

THE COMPETITIVE DEGREE JUDGE'S (CDJ) HANDBOOK

MISSOURI DeMOLAY RITUAL SYSTEM

ADAPTED FROM THE FRANK MARSHALL CHAMPIONSHIP TOURNAMENT SYSTEM



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SECTION I: THE MISSOURI DEMOLAY RITUAL SYSTEM

1. INTRODUCTION

The Missouri DeMolay Ritual System is an adaptation based off the Frank Marshall Championship Tournament System.

The Frank Marshall Championship Tournament System (FMCT), a direct descendent of the “Original Tournament of Champions” was established in 1991 with modifications and improvements designed to train active DeMolays, judges, coaches and other advisors in ritual proficiency and as the premier venue for ritual excellence in DeMolay International (DI) by establishing consistent, unbiased performance rules and guidelines to enhance and perpetuate ritual proficiency and excellence. The Tournament itself is but one facet of this system where competition is but the “icing on the cake”. The greatest goal and reward is to achieve ritual proficiency and excellence at the Chapter level.

2. PREFACE

Welcome to the Missouri DeMolay Ritual system. Ours is a true system, requiring both enthusiastic and proficient competitors as well as dedicated and knowledgeable judges to come together for the purposes of competition, fellowship, development and accomplishment.

Upon successful completion of this judging course, you will be able to utilize the knowledge you have gained to aid the Chapter you work with. If you are an active member of one of the youth orders, it will make you a better competitor and a more knowledgeable member. If you serve as an advisor, it will provide you with some tools to assist your members in being better able to perform the work and to compete if they choose to do so.

3. FRANK MARSHALL JUDGING SYSTEM GENERAL INFORMATION

Judging is a task not to be entered into lightly. It can be tiring and tedious – yet few things in your service to our youth can be more rewarding!

You should reconsider taking this course if your motives are selfish or if you are only doing it for personal gain or recognition. Your charge as a judge is to provide positive feedback and support as well as accurately indicate errors and tactfully offer suggestions for improvement.

Judging is not easy – many times you may be judging long hours late into the night and again early the next morning. You may be tired, become bored or impatient, yet remember that each competitor or team has worked hard to prepare and each of them deserves your absolute attention. As we all know, ours are volunteer organizations – serving as a judge is no exception. You will be expected to respond to calls for judges without expectation of compensation or reimbursement of expenses. You will be expected to judge capably, courteously, willingly and with good grace. You must always preserve your poise and cordiality. You must point out errors with tact and always preserve your dignity and the competitor’s as well. Our goals are for the competitor to leave a competition knowing they were treated fairly and impartially; knowing they were given a constructive evaluation of their performance so they can improve; and with the enthusiasm to return again to compete! Your belief in and support of the youth organizations we serve and the importance of their ritual and ceremonies are essential qualities of a good judge. If you are not so dedicated and motivated by this desire to help them in their ceremonial work, you will find little future and no joy in judging.

This seminar will require your utmost attention and concentration. You may be introduced to new terms, concepts and ideas. Nothing we impart to you today will make you a good judge. Your background and experience, combined with your temperament are the only factors which will determine your capability as a good judge.

We CAN teach the vocabulary, framework, guidelines, criteria and standards for judging. But only you can merge your experience and maturity with the skills you will learn today and forge the implements which will produce the highest possible judging standard. At all times, you must remember that our purpose is TO SERVE the youth with whom we work.

WE CHALLENGE YOU TO DO SO!

4. MISSOURI DEMOLAY RITUAL SYSTEM CERTIFICATIONS GENERAL POLICY STATEMENT

Four certifications are offered by the Missouri DeMolay Ritual System: Certified Coach (CC), Competitive Degree Judge (CDJ), Honors Degree Judge (HDJ) and Staff Instructor.

- A. Certified Coach (CC); Pass the general knowledge Qualifying Examination with a score at least 70%. Missouri DeMolay Certified Coach) Certificate issued.
- B. Who is qualified to become a Competitive Degree Judge (CDJ)?
 - 1) Active & Senior DeMolays, with adequate background & experience.
 - 2) Advisors and adult volunteer workers with adequate background.
 - 3) Adults must have a current Adult Worker Profile on file and be approved by their Jurisdictional Leader of their organization.
- C. What is “adequate background & experience”?
 - 1) For Active and Senior DeMolays:
 - a) Participation (part or coach) in regular ceremonies for at least 1 year &
 - b) Participation (part or coach) in at least 2 ceremony competitions.
 - 2) For Advisors and adult volunteers:
 - a) Close work with a youth group Assembly, Bethel or Chapter for at least 1 year or
 - b) Extensive experience in debate, speech or dramatic competition; and
 - c) A substantial working knowledge of the organization’s terminology, customs & usage.
- D. How can I become and CDJ and earn a CDJ pin?
 - 1) Qualify under A and B or C above;
 - 2) Attend a Judging Seminar; and
 - 3) Score at least 90% on the Ritual portion of the Qualifying Examination.
- E. How can I remain an active CDJ?
 - 1) Score at least 90% on all required re-exams, or
 - 2) Judge in a Missouri DeMolay or FMCT System sanctioned competition no less than one time in two (2) calendar years, and
 - 3) Adhere to the Missouri DeMolay Ritual System Rules and Contest Procedures and follow instructions to Judges at all times.
 - 4) Fulfill the obligations outlined in the Judges’ Charge; and
 - 5) **Respond to all official correspondence by the deadline.**
- F. How can I lose my CDJ status?
 - 1) Request to be placed on the inactive list;
 - 2) Fail to meet any of the requirements in E above;
 - 3) Judge in a category for which you have not been qualified;
 - 4) Fail to update an Adult Worker Profile and be approved by the Jurisdictional Leader of your organization.
- G. How can I become an Honors Degree Judge (HDJ)?
 - 1) Qualify as a CDJ;

- 2) Participate (part or coach) and judge in a Missouri DeMolay or FMCT System sanctioned Competition as in D & E above;
- 3) Attend an HDJ Seminar and score at least 90% on the Qualifying Examination

H. How can I become a Staff Instructor?

- 1) Qualify as an HDJ;
- 2) Help instruct at one CDJ Seminar and one HDJ Seminar;
- 3) Notify the Missouri DeMolay Ritual Director;
- 4) Plan and conduct one CDJ Seminar and one final HDJ Seminar; and
- 5) Have the Missouri DeMolay Ritual System Chairman and/or a committee, favorably evaluate the Seminar.

5. MATERIALS

All judging sheets and the most up to date revisions to the Specifics can be requested from the Ritual Director:

justind@modemolay.org

You should always check with the Ritual Director to ensure that you are using most current version.

SECTION II: JUDGING

1. JUDGING PREREQUISITES

Apart from the obvious necessity that the Judges possess exceptional ability, knowledge and training and that they be strict, impartial and fair, they must also be working under a set of rules which will provide:

- A. An exact statement of what will be required of each of the Competitors in the contest.
- B. A point spread or sufficient range to permit an adequate division of excellent and poor Competitors.
- C. An educational experience for the Competitor by supplying unbiased, constructive, experienced counsel.
- D. Scoring on a penalty subtraction basis with a clear statement of value of each type of penalty, along with a bonus point system to reward exceptional performance.
- E. That all penalties and bonuses must be documented.
- F. An absolute prohibition of discussion or comparison of Judging Sheets or scores by the judges **until after the awards ceremonies**.
- G. That the Judging Sheets be made available to all competitors.
- H. That the Judges be available to the Competitors for discussions and explanations.
- I. That the Judges and the system be reviewed by Competitors and staff members alike.

2. JUDGE'S CHARGE

Insofar as the Competitor is concerned, YOU are the Missouri DeMolay Ritual System and upon your training, action, judgment and good sense the future of competitive ceremonial work depends. Your Judging Sheets are the only reward most competitors will reap from competition, so make sure yours are legible, sympathetic, pertinent, worthwhile, and especially, encouraging. Marginal comments must always be valid, impersonal, constructive and within your category. While Competitors and spectators are discouraged from talking to you, some exchange is inevitable. Keep your dignity; be aloof, but discreetly and silently. Don't jump when an error occurs. Keep your marker within a quarter of an inch of the Judging Sheet. Once you have begun judging a contest, you are irrevocably committed to continue judging until all Competitors have completed. It is absolutely imperative that every Competitor in a contest be judged by the same panel. Your decorum must be above reproach at all times. Any horseplay or boisterous conduct will give just cause to doubt that you have the maturity to be entrusted with a Judge's responsibility. You must present an image meriting respect. Since the Competitors cannot all know you personally, your appearance will carry the major impact of the impression you make. Gentlemen should wear a dress shirt with a coat & tie. Ladies should dress accordingly with a dress or suit; slacks are discouraged.

