

Entering One-Act Play RESULTS and TABULATION in SpeechWire (for Bi-District, Area, Region, or State meets)

LOGGING in	Page 1
VIEWING ENTRY INFORMATION about your schools	Page 2
PREPARING the contest FOR Results Entry and TABULATION	Pages 2-3
Setting your PERFORMANCE ORDER (<i>optional</i>)	Pages 4-5
REMOVING SCHOOLS that drop out prior to contest or DQ at contest	Pages 6-7
TABULATION & ENTERING RESULTS	Pages 8-9
Entering ACTING AWARDS (District, Region & State Meets Only)	Pages 10-12
VIEWING TABULATION results	Page 13
POSTING RESULTS for the public to see	Pages 14-15

LOGGING in

As the contest director, access your meet here:

<https://manage.speechwire.com>

- Find the spot labeled “UIL meets” and click “Log in to UIL meets”.

UIL meets:

- From the “One Act Play meets” dropdown box, select your contest, then click “Set tournament” next to that dropdown box. Bi-districts appear after all of the district meets, area after all of the bi-districts, etc., etc. Keep scrolling!
- Log in with your username and password specific to the meet. (Every single meet in SpeechWire has its own unique username and password for contest managers). Enter your login information in the boxes and then click “Log in”.

Note: Please refer to the contest director information email from SpeechWire to locate your username and password. If you are unable to locate your username and password, please email theatre@uiltexas.org and request it.

VIEWING ENTRY INFORMATION about your schools

Once you've completed setting up your meet, you can look up company information including contestant names, unit set pieces, contact information, etc.

Reference the step-by-step instructions here:

https://www.uiltexas.org/files/academics/theatre/Contest_Managers_Look_Up_Company_Info.pdf

There are additional instructions posted for Bi-district and area meets, that go over how to look up company information for teams that might, but have not yet, qualified for those meets. Those are here: <https://www.uiltexas.org/theatre/online-entry>

PREPARING the contest FOR Results Entry and TABULATION

BEFORE you can enter results, you need to have SpeechWire prepare the contest for tabulation.

Click on the "Prepare OAP contest for tabulation" icon.



UIL 6A District 10 One Act Play -- [Return to home page](#)

Tournament management



[Enter results](#)



[Schematic viewer](#)



[View tab sheets](#)



[Printing center](#)



[Elimination rounds](#)



[Registration manager](#)



[Prepare OAP contest for tabulation](#)



[Teams](#)

You will see a summary of your contest settings, including your judges' names. **If any of the settings are incorrect, there is a link provided to correct them, which will be important before you prepare for tabulation. Please do not proceed with incorrect information.**

ESPECIALLY IMPORTANT: make sure that the correct person is designated as the Acting Judge.

You'll see something like this:



UIL 6A District 10 One Act Play -- [Return to home page](#)

Schedule OAP contest

Confirm contest settings

District judges

District acting judge: Matthew Simpson

District judge B: Laurie Durrett

District judge C: Rachel Harrah

Are you running Zones? No

If any of the settings above are incorrect, [click here to modify them.](#)

You will also see a list of the schools in your contest, including their titles. There is an "Include?" checkbox for each school, which should be *checked* if they are going to participate in your contest. **Only uncheck the box if you are 100% certain that the school will not participate in your contest! If a school DQs at contest, you should uncheck the box next to their school name. You will still be able to enter points for any acting awards they receive.**

Schools to include

If you know for a fact that any schools are not participating, uncheck the box on their line to exclude them from the sectioning for tabulation.

Include?	School	Title
<input checked="" type="checkbox"/>	Mesquite	Radium Girls
<input checked="" type="checkbox"/>	Mesquite Horn	Dracula: The Death of Nosferatu
<input checked="" type="checkbox"/>	North Forney	Amadeus
<input checked="" type="checkbox"/>	Rockwall	Unexpected Tenderness
<input checked="" type="checkbox"/>	Rockwall Heath	ALL THE WAY HOME
<input checked="" type="checkbox"/>	Royse City	Hello Human Female
<input checked="" type="checkbox"/>	Tyler Legacy	The Tragedy of Macbeth

Once you have checked everything over, click the "Proceed with preparation" button at the bottom of the page. You are now ready to enter results.

Competition specifics

How many judges will you be using for your District contest? 3 ▾

How many judges will you be using for your Zone contest? 3 ▾

When you are satisfied with the settings on this page, click 'Proceed with preparation' below to prepare your contest for tabulation.

