

Rules	Date completed
<p>Identify Committee</p> <p>At least one month before the event, identify a committee of two or three individuals responsible for handling rule-related questions. This includes clarifying the rules listed in the Provincial fact sheets or the Area Council fact sheet. Your Area Council may also have specific policies and procedures related to communication events.</p> <p>The committee should also be prepared to address rule-related questions on the day of the event.</p>	
<p>Audio-visual requirements</p> <p>Provincial guidelines specify that a table will be provided for participants in visual presentations. Competitors must provide all other equipment.</p> <p>Some competitors will use electronic mediums for their presentations. While they must bring their own extension cords, an electrical outlet should be available within a reasonable distance from the presentation area.</p>	
<p>Number of participants</p> <p>Your Area Council will have determined the number of participants in each category in the past. This information may be located in past minutes or the Area Council or included in the Area Council's Policies and Procedures.</p> <p>This will outline:</p> <ul style="list-style-type: none"> • The number of categories of competition that will be held at the Zone, Area and Provincial levels. • Manitoba 4-h Council holds competitions at the Provincial level in Cloverbud, Junior, Intermediate, Senior and Adult age categories for Speeches, One-Person Visuals and Two-Person Visuals. • The number of representatives each club may send in each category to Zones. • The number of representatives each Zone may send to the Area competition in each category. • Manitoba 4-H council has indicated that only one representative in each eligible category may be sent from the Area competition to the Provincial level. <p>An alternate can be chosen when those scheduled to compete are unable to do so.</p>	
<p>Member Eligibility</p> <p>Does your Area Council have specific policies and procedures relating to member eligibility for participation in Zone or Area communications events? These policies will vary by Area and must be applied before the event. If a club is disqualified from the competition, notification must be sent to the Head Leader.</p>	

<p>Some examples include:</p> <ul style="list-style-type: none"> • Area Council policy that clubs must actively participate in Area Council meetings and planning before members are eligible to participate in any events or receive funding. • Area Council policy that clubs must have paid their Area membership fees before members can participate. • Area Council policy requiring clubs to host Zone or Area communications events for members to be eligible to participate in those events. <p>Check with your Area Council for a copy of their policies and procedures. Event organizers will need to notify clubs if any are not eligible.</p>	
<p>Questions you may receive include</p> <ul style="list-style-type: none"> • Does a member have to compete at club level if they have no competition at this level? <ul style="list-style-type: none"> ○ A 4-H member must compete at the club level to advance to the Zone or Area level. If a club has no formal competition, the member must present their presentation at a 4-H club event (meeting, Christmas party, etc.). Members must also compete in the same category and level at club, Zone and Area events in a respective year. • Can a member compete in two Zone, Area, or Provincial categories? <ul style="list-style-type: none"> ○ Yes. Please see the examples given in the Area Communications Fact Sheet. • Can a member compete in the same category the following year if they won at the Provincial level? <ul style="list-style-type: none"> ○ A member who has won at the Provincial level cannot participate in the same Provincial category and age group the following year. If they choose to compete in the same category and age group at club, Zone or Area levels, they cannot advance to the Provincial level, and the reserve champion will represent the Area Council. Please check your Area Council's policies and Procedures to determine if there is a policy for Zone or Area levels of competition. • Can a member compete at more than one club, Zone or Area competition? <ul style="list-style-type: none"> ○ Yes, they can. Please see the Area Council Communication Fact Sheet for examples. • Does a senior or adult member taking part in public speaking or visual presentation have to introduce and thank other competitors at the event? <ul style="list-style-type: none"> ○ Yes, this is a rule at the Provincial Level of competition and is part of the judges' scoring rubric. Some Area Councils have also implemented this rule to allow members to practice. Check your Area Council's Policies and Procedures. 	

<p>The three fact sheets in this section of the guide will assist in answering most questions you may receive. In addition, your Area Council's Policies and Procedures may have rules.</p> <ul style="list-style-type: none">• 4-H Communications: Speeches• 4-H Communications: Visual Presentations• 4-H Communications: Zone and Area Competitions <p>If in doubt, please contact the Communications Committee of Manitoba 4-H Council or the Manitoba 4-H Council Club Support Coordinator for your area.</p> <table><tr><td>Karen Olafson (East) kolafson@4h.mb.ca 204-573-4308</td><td>April Willis (West) awillis@4h.mb.ca 204-573-4829</td></tr></table> <p>Manitoba 4-H Office - 204-726-1914 learns@4h.mb.ca</p>	Karen Olafson (East) kolafson@4h.mb.ca 204-573-4308	April Willis (West) awillis@4h.mb.ca 204-573-4829	
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<p>Following the Event</p> <ul style="list-style-type: none">• Update Planning Guide:<ul style="list-style-type: none">○ Update your section of the planning guide.• Communicate Concerns or Issues:<ul style="list-style-type: none">○ Communicate any concerns or issues to the Area Council or the Manitoba 4-H Council Communications Committee.			