

## ADDITIONAL INFORMATION FOR COACHES / CONTEST DIRECTORS

• **PREPARATION FOR CONTEST.** Read and follow all instructions provided in the “Rules for ALL Participants” section of the *PSIA Academic Handbook*. Observe and practice with students all rules and procedures delineated in the “Instructions to the Contestant” and in the “Checklist for Contest Directors.” Preparation for the Listening Skills Contest should include instruction in taking effective notes. Listening to one-page passages, such as those used in contest, or descriptive articles that contain much detail, are helpful in preparing for this contest.

**Strategies for taking good listening notes:**

- Take well-organized notes in outline form. ...
- Take notes in complete thoughts, but abbreviate, reduce, and simplify. ...
- Make your notes easy to read. ...
- Be an aggressive note taker. ...
- Start taking notes as the audio begins.



Emphasis on following oral directions should improve students’ performances and reduce time spent in repeating instructions. CD audio passages, printed passages, tests, and keys are available in the study packets listed on the PSIA Study Materials Order Form. The printed test materials are also available digitally on

the online order form found on the opening page of the PSIA website: [www.psiaacademics.org](http://www.psiaacademics.org)

• **PERSONNEL NEEDED FOR CONTEST.**

1. *Contest Director/Timekeeper.* The Contest Director may be a knowledgeable coach of contestants in the contest.
2. *Assistant Directors.* **Two** knowledgeable coaches from different schools other than director’s.
3. *Graders.* Director and assistant director should also serve as graders. To expedite the grading process, provide at least two graders for every 15 papers.

• **SCORING (ADDITIONAL INFORMATION).** +5 points for each correct answer, and –2 points for each incorrect answer, or erased or marked-over answer that does not result in a correct answer. Graders should each use a different color pen or pencil to mark papers and place their initials at the bottom of the test answer sheet to indicate that they have graded the paper.

## INSTRUCTIONS FOR THE CONTESTANT AND COACH

• **ENTRIES.** As many as **THREE** students from **combined** grade levels (grades 4 and 5) OR ages 9 and 10 respectively by Sept. 1 of the current school year, if in an ungraded school, and **THREE** students from combined grade levels (6, 7 and 8) OR ages 11, 12 or 13 by Sept. 1 may be entered in the Listening Skills District Contest from each school. **Grade levels MAY be judged separately and additional entries may be allowed up to 3 per grade level at District, but only the top 2 in combined grades 4 and 5 and 6-8 will advance to State.**

• **ADVANCING TO STATE.** A minimum of four students from at least two different schools must compete at the district meet in order for the top **two** students from the combined grade levels (4/5 and 6-8) to advance to State. (See page 8 for complete rules. **See page 107 for an abbreviated chart for contest administration.**)

• **NATURE OF THE CONTEST.** The Listening Skills contest tests the contestant’s ability to listen carefully and recall intricate detail. Note taking skills are enriched through preparation for this contest. Practice in notetaking not only enables students to prepare best for competition, it also sharpens skills for writing

down important information to be tested in any subject area. Contestants listen to a recording of a passage of primarily objective material. The material could be about any subject. Some subjects included in the past have included historical information, geographical articles, travel to different places, science, space, and subject information (such as How to...). Sometimes the article used in competition is about a person.

After taking notes while listening to the recorded passage, contestants are given a **7-minute**, 30-item multiple choice, true/false test over the passage. All contest materials (pencil(s), pen, note paper, eraser), other than the test itself, must be supplied by the contestant.

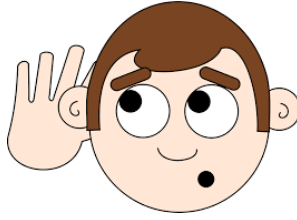
• **WHAT HAPPENS IN THE CONTEST.** The Contest Director will announce the time and place that contestants and one adult should report for verification of the scoring of tests. (Substitutes taking the place of absent registered contestants should be sure to let the contest director know as they enter the room to save time at roll call.) Contestants should have two sheets of clean paper (lined or plain) that they have brought to contest. No writing should be done on the paper until the start signal is given. The recorded passage (usually in a male voice) will then be played for contestants. Notes may

only be taken on the blank paper during the time that the passage is playing and approximately 30 seconds after the recording is completed. Answer sheets will then be distributed to contestants by the Director and/or one of two Assistant Directors, followed by contestant ID-labeled tests distributed by student name. A second Assistant Director will also serve as Hall Monitor. Contestants will be instructed to write their grade levels and their contestant ID numbers in the spaces provided on the answer sheet. Contestants must not open the test until the start signal is given. No alarm watches or other devices that emit sound are allowed in the contest room. Disqualification will result if such device makes a sound while placed in any portion of the room.

**TIME ALLOTTED.** When the start signal is given, contestants will have **7 minutes** to use their notes to answer the 30 objective test questions. Contestants will remain quietly in their seats until the time has expired.

**MARKING ANSWERS.** Contestants may write on the test paper, but only the **PRINTED CAPITAL** letter answer should be written in the answer space on the answer sheet. Any marking in the answer space will constitute an attempt.

• **SCORING.** Add 5 points for each correct answer.



Subtract 2 points for each incorrect answer, or for each answer that was attempted, marked through or erased, and did not result in a correct answer. No points are added or deducted for skipped or unanswered test items. • Mark-outs are acceptable, as long as a correct answer is written beside the mark-out. If an answer is marked out and no correct answer is written in the answer space, 2 points deducted. Erasures are permitted.

**Any erased correct answer that can still be seen is counted correct.** An erased answer that is not correct and does not have a correct answer written over or beside it constitutes an incorrect answer, whereby 2 points are deducted.

• **VERIFICATION PERIOD.** See page 14.

• **MATERIALS.** Previous years' tests and audio in .mp3 format is available for purchase from PSIA.

• **PREPARATION FOR CONTEST.** Practice taking notes while listening to spoken or recorded passages is essential. Because the tests include **the smallest** details, students should be trained to listen for statistical information, detail, as well as main idea, overall attitudes and point of view implied in the passage. Preparing for the contest can take place in the classroom throughout the year, within any subject area. (More on previous page)