[Proceed with preparation](#) [Return to home page](#)

Setting your PERFORMANCE ORDER (optional)

If you want to, you can rearrange the schools into the performance order that you have planned, which may make entering judge rankings more intuitive. **THIS IS OPTIONAL.**

If you'd rather just enter your results without setting performance order, AND you didn't have any DQs at contest, skip ahead to PAGE 8 of these instructions.

Ready to set your performance order? Click "Schematic viewer" on the home page.

SpeechWire™
tournament services
UIL 6A District 13 One Act Play -- [Return to home page](#)

Tournament management

- Enter results
- Schematic viewer**
- View tab sheets
- Printing center
- Elimination rounds
- Registration manager
- Prepare OAP contest for tabulation
- Teams

Then click the "View schematic" button.

SpeechWire™
tournament services
UIL 6A District 13 One Act Play -- [Return to home page](#)

Schematic viewer

Please select a grouping to view the schematic for: One-Act Play | **View schematic** | Return to home page

You will see the sectioning for the contest. For example:

SpeechWire™
tournament services
UIL 6A District 04 One Act Play -- [Return to home page](#)

Schematic viewer

Please select a grouping to view the schematic for: One-Act Play | View schematic | Return to home page

One-Act Play

View Tab sheet :: Print Round(s): All rounds | Print schematic

District round	
Section	FINAL
Judge	1 Missey Head ACTING JUDGE 2 Kevin Moore 3 Brenda Wilson
Room	
1	7 Southlake Carroll Eurydice
2	2 Keller Central The Corn is Green
3	5 Northwest Eaton The Diviners
4	3 Keller Fossil Ridge Shipwrecked! An Entertainment-The Amazing Adventures of Louis de Rougemont (As Told by Himself)
5	1 Keller Ada and the Engine
6	4 Keller Timber Creek Kodachrome
7	6 Northwest Nelson Silent Sky

Print rounds: All rounds | Print schematic | View grouping tab sheet

To modify the performance order, click “FINAL”.

UIL 6A District 04 One Act Play -- [Return to home page](#)

Schematic viewer

Please select a grouping to view the schematic for: [One-Act Play](#) | [View schematic](#) | [Return to home page](#)

One-Act Play

View [Tab sheet](#) :: [Print Round\(s\)](#): All rounds | [Print schematic](#)

District round	
Section	FINAL
Judge	1 Missey Hesse 2 Kevin Moore 3 Brenda Wilson
Room	
1	7 Southlake Carroll Eurydice 7 Kellar Central

Next, scroll down, where you will find a heading labeled with “Speaking order”.

UIL 6A District 13 One Act Play -- [Return to home page](#)

Section view

One-Act Play, Zone Round, Section Zone 1

Tools

[View grouping schematic](#) | [View grouping tab sheet](#) | [Print ballot\(s\)](#) | [Email judges/students in section](#) | [View judge usage](#) | [Balloting status](#)

Ranks

[Enter ranks](#)

Judges

According to the manager's specifications, there should be 3 judges in this section.

[4 Allen Otto \(Hired Judges\) \(Print ballot\)](#)
[5 Donyail Linsey \(Hired Judges\) \(Print ballot\)](#)
[6 Claudia Ramirez \(Hired Judges\) \(Print ballot\)](#)

[Add/change judge\(s\)](#) | [Detailed judge assigner](#)

Acting judge

Allen Otto | [Change acting judge](#)

Room and timeslot

Room: No room assigned | [Assign a room to this section](#)
 Time: [Change section timeslot](#) | [Edit schedule](#)

Speaking order

Pos	Code	Name	Team	Rank			Move up	Move down	Pos. history
				4 A. Otto	5 D. Linsey	6 C. Ramirez			
1	3	One Act Play Bright Ideas	Conroe Caney Creek (Zone 1)					Move down	
2	1	One Act Play Her Senior Year	Cleveland (Zone 1)				Move up	Move down	
3	7	One Act Play The Miraculous Journey of Edward Tulane: Competition Version	Conroe Woodlands College Park (Zone 1)				Move up	Move down	
4	6	One Act Play Moon Over Buffalo	Conroe The Woodlands (Zone 1)				Move up		

If you need to reshuffle the speaking order for this section, click the button below.

[Reshuffle speaking order](#)

You can use the “Move up” and “Move down” links for each of the entries to rearrange the performance order to match your program.

REMOVING SCHOOLS that drop out prior to contest or DQ at contest

If a school drops out after you have already prepared for tabulation, or if they DQ at contest, you MUST remove them from the competition in SpeechWire. (This is important for tabulation).

