



ACTION SKILLS

PURPOSE

To evaluate each contestant's ability to demonstrate and explain an entry-level skill used in the occupational area for which he or she is training.

First, refer to General Regulations, Page 9.

CLOTHING REQUIREMENT

Contestants **must** wear SkillsUSA official attire for the occupational area of the demonstration.

Official attire for men: Official blazer, jacket or sweater; black dress slacks; white dress shirt; plain black tie with no pattern or a SkillsUSA black tie. Black socks and black shoes.

Official attire for women: Official blazer, jacket or sweater; black dress slacks or knee-length skirt with businesslike white, collarless blouse or white blouse with small, plain collar that may not extend onto the lapels of the blazer; black sheer or skin-tone seamless hose and black dress shoes.

These regulations refer to clothing items that are pictured and described at: www.skillsusastore.org. If you have questions about clothing or other logo items, call 800-401-1560 or 703-956-3723.

Note: Contestants must wear their official contest clothing to the contest orientation meeting.

ELIGIBILITY

Open to active SkillsUSA members enrolled in career and technical programs with entry-level job skills as the occupational objective. A letter from the appropriate school official on school letterhead stating that the contestant is classified under the provisions of Public Law 105-17, Individuals with Disabilities Education Act, 1997, is required for participation. State associations having restrictions on the release

of this information may submit a letter on school letterhead of eligibility, which simply states: "I certify that (student name) meets the eligibility requirements for the SkillsUSA Championships Action Skills contest. Signed, (school official)." The eligibility letter is to be presented to the contest chair at the contestant orientation meeting.

EQUIPMENT AND MATERIALS

1. Supplied by the technical committee:
 - a. Time keeper
 - b. All necessary information and furnishings for judges and technical committee
2. Supplied by the contestant:
 - a. All materials and equipment needed for the demonstration to be completed two times, once for the preliminaries and again for the finals, if required
 - b. All competitors must create a one-page résumé and submit a hard copy to the technical committee chair at orientation. Failure to do so will result in a 10-point penalty.

Note: Your contest may also require a hard copy of your résumé as part of the actual contest. Check the Contest Guidelines and/or the updates page on the SkillsUSA website:
www.skillsusa.org/compete/updates.shtml

SCOPE OF THE CONTEST

Knowledge Performance

There is no written knowledge test required in this contest.

Skill Performance

The demonstration is a presentation of an occupational skill accompanied by a clear explanation of the topic through the use of examples, experiments, displays or practical operations.

Contest Guidelines

1. Any skill may be demonstrated if it is related to the occupational program of the contestant.
2. The contestant will present a 3"x5" card with the following three items:

- a. The contestant's number
 - b. The topic or purpose of the demonstration
 - c. The contestant's training program
- These items should be presented to the chair upon entering the room and prior to presenting.
3. The demonstration shall be at least five minutes in length, but shall not exceed seven minutes. **Penalty:** 50 points will be deducted for each 30 seconds (or fraction thereof) under the five minutes or for each 30 seconds (or fraction thereof) over the seven minutes.
 4. Contestants will be allowed three minutes to set up the demonstration and three minutes to clear the demonstration area (8'x12'). **Penalty:** 50 points will be deducted for each 30 seconds (or fraction thereof) over the three minute allowance
 5. Demonstration time (limit) will start when the demonstration begins. The time keeper will signal the speaker at five minutes, six minutes and seven minutes.
 6. One 110-volt (15 amp) electrical outlet with an extension cord, one 30"x96" table, one chair and one easel will be provided.

Note: The presenter and his or her demonstration material **must** remain within the demonstration area.

