

**PREPARED STATEMENT FOR WRITTEN COMPETITIONS**  
**(Algebra I, Geometry, Algebra II, Pre-Calculus)**

Proctor: Please read this statement aloud when students are seated at the beginning of the official starting time for the competition. You may admit latecomers, but they must turn in their answer sheets at the signal for everyone to stop.

This is the Written Competition in (Algebra I, Geometry, Algebra II, Pre-Calculus). You should have nothing on your desk except pens, pencils, erasers, rulers, protractors, compasses and calculators. Please clear your desk of all other items. The time limit for this event is 50 minutes. I will give warnings at 3 minutes, at 1 minute and at 15 seconds. Do not begin until I give the signal. When I say “STOP” put down your pencil or pen and immediately hold your answer sheet high in the air.

If you want a record of your answers, you may write them on your question sheet. You will receive a copy of the correct answers when you leave this room.

All answers must be written legibly in the correct place on the answer sheet and must be in simplified form as specified in the contest manual.

I am not permitted to answer questions about interpretation of the questions. However, if there is a problem with legibility or copy quality, I will give you another copy of the contest.

Please turn off and put away all cell phones, pagers, PDAs, watches and other transmitting devices or items with audible tones now.

*(Allow students time to be sure that these items are turned off and put away.)*

We will now distribute scratch paper and answer sheets. Please print your name and school on the answer sheet. Please be sure to use your full school name – papers with only school abbreviations will be disqualified.

We will now distribute copies of the questions. Keep the question sheets face down until you are told to begin.

*(After students have written their names on their answer sheets, announce “You have 50 minutes. BEGIN” and start timing the event)*

*(After 47 minutes (when 3 minutes are remaining) announce “3 minutes.”*

*After 49 minutes (when 1 minute is remaining) announce “1 minute.”*

*After 49 minutes, 45 seconds (when 15 seconds are remaining) announce “15 seconds.”*

*After 50 minutes, announce “STOP. Put all pens and pencils down and hold your answer sheet high in the air.” Proctors should then collect the answer sheets.)*

*(When all answer sheets have been collected announce “You may keep your copy of the questions. We will now distribute a copy of the correct answers.” Distribute copies of correct answers. Students may then leave the room.)*