Friendship with any competitor must NOT be permitted to confer privileges nor to inflict penalties. As a Judge, you have no friends or enemies among the Competitors. If you cannot abide by these rules, you must disqualify yourself from judging.

3. ASSIGNMENT ACCEPTANCE RESPONSIBILITIES

- A. As information becomes available on assignments, you will be sent an invitation to judge.
- B. **Reply promptly to the invitation.**
- C. You are at liberty to decline any invitation simply by responding accordingly. Declining will not prevent you from receiving future invitations as long as you meet the requirements to maintain an active Judges' status.
- D. Upon receipt of an invitation to judge, all the information will be included therein. Simply accept it or decline it based upon the basis offered making no presumptions on expenses.
- E. Failure to respond **WILL** jeopardize your status and affect future judging invitation.
- F. If you need parental consent to accept an invitation, they must understand that your acceptance is entirely voluntary and that you are under no obligation to accept. In no matter whatsoever are they to be permitted to think that you organization or anyone connected thereto will be let down offended or angered by your refusal.

- G. Once you have accepted an assignment, you are firmly committed to fulfill it; failure to do so for any reason other than sickness may well inactivate you as a Judge.
- H. Misconduct of any sort during a judging assignment will inactivate you as a Judge. If the misconduct warrants it, you may be sent home and your parents will be notified.
- I. As a CDJ, you are responsible for **KNOWING** the Missouri DeMolay Ritual System Rules, Contest Procedures, Contest Specifics, Judge's Handbook and all procedures and responsibilities outlined therein.
- J. With the exception of the Judging Sheets, you are responsible for bringing all necessary judging materials with you when you accept an assignment (i.e. bilious pen, judges handbook).
- K. Each Judging Panel will consist of a least one judge per category. All must current CDJ's and the Performance/Presentation judges should be current HDJ's.
- L. Judges accepting an assignment must attend the briefing prior to competition unless otherwise directed.
- M. Judges in the same category must **NOT** discuss anything to do with the competition, except for the asking of a direct question to the Panel Chairman under the prescribed circumstances. No judge may express any opinion of any competitor, nor in any way comment upon the competition until all have competed and the final scores have been tabulated. Judges are expressly forbidden to compare notes, sheets, or scores.
- N. Decisions and opinions of Judges concerning their assigned categories shall be deemed those of the entire Judging Panel.
- O. No judge may inflict any penalty or bonus without stating his reason for doing so and how same affects the quality of the presentation. It is understood that a properly marked Judging Sheet shall be considered in full compliance with this rule. A Judge may note any constructive criticism with his category of judging.
- P. Every member of the Judging Panel must be available to discuss and explain his notations and criticisms with the Competitors when the Judging Sheets are returned.

4. THE FIVE “BE’S” OF A COMPETITIVE DEGREE JUDGE

BE FIRM

BE RIGHT

BE IMPARTIAL

BE STRICT

BE COURTEOUS

5. JUDGING SHEET INPUT

- A. Labels may be previously affixed.
- B. **YOUR NAME – PRINT LEGIBLY**
- C. ALL required info if no label; **PRINT LEGIBLY**
- D. Penalties must be accurate. Recheck your line tallies.
- E. Calculate sub-totals on the bottom of each sheet.
- F. All comments must be LEGIBLE for the competitor, coaches and auditors.
- G. All comments must be appropriate and relevant (Performance Judges Only).

6. COMPLIANCE

During the progress of a day, auditors or panel chairs may observe judging techniques, methods or behaviors that are inconsistent with Missouri DeMolay Ritual System goals, are not in compliance with system policies or procedures or do not ensure that all competitors are treated in a fair, unbiased or consistent manner. These inconsistencies or shortfalls generally include but are not limited to appropriate sheet marking, tally errors, legibility, comments and conduct that should be immediately revised to better serve the competitors. When these

are discovered every effort will be made to contact the Panel Chair or judge for correction in a timely manner. You must implement any corrections you are given immediately.

SECTION III: SPECIFICS AND SOURCES

1. SPECIFICS

The Sources for the various contests are as set forth in the Contest Specifics. Competition will follow the Specifics for all Ritual Contests as well as the Specifics for each individual contest. These Specifics give required work which are for clarification or to make a change only for the purpose of competition. An example of a Specifics reference on an individual contest is RW01b (Required Work, item 1b).

A. COMMENTS OR INFORMATION

Any words or actions listed on the judging sheets within brackets { } are there for clarification or information and will not be judged.

B. SOURCES

1) DeMolay Contests:

- a) Closed contests: Ritual of Secret Work, Fifteenth Edition, 2013.
- b) Open contests: Monitor of Ceremonies, Sixth Edition v2, 2009.
- c) Priory contests: Ritual of the Order of Knighthood, Third Edition, 1978.

2) Other Source Documents:

Any Source document provided by the Missouri DeMolay Ritual System.

2. QUALIFIED PERSONS

A. SPOKESPERSON:

Each competitor must have a spokesperson. The member competing in an individual contest can be his own spokesperson, or any member of a team can be the spokesperson. The Ritual Advisor, any other Advisor, or anyone else can be the spokesperson. The spokesperson must be qualified to attend a tiled DeMolay meeting if the ceremony indicates the requirement. The spokesperson is responsible for questions and answers for the competitor. All questions regarding the contest must be asked by the spokesperson to the chairperson of the Judging Panel if they are to have any official standing.

B. QUALIFIED PERSONS:

DeMolays eligible to participate in competition are those who hold a current membership card in the Order of DeMolay, issued by the one Chapter he may represent in the contest. No person may fill more than one required part in a contest, except where specifically allowed in the CONTEST SPECIFICS. No required parts may be filled by more than one person in a contest except where specifically allowed in the CONTEST SPECIFICS. All required parts must be filled with qualified persons; any part not filled with a qualified person will disqualify the Chapter in that contest. Singers, accompanists, musical directors, technical personnel or spokesman need not be qualified persons.

3. ENTRY ELIGIBILITY

A. Junior Division

Competitors who are age 12 through 15 as of the day of the contest. NO DeMolay who has reached his 16th birthday may compete in a Junior Division contest.

B. Senior Division

Competitors who are age 16 through 20 as of the day of the contest. NO DeMolay who has reached his 21st birthday may compete in any contest. International or Jurisdictional Officers may compete past their 21st birthday until their current term of office has expired.

C. Championship Division

Competitors who have won first place in senior division competitions for two consecutive years.

4. CONTEST PROCEDURE

- A. Spokesperson should check for time and place of Competitor's Briefing which the spokesperson or representative thereof, must attend. At this briefing: A) the judging Panels will be introduced; B) important announcements and schedule adjustments will be made; C) questions of the judges may be asked; and D) entry forms for each contest may be obtained. These entry forms should be completed legibly & accurately.
- B. Parts, crew and doorkeepers should arrive at the place of competition at least 15 minutes early.
- C. Preventable disturbances and interruptions will be penalized at discretion of Panel Chairman.
- D. Parts should arrive dressed for competition.
- E. Near their scheduled time, the Competitor(s) will be called to the door. The spokesperson will reply at once to the Judge who called, informing the judge that the Competitor(s) are present and ready.
- F. Judge and spokesperson enter the room, followed by the crew with equipment. Doorkeepers may take their places. On entry the spokesperson hands the Panel Chairman the entry form whereby he certifies that all parts are filled with qualified persons. Any errors thereon which would affect the eligibility of any part will disqualify the Competitor(s) in this contest. The Panel Chairman calls the room to order and proceeds with the Panel Ritual. After TIME ON is called by the Panel Chairman, the spokesperson may ask any questions they may have.
- G. Parts and crew arrange the competitive area. When preparations are complete and the Competitor(s) are ready to start, the spokesperson will say BEGIN at which time judging commences.
- H. Competitor(s) presents the required work for the ceremony from memory. Prompts and interruptions, unless specified, will be penalized. When the ceremony has been completed, the spokesperson says STOP at which time the judging ceases.
- I. Parts and crew clear the area of competitive equipment. When the area is clear, the Panel Chairman says TIME OFF, ending the official timing period.
- J. Qualified delegations may witness all competitions they desire, recalling that any misconduct or harassment of a Competitor will subject their group to severe penalty and possible disqualification.
- K. After the results are announced, the spokesperson obtains their Judging Sheets and may discuss them with the Judges. The spokesperson may ask the Judges about their comments, suggestions and penalty assessments.
- L. Minimum proficiency standards are listed in the Contest Specifics of each contest. These must be met in a contest in order to win an award in that contest. If the minimum proficiency standard is not met in a contest, then no award will be made in that contest.
- M. The result of any contest may be appealed by filing a verbal protest made to the Official in charge of that competition, within 48 hours of the release of the Judging Sheets. A full written statement of the protest's basis must be mailed or emailed to that official, postmarked no later than the day after. The spokesperson will be notified of the final ruling within 30 days thereafter.