To do so, click "Schematic viewer" on the home page.



UIL 6A District 13 One Act Play -- [Return to home page](#)

Tournament management

Enter results **Schematic viewer** View tab sheets Printing center Elimination rounds Registration manager Prepare OAP contest for tabulation Teams

Then click the "View schematic" button.



UIL 6A District 13 One Act Play -- [Return to home page](#)

Schematic viewer

Please select a grouping to view the schematic for: One-Act Play **View schematic** Return to home page

You will see the sectioning for the contest.

To remove a school, click "FINAL".

UIL 6A District 04 One Act Play -- [Return to home page](#)

Schematic viewer

Please select a grouping to view the schematic for: One-Act Play View schematic Return to home page

One-Act Play

View Tab sheet :: Print Round(s): All rounds Print schematic

District round	
Section	FINAL
Judge	1 Missey 2 Kevin Moore 3 Brenda Wilson
Room	
1	7 Southlake Carroll Eurydice 7 Kellar Central

Next, scroll to the bottom of the page, then click “Remove competitor from section”.

Acting judge

Allen Otto [Change acting judge](#)

Room and timeslot

Room: No room assigned [Assign a room to this section](#)

Time: [Change section timeslot](#) [Edit schedule](#)

Speaking order

Pos	Code	Name	Team
1	3	One Act Play <i>Bright Ideas</i>	Conroe Caney Creek
2	1	One Act Play <i>Her Senior Year</i>	Cleveland (Zone)
3	7	One Act Play <i>The Miraculous Journey of Edward Tulane: Competition Version</i>	Conroe Woodlands College
4	6	One Act Play <i>Moon Over Buffalo</i>	Conroe The Woodlands

If you need to reshuffle the speaking order for this section, click the button below.

[Reshuffle speaking order](#)

Digital paper trail

To see a log of submissions of ranks in this section by both e-balloting judges and tab staff, use the button below.

[View digital paper trail](#)

Move competitors

If you need to move a competitor into this section, click on the 'Add competitor' button below. If you need to remove a competitor from this section, click on the 'Remove competitor from section' button below.

[Add competitor](#) [Remove competitor from section](#)

Refer to the “Team” column, locate the school you want to remove, then click “One Act Play” on the row for that school to remove them. They will no longer appear on the results entry page.



UIL 6A District 13 One Act Play -- [Return to home page](#)

Support/help:
 Contact UIL first: theatre@uiltexas.org / 512-471-9996
 Then: support@speechwire.com

Remove a competitor from a section

WARNING

The competitor will not be moved to another section

Please note that the competitor that you choose will not be placed into another section in this round, but will be removed from competition in this round altogether unless you later move them into another section. You can move competitors into sections using the section viewer and the 'Add competitor' section on it.

One-Act Play, Zone Round, Section Zone 1

Please click on the competitor that you would like to remove from this section.

Pos	Code	Name	Team
1	3	One Act Play	Conroe Caney Creek ()
2	1	One Act Play	Cleveland ()
3	7	One Act Play	Conroe Woodlands College Park ()
4	6	One Act Play	Conroe The Woodlands ()

[Return to section viewer](#) [Enter ranks](#)

TABULATION & ENTERING RESULTS

To enter results, click “Enter results” on the home page for your meet in SpeechWire.



UIL 6A District 13 One Act Play -- [Return to home page](#)

Tournament management

Enter results Schematic viewer View tab sheets Printing center Elimination rounds Registration manager Prepare OAP contest for tabulation Teams

Ready to go?

Select the “Enter results” button



UIL 6A District 04 One Act Play -- [Return to home page](#)

Quick results entry

Round to enter:

You’ll see something that looks like this, where you’ll click on “FINAL”:



UIL 6A District 04 One Act Play -- [Return to home page](#)

Quick results entry

Round to enter:

One-Act Play, District round

Judge(s)	Section	Room	Ballots in
1 Missey Head			
2 Kevin Moore	FINAL		0 / 3
3 Brenda Wilson			

3 ballots are still out.

Each judge is listed individually. You will see each play listed by school name and title. There is a box to enter a rank. Enter the rank for each of the plays. **DO NOT LEAVE ANY BLANK! If a school has dropped prior to contest or DQ'd at contest, refer to “Removing schools” section.**

If a school is disqualified at contest, they cannot advance, but they are still eligible for acting awards and accompanying points. In this instance, you should follow the steps to “remove school”, as instructed above.

