

## Instructions for Judges

Thank you for helping as a Judge at our Spelling Bee! Below you will find the Instructions for Judges for use during the Spelling Bee Competition on the day of the Bee.

### You should have the following:

- **Spelling Bee Word List**
- **Spelling Bee Rules**
- **Judge's Form**

### Proper Contestant Spelling procedure:

- The contestant SHOULD say the word, spell the word, then say the word again. They are not disqualified if they spell the word correctly.
- The contestant MUST indicate all capital letters. For example, Rhode Island should be spelled as follows: "Capital R-h-o-d-e capital I-s-l-a-n-d."
- Homonyms are asterisked. The pronouncer will read the definition of all homonyms, or even near homonyms (sentry, century).
- If a contestant chooses to begin spelling a word again, he or she must retrace all letters exactly as already given.

When the contestant has spelled a word incorrectly, the proper spelling is then given by the Pronouncer.

### Proper Use of the Judge's Word List Form:

1. Write the number of the contestant next to the word being spelled.
2. Follow the spelling as the contestant gives each letter.
3. If the contestant makes an error, indicated what the error is next to the word.
4. Alternatively, you may choose to follow along as they spell their word indicating an error by circling or crossing out incorrect letter directly on the word list.
5. If you as a judge do not understand or hear the contestant adequately, you may ask the contestant to repeat the spelling.
6. Please indicate the end of each round by drawing a line under the last word of the round on your Judge's Form. A round is one complete circuit of contestants.