5. COMPETITORS RULES

- A. Prepare the room, compete and clear the room within the time limit.
- B. Prevent interruptions while competing.
- C. Fill the required parts and other optional parts with qualified persons.
- D. Clothe all parts appropriately.
- E. Comply fully & correctly with all rules, specifics, procedures & Judges' rulings.
- F. Present the complete, correct, required work.
- G. Fully & correctly follow all SOURCE and SPECIFICS instructions.
- H. Correctly and audibly say the words and make the sounds of the ceremony from memory.

- I. Deliver the words with expression appropriate to the ceremony and to the part.
- J. Interpret and present the ceremony so as to achieve maximum good impression.

FAILURE TO DO SO WILL BE SUBJECT TO PENALTY!

SECTION IV: SCORING

Each competitor starts a contest with a PERFECT SCORE of 1000 points. Every error is penalized, and each PENALTY is worth 5 points. The FINAL SCORE is the perfect score less all penalty points. The winner in a contest is the competitor with the highest FINAL SCORE

Competitors may earn a BONUS for being exceptionally good in a particular area of the Individual PERFORMANCE/PRESENTATION CATEGORY. Each BONUS is worth 1 point, so it is possible to score higher than the PERFECT SCORE.

PENALTIES ARE ASSESSED IN THREE CATEGORIES (RITUAL, DIRECTION/FLOOR WORK AND PERFORMANCE/PRESENTATION):

1. RITUAL CATEGORY

- A. Words spoken and sounds made (gavel raps, knocking on a door, etc.) are RITUAL and competitors must follow correctly the SOURCE text and any additions or amendments made by the SPECIFICS. A DEVIATION is a fixed penalty assessed for each word, syllable, or sound that is:
- 1) Omitted or mispronounced: A line drawn through it indicates the error (word). Reasonable latitude will be considered for regional accents.
 - 2) Inserted: It is indicated by a caret (^) at the point of insertion. The point of the caret will be on the bottom of the line. A second insertion at the same point is indicated by a tally mark, as is each additional insertion at the point (^ indicates two insertions). Any repeated words or stuttering are considered insertions.
 - 3) Substitution: A single word substituted for another is a substitution, not an omission and an insertion, and shall receive only 1 penalty.
 - 4) Prompted: Prompts are allowed, but result in ten (10) penalties. Prompts will be given if a competitor is silent for ten (10) seconds when they are to be speaking as determined by the Performance judge. After the ten (10) seconds have expired, the Performance judge will state "Prompt" and the designated Ritual judge will provide the next three (3) words in the ritual. Competitors can also request a prompt by stating "Prompt" and the designated Ritual judge will provide the next three (3) words in the ritual. The prompted words are then to be given by the competitor before proceeding with the rest of the part. Prompts are indicated by a capital P at the point of the prompt.
 - 5) MAXIMUM RITUAL PENALTY: 400 points

2. DIRECTION OR FLOOR WORK CATEGORY (SEE SECTION VI:)

- A. Instructions of a ceremony are DIRECTION/FLOOR WORK. Competitors must follow correctly those directions or instructions that are provided in the SOURCE and any additions or amendments made by the SPECIFICS. A LAPSE is a competitor's failure to comply with an instruction by a part or in the placement or use of an object or prop (i.e. Officer Station incorrectly set, gavel placement, walking line irregularities). If an instruction or tactic is ATTEMPTED, the DIRECTION/FLOOR WORK Judge will consider it DONE; how well the attempt is made is not assessed by the DIRECTION/FLOOR WORK Judge.
- B. 1 penalty is affixed for each deviation by marking through the line number of the infraction and a singular mark in the "PENALTY" block on the sheets right column.
- C. MAXIMUM DIRECTION/FLOOR WORK PENALTY: 300 points

3. PERFORMANCE OR PRESENTATION CATEGORY

- A. Teaching the content of the ceremony with audible, visual, and emotional impact which can achieve a favorable response is PERFORMANCE/PRESENTATION.

Assessments are made on a penalty subtraction basis for team competitions, and on a variable evaluation scale for Best Part and individual competitions.

- B. MAXIMUM PERFORMANCE/PRESENTATION PENALTY: 300 points

4. PERFORMANCE/PRESENTATION – TEAM COMPETITIONS

All team competitions are judged on a penalty subtraction basis. Positive comments do not add points to the total score. Any Penalty must be validated by an appropriate specific comment on the judging sheet.

- A. **IMPRESSION:** the maximum effective use of facilities, music (if used) and cooperation of parts to achieve a favorable reaction. A maximum of 10 penalties on a sliding scale is assessed in each of the following areas, except music, for errors:
 - B. **ATTENTION:** following the action of the ceremony. (1 - 10 penalties).
 - C. **COMPETITIVE AREA:** effective use of the room, equipment, and facilities. (1 - 10 penalties).
 - D. **COORDINATION:** sitting or standing together, walking, squaring corners, uniformity in posture, sitting, or standing positions. (1 - 10 penalties).
 - E. **PACING:** speed with which the ceremony is performed. Does it flow well or does it drag on and on? (1 - 10 penalties).
 - F. **MUSIC:** the favorable and appropriate use of selections. Does it fade in and out at the appropriate times or is it abruptly stopped? A maximum of five penalties on a sliding scale is assessed for errors. Music is optional and is not penalized if not used.
 - G. **INTERPRETATION:** the choice of major points to be emphasized and the logical and tasteful means of successfully focusing that emphasis: a maximum of twenty-five penalties on a sliding scale are assessed for errors in each of the following:
 - 1) The **EMPHASIS** of major points of the ceremony.
 - 2) The **PRESENTATION** of points in a logical manner.
 - 3) **PROCEDURE** following the rules and contest procedures
 - 4) **PARTS SPEAKING THEIR OWN LINES:** a competitor may deliver only the Ritual for his/her part from memory unless allowed by the Specifics of the contest. Fifty penalties are assessed for each occurrence.
 - 5) **DECORUM:** maintaining proper actions and language. A maximum of five penalties on a sliding scale is assessed for each occurrence.
 - 6) **PROMPTS:** an unsanctioned communication, whether verbal or visual, by competitors or from non-competitors during the judging of the contest. Ten penalties are assessed for each occurrence.
 - 7) **INTERRUPTIONS:** preventable intrusions into the competitive area during the judging of the contest. The intrusion must be disruptive to the contest and/or competitor(s) in order to be penalized. The competitor is responsible for providing a doorkeeper to prevent interruptions. Ten penalties are assessed for each occurrence.
 - 8) **OTHER** - allows the Judges to assess penalties for something not already covered by the existing Rules and Procedures. A maximum of ten penalties on a sliding scale is assessed for errors not covered by the above sub-categories.

5. PART EVALUATION - TEAM:

- A. **APPEARANCE:** the aptness and correct interpretation of the part's grooming appearance, clothing and costume for the ceremony (how well it fits on each part, the maintenance of the garments, shoes, etc.), including its relation to that of the competitive team. Uniformity is assessed when a competitor attempts it. The value of the clothing will not be considered, just how well it looks on the competitor. This section also includes the grooming appearance of the competitor. A maximum of two penalties per part on a sliding scale is assessed for errors.
- B. **ACTING:** is subdivided into six areas; a maximum of five penalties per part on a sliding scale is assessed for errors for each of the following unless otherwise listed:
 - 1) **MOVEMENT:** action alone or with others. (1 - 5 penalties)

- 2) **VOLUME:** loudness or softness of voice. It is the competitor's responsibility to be heard clearly through the entire room. (1 - 5 penalties)
- 3) **EFFECT:** sound for mood illusion or characterization. (1 - 5 penalties)
- 4) **GESTURES:** natural or appropriate body motions as a means of expression. (1 - 5 penalties)
- 5) **PACING:** fast or slow; choppy or smooth. (1 - 5 penalties)
- 6) **EXPRESSION:** conveying characterization of a part and saying words with appropriate emotion. (1 - 5 penalties)
- 7) **BALK:** fluency errors or unintentional, unnatural pauses in the process of delivering a part; one penalty is assessed for each instance in the ceremony (no limit on number of penalties) and is marked in the Acting: judging area.

6. PERFORMANCE/PRESENTATION: INDIVIDUAL AND TEAM CONTESTS

Individual Performance/Presentation is judged using a judging matrix. Ten separate categories are marked with plus or minus scores and validated with appropriate comments. All ten categories must be scored.

