

## M.C. NOTES - AREA PUBLIC SPEAKING – AWARDS PRESENTATION

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### INTRODUCE YOURSELF

1. **WELCOME** and thank everyone for attending the event.
  
2. **THANK TIME KEEPERS, SCRUTINEERS AND OTHER CHAIR PEOPLE AND ASK THEM FORWARD TO RECEIVE A THANK YOU GIFT.**  
(present gifts if appropriate)
  
3. **THANK JUDGES AND ASK THEM FORWARD TO RECEIVE A THANK YOU GIFT.** (present gifts if appropriate)  
(insert list of names and categories)

I would like to call on \_\_\_\_\_ to give some general remarks on behalf of the judges' panel.

4. **THANK OUR SPONSORS:**  
(insert list of sponsors if applicable)

Ask any representatives of the sponsors to come forward to assist in the awards presentation.

**5. AWARDS PRESENTATIONS:**

We will begin with the Cloverbud categories. This age group does not take part in the provincial event.

I'd like to call on \_\_\_\_\_ on behalf of the \_\_\_\_\_ to present tokens to all the Cloverbud participants as well as the top presenters in each of the Cloverbud categories.

(call names from envelopes for tokens)

Call names of top presenters:

Cloverbud – Speech

Cloverbud One Person Visual

Cloverbud Two Person Visual

The top presenters in each of the other communication categories will be invited to represent the \_\_\_\_\_ at the Provincial Communications competition on \_\_\_\_\_ in \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the \_\_\_\_\_ to present the award to the top

Junior speaker: \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top

Intermediate speaker: \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top

Senior speaker: \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top

Adult speaker: \_\_\_\_\_.

I invite \_\_\_\_\_ to present the other  
speech participants with tokens on behalf of the

\_\_\_\_\_

(Read off the list of names from the pile of certificates for the 4 groups – and  
present the certificates as the sponsor rep gives the token)

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top

Junior One Person Visual Presentations on behalf of the

\_\_\_\_\_:

To \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Intermediate One Person Visual Presentations on behalf of the  
\_\_\_\_\_:

To \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Senior One Person Visual Presentations on behalf of the  
\_\_\_\_\_:

to \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Adult One Person Visual Presentations on behalf of the  
\_\_\_\_\_:

To \_\_\_\_\_.

\_\_\_\_\_ will present the other  
participants with tokens on behalf of \_\_\_\_\_  
(read names from pile of envelopes and present certificates as sponsor  
rep presents tokens)

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Junior Two Person Visual Presentations on behalf of the  
\_\_\_\_\_:

to \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Intermediate Two Person Visual Presentations on behalf of the  
\_\_\_\_\_:

To \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Senior Two Person Visual Presentations on behalf of the  
\_\_\_\_\_:

To \_\_\_\_\_ & \_\_\_\_\_.

I'd like to call on \_\_\_\_\_ on behalf of the  
\_\_\_\_\_ to present the award for the top  
Adult Two Person Visual Presentations on behalf of the  
\_\_\_\_\_:

To \_\_\_\_\_ & \_\_\_\_\_.

\_\_\_\_\_ will present the other  
participants with tokens on behalf of \_\_\_\_\_.

(read names from pile of envelopes and present certificates as sponsor rep  
presents tokens)

Thank you to the planning committee of our annual Communications  
Event for all their hard work.

This concludes our afternoon/evening. Have a safe drive home.

(make any other announcements that the committee may have – for example  
winners may need to meet after the event to complete paperwork).