

**2021 MICHIGAN SKILLSUSA CHAMPIONSHIPS
TASK & MATERIALS LIST**

SKILL OR LEADERSHIP AREA: Community Service

CONTEST LOCATION:

Virtual

RESUME

Each student must submit a one-page printed resume before the contest starts at the contest site (present to contest coordinator, not judges). Failure to do so will result in a 10 point penalty.

STUDENT MUST SUPPLY:

- Laptop (if necessary)
- Projector (if necessary)
- All cables and electrical cords necessary to run above equipment
- (1) 3x5 note card may be used.
- 1 page resume (one for each student)
- All books are to be brought to the contest site the day of the contest.

CONTEST INFO:

- *Please refer to the National Technical Standards for detailed information related to this contest.*
- How to access SkillsUSA National Technical Standards:
https://www.youtube.com/watch?v=aR9Jet0PRP8&feature=emb_logo
- National Contest Updates are located:
<https://www.skillsusa.org/competitions/skillsusa-championships/contest-updates/>

CLOTHING REQUIREMENT (if different from National contest):

- SkillsUSA official dress
- No heels over 2"
- No hats (unless part of industry standard)
- No logos, no names, all identifying information must be covered.
- 2021 only – no deductions will be made if full official dress is not available

OBSERVERS ALLOWED IN ROOM DURING COMPETITION?

- No

PURPOSE To evaluate local chapter activities that benefit the community and to recognize excellence and professionalism in the area of community service. This event also enables the community to become aware of the outstanding work being performed by career and technical education students. First, download and review the General Regulations at:
<http://updates.skillsusa.org>.

ELIGIBILITY (TEAM OF 3) Open to active SkillsUSA members.

SCOPE OF THE CONTEST The contest will consist of two parts: a notebook outlining the chapter community service project and a live presentation by the chapter team. Knowledge

Performance There is no written knowledge test required in this contest.

Skill Performance The contest will consist of two parts: a notebook outlining the chapter community service project and a live presentation by the chapter team. The chapter will organize the year's community service activities and present its best community service project to a panel of judges. Only one project may be presented. Notebooks containing information about more than one project will not be judged.

The notebook and presentation should represent a community service project that was conceived, planned and completed during the current school year. Note: Although involvement of the entire school is encouraged, the project must clearly be organized and conducted by the active SkillsUSA chapter.

Contest Guidelines

1. Notebook.

- a. A chapter notebook must be compiled that describes the chapter community service project. The notebook must be brought to the contestant orientation meeting.
- b. The notebook must be an official SkillsUSA three-ring binder.
- c. The notebook must not contain more than 30 pages (60 surfaces). **Note:** A surface is only that material which can be pasted or glued to a notebook page. Any pockets, foldout pages, individual materials contained in plastic sleeves, multiple pages or similar features will count as additional surfaces and will be subject to penalty, except where specifically stated otherwise. Pages may be plasticized without affecting the scores.
- d. The notebook should be organized in the following format:
 - i. Title Page. The title page must include the name of the project, chapter name, school address and a list of the names of the presenting team members.
 - ii. Introduction. Provide a brief description of the project, not to exceed one page. This statement should provide a brief and concise description or overview of your community service project.
 - iii. Table of Contents. The table of contents should indicate page numbers. All surfaces should be numbered, and the information should be organized according to appropriate sections as indicated below.
 - iv. Section I — Objectives of the Project. Objectives should be specific, measurable, action-oriented, relevant to local needs and timebound. Objectives should be revisited at the conclusion of the project to show level of success and to document impact.
 - v. Section II — Community Impact. Describe and document the full impact that

the project had on individuals, organizations, businesses, industry or the community in general as appropriate to the project. Include statistical evidence such as surveys, pre/post test results or data/documentation to prove that your project made a significant difference and can be sustained in the future.

- vi. Section III — Impact on the School. Describe and document the full impact that participation in the project had on the school community. Include statistical evidence such as surveys, pre-/ post-test results or data/documentation to show how your project made a difference in some aspect of the school environment or in the student population.
- vii. Section IV — Letters of Recognition. A maximum of five letters can be included. Include letters from business or industry representatives that recognize your community service contribution and demonstrate the community's awareness of SkillsUSA.
- viii. Section V — Publicity. Newspaper articles, photos or other items that show publicity received during the project. Do not include items you generated to promote participation. SkillsUSA must be mentioned in the publicity article to receive credit. Original copies of newspaper articles must be submitted. If you use information (or receive any publicity during the project) via the internet, social media or electronic articles, you must reference the source, including the dates.
Dates of the article must be within the article, or a letter of verification from the editor must be submitted. Photocopies of articles are not acceptable. You may also document your efforts to secure publicity by including letters from newspapers or TV/radio stations verifying that articles related to your project have been submitted for publication. This section should also include photos that document events as they were conducted. Photos should be affixed and captioned to explain content.

2. Live Team Presentation

- a. A team of three will represent the chapter in a live professional presentation. The purpose of the presentation is to provide the judges with an overview of the chapter's community service project and the positive results achieved. All team members must take an active part in the presentation. **Note:** Presentations should provide a clear sense about the project planning timetable and process — how the project was initiated, organized, implemented, evaluated and celebrated.
- b. The presentation shall be seven to 10 minutes in length.
- c. Time penalty: Five points will be deducted for each 30 seconds or fraction thereof under seven minutes or over 10 minutes. Time will be started when the presentation begins. The timer will signal the team at seven minutes and at nine minutes.
- d. Teams are encouraged to be creative in their presentations. The use of computer-generated presentations or other visuals is strongly encouraged.
- e. All charts and graphs must be student produced. No commercially produced materials will be allowed. Each team may use at least one of the following visual formats in their presentation:

- i. Flip charts.
- ii. Overhead transparencies.
- iii. 35mm slide presentation.
- iv. PowerPoint or other computer presentation.

Community Service Project Rubric

Items Evaluated	Possible Points
Notebook: Title Page	10
Notebook: Table of Contents	10
Notebook: Objectives of the Project	60
Notebook: Community Impact	100
Notebook: Impact on the School	80
Notebook: Letters of Recognition	60
Notebook: Publicity	80
Live Presentation: Opening/Introduction	80
Live Presentation: Team Appearance	40
Live Presentation: Organization	100
Live Presentation: Objectives	100
Live Presentation: Community Impact	100
Live Presentation: School Impact	100
Live Presentation: Closing	80
Résumé Penalty	0 or -10 only
Clothing Penalty	Up to -50
Live Presentation: Time Penalty	Up to -100
Surface Penalty	Up to -500
Team Penalty (if competing with less than the required number of team members)	-100
Total Possible Points	1,000

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