

Extemporaneous Writing

New for 2020-2021

Competitor orientation deleted from ILC.
Title page is now required
Editorial changes have been made in the guidelines for clarity
Rating sheet has been updated to reflect guideline changes

Event Summary

Extemporaneous Writing provides HOSA members with the opportunity to gain knowledge and skills required for writing an essay. This competitive event consists of a secret topic related to health and a written essay based on the given secret topic. This event aims to inspire members to learn more about health through learned writing skills.

Dress Code Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for [proper dress](#).

General Rules

1. Competitors in this event must be active members of HOSA and in good standing.
2. Secondary and Postsecondary / Collegiate divisions are eligible to compete in this event.
3. Competitors must be familiar with and adhere to the [“General Rules and Regulations of the HOSA Competitive Events Program \(GRR\).”](#)
4. All competitors shall report to the site of the event at the time designated for each round of competition. At ILC, competitor’s [photo ID](#) must be presented prior to ALL competition rounds.

Competitive Process

5. To prepare for competition competitors will pre-format a Word document on their computer prior to competition, which must be formatted as follows:
 - A. Title page is centered and includes Event name, Competitor Name, HOSA Division, HOSA Chapter #, School Name, State/Assoc, Event Topic
 - B. Pages are one-sided, typed
 - C. 12 pt. Arial font, double-spaced, in English
 - D. 1” margins on 8 ½” x 11” paper
 - E. Running header with last name, event and page number top right side of each page (not counting title page)
 - F. Stapled top left side of paper, as needed
 - G. Saved as Word doc or .pdf
6. Competitors will report with an electronic device containing a USB port that operates on battery power – electricity is NOT provided and CANNOT be used. Devices without a USB port (such as cloud-based writing media or devices such as Chromebooks) will not be able to save the essay to a HOSA flash drive, therefore, cannot be judged.
7. Competitors will be seated at desks or tables.

8. Competitors will write an essay in Microsoft Word based on a secret topic given to competitors at the start of the event.
9. The topic shall relate to current health issues or HOSA. All competitors shall write on the same topic. The topic is a secret topic that is not disclosed until the event begins. Professional ethics demand that competitors DO NOT discuss or reveal the secret topic for ANY event until after the event has concluded. Violation of the ethics rules will be severely penalized per [the GRRs](#).
10. Sixty (60) minutes are given to write the essay.
11. **Time Remaining Announcements:** There will be a verbal announcement when there are 30 minutes, 15 minutes, 5 minutes, and 1 minute remaining in this event.
12. Competitors will save the essay (as Word doc or .pdf) to a flash drive provided by HOSA and will submit the flash drive to event personnel when they are finished. The completed written essay must be saved within the maximum of sixty (60) minutes to the flash drive, before the timekeeper calls time.
13. Flash drives with saved essays will be submitted in a sealed envelope that is labeled with the competitor's division, name, school and cell phone number. HOSA will provide the envelope.

Supplies

14. No printed materials or prepared notes shall be allowed at the event location.
15. **Use of the Internet and other computer tools:** Internet use is NOT provided and not allowed. This includes any internet / cloud based computers. Spell-check, grammar check, and thesaurus may be used if available on computer, and can be accessed without internet use. No plagiarism is allowed and work must be that of the competitors per the [GRR #13-16](#).

Alternate Process

16. As an alternative to using laptop computers, this event may be held in a computer lab, in which case competitors will develop their essays on the computers that are available. The use of a computer lab may or may not be announced prior to the event. Competitors should come prepared for either option.

If a computer lab is used with a networked printer, competitors may be asked to print their own essay to turn in along with the essay saved to a flash drive. The specific process to be followed will be announced by the event personnel.

Note: *IF this event takes place in a computer lab, competitors will be given 5 minutes prior to the start of the timed 60 minutes to pre-format the Word document. During this 5 minutes, competitors will be provided with a copy of the above formatting requirements (it item #5) for their reference to help pre-format their Word document.*

Final Scoring

17. In the event of a tie, a tie breaker will be determined by the areas on the rating sheet section(s) with the highest point value in descending order.
18. Reminder to refer to [GRR #24](#): By entering this event, competitor's materials become property of HOSA – Future Health Professionals, and are not returned to the competitors.

Competitor Must Bring:

- Electronic device containing a USB port that operates on battery power (device may contain pre-formatted blank document for essay)
- Software to convert Word into .pdf (optional)
- [Photo ID](#)

EXTEMPORANEOUS WRITING – Judge’s Rating Sheet

Competitor # _____ Judge’s Signature _____
 Section # _____ Division: ____ SS ____ PS/Collegiate