Enter the ranks for each judge, being careful to enter the ranks in the correct table for each judge. Please take a moment to check your work. Once you are certain all ranks are accurate, click “Submit ranks” near the bottom of the page.

DO NOT LEAVE ANY BLANK! If a school has dropped prior to contest or DQ’d at contest, refer to “Removing schools” section.

For example:

UIL 6A District 13 One Act Play -- [Return to home page](#)

Enter ranks

One-Act Play, Zone Round, Section Zone 1

Please enter the rank each competitor in the round received in the boxes in the 'Rank' column. Click 'Submit ranks' once you have entered all the ranks.

Judge 4 (Allen Otto)

Rank	Code	Name
<input type="text"/>	3	Conroe Caney Creek <i>Bright Ideas</i>
<input type="text"/>	1	Cleveland <i>Her Senior Year</i>
<input type="text"/>	7	Conroe Woodlands College Park <i>The Miraculous Journey of Edward Tulane: Competition Version</i>
<input type="text"/>	6	Conroe The Woodlands <i>Moon Over Buffalo</i>

Judge 6 (Claudia Ramirez)

Rank	Code	Name
<input type="text"/>	3	Conroe Caney Creek <i>Bright Ideas</i>
<input type="text"/>	1	Cleveland <i>Her Senior Year</i>
<input type="text"/>	7	Conroe Woodlands College Park <i>The Miraculous Journey of Edward Tulane: Competition Version</i>
<input type="text"/>	6	Conroe The Woodlands <i>Moon Over Buffalo</i>

Judge 5 (Donyail Linsey)

Rank	Code	Name
<input type="text"/>	3	Conroe Caney Creek <i>Bright Ideas</i>
<input type="text"/>	1	Cleveland <i>Her Senior Year</i>
<input type="text"/>	7	Conroe Woodlands College Park <i>The Miraculous Journey of Edward Tulane: Competition Version</i>
<input type="text"/>	6	Conroe The Woodlands <i>Moon Over Buffalo</i>

Entering ACTING AWARDS (District, Region & State Meets Only)

Reminder: Only district, region and state meets award sweepstakes points for individual acting awards. Do NOT enter individual acting awards for Bi-district or Area meets.

To enter the Acting awards for your district, region or state contest, click "Enter results" from the home page.



UIL 6A District 13 One Act Play -- [Return to home page](#)

Tournament management

Enter results Schematic viewer View tab sheets Printing center Elimination rounds Registration manager Prepare OAP contest for tabulation Teams

Next, click "Enter acting awards"

Quick results entry

Round to enter:

One-Act Play, District round

Judge(s)	Section	Room	Ballots in
1 Yvonne Phillips-Dupree	FINAL		3 / 3
2 Eric Vera			
3 Linda Major			

0 ballots are still out.

Enter acting awards

Enter acting awards.

Next, you'll select a school from the dropdown, like this:

UIL 4A District 25 One Act Play -- [Return to home page](#)

Enter Acting awards

Add an award

Select school: **✓ Austin Ann Richards** school

Current acting award:

No acting award:

[Return to home page](#)

This tournament is being run using SpeechWire Tournament Services software node001 - www.SpeechWire.com.
© 2004-2025 Ben Stewart - All Rights Reserved. SpeechWire version 4.22.000. (operating on speechwire.com)

Once you've picked the school, click the "Set School" button.

Enter Acting awards

Add an award

Select school:

You'll be presented with a dropdown list of the contestants and their character name. Select the individual and the acting award, click the "Add award" button to capture the information.

Enter Acting awards

Add an award

Selected team: **Austin Ann Richards**

Select cast member:

Award: **✓ Best Performer**

[Return to home page](#)

This tournament is being run using SpeechWire Tournament Services software node001 - www.SpeechWire.com. [Terms of Use](#)
© 2004-2025 Ben Stewart - All Rights Reserved. SpeechWire version 4.22.000. (operating on speechwire.com)

Enter Acting awards

Add an award

Selected team: **Austin Ann Richards**

Select cast member: Eleanor Gray (Edith Begbie) ▾

Award: Best Performer ▾

Add award Select another team

Note: when an **ensemble** receives an acting award like “Honorable Mention” you need to **select one member** of the ensemble and designate that individual with the award.

For example, student Maggie Smith from Texas HS is part of the ensemble that received an All-Star cast award. From the dropdown field, instead of selecting every member of the ensemble, you would select Maggie Smith for the All-Star cast award. Or you could select Judi Dench instead, if she is a member of that same ensemble. Only select one member.