The range of "0" is considered the error-free norm and requires no comments. The competitor must be performing above the norm in order to achieve a positive rating. The competitor must be committing Performance/Presentation errors to receive a negative rating. Each point above or below the norm must be substantiated with a reason. A maximum of five penalties or bonuses on a sliding scale is assessed in each of the following (unless an exception is noted). The tallying will be done by the Auditors. Each error or negative comment is worth five points. Each positive comment (BONUS) is worth one point.

- A. **APPEARANCE:** the aptness and correct interpretation of the part's grooming appearance, clothing and costume for the ceremony (how well it fits on each part, the maintenance of the garments, shoes, etc.) The value of the clothing will not be considered, just how well it looks on the competitor. This section also includes the grooming appearance of the competitor. A maximum of two penalties per part on a sliding scale is assessed for errors.
- B. **ACTION AND EXPRESSION:** the proper use of appropriate mannerisms and attitudes as they pertain to the degree. Examples could include but not be limited to: reverent actions, facial expression, expressions of madness, empathy, hostility, fierceness, gentleness, love, etc. (1 - 5 penalties)
- C. **CONFIDENT AND RELAXED:** expressing a feeling that the competitor not only knows the words but also has practiced the ceremony to the extent that a candidate would be favorably impressed. (1 - 5 penalties)
- D. **ENUNCIATION:** pronunciation of the words clearly and distinctly. (1 - 5 penalties)
- E. **VOLUME:** proper use of a volume loud enough for the entire room to hear and understand any specific interpretation at that moment in the ceremony. Proper volume includes the adjustment up or down due to acoustics or external noises which would necessitate a change from the competitor's normal delivery. (1 - 5 penalties)
- F. **PACE:** the proper speed for the specific ceremony. This speed ties into proper acting and expression and greatly affects enunciation. In some instances this could be fast (ex: DeMolay Degree parts) but in most instances would be a fairly even, moderate pace (but not monotone) allowing for good enunciation and volume. (1 - 5 penalties)
- G. **PAUSES:** the use of appropriate breaks in the delivery of the ceremony in order to enhance the mood, illusion, or characterization. This category is not used for fluency errors which are shown elsewhere on the judging sheet. (1 - 5 penalties)
- H. **EYE CONTACT:** the use of eye to eye contact at the correct time. In all ceremonies, this area includes not only talking to the candidate, but to other parts or the room at large where appropriate. In the DeMolay Degree this area is liberally interpreted for acting. (1 - 5 penalties)
- I. **GESTURES:** the appropriate use of hands to enhance the mood or impression of the ceremony. (1 - 5 penalties)

- J. **BODY MOVEMENT:** posture, required movement, and body language should be appropriate for the ceremony. (1 - 5 penalties)
- K. **BALK:** fluency errors or unintentional, unnatural pauses in the process of delivering a part; one penalty is assessed for each instance in the ceremony (no limit on number of penalties) are marked and noted below the matrix.
- L. **PROCEDURE ERRORS:** are marked and noted below the matrix. (1 - 5 penalties)

7. TIMING ERRORS

Performances exceeding the time limits will be penalized 10 penalties per minute or portion thereof. Noted by the timer.

8. UNQUALIFIED PERSONNEL

Using unqualified personnel in competition will result in disqualification by the Auditor.

SECTION V: CONTEST PANEL RITUAL

On entry the Panel Chairman will request the proper information from the competitor. The panel Chairman will announce to the Panel/Room:

- 1) The room will come to order. All spectators will please find seats immediately. The Judges' seats are so marked and no spectator may sit within two (2) seats of any Judge. The doors are about to be sealed. Anyone wishing to retire must do so now or remain for the duration of the Competition.
- 2) I would remind you to please be sure that all cell phones and electronic devices are turned off or silenced.
- 3) Spectators, you are to remain absolutely silent and in your seats. You are to ignore all gavel raps and are to respond in no way to any order. You are not to participate in any portion of this Ceremony.
- 4) I am _____, Chairman of the Judging Panel and it is my duty to maintain order in this room throughout this Competition. No disturbance whatsoever will be permitted.
- 5) Rituals, Monitors or Judging Sheets other than those used by the judging panel are not permitted to be used in the competition room. If you are in possession of any of these items, please be sure they are put up and out of sight.
- 6) We are about to witness competition in the {Contest} by {Name} {say name; spell name}, of {Chapter}, of {Jurisdiction} {allowing the panel time to fill in their sheets during the remainder of the panel ritual}.
- 7) This Competition is conducted under the strict adherence to the Contest Procedures of the Missouri DeMolay Ritual System.
- 8) Mr. Spokesman please be reminded of the following statements:
 - a) All questions must be asked through you to me if the answers are to have any official standing.
 - b) The TIME LIMIT penalty element requires that you must complete the competition and clear the room of the paraphernalia within _____ minutes of the Official "TIME ON"? I will answer any questions you have after "TIME ON" is called. When you are ready for the Judging to start, you or your designate will say "BEGIN". When you are finished, you or your designate will say "STOP". If you do not indicate the "BEGIN" or "STOP" points, the judging will be left to the good judgment of the Panel Members. Is this clear?

[REPLY]

"TIME ON" Timer replies "TIME ON" & states the time; Chairman repeats time. After Competitor says "STOP" and has cleared the room, Chairman says "TIME OFF"; Timer replies "TIME OFF" and states the time; Chairman repeats time.

SECTION VI: DIRECTION / FLOOR WORK

1) Ceremony Instructions, Movements or Tactics

Instructions, movements or tactics of a ceremony are DIRECTION / FLOOR WORK. Competitors must follow correctly those that are provided in the SOURCE and any additions or amendments made by the SPECIFICS. A LAPSE is a competitor's failure to comply with an instruction/movement by a part or in the placement or use of an object or prop. If an instruction or tactic is attempted, the DIRECTION / FLOOR WORK Judge will consider it done; how well the attempt is made is not assessed by the DIRECTION / FLOOR WORK Judge.

- a) Although attempting a movement is given latitude to a judge as far as considering completion, room setup per Diagram One such as placement of items including but not limited to Officer Stations, Holy Bible, school books, National Banner, candle stands, gavels and/or other paraphernalia, etc. must be placed correctly and are subject to penalty.
- b) Setup cannot be stipulated.

2) Notes:

a) Clockwise Floor Movements

All floor movements should be made in a clockwise direction except when specifically noted otherwise. The shaded area on Diagram One represents a walking line or walking band which is always wide enough for two Officers to walk side by side. All Officers movements about the chapter room are directed by the letters on Diagram One. X is the station of the officer(s) being directed. Z is the point on the walking band nearest the station of the Officer(s) being directed.

b) Directed Officer Movements (See Diagram One)

An Officer directed to move X Z moves directly forward from his station to the walking band except the Councilors, Scribe, and Treasurer will move by the most direct route to the walking band, but around the pedestal or desks in their paths. Councilors should leave and enter their stations with the pedestal to their right side (in a clockwise manner). An Officer directed to move Z X returns to his station by retracing his X Z route.

c) Floor Movement Examples (See Diagram One)

Movements of the Chaplain and Marshal from their stations by way of the South to the West side of the Altar would be noted thus: Ch. and Mar. move X Z I J. Their return from the West side of the Altar by way of the North to their stations would be noted: Ch. and Mar. move J K V Z X.

3) Paraphernalia

Paraphernalia required by the Specifics are not provided by Missouri DeMolay. Should the paraphernalia not be provided by the competitor the Panel Chair should be informed of the condition and use of the elements should be pantomimed.

4) Comments

There should be no comments on how something was done/attempted on the direction sheet. These elements are the responsibility of the Performance judge.

**RULES, INFORMATION
&
SPECIFICS**
DeMolay Division

SECTION VII: RULES & INFORMATION

1. SPECIFICS:

- A. The SPECIFICS give required work which is for clarification or to make a change only for the purpose of competition.
- B. Competition will follow the SPECIFICS for all Team and Individual Competition Ritual Contests
- C. Judging sheets and Specifics may be obtained from the Missouri Ritual Ambassador or Director of Ritual, see www.modemolay.org.
- D. An example of a Specifics reference on an individual contest is RW01b (Required Work, item 1b).

2. SOURCES:

- A. Closed contests: Ritual of Secret Work, Fifteenth Edition, 2013.
- B. Open contests: Monitor of Ceremonies, Sixth Edition v2, 2009.
- C. Priory contests: Ritual of the Order of Knighthood, Third Edition, 1978.

