**Extemporaneous Writing**

**WHO**
- **Lieutenant:** Charlotte Bryant
- **Event Manager:** Missy Phillip
- **State Sponsor:** Michigan
- **Registration:** SS=56, PS=5, Total = 61

**EVENT**
- **Friday, 6/29**
- **Convention Center, C-141**
  - Event Personnel Meeting: 8:30 – 9:15 am
  - Check-in & Orientation: 9:15 am
  - Essays: After orientation is complete until 11:30 am (60 min allowed)
  - Labels printed by Last Name to be placed on large envelope containing flash drive and completed essay.

**EXTRA INFO**
- Competitors may pre-format Word document
- No electricity will be provided
- Decide who will award formatting points
- Announce 15 min remaining
- Competitors will save essay on flash drive, put in envelope with competitor # on it within the hour.
- **Printing will happen in the event room.** Begin printing as soon as essays are turned in. Immediately contact HOSA CE if printers (2-3) are not in room.
- Record how many entries do not meet guidelines for each division
- EVALUATIONS = after essay is completed
- Do NOT use Timekeeper Log for this event.
- An estimated 13 event personnel may be needed to run this event.

**JUDGE INFO**
- **QA Name:** Dawn Anton
- Judges will eat lunch at noon on Friday, 6/29, in the Omni, Greenville Avenue room.
- QA eats with and orients judges
- Judging Friday, 1:45-4:30 pm in Convention Center, C-141
- National HOSA will provide a practice essay that can be used for the judge orientation; this is NOT the answer key
- There will be 3 total sections with approximately 6 judges
- Judges have approximately 8 minutes to get through each essay to finish on time.

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