



# Spelling Bee Tips for Coaching



## REMEMBER . . .

Primary communication with Coaches and Sponsors is done through e-mail provided with the School/Group Registration done online. If a coach or sponsor is not receiving e-mail information about the contest, he or she should check Spam/Junk folders on the computer and contact Academic Rodeo for assistance with getting the current information.

Deadlines exist for a reason. Please be aware of them and follow them. The **Academic Rodeo Calendar** in a true calendar format is on the Getting Started and General Info pages. The **Spelling Bee Timeline** is on the Spelling Bee page and gives more details about dates and deadlines. If you have a problem with a deadline, please contact Academic Rodeo, realizing that usually it is not possible to make a change or give “grace” for deadlines. Often judging or other timings are scheduled close to the due date. To be sure your students get to participate, follow the deadlines.

Please read the Information and Responsibilities for All Coaches/Sponsors.

The following tips and suggestions may be helpful to you in working with your students.

- Provide Spelling Bee lists early.
- When **registering student alternates**, indicate Alternate 1 or Alternate 2. If both alternates are present and a team member is absent from the group, the missing team member will be replaced with Alternate 1.
- Prepare students for an on-stage Spelling Bee. Spelling before an audience can be intimidating to students. Be sure they understand how the Spelling Bee is conducted and that they will be on stage before an audience with all other students participating in the grade level contest. Note that the stage is set up for the students to face the announcer and not look directly at the audience. This helps minimize fear.
- The Pronouncer will automatically use the word in a sentence.
- The Pronouncer will give a definition for words that have the same pronunciation but are spelled differently and for any words that may be misunderstood (where and were) and for contractions. This will be preceded by “For this word, I am going to give you a definition to help you know which word you need to spell. Listen for the definition before you spell the word.”
- Work with students on questions to ask if they do not understand the word presented.
  - a. They may ask for the word to be repeated. Advise them to say the word to the pronouncer to allow the pronouncer to see if they understand the word pronounced.
  - b. They may ask that a definition be given.
  - c. We do not designate origin of the word in the Spelling Bee lists and judges will NOT provide this information.
- Discuss special rules related to words, such as homophones, capital letters and punctuation.
- Discuss the best procedure for spelling the word. We recommend the student repeat the word, begin spelling, and repeat the word when finished spelling. If the student repeats the word, the Pronouncer has an opportunity to stop the student who is about to spell an incorrect word.
- Be sure students understand they may NOT begin spelling the word over in a different way.
- Work with parents on what to expect at the contest and how they should react in various situations.