

## 2025 SPEECH STATE MEET CONTESTANTS AND COACHES INFORMATION



# INFORMATIVE SPEAKING

## Important Information about State Meet

Congratulations on qualifying for the UIL State Meet!  
Jana Riggins, UIL State Director of Speech & Debate

### Prior to the Meet:

- The Speech State Meet **webpage** has been created as a central location for providing details about the state championship tournament and easy access to links for forms you are required and deadlines you must meet. Consult it frequently from now until the tournament has been completed for regular updates. <https://www.uiltexas.org/speech/info/25-speech-state-tournament>
- **Review the Rules** for your contest from the [Constitution & Contest Rules](#), the [UIL Informative & Persuasive Handbook](#), and be certain you have read the [UIL Guidelines for Electronic Retrieval Devices in Extemporaneous Speaking](#). All can be located on the [UIL Extemporaneous Speaking webpage](#). Take special note in the handbook on what materials are and are not allowed in the prep room.
- **Clearly label** all extemp materials and laptops with school name, coach name and coach cell phone.
- **By April 30, 2025 the following actions are to be completed online:**
  - Contestants complete and submit the **Informative Contestant Information Form:**  
<https://www.uiltexas.org/machform/view.php?id=339802>
  - Qualifying Coaches submit **State Meet Coach Information Form:**  
<https://www.uiltexas.org/machform/view.php?id=471167>
- On the Sunday before State Meet (May 18) **ALL** schools must officially check-in to the meet for **EACH** contest by **12 Noon**. See highlighted "Virtual Check-In" on the UIL Speech State Meet Tournament page (not *Speechwire*):  
<https://www.uiltexas.org/speech/info/virtual-check-in>
- If you cannot compete at State Meet, it is critical that you contact State Director Jana Riggins at the UIL State Office promptly.
- If you are an alternate, consult the **For Alternates Only** document online for answers to your questions.

## The Meet:

- Your event will take place on the campus of the University of Texas at Austin in the University Teaching Center building.
- It is strongly recommended for coaches to attend the **Coaches Meeting on Sunday, May 18 at 6:30 pm in the University Teaching Center, 2.112A auditorium**. Critical information about each contest will be reviewed. Attendance is not mandatory but advantageous to you and your student.
- **The Informative Speaking contest preliminary rounds will be conducted on Monday, May 19 at 8:00 am. Opening assembly will be in UTC 2.102A. 6 contestants will advance from prelims to finals (3 from each section). Final rounds will be conducted on Tuesday at 11:00 am. Report to the assembly for final round roll call in UTC 2.102A.**
- **BE ON TIME!** Allow plenty of time to account for Austin traffic, for parking on campus, and locating the assembly room. Roll will be called in the assembly. After roll call is completed, alternates are called to take empty places in their region. Once an alternate has been called and verified, even if you arrive, you may not compete. Upon advancing to finals, again – be on time. Contestants are not allowed to compete out of order for any reason. Check the final schedule posted in your state program carefully. It is extremely important that you are ready to draw your topic and to speak when you are called.
- Review parking information posted online. Those in violation will be ticketed and/or towed. The League is not responsible for any parking citation received by visitors to the campus.
- You may place your extemp materials in the prep room, UTC 2.102A, from 7:15 – 7:45 am for the preliminary round on Monday. For safety, use Kensington locks if you wish to leave your computer.
- Note that electronic retrieval devices cannot be plugged into an electrical outlet in the prep room while the draw is being conducted. You are advised to enter the prep room with a fully-charged laptop and bring an extra battery.
- Files and equipment must be removed on Monday as soon as the contest is completed to make room for Persuasive Speaking files.
- For finals on Tuesday, you may bring your extemp materials in the prep room, UTC 2.102A, from 10:15 – 10:45 am. They must be removed immediately following when the last speakers leave the room and contest officials have opened the draw room doors.
- Double-check your files to be certain that no typed or handwritten materials, other than your indexing system, are included. Any source material resembling the outline of a speech is not allowed in the prep room. Prepared notes

(including notes from course work or lectures), previously-written extemp speeches, debate evidence handbooks and briefs are not allowed. Be prepared for your files to be checked. If you have questions about what is allowed, review the contest rules and UIL handbook again. If you still have questions, call the League ahead of time.

- **Do not bring your cell phone/smart phone or smart watch into the prep room.** You may not use it for timing yourself while prepping. It is a violation of the UIL Electronic Retrieval Device Guidelines. Internet access in the prep room is also a violation of the rules.
- All rounds are open to the public. Audiences may attend but must adhere to requirements. No computers may be brought into the competition room and all cell phones must be turned completely off. No coaching or cheering or distractive behavior shall be allowed during the contest.
- It is a violation for contestants or spectators to record/video any round.
- **Contestants should dress professionally in tournament attire for competition and attend the formal awards ceremony in tournament attire.**

### **Ballot Verification**

- Verification will follow tabulation of the preliminary rounds. Ballots will be pushed through **SpeechWire** (all schools must have accounts set up in advance) so coaches and students can view ballots and receive unofficial results. Verification will follow in UTC 2.112A at which time any questions must be raised and the master tabulation may be viewed.
- Once verification is over and results have been declared official, advancing contestants should report to UTC 2.112A to draw for speaker order in the final round.

### **Awards**

- Contestants should remain in professional tournament attire for the awards ceremony where all 6 finalists will be recognized on stage, along with their coaches. The awards ceremony is scheduled for **4:30 pm on May 20** in the LBJ Presidential Library Auditorium on campus. Free parking for the LBJ Auditorium is located in Lot 40 on a first come, first serve basis starting at 1pm (see [map](#) on the Speech State Meet [webpage](#)). There is also paid parking available in the Manor Garage just south of Sid Richardson Hall.
- Medals will be presented to all finalists, and the coach of the state champion will receive a lapel pin. Speech Team State Championship plaques for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place will be presented in each conference near the conclusion of the ceremony.

- Photos for UIL archives will be taken of Gold, Silver and Bronze medalists. Gold medalists will be asked to remain in the photo area for an all-conference UIL state champion group photo.

***Congratulations on advancing to State!***

***Questions?***

***[jriggins@uiltexas.org](mailto:jriggins@uiltexas.org)***

State UIL Speech participants are eligible to apply for a TILF scholarship. 2025 **submission deadline is May 23**. All students must submit an application by that date. See details on TILF website <http://www.tilfoundation.org/>