

## Cold Reading Room Administration

Congratulations! You have been randomly chosen as the head judge for this Cold Reading round. As the head judge you have three main responsibilities: distribute the topics, manage the room, and supervise the timekeeper.

### Distributing the topics

1. After entering the room, each speaker will draw one script. The speaker may select this script from the envelope or from a group of scripts placed face down on the desk. However the scripts are received, the speaker's prep time begins as soon as the script is in hand.
2. The speaker's chosen topic **must** be returned before leaving the room and **may not be reused**.

### Managing the room

1. There should be no talking in the room during the speaker's prep time.
2. Encourage the other judges to use this prep time to fill out their ballots on the previous speaker.

### Supervising the timekeeper

1. The timekeeper should sit near the head judge and in a place where he can easily be seen by the speaker.
2. The timekeeper should give verbal time alerts every thirty seconds during prep time.
3. If the timekeeper is not doing his job, please remind him to give time signals.
4. Cold Reading speakers have two (2) minutes to prepare.
5. There is **no time limit** for the presentation; however;
6. The timekeeper will still start the digital timepiece when the competitor begins and will stop the digital timepiece when the competitor finishes. No hand signals will be given.

We appreciate your help and oversight. Thank you.