3. ELIGIBILITY:

- A. A qualified person is a DeMolay eligible to participate in competition who holds a current membership card in the Order of DeMolay, issued by the one Chapter he may represent in the contest.
- B. No person may fill more than one required part in a contest, except where specifically allowed in the CONTEST SPECIFICS.
- C. No required parts may be filled by more than one person in a contest except where specifically allowed in the CONTEST SPECIFICS.
- D. All required parts must be filled with qualified persons; any part not filled with a qualified person will disqualify the Chapter in that contest.
- E. Singers, accompanists, musical directors, technical personnel or spokesman need not be qualified persons.
- F. No DeMolay who has reached his 16th birthday may compete in a Junior Division contest.
- G. Competitors who have won first place in Senior Division competition(s) two consecutive years are only to compete in Championship Division competitions. Jurisdictional Officers serving their second term.
- H. No DeMolay who has not received the Knighthood degree may compete in Priory competitions.
- I. No DeMolay who has reached his 21st birthday may compete in any contest. International or Jurisdictional Officers may compete past their 21st birthday until their current term of office has expired.

4. SPOKESPERSON:

- A. Each competitor must have a spokesperson. Competitors in Individual or Team Competitions may be their own spokesperson.
- B. The member competing in an individual contest can be his own spokesperson or any member of a team can be the spokesperson.
- C. The Ritual Advisor, any other Advisor, or anyone else can be the spokesperson. Spokesperson must be qualified to attend a tiled DeMolay meeting if the ceremony indicates the requirement.
- D. The spokesperson is responsible for questions and answers for the competitor.
- E. All questions regarding the contest must be asked by the spokesperson to the chairperson of the Judging Panel if they are to have any official standing.

5. JUDGING SHEET PLUSES, BRACKETS AND BRACES:

Any words or actions listed on the judging sheets within pluses “+ +” brackets “[]” braces “{ }” or highlighted grey are there for clarification or information and will not be judged.

6. COMPETITORS RESPONSIBILITIES:

- A. Prepare the room, compete and clear the room within the time limit.
- B. Prevent interruptions while competing.
- C. Fully & correctly follow all SOURCE and SPECIFICS instructions.
- D. Comply fully & correctly with all rules, specifics, procedures & Judges’ rulings.
- E. Fill the required parts and other optional parts with qualified persons.
- F. Clothe all parts appropriately.
- G. Present the complete, correct, required work.
- H. Correctly and audibly say the words and make the sounds of the ceremony from memory.
- I. Deliver the words with expression appropriate to the ceremony and to the part.
- J. Interpret and present the ceremony so as to achieve maximum good impression.

7. CONTEST PROCEDURE:

- A. Rituals, Monitors of Public Ceremonies or judging sheets other than those provided to the judging panels are not allowed in the competition room.
- B. Observers from other chapters during competitions are encouraged. Delegations may witness all competitions they desire, recalling that any misconduct or harassment of a competitor will subject their group to severe penalty and possible disqualification.
- C. A Spokesperson should check for time and place of competitor’s briefing which the spokesperson or representative thereof, should attend. At this briefing:
 - 1) The judging panels will be introduced.
 - 2) Announcements and schedule adjustments will be made.
 - 3) Questions of the judges may be asked.
 - 4) Entry forms for each contest may be obtained. These entry forms should be completed legibly & accurately.
- D. Parts, crew and doorkeepers should arrive at the place of competition at least 5 minutes early.
- E. Disturbances and interruptions will be penalized.
- F. Parts should arrive dressed appropriately for competition.
- G. Near their scheduled time, the competitor(s) will be called to the door. Competitive room doors **should never be opened from the outside**. The judging panel will open the competitive area from the inside when they are prepared for the next competitor. The spokesperson will reply at once to the judge who called and inform the judge that the competitor(s) are present and ready.
- H. Judge and spokesperson enter the room, followed by the crew with equipment. Doorkeepers may take their places.
- I. Spokesperson will hand the Panel Chairman the entry form on entry whereby he certifies that all parts are filled with qualified persons. Any errors thereon which would affect the eligibility of any part will disqualify the competitor(s) in this contest. The Panel Chairman will inform the panel of the competitors name, chapter, jurisdiction and category of competition. The Panel Chairman will call the room to order and proceed with the Panel Ritual. After “TIME ON” is called by the Panel Chairman, the spokesperson may ask any questions they may have.

- J. Once "TIME ON" has been called, other than natural disaster, instructions from police, fire or building officials, no person may stop or delay the contest performance other than the competitor or Panel Chairman.
- K. Parts and crew arrange the competitive area. When preparations are complete and the competitor(s) are ready to start, the spokesperson or designate will say "BEGIN" at which time judging commences.
- L. Competitor(s) presents the required work for the ceremony from memory. Prompts and interruptions, unless specified, will be penalized. When the ceremony has been completed, the spokesperson or designate says "STOP" at which time the judging ceases.
- M. Parts and crew clear the area of competitive equipment. When the area is clear, the Panel Chairman says "TIME OFF", ending the official timing period.
- N. After the results are announced, the spokesperson may obtain their judging sheets and may discuss them with the Judges. The spokesperson may ask the judges about their comments, suggestions and penalty assessments.

8. JUDGING PROCEDURES:

A. SCORING:

- 1) Each competitor starts a contest with a PERFECT SCORE of 1000 points. Every error is penalized and each PENALTY is worth 5 points. The FINAL SCORE is the perfect score less all penalty points. The winner in a contest is the competitor with the highest FINAL SCORE.
- 2) Competitors may earn a BONUS for being exceptionally good in a particular area of an individual performance category in the Individual Competition categories. Each BONUS is worth 1 point. It is possible to score higher than the PERFECT SCORE.

B. RITUAL CATEGORY:

- 1) Words spoken and sounds made (gavel raps, knocking on a door, etc.) are RITUAL. Items inside pluses "+ +" or highlighted grey on the judging sheets are not judged.
- 2) Competitors must follow correctly the SOURCE text and any additions or amendments made by the SPECIFICS.
- 3) A DEVIATION is a penalty assessed for each word, syllable or sound that is:
 - a) Omitted, replaced by another (substitution), or mispronounced. A line drawn through it indicates the error (word). Reasonable latitude will be considered for regional accents.
 - b) Inserted. It is indicated by a caret (^) at the point of insertion. The point of the caret will be on the bottom of the line. A second insertion at the same point is indicated by a tally mark, as is each additional insertion at the point (^) indicates two insertions. Any repeated words or stuttering are considered insertions.
 - c) Prompted. Prompts are indicated by a capital P at the point of the prompt. A prompt is worth ten (10) penalties.
- 4) MAXIMUM RITUAL PENALTY is 400 points.

C. DIRECTION CATEGORY:

- 1) Instructions of a ceremony are DIRECTION. Items on the judging sheets inside pluses "+ +", brackets "[]" or braces "{ }" or highlighted grey are not judged.
- 2) Competitors must follow correctly those directions that are provided in the SOURCE or any additions or amendments made by the SPECIFICS.
- 3) A LAPSE is a competitor's failure to comply with an instruction by a part or in the placement or use of an object or prop.
- 4) If an instruction or tactic is attempted, the DIRECTION Judge will consider it done; how well the attempt is made is not assessed by the DIRECTION Judge.
- 5) MAXIMUM DIRECTION PENALTY is 300 points.

D. PERFORMANCE CATEGORY:

- 1) Teaching the content of the ceremony with audible, visual and emotional impact which can achieve a favorable response is PERFORMANCE.
- 2) Assessments are made on a penalty subtraction basis for team competitions and on a variable evaluation scale for Individual Competitions.
- 3) MAXIMUM PERFORMANCE PENALTY is 300 points.
- 4) PERFORMANCE – TEAM COMPETITIONS - All team competitions are judged on a penalty subtraction basis. Positive comments do not add points to the total score. Any Penalty must be validated by an appropriate specific comment on the judging sheet.

a) TEAM EVALUATIONS:

