assigned a specific duty in administering the contest should be dismissed from the contest room before the contest begins.

- (1) *Call roll (if necessary).*
- (2) **Say: "This is the UIL Ready Writing event. Write or type your contestant number in the upper right-hand corner of your blank writing paper."**
- (3) *After all students have written their contestant number, Say: "Contestants may use ruled or plain white paper, standard notebook or typing paper to hand-write their essays. The essay should be written on one side in pencil or ink, or typed on a word processing computer using any standard size font and one-inch margins on regular sized computer paper."*
- (4) *Then, Say "Now, I am going to pass out the Ready Writing topic sheet. Do not turn it over until I tell you to do so."*
- (5) *After all students have received a prompt sheet, Say: "Now, you may turn over your topic sheet. I will read the two prompts aloud."*
- (6) *Read the two prompts aloud.*
- (7) *Then, Say "Select only one topic for your paper. Write the topic you have chosen about two inches below the top of your first page, and begin the body of your composition below the topic. Do not include your name or name of your school on your paper. Papers will be identified by numbers assigned by the contest director. You may use the instruction and prompt page for notes or ideas. You will have _____ (up to 2 hours is allowed) to write the paper. I will let you know when only 15 minutes remain. You may now begin writing."*
- (8) *When 15 minutes remain, Say: "You now have 15 minutes to finish your story."*
- (9) *After the writing period is over, Say: "It is now time to stop writing. Please put your writing utensil down, press "print" if you typed your paper, and I will collect your contest material."*

**** The contest official may ad lib as necessary while conducting the contest. ****