A. Content	Excellent 20 points	Good 16 points	Average 12 points	Fair 8 points	Poor 0 points	JUDGE SCORE
1. Coverage of Secret Topic	Demonstrates command of the topic throughout the essay. Discusses the topic and its significance. Uses the topic as a path for the essay. Competitor offers explanations and insights that enhance the understanding of the topic.	Mentions topic and its significance. Uses the topic as a path for the essay. Competitor offers explanations and insights that link back to the topic.	Mentions topic and briefly explains its significance.	Briefly mentions a topic but does not provide any analysis or reasoning behind the topic.	Did not include much in the way of content or a topic.	
A. Content	Excellent 10 points	Good 8 points	Average 6 points	Fair 4 points	Poor 0 points	JUDGE SCORE
2. Evidence/ Examples	Writing includes evidence that completely supports the secret topic/main idea with many details, facts, or examples. Uses many sensory/concrete words and details that support the topic/main idea.	Writing includes evidence that mostly supports the topic/main idea with several details, facts or examples. Author uses some sensory/concrete words and details that support the topic/main idea.	Writing includes some evidence that partially supports the topic/main idea. Uses minimal sensory or concrete words/details that support the topic/main idea.	Writing includes minimal evidence to support the topic/main idea. There is a lack of sensory or concrete words/details that support the main topic/idea.	Writing does not include evidence to support the topic/main idea. Does not use sensory or concrete words/details that support the topic/main idea.	
3. Insight (understanding of topic/implications)	Writing completely communicates information accurately. Focus is on subtopics, which connects back to the thesis statement. The writing goes beyond and makes connections to other texts.	Writing mostly communicates information and ideas accurately and is easy to understand. Focus is on subtopics. These subtopics connect back to the thesis statement.	Writing partially communicates information and ideas accurately. Focus is somewhat present. Writing does not connect back to thesis statement.	Some of the writing communicates information and ideas accurately. Little focus is present. Writing does not connect back to thesis statement.	Writing does not communicate information and ideas accurately. Focus is missing. Does not connect back to thesis statement.	
4. Informative, engaging and interesting	Writing is highly informative and extremely engaging for the reader.	Most of the writing is informative and enjoyable to the reader.	Writing is mostly engaging as some of the information is informative and interesting.	Writing needs to be more engaging and informative.	Writing is not informative and does not hold the attention or interest of the reader.	
5. Originality	Writing reflects the original thoughts of the author and extends a creative or unique idea, question or concept on the secret topic. No evidence of plagiarism.	Writing reflects the original thoughts of the author and provides some unique ideas on the secret topic. No evidence of plagiarism.	Some original thoughts are provided by the author. Creativity is experimented with on the secret topic. No evidence of plagiarism.	Limited originality is provided by the author on the secret topic. No evidence of plagiarism.	The competitor reformulates a collection of available ideas or evidence of plagiarism is evident.	

B. Organization	Excellent 5 points	Good 4 points	Average 3 points	Fair 2 points	Poor 0 points	JUDGE SCORE
1. Opening Statement	Competitor grabs attention of reader. The introduction is creative, imaginative and thoughtful. Thesis clearly revealed and well-structured for the paper. Forecasts body of paper in a memorable and effective way.	Competitor somewhat grabs the attention of the reader. Thesis stated and appropriate for the paper. Forecasts body so audience knows main points in brevity.	Audience is reading with some engagement. Thesis needs strength or structure. Forecast incomplete.	Attention device is unrelated to the topic. Thesis missing OR Forecast statement missing.	Attention device is missing. Thesis inappropriate or missing AND Forecast is missing or indistinguishable.	
2. Transitions	Writing has voice and is easily read aloud. Appropriate transitions are used to move from one supporting detail to the next. Word choice and syntax offer surprise, clarity and "just right" wording.	Writing has some voice and is easily read aloud. Transitions are used, but better wording could have been used.	Vocabulary or writing style needs further development in sentence variety, word choice, and fluency. Some basic transitions used.	Sentences are short, fragmented or run-ons. Flow of essay is hard to follow. Few to no transitions are used.	No flow to writing. Difficult for reader to follow. No transitions used.	
3. Conclusion	Conclusion is concise and summarizes supporting points: restates the thesis in a new way. The reader is satisfied with the conclusion and is left with something to think about.	Conclusion is mostly concise and summarizes the supporting points. The reader is indifferent with the conclusion of the essay.	Conclusion provides a summary of supporting points: it does not restate the thesis.	Conclusion may be attempted but does not summarize or restate thesis.	No conclusion is apparent in the essay.	
C. Coherence of Thought	Excellent 10 points	Good 8 points	Average 6 points	Fair 4 points	Poor 0 points	JUDGE SCORE
1. Each paragraph logically linked to the main idea	Brilliant, logical connection of each paragraph to the main idea. The coherence of thought is well defined and executed throughout the writing.	The paragraphs logically transition to the main idea.	Most of the paragraphs support the main idea.	Little evidence of paragraphs linking back to the main idea.	The paragraphs do not flow together and do not link back to the main idea.	
D. Structure	Excellent 5 points	Good 4 points	Average 3 points	Fair 2 points	Poor 0 points	JUDGE SCORE
1. Grammar	Zero (0) grammatical errors found in this essay.	1-2 grammatical errors were found in this essay. They do not detract from the general flow of the essay.	3-4 errors were found in the essay, and they detract from the overall flow of the essay.	There are 5-6 grammatical errors present which detract from the overall meaning and flow of the essay.	More than 6 errors were found in this essay. The errors are glaring, and the essay is difficult to read.	
2. Spelling & Punctuation	Zero (0) errors in spelling and punctuation were found in this essay.	1-2 errors in spelling or punctuation were found in this essay.	3-4 errors in spelling or punctuation in this essay.	5 errors in spelling or punctuation were found in this essay.	5 or more errors in spelling or punctuation were documented within the essay.	

D. Structure	Excellent 5 points	Good 4 points	Average 3 points	Fair 2 points	Poor 0 points	JUDGE SCORE
3. Title Page	Title page is centered and includes: Event Name, Competitor's Name, HOSA Division, HOSA Chapter #, School Name, State/Association, and Event Topic	N/a	N/A	N/A	All requirements are not met.	
4. Formatting	The writing pages are typed, one-sided, Arial 12 pt font, double spaced, 1" margins on 8.5 x 11" paper, have a running header with last name, event, and page number top right side of each page (not counting title page), and stapled top left side of paper as needed.	N/A	N/A	N/A	All requirements are not met.	
Total Points (105):						