7. Any visual aids (signs, charts, transparencies, slides or diagrams) are to be prepared by contestants. No sound devices of any kind may be used to transmit audible words, sound or music. No compressed air or gas will be permitted. No material or apparatus that in any way poses a threat of fire or explosion may be used. No pressurized aerosol cans of any kind are permitted.
8. The contestant will not mention or display his or her name, school, city or state.
9. The demonstration is an individual performance; however, an assistant may be used to set up and dismantle the demonstration, or may be used as a prop or model, but in no way can assist with the presentation. Any presentation assistance, coaching or signaling will disqualify the contestant. An advisor may not serve as an assistant. The presentation

assistant/model/helper must be a SkillsUSA student member.

10. The contestant's advisor/instructor must attend the mandatory orientation meeting with the contestant.
11. Contestants will not take the skills-related written or Professional Development Test as outlined in the general regulations.
12. The presentation assistant/model/helper must attend the contestant orientation meeting.
13. The contestant will not have any interaction with the judges or time keeper
14. Tie Breaker — Highest score based on the following criteria:
 - a. Explanation is complete
 - b. Demonstration is interesting
 - c. Demonstration is organized

Standards and Competencies

AS 1.0 — Design an effective presentation that demonstrates a job skill related to the field of training

- 1.1 Prepare a demonstration of a job skill that lasts five to seven minutes
- 1.2 Organize demonstration in a logical and coherent manner

AS 2.0 — Deliver the presentation in a professional manner that meets the standards outlined by the technical committee

- 2.1 Practice elements of informal conversation
- 2.2 Perform the actual skill in the presentation
- 2.3 Explain the topic through the use of experiments, displays or practical operations
- 2.4 Demonstrate an effective and pleasing delivery style
- 2.5 Use verbal illustrations and examples effectively
- 2.6 Make a formal and effective introduction to the presentation that clearly identifies the scope of the demonstration
- 2.7 Pronounce words in a clear and understandable manner if feasible
- 2.8 Use a variety of verbal techniques including: modulation of voice, changing volume, varied inflection, modifying tempo and verbal enthusiasm
- 2.9 Demonstrate poise and self-control while presenting

- 2.10 Use props and models to illustrate points
- 2.11 Demonstrate good platform development and personal confidence
- 2.12 Communicate the primary points of the speech in a compact and complete manner
- 2.13 Tie organizational elements together with an effective ending
- 2.14 Complete the speech within the time limits set by contest requirements
- 2.15 Deliver an interesting and informative demonstration

AS 3.0 — Wear appropriate clothing for the national contest

- 3.1 Display clothing that meets national standards for competition
- 3.2 Demonstrate good grooming in dress and personal hygiene

Committee Identified Academic Skills

The technical committee has identified that the following academic skills are embedded in this contest.

Math Skills

None Identified

Science Skills

None Identified

Language Arts Skills

- Provide information in oral presentations
- Demonstrate use of verbal communication skills: choice, pitch, feeling, tone and voice
- Demonstrate use of nonverbal communication skills: eye contact, posture and gestures using interviewing techniques to gain information
- Identify words and phrases that signal an author's organizational pattern to aid comprehension
- Organize and synthesize information for use in written and oral presentations
- Demonstrate knowledge of appropriate reference materials
- Demonstrate understanding of skill

Connections to National Standards

State-level academic curriculum specialists identified the following connections to national academic standards.

Math Standards

None Identified

Source: NCTM Principles and Standards for School Mathematics. To view high school standards, visit: standards.nctm.org/document/chapter7/index.htm. Select "Standards" from menu.

Science Standards

None Identified

Source: McREL compendium of national science standards. To view and search the compendium, visit: www.mcrel.org/standards-benchmarks.

Language Arts Standards

- Students adjust their use of spoken, written and visual language (e.g., conventions, style, vocabulary) to communicate effectively with a variety of audiences and for different purposes
- Students employ a wide range of strategies as they write and use different writing process elements appropriately to communicate with different audiences for a variety of purposes
- Students use spoken, written and visual language to accomplish their own purposes (e.g., for learning, enjoyment, persuasion and the exchange of information)

Source: IRA/NCTE Standards for the English Language Arts. To view the standards, visit: www.ncte.org/standards.