Continue entering the rest of the acting awards for each category and school. As you progress, you’ll see something like this:

Enter Acting awards

Add an award

Select school: Austin Ann Richards ▾ Set school Return to results entry Return t

Current acting awards

Award	Cast member (role)	School	Remove
Best Performer	Aiden Neel (Miroslav)	Lago Vista	Remove
Best Performer	Eleanor Gray (Edith Begbie)	Austin Ann Richards	Remove
All-Star Cast	Korey Burke (Claire Williams)	Austin Northeast	Remove
All-Star Cast	Avery Thompson (Gabriela)	Lago Vista	Remove
All-Star Cast	Emmet Silinonte (George)	Austin Travis	Remove

If you’ve made a data entry error, just click the “Remove” button to remove an award.

Reminder: You can designate two Best Performer awards, 8 All-Star Cast awards and 8 Honorable Mention awards.

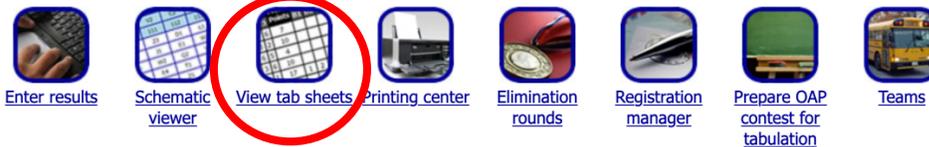
VIEWING TABULATION results

On the home page, click “View tab sheets”.



UIL 6A District 04 One Act Play -- [Return to home page](#)

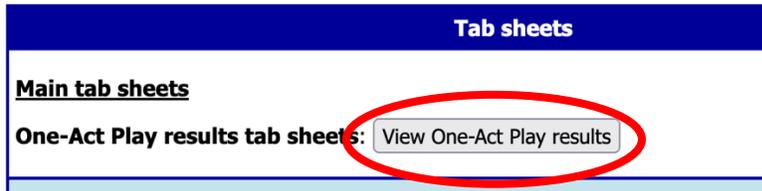
Tournament management



Next, click “View One-Act Play results” in the “Main tab sheets” section.

UIL 6A District 01 One Act Play -- [Return to home page](#)

Tabulation center



Select which level of competition (round) you need to view, then click “View results”. You will see a tab sheet which should display all of the judges’ ranks and should match the One Act Play results calculation rules.

Everything look good? You’re ready to post the results for the pubic to see (after awards ceremony & verification).

ONLY POST YOUR RESULTS AFTER YOUR AWARDS CEREMONY, AND VERIFICATION IS COMPLETE.

POSTING RESULTS for the public to see

Complete this final step only AFTER your awards ceremony and verification are complete.

On the home page for your meet in SpeechWire, click "Posting Center".

Tournament management



[Enter results](#)



[Schematic viewer](#)



[View tab sheets](#)



[Printing center](#)



[Elimination rounds](#)



[Registration manager](#)



[Prepare OAP contest for tabulation](#)



[Teams](#)

Structure and tournament elements



[Tournament structure](#)



[Timeslots](#)



[Fees](#)



[Judges](#)



[Rooms](#)



[Settings summary](#)

Settings and tools



[Activate wizard](#)



[Control panel](#)



[Posting center](#)



[Balloting status](#)



[Help and support center](#)



[Order SpeechWire](#)

Log out



[Log out](#)

That will take you to something that looks like this, where you will click "Post UIL results":

Posting center

[Return to home page](#)

Post UIL results

[Post UIL results](#)

You'll then see something like this, which includes the helpful on-screen warning, that once you post results, they will be available for the public to see. **You should only post results AFTER your awards ceremony.**

Post One Act Play results

[Return to postings center](#) [Return to home page](#)

You should only post results AFTER your awards ceremony has concluded! As soon as you post results, they will become PUBLICLY AVAILABLE immediately and reflect the placements currently tabulated in the system.

Event/Report	Post	Take down
One-Act Play	Post	Take down

[Return to postings center](#) [Return to home page](#)

To post them publicly, you need to select the "Post" button. You'll see an on-screen confirmation message when you have posted them for the public to see.

Post One Act Play results

SUCCESS!
Postings updated.

[Return to postings center](#) [Return to home page](#)

You should only post results AFTER concluded! As soon as you post res AVAILABLE immediately and reflec tabulated in the system.

Event/Report	Post	Take down
One-Act Play	Post	Take down

The public can see advancing teams information from the UIL theatre homepage, www.uiltexas.org/theatre