- I. IMPRESSION – the maximum effective use of facilities, music (if used) and cooperation of parts to achieve a favorable reaction. A maximum of 10 penalties on a sliding scale is assessed in each of the following areas, except music, for errors:
 - i. ATTENTION – following the action of the ceremony.
 - ii. COMPETITIVE AREA – effective use of the room, equipment and facilities.
 - iii. COORDINATION – sitting or standing together, walking, squaring corners, uniformity in posture, sitting or standing positions.
 - iv. PACING – speed with which the ceremony is performed. Does it flow well or does it drag on and on?
 - v. MUSIC – the favorable and appropriate use of selections. Does it fade in and out at the appropriate times or is it abruptly stopped. Does the volume distract from the performance. A maximum of five penalties on a sliding scale is assessed for errors. Music is optional and is not penalized if not used.
 - vi. OTHER – allows the judges to assess penalties for something not already covered by the existing Rules and Procedures. A maximum of 10 penalties on a sliding scale is assessed for errors not covered by the above sub-categories.
- II. INTERPRETATION – the choice of major points to be emphasized and the logical and tasteful means of successfully focusing that emphasis: a maximum of twenty five (25) penalties on a sliding scale are assessed for errors in each of the following:
 - i. The emphasis of major points of the ceremony.
 - ii. The presentation of points in a logical manner.
- III. PROCEDURE – following the rules and contest procedures
 - i. PARTS SPEAKING THEIR OWN LINES – a competitor may deliver only the Ritual for his part from memory unless allowed by the Specifics of the contest. Fifty penalties are assessed for each occurrence.
 - ii. DECORUM – maintaining proper actions and language. A maximum of five penalties on a sliding scale is assessed for each occurrence.
 - iii. PROMPTS – an unsanctioned communication, whether verbal or visual, by competitors or from non-competitors during the judging of the contest. Ten penalties are assessed for each occurrence.
- IV. INTERRUPTIONS – intrusions into the competitive area during the judging of the contest. The intrusion must be disruptive to the contest and/or competitor(s) in order to be penalized. The competitor is responsible for providing a doorkeeper to prevent interruptions. Ten penalties are assessed for each occurrence

b) PART EVALUATION – TEAM CONTESTS:

- I. APPEARANCE - the aptness and correct interpretation of the part's grooming appearance, clothing and costume for the ceremony (how well it fits on each part, can the competitor walk without tripping on the hem and the maintenance of the garments, shoes, etc.), including its relation to that of the competitive team. Uniformity is assessed when a competitor attempts it. The value of the clothing will not be considered, only how well it looks on the competitor. This section also includes the grooming appearance of the competitor. A maximum of two penalties per part on a sliding scale is assessed for errors.
- II. ACTING - is subdivided into six areas; a maximum of five penalties on a sliding scale is assessed for errors for each of the following:
- III. MOVEMENT - action alone or with others.
- IV. VOLUME - loudness or softness of voice. It is the competitor's responsibility to be heard clearly through the entire room.
- V. EFFECT - sound for mood, illusion or characterization.
- VI. GESTURES - natural or appropriate body motions as means of expression without detracting from the performance.
- VII. PACING – fast or slow; choppy or smooth.
- VIII. EXPRESSION – conveying characterization of a part and saying words with appropriate emotion.
- IX. BALKS – fluency errors are unintentional, unnatural pauses in the process of delivering a part; one penalty is assessed for each instance in the ceremony (no limit on the number of penalties) and is marked in the performance judge area.

5) PERFORMANCE – INDIVIDUAL PERFORMANCES IN INDIVIDUAL COMPETITION OR BEST PART CONTESTS:

Individual performance is judged using a judging matrix. Eleven separate categories are marked with plus or minus scores and validated with appropriate comments. All eleven categories must be scored. The range of "0" is considered the error free norm and require no comment. The competitor must be performing above the norm in order to achieve a positive rating in an Individual Competition. There are no bonuses given for individual performances on a Team Competition. The competitor must be committing performance errors to receive a negative rating. Each error negative comment is worth five points. Each positive comment (BONUS) is worth one point. Unless an exception is noted, a maximum of three penalties or bonuses on a sliding scale is assessed in each of the following:

- a) APPEARANCE – the aptness and correct interpretation of the part's grooming appearance, clothing and costume for the ceremony (how well it fits on each part, can the competitor walk without tripping on the hem and the maintenance of the garments, shoes, etc.). The value of the clothing will not be considered, only how well it looks on the competitor. This section also includes the grooming appearance of the competitor. A maximum of two penalties per part on a sliding scale is assessed for errors.
- b) ACTION AND EXPRESSION – the proper use of appropriate mannerisms and attitudes as they pertain to the degree. Examples could include but not be limited to: reverent actions, facial expression, expressions of madness, empathy, hostility, fierceness, gentleness, love, etc.
- c) CONFIDENT AND RELAXED – expressing a feeling that the competitor not only knows the words but also has practiced the ceremony to the extent that a candidate would be favorably impressed.
- d) ENUNCIATION – pronunciation of the words clearly and distinctly.
- e) VOLUME – proper use of a volume loud enough for the entire room to hear and understand any specific interpretation at that moment in the ceremony. Proper volume includes the adjustment, up or down, due to acoustics or external noises which would necessitate a change from the competitor's normal delivery.

- f) PACE – the proper speed for the specific ceremony. This speed ties into proper acting and expression and greatly affects enunciation. In some instances, this could be fast (e.g., DeMolay Degree parts) but in most instances would be a fairly even, moderate pace, but not monotone, allowing for good enunciation and volume.
- g) PAUSES – the use of appropriate breaks in the delivery of the ceremony in order to enhance the mood, illusion or characterization. This category is not used for fluency errors which are shown elsewhere on the judging sheet.
- h) EYE CONTACT – the use of eye to eye contact at the correct time. In all ceremonies, this area includes not only talking to the candidate, but to other parts of the room at large where appropriate. In the DeMolay Degree, this area is liberally interpreted for acting.
- i) GESTURES - the appropriate use of hands without distracting to enhance the mood or impression of the ceremony.
- j) BODY MOVEMENT – your posture, required movement and body language should be appropriate for the ceremony without distracting.
- k) BALKS - fluency errors are unintentional, unnatural pauses in the process of delivering a part; one penalty is assessed for each instance in the ceremony (no limit on the number of penalties) and is marked in the performance judge area.

9. CONTEST APPEALS:

- A. The result of any contest may be appealed by first filing a verbal protest to the Official (the DeMolay Ritual Coordinator/Director) in charge of that competition within 48 hours of the release of the judging sheets.
- B. Appeals must be made by the Primary Advisor or Coach present at Tournament, hereafter referred to as the competitor's representative.
- C. A detailed written statement of the basis of the protest and a legible copy of the original judging sheets must be mailed/emailed to the Tournament official postmarked no later than three (3) work days after the verbal appeal.
- D. If a verbal protest is not made, the written statement and documentation must be received by the Tournament official within 5 work days of the release of the judging sheets. An email appeal with legible electronic photo copies of the sheets is acceptable.
- E. The competitor's representative will be notified of the final ruling within 30 days of receipt of the written appeal and forms.

10. MINIMUM PROFICIENCY

Minimum proficiency standards are listed in the Contest Specifics of each contest. These must be met in a contest in order to win an award in that contest. If the minimum proficiency standard is not met in a contest, no award will be made in that contest.

SECTION VIII: CONTEST SPECIFICS

A. SOURCES:

- 1) Ritual of Secret Work, Fifteenth Edition – 2013
- 2) Monitor of Public Ceremonies, Sixth Edition v2 – 2009
- 3) Ritual of the Order of Knighthood, Third Edition – 1978

1. CHAPTER PROFICIENCY (TEAM)

PROFICIENCY MINIMUM: 700

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) Initiatory Degree Opening Ceremony, the DeMolay Degree Opening Ceremony, Nine O'Clock Interpolation, and the Closing Ceremony as they appear in the SOURCE except as noted below.
- 2) Room to be set as in Diagram One, except the only stations necessary are those of the required parts. The following required items must be used as in the SOURCE:
 - a) **Holy Bible** lying closed on the Altar.
 - b) **School Books** are at the Junior Steward's station.
 - c) **National Flag** in appropriate location.
 - d) **Seven Candles** are not lighted.
 - e) **Gavel** at the Master Councilor's station.
 - f) **Gong**
- 3) The 11 required ritual parts may be filled with a minimum of 8 competitors with:
 - a) the **Senior Councilor** assuming the part of the **Senior Steward**;
 - b) the **Junior Councilor** assuming the part of the **Junior Steward**;
 - c) and the **Senior Deacon** assuming the part of the **Standard Bearer**.
 - d) Stations of assumed parts are considered those of the person assuming the part.
- 4) Prior to the ceremony, parts are lined up in the single or dual chapter room configuration in order to enter and form the triangle.
- 5) Initiatory Degree Opening Ceremony
 - a. Include actions & lines for Welcoming Address for Visitors.
 - b. Omit actions & lines concerning lost words, and omit the Opening Ode.
 - c. The "Word of the Day" is "RITUAL".
 - d. Words & grips are collected from the Chaplain, Marshal, Standard Bearer, Senior Steward & Junior Steward, only.
 - e. The salute to the flag is that as set forth in the SOURCE.
 - f. The official Pledge of Allegiance to the flag of the United States is spoken by all parts except the Standard Bearer.
 - g. Insert competing Chapter's name & sponsoring body in the appropriate blanks.
- 6) DeMolay Degree Opening Ceremony
 - a. Omit direction for retiring of DeMolays who have not received the DeMolay Degree.
 - b. Words & grips are collected from the Chaplain, Marshal, Standard Bearer, Senior Steward & Junior Steward, only.
- 7) Nine O'Clock Interpolation
 - a. The ringing of the gong is mandatory.
- 8) Closing Ceremony:
 - a) The Nine O'clock Interpolation prayer may not be used instead of the closing prayer.

