To: Regional Prose and Poetry Contest Directors 2013-14
From: Jana Riggins, State Director
RE: Administering the Prose and Poetry Contests

The *Spring Meet Manual* (pages 115 – 133) will assist you in procedures for the contests.

Calculate your multiple judge tabulation for accurate final rankings by downloading the latest version of the *UIL TalkTab* software 3.1, available for free on the UIL website. From the speech homepage, click on TOURNAMENTS and you will see the *TalkTab* link.

UIL Prose and Poetry contests have two designated performance categories per event. Please read the contest rules in the *Constitution & Contest Rules* (pages 118 -124). Chapter 4 of the *UIL Prose and Poetry Handbook*, and the latest rulings posted on the official UIL website, carefully reviewing the category descriptions in advance of the meet so that you are confident in training judges and checking documentation for the events.

Give copies of the “Guidelines for Judges of Poetry & Prose” included in this contest packet to your judges in advance of the meet. Not only are these new literary categories but they are much different from categories in the past. It is critical for your judges to be aware of specific requirements and literature that is now allowed under the rules. Then, on the day of the contest, conduct a briefing session prior to starting the rounds to make sure judges understand what each category is requiring of the contestants.

TO CHECK DOCUMENTATION, review the following:

**Poetry, Category A: “Journey Through Time”**
See the C&CR for a full description of the category and category restrictions. (page 119)
Contestants are required to perform a program of at least 2 poems or excerpts of poems by 2 or more poets. Co-authored poems or anonymously written poems are permissible. The goal is to examine a decade(s) and/or social/political movement.

As Contest Director, prior to starting rounds, you should check for the following:

1) Proof that the poems are published, printed material
   The C&CR is the definitive ruling on this issue.

2) Proof that the poets used for Category A are different from the poet(s) the student is using for Category B

**PROOF OF PUBLICATION**
*A poem is NOT considered published, printed material if only posted on the Internet. Contestants can prove their poem is published in hard copy in one of the following ways:*
• Show the original book
• Provide a copy of the Library of Congress cataloguing information from the original source or from the Library of Congress Online catalog (http://www.catalog.loc.gov)
• Show official communication from the publisher or author indicating the publication

Special Note: If the selection is drawn from a literary collection or anthology, the contestant must go an extra step and supply one of the following:
✓ the original source confirming the selection is included OR
✓ a photocopy of the table of contents designating the title of the book as well as proof the specific selection is included in that book, such as a photocopy of the first page of the selection that matches the table of contents OR
✓ an online printout proving the selection is included in the anthology

Legitimate online sources:
If using an online source for documentation, the page must be printed and have the URL downloaded and printed in the header/footer of the page.

• Library of Congress data page
• Website copyrighted to author
• Publisher’s website
• Online encyclopedias maintained by reputable publishing companies
• Online libraries maintained by government agencies, colleges/universities
• Websites run by
  - government agencies
  - college/university webpages that are maintained by faculty and university personnel, not students
• Websites sponsored by reputable journalistic organizations

UNacceptable Documentation
X Wikipedia
X Facebook
X IMDb.com
X Unofficial document generated by contestant, such as cut & pasted document
X Goodread.com
X Trueknowledge.com
X student websites
X fan websites
X Freebase.com
X Unauthorized encyclopedias
X Web pages that come from discussion groups, chat rooms, or blogs
  • See Rulings section on the Oral Interpretation page of the UIL speech web for additional sites/official rulings.

PROOF OF NO REPEAT POET
This may be done by the following:
• Show the literature/authors being read in both categories

Poetry, Category B: “Journey With Poets”
See the C&CR for complete category description and category restrictions. (page 120)
The contestant is required to perform a poem, multiple poems or excerpts of poems written by 1 or more poets listed on the website PoetryFoundation.org. Poetry not appearing on PoetryFoundation.org may be used as long as the poems are written by the poet(s) found on
PoetryFoundation.org. Blogs, essays, prose and other non-poetic material found on this website shall not be used. The program may be woven.

