

## How to Submit your Speech – Individual Entry

This year, we are offering you two ways of submitting your speech.

Firstly, make a recording of your speech and save it as an mp3 file or wav file.

Your file name should be 'YOUR SURNAME\_SCHOOL NAME'

Eg 'Smith\_Brookes' if your name is M Smith and your school is Brookes Secondary School.

**Either** Send the sound file to "syamaguchi@kes.sheffield.sch.uk" You should also include in the body of your email: your name, your school name, your town, your date of birth, the name of your Japanese teacher, your school year, the title of your speech (KS 4 and 5 applicants only), and a statement to the effect that this speech is your own work. (In other words there is no need to send an application form in the post separately, but the same information needs to be sent in the body of an email). If you submit it by this method, the deadline is the 31<sup>st</sup> of March.

**Or** Burn the sound file onto a CD and post it with an APPLICATION FORM to the address below.

CD with an application form should be sent by the 31<sup>st</sup> of March to:

Miss Sachiko Yamaguchi  
Nihongo Cup  
King Edward VII School  
Glossop Road  
Sheffield  
South Yorkshire  
S10 2PW

Enquiries to [smiddleton@greenford.ealing.sch.uk](mailto:smiddleton@greenford.ealing.sch.uk) or [syamaguchi@kes.sheffield.sch.uk](mailto:syamaguchi@kes.sheffield.sch.uk)