- b) The triangle formation and exiting of the chapter room should be done prior to the end of the ceremony.
- B. **REQUIRED PARTS:** Master Councilor, Senior Councilor, Junior Councilor, Senior Deacon, Junior Deacon, Marshal, Chaplain and Sentinel. Additional required ritual & direction are the parts of the Senior Steward, Junior Steward and Standard Bearer.
- C. **TIME LIMIT:** 30 minutes

2. INITIATORY DEGREE (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

- A. **REQUIRED WORK;** The Initiatory Degree as it appears in the SOURCE except as noted below:
- 1) Room to be set as in Diagram One, except the only stations necessary are those of the required parts. The following required **items** must be used as listed in the SOURCE:
 - a) **Holy Bible** lying open near center of Altar.
 - b) **School Books** are lying on the Northeast corner of Altar.
 - c) **Gavels** at the stations of the Master Councilor & Senior Councilor.
 - d) **Seven Candles** are lighted.
 - e) The **Crown of Youth** is lying on a pedestal near Master Councilor's station.
 - f) **Gong**.
 - 2) Omit giving the Welcoming Address to Visitors, omit instructions for handling large classes.
 - 3) If candidates are imaginary all the verbal responses for Candidates, Officers, and members are omitted, including "I" and speaking name(s). The obligation is not repeated and the Master Councilor may omit the pauses.
 - 4) After the Master Councilor says, "Brother Senior Deacon, you will conduct the new brothers to seats", the Senior Deacon and the Stewards do so, then go to their respective stations. The Master Councilor raps once and all sit down ending the ceremony.
 - 5) Instructions for the Chaplain, Marshal, Preceptors and Standard Bearer **will** be judged in the formation & execution of the shield position.
 - 6) All **Direction** instructions for conducting Candidates on the symbolic journey, for Preceptors and for placing the jewels in the Crown of Youth are **required** and judged.
 - 7) Omit National Anthem after 7th Preceptor
 - 8) **REQUIRED PARTS:** Master Councilor, Senior Councilor, Junior Councilor, Senior Deacon, Junior Deacon, Senior Steward, Junior Steward, Scribe, Marshal, and 1st – 7th Preceptors. Candidates may be imaginary or real. If real, they must be qualified persons or actual candidates. If imaginary, required parts must pantomime Candidates existence whenever they are escorted, conducted, addressed, presented or otherwise acknowledged.
- B. **TIME LIMIT:** 60 minutes

3. 8 MAN INITIATORY DEGREE (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

- A. **REQUIRED WORK;** The Initiatory Degree as it appears in the SOURCE except as noted below:
- 1) Room to be set as in Diagram One, except the only stations necessary are those of the required parts. The following required **items** must be used as listed in the SOURCE:
 - a) **Holy Bible** lying open near center of Altar.
 - b) **School Books** are lying on the Northeast corner of Altar.
 - c) **Gavels** at the stations of the Master Councilor & Senior Councilor.
 - d) **Seven Candles** are lighted.
 - e) The **Crown of Youth** is lying on a pedestal near Master Councilor's station.
 - f) **Gong**.
 - 2) Omit giving the Welcoming Address to Visitors, omit instructions for handling large classes.
 - 3) If candidates are imaginary all the verbal responses for Candidates, Officers, and members are omitted, including "I" and speaking name(s). The obligation is not repeated and the Master Councilor may omit the pauses.
 - 4) After the Master Councilor says, "Brother Senior Deacon, you will conduct the new brothers to seats", the Senior Deacon and the Stewards do so, then go to their respective stations. The Master Councilor raps once and all sit down ending the ceremony.
 - 5) Instructions for the competitors will not be judged in the formation & execution of the shield position.
 - 6) The ritual of the Scribe & Preceptors is required, but may be given by any qualified person at the competitor's option.
 - 7) All **Direction** instructions for conducting Candidates on the symbolic journey, for Preceptors and for placing the jewels in the Crown of Youth are **omitted** from judging. Competitors are to devise their own presentation of the Preceptors' parts using qualified persons. Only the ritual & performance of the presentations will be judged.
 - 8) Omit National Anthem after 7th Preceptor
- B. **REQUIRED PARTS:** Master Councilor, Senior Councilor, Junior Councilor, Senior Deacon, Junior Deacon, Senior Steward, Junior Steward and Marshal. Additional required ritual are the parts of the Scribe & all 7 Preceptors. Candidates may be imaginary or real. If imaginary, required parts must pantomime Candidates existence whenever they are escorted, conducted, addressed, presented or otherwise acknowledged.
- C. **TIME LIMIT:** 60 minutes

4. DEMOLAY DEGREE (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) The DeMolay Degree, First Section & Orator's lines only of the Third Section, as they appear in the SOURCE.
 - a) **Spokesman will inform the Panel Chairman whether the Chapter will follow a stage or lodge arrangement.** Instructions not peculiar to one arrangement apply, regardless of where they appear.
 - b) The First & Third Sections' speeches for the Orator may be given by one of the required parts or by another qualified person.
 - c) Stage directions in parentheses in the text are suggestions only and are not included on judging sheets.
 - d) Third Section Orator speech may be given in any setting deemed appropriate by the Chapter.

B. REQUIRED PARTS:

- 1) Master Inquisitor, Senior Inquisitor, Junior Inquisitor, Senior Guard, Lord Constable, Marshal of the Commission, Jacques DeMolay & Geoffrey de Charney. Additional required ritual is the part of the Orator. Non-speaking parts are at the competitor's discretion.

C. TIME LIMIT: 60 minutes

5. FOURTH SECTION (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) The Fourth Section of the DeMolay Degree, with only the actions & lines of the Master Councilor, Senior Deacon & Junior Deacon required.
 - a) Room to be set as in Diagram One, except the only stations necessary are those of the required parts.
 - b) Following required items must be used:
 - I. **Holy Bible** lying open near center of Altar.
 - II. **School Books** are lying on the Northeast corner of the Altar.
 - III. **Seven Candles** lighted.
 - IV. **Gavel** at the Master Councilor's station.
 - c) The Master Councilor shall perform all spoken ritual that is optionally performed by Junior Councilor, Senior Councilor, and members.
 - d) Just prior to Obligation, Master Councilor, Senior Councilor, and Junior Councilor go to East as instructed in Source, Junior Deacon joins Senior Deacon on West side of Altar.
 - e) If candidates are imaginary all the verbal responses for Candidates, Officers, and members are omitted, including "I" and speaking name(s). The Obligation is not repeated and the Master Councilor may omit the pauses.

B. REQUIRED PARTS:

- 1) Master Councilor, Senior Councilor, Junior Councilor, Senior Deacon & Junior Deacon. Candidates may be imaginary or real. If real, they must be qualified persons or actual candidates. If imaginary, required parts must pantomime Candidates' existence whenever they are escorted, conducted, addressed, presented or otherwise acknowledged.

C. TIME LIMIT: 60 minutes

6. INSTALLATION SERVICE (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) The complete Installation Service as it appears in the SOURCE.
 - a) Following required items must be used:
 - I. **Holy Bible**
 - II. **School Books**
 - III. **Seven Candles**
 - IV. **Gavel** at the Master Councilor's station and Senior Councilor's station
 - V. **National Flag** in standard as indicated in Diagram One
- 2) Prior to the ceremony, parts are lined up in the single chapter room configuration in order to enter and form the triangle.
- 3) Ritual specified for the Chapter members (e.g. responses by All Chapter Members, responses by Master Councilor) is not required.
- 4) The salute to the flag is that as set forth in the SOURCE.
- 5) The official Pledge of Allegiance to the flag of the United States is spoken by all parts except the Installing Senior Deacon.
- 6) The closing prayer must be used, do not perform the Nine O'Clock Interpolation.
- 7) Installing Officers must retire and form triangle.

B. REQUIRED PARTS:

- 1) Installing Officer, Installing Senior Councilor, Installing Junior Councilor, Installing Senior Deacon, Installing Chaplain, Installing Marshal

C. TIME LIMIT: 60 minutes

7. MAJORITY SERVICE (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) The complete Majority Service as it appears in the SOURCE.
 - a) Following required items must be used:
 - I. **Holy Bible** lying open near center of Altar.
 - II. **School Books** are lying on the Northeast corner of the Altar.
 - III. **Seven Candles** lighted.
 - IV. **Gavel** at the Master Councilor's station.
 - V. **National flag** in standard as indicated on Diagram One

B. REQUIRED PARTS:

- 1) Master Councilor, Senior Councilor, Junior Councilor, Marshal, Chaplain. Candidates may be imaginary or real. If imaginary, required parts must pantomime Candidates' existence whenever they are escorted, conducted, addressed, presented or otherwise acknowledged.