As Contest Director, prior to starting rounds, you should check for the following:
1) Proof that the poet(s) is/are listed on the website PoetryFoundation.org
2) Proof that the poet(s) used for Category B is/are different from the poets the student is using for Category A

PROOF OF POET(S) ON APPROVED WEBSITE
Printouts from the website PoetryFoundation.org shall include the URL downloaded and printed in the header/footer. Example of acceptable documentation is the poet’s biographical page from the PoetryFoundation.org website or a profile feature story emphasizing the poet which appears on this designated website.

PROOF OF NO REPEAT POET
This may be done by the following:
• Show the literature/authors being read in both categories

Prose: Category A: “Inspiring My Journey”
See the C&CR for a full description of the category and category restrictions. (page 122) Category A requires the contestant to read a single prose selection, fiction or nonfiction, written by a single author or a collaborative work by 2 or more authors or written anonymously. Speeches and play are prohibited in Category A. The goal is to explore the concept of past/present heroes/heroines or survivors.

As Contest Director, prior to starting rounds, you should check for the following:
1) Proof that the selection is published, printed
2) Proof that the author used for Category A is different from the one the student is using for Category B

PROOF OF PUBLICATION
*A selection is NOT considered published, printed material if only posted on the Internet. Contestants can prove their selection is published in hard copy in one of the following ways:
• Show the original book
• Provide a copy of the Library of Congress cataloguing information from the original source or from the Library of Congress Online catalog (http://www.catalog.loc.gov/)
• Show official communication from the publisher or author indicating the printed publication in which the selection can be found

Special Note: If the selection is drawn from a literary collection or anthology, the contestant must go an extra step and supply one of the following:
✓ the original source confirming the selection is included OR
✓ a photocopy of the table of contents designating the title of the book as well as proof the specific selection is included in that book, such as a photocopy of the first page of the selection that matches the table of contents OR
✓ an online printout proving the selection is included in the anthology

Legitimate online sources:
If using an online source for documentation, the page must be printed in hard copy with the URL downloaded and printed in the header/footer of the page.
• Library of Congress data page
• Author’s official copyrighted website
• Publisher’s website
• Online encyclopedias maintained by reputable publishing companies
• Online libraries maintained by government agencies, colleges/universities
• Websites run by
  - government agencies
  - college/university webpages that are maintained by faculty and university personnel, not students
• Websites sponsored by reputable journalistic organizations

UNacceptable Online Documentation:
  • Wikipedia
  • Facebook
  • IMDb.com
  • student websites
  • fan websites
  • Goodread.com
  • Trueknowledge.com
  • Freebase.com
  • Unauthorized encyclopedias
  • Web pages that come from discussion groups, chat rooms, or blogs
    • See Rulings section on the Oral Interpretation page of the UIL speech web for additional sites/official rulings.

PROOF OF NO REPEAT AUTHOR
This may be done by the following:
  • Show the literature/authors being read in both categories

---

Prose: Category B: “Expanding The Journey”
See the C&CR for a full description of the category and category restrictions. (page 122)
Category B requires the contestant to perform a minimum of 2 but no more than 4 sources. The majority of the program must be prose. For this category, prose includes fiction, nonfiction, news sources, speeches and essays. In addition, for one of the sources, contestants may (but are not required to) use a script from a movie, documentary, television show or movie, radio show or play.

Contestants shall not use poetry, song lyrics, musicals, plays written in verse or novels in verse. Anonymous authors are acceptable. Transitions written by the performer are allowed. Woven performances are also permitted.

All selections may be published, printed material, online material or transcribed material. Contestants are allowed to transcribe the material they are performing.

As Contest Director, prior to starting rounds, you should check for the following:
  1) Proof that the contestant has compiled a list of 2-4 sources with authors and/or screen writers
  2) Proof that the authors used for Category B are different from the ones the student is using for Category A

PROOF OF NO REPEAT AUTHOR
This may be done by the following:
  • Show the literature/authors being read in both categories
*See the UIL website at http://www.uiltexas.org/speech/oral-interp for the latest interpretive rulings and examples. There are postings on specific online sources and on authors.

The UIL State Office has made an official ruling that the online encyclopedia, Wikipedia, is not a respected academic research site, and documentation from it or sites that draw information from it will not be accepted for UIL oral interpretation.

Thank you, Contest Directors, for your dedication to running an efficient, fair and equitable contest. We have made every attempt to assist you through the Spring Meet Manual, C&CR, Chapter 4 of the UIL Prose & Poetry Handbook, discussion published in the online Leaguer and on the official UIL website, as well as this instructional memo. If you have any questions, do not hesitate to contact me at the State Office in advance of the contest.

Jana Riggins
UIL State Director

jriggins@uiltexas.org
State Office: 512.471.5883
Mobile: 512.773.7372

Revised 2/2014
Helpful Checklist for UIL Prose Documentation Requirements

Competitors must choose contest material that meets the criteria established in the Category Restrictions, Guidelines and Descriptions. Read the UIL Constitution & Contest Rules for this important information. Also consult the UIL Prose and Poetry Handbook and the UIL website for assistance concerning acceptable and unacceptable documentation.

☐ Do I have proof my Category A selection is published in hard copy? (Show this proof to the contest director.)

☐ If my Category A selection(s) were drawn from a literary collection, (anthology) have I taken extra steps to prove my selection is included in this anthology? (Show this proof to the contest director.)

√ Have I photocopied the title page and the table of contents?

√ Have I photocopied the first page of the selection, with the page number matching the page number in the table of contents?

☐ If my documentation is taken from an online source, have I evaluated the source for legitimacy? (See page 62.) Is the URL of the website downloaded and printed in the header/footer of the page?

☐ Am I certain that my Category A selections are not plays, screenplays or speeches?

☐ Is the author(s) of my selection for Category A different from the author(s) whose selection(s) I am reading for Category B?

☐ Do I have the original source of my Category A for contest? (optional but strongly encouraged)

☐ For Category B, do I have a list of sources with the authors and/or screenwriters for the purpose of insuring that no author is being used in both categories? (Show this to contest director and provide copies for each judge.)

☐ In my thematic program for Category B, have I included at least 2 sources but no more than 4 sources?

☐ Is the majority of my Category B performance made up of prose?

☐ If I selected a script from a movie, documentary, television show or movie, radio show or play, have I used only one in my Category B program?

☐ Am I certain that my Category B selections are not poetry, song lyrics, musicals, plays written in verse or novels written in verse?

☐ Are the authors of my selection for Category B different from the author(s) whose selection(s) I am reading for Category A?
Helpful Checklist for UIL Poetry Documentation Requirements

Competitors must choose contest material that meets the criteria established in the Category Restrictions, Guidelines and Descriptions. Read the UIL Constitution & Contest Rules for this important information. Also consult the UIL Prose and Poetry Handbook and the UIL website for assistance concerning acceptable and unacceptable documentation.

- Am I certain that my Category A and B selections are not plays, screenplays or song lyrics published only as music? (Category A allows song lyrics published only as music to be used but ONLY as transitions, NOT as a selection in my program.)
- For Category A, have I included at least 2 poems?
- Am I reading works by 2 or more different poets?
- Do I have proof that my Category A poems are published in hard copy? (Show this proof to the contest director.)
- If my Category A selection(s) were drawn from a literary collection, (anthology) have I taken extra steps to prove my selection is included in this anthology? (Show this proof to the contest director.)
  - ✓ Have I photocopied the title page and the table of contents?
  - ✓ Have I photocopied the first page of the selection, with the page number matching the page number in the table of contents?
- If my documentation is taken from an online source, have I evaluated the source for legitimacy? (See page 62.) Is the URL of the website downloaded and printed in the header/footer of the page(s)?
- Are the poets of my selections for Category A different from the poet(s) I have selected for Category B?
- Do I have the original sources of my Category A for contest? (optional but strongly encouraged)
- Do I have proof that the poet(s) I am reading for Category B is/are listed on the poetryfoundation.org website? (Show this proof to the contest director.)
- Does my documentation taken from poetryfoundation.org have the URL downloaded and printed in the header/footer of the page(s)?
- Is the poet(s) of my selection(s) for Category B different from the poets I have selected for Category A?
- Do I have the original source(s) of my Category B for contest? (optional but strongly encouraged)