C. TIME LIMIT: 30 minutes

8. PRECEPTOR CORPS (TEAM)

PROFICIENCY MINIMUM: 750

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) 1st Preceptor – 7th Preceptor
- 2) There is no direction, but it is suggested that the preceptors sit in successive order. Each preceptor stands to deliver their part, then sits after their performance

B. REQUIRED PARTS:

- 1) Each preceptor shall be given in order by a unique competitor

C. TIME LIMIT: 30 minutes

9. INSTALLING OFFICER, REDUCED LANGUAGE (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) **Competitor must start with the Installing Officer's first line, "Amen".** This requirement mirrors the Installation Service Team Specifics starting point.
- 2) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.
- 3) Competitors are to perform per accepted "team" performance standards. See Source page 4, line 31-32: "During prayers, all Active DeMolays kneel facing the Alter. An Active DeMolay kneels..." and page 36, line 9-10: "Placing the right hand over the heart with fingers joined". The competitor is not required to descend a dais to get to kneeling position.
- 4) All positions are to be installed except Orator, Scribe, Treasurer, Standard Bearer, Almoner, Preceptors.
 - a. Sentinel is installed (new from version 1)
- 5) **The Installing Officer instructs the Installing Team to retire, raps twice, kneels, says "Amen", and rises to end the ceremony.**

B. REQUIRED PART: Installing Officer.

C. TIME LIMIT: 30 minutes

10. MASTER COUNCILOR CHAPTER PROFICIENCY (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

D. REQUIRED WORK:

- 6) **Competitor must start with the Master Councilor's first line, "Amen"**. This requirement mirrors the Chapter Proficiency Team Specifics starting point.
- 7) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.
- 8) Competitors are to perform per accepted "team" performance standards. See Source page 6, lines 2-5: "During prayers, all Active DeMolays kneel facing the Alter. An Active DeMolay kneels..." and page 22, line 7: "Placing the right hand over the heart with fingers joined". The competitor is not required to descend a dais to get to kneeling position.
- 9) **After the Junior Deacon advises the Sentinel that the Chapter is closed and then advises the Master Councilor that the Sentinel is informed, the Master Councilor raps once, ending the ceremony.**

E. **REQUIRED PART:** Master Councilor.

F. **TIME LIMIT:** 15 minutes

11. MASTER COUNCILOR INITIATORY DEGREE (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.
- 2) Competitors are to perform per accepted "team" performance standards. See Source page 43, lines 20-21: "shakes hand of each new Brother" and page 46, line 1-2: "hands Crown of Youth to S.D".
- 3) **After the Master Councilor receives the Crown of Youth from the Senior Deacon and instructs the Senior Deacon to escort the new brothers to seats, the ceremony is ended.**

B. REQUIRED PART: Master Councilor.

C. TIME LIMIT: 15 minutes

12. MARSHAL INITIATORY DEGREE (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Marshal.

C. TIME LIMIT: 5 minutes

13. SENIOR DEACON INITIATORY DEGREE (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Senior Deacon.

C. TIME LIMIT: 5 minutes

14. CHAPLAIN (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) The presentation of the Opening, Nine O'clock Interpolation and Closing Prayers as shown in the Source.
- 2) No room set-up is required; competitor will compete at a location within the room as designated by the Panel Chairman.
- 3) Chaplain should perform per accepted "team" performance standards. See Source page 6, lines 5-7: "Chaplain kneels at the Alter on both knees, both hands palms down on the Holy Bible, body erect, and head slightly turned up; eyes may be opened or closed".
- 4) Chaplains "Amen" response after the opening and closing prayers as listed in the Source as "ALL" **will NOT be given**.
- 5) Chaplain's response to Nine O'clock Interpolation phrase, "God bless mother, God bless father, God bless the purposes of DeMolay, Amen" **will be given**. Source page 6, lines 16-18.

B. REQUIRED PART: Chaplain.

C. TIME LIMIT: 15 minutes

15. CEREMONY OF LIGHT (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual, Direction and Performance

A. REQUIRED WORK:

- 1) The Ceremony of Light, as it appears in the SOURCE without additions or changes.
- 2) Room to be set as in Diagram One except for stations.
- 3) The following are the required items:
 - a) **Holy Bible** lying open near the center of the Altar.
 - b) **School Books** are lying on the Northeast corner of the Altar.
 - c) **Seven Candles** lighted, arranged as shown in Diagram One.
 - d) **National Flag** in appropriate place.
- 4) The Speakers talk to the room at large.

B. REQUIRED PART: The Speaker. There are no Candidates.

C. TIME LIMIT: 20 minutes

16. FLOWER TALK (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) The Flower Talk, as it appears in the SOURCE without additions or changes.
 - a) The 5th word "just" of the first sentence should be used indicating that the ceremony is being presented to a new initiate.
- 2) Room to be set as in Diagram One except for stations. Following are the required **items**:
 - a) **Holy Bible** lying open near the center of the Altar.
 - b) **School Books are lying on the Northeast corner of the Altar.**
 - c) **Red & white flowers are arranged on the Altar so as not to touch the Bible.**
- 3) The Speaker talks to the room at large.

B. REQUIRED PART: The Speaker. There are no Candidates.

C. TIME LIMIT: 20 minutes

17. INDIVIDUAL PRECEPTORS (INDIVIDUAL)

PROFICIENCY MINIMUM: 950

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) Any preceptor ritual part as it appears in the SOURCE.
- 2) No room set-up is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PARTS: The Speaker

C. LIMITED ENTRIES: Eligibility to register for individual Preceptor competitions is limited to Junior and Senior division.

D. TIME LIMIT: 5 minutes.

18. MAGNIFICENT SEVEN (INDIVIDUAL)

PROFICIENCY MINIMUM: 900

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) Seven Preceptor ritual parts, in order as they appear in the SOURCE.
- 2) No room set-up required. Competitor will stand at a location within the room as designated by the Panel Chairman.
- 3) Competitor will be judged on **ritual & performance** only. There is no direction judging.

B. REQUIRED PART: The Speaker. There are no Candidates.

C. TIME LIMIT: 15 minutes

19. OBLIGATIONS (INDIVIDUAL)

PROFICIENCY MINIMUM: 800

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) The presentation of the Initiatory and DeMolay Degree Queries as shown in the Source including Questions, Answers, Directions (ritual & pantomimed response) and the Obligations.
- 2) No room set-up is required; competitor will compete at a location within the room as designated by the Panel Chairman.
- 3) Competitor is judged on the ritual (words spoken & sounds made) of the part as shown in the SOURCE and on the performance as outlined in the Scoring & Judging Rules specified for Individual Competitions.
- 4) Appearance & costuming will be judged based on the degree's normal requirements.

B. REQUIRED PART: The Speaker.

C. LIMITED ENTRIES: Eligibility to register for Obligations competitions is limited to Junior and Senior division.

D. TIME LIMIT: 10 minutes

20. ILLUSTRIOUS KNIGHT COMMANDER (INDIVIDUAL)

PROFICIENCY MINIMUM: 800

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Illustrious Knight Commander.

C. LIMITED ENTRIES: Eligibility to register for Priory competitions is limited to Priory members.

D. TIME LIMIT: 15 minutes

21. PAGE COMMANDER (INDIVIDUAL)

PROFICIENCY MINIMUM: 950

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Page Commander.

C. LIMITED ENTRIES: Eligibility to register for Priory competitions is limited to Priory members.

D. TIME LIMIT: 5 minutes

22. PRIOR (INDIVIDUAL)

PROFICIENCY MINIMUM: 950

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Prior.

C. LIMITED ENTRIES: Eligibility to register for Priory competitions is limited to Priory members.

D. TIME LIMIT: 5 minutes

23. SACRISTAN (INDIVIDUAL)

PROFICIENCY MINIMUM: 950

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Sacristan.

C. LIMITED ENTRIES: Eligibility to register for Priory competitions is limited to Priory members.

D. TIME LIMIT: 5 minutes

24. SQUIRE COMMANDER (INDIVIDUAL)

PROFICIENCY MINIMUM: 950

JUDGING CATEGORIES: Ritual and Performance

A. REQUIRED WORK:

- 1) No room set-up or floorwork is required; competitor will compete at a location within the room as designated by the Panel Chairman.

B. REQUIRED PART: Squire Commander.

C. LIMITED ENTRIES: Eligibility to register for Priory competitions is limited to Priory members.

D. TIME LIMIT: 5 minutes