



ACTION SKILLS



SkillsUSA Championships Technical Standards

PURPOSE

To evaluate each competitor's ability to demonstrate and explain an entry-level technical skill used in their occupational area.

First, download and review the General Regulations at updates.skillsusa.org.

ELIGIBILITY

Open to active SkillsUSA members enrolled in career and technical education programs with entry-level job skills as an occupational objective. Each state may send one middle school, one high school, and one college/postsecondary entry.

Eligibility letter: A letter from the appropriate school official on the school letterhead stating that the competitor 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 of eligibility on school letterhead that simply states:

"I certify that [student name] meets the eligibility requirements for the SkillsUSA Championships Action Skills competition. Signed [school official]." Letter must be submitted online. See "Online Submission Requirements" below for guidelines.

Note: Models and/or assistants must register for the National Leadership & Skills Conference as a "Participant."

CLOTHING REQUIREMENTS

Competitors may wear SkillsUSA official Class A attire or other official competition dress appropriate for the occupational area of the demonstration, which includes SkillsUSA Class B through Class I official attire.

Class A: SkillsUSA Official Attire

- Official SkillsUSA red blazer or official SkillsUSA red jacket
- Button-up, collared, white dress shirt (accompanied by a plain, solid black tie or SkillsUSA black tie), white shirt (collarless or small-collared) or white turtleneck, with any collar not to extend into the lapel area of the blazer, sweater, windbreaker, or jacket
- Black dress slacks or black dress skirt (knee-length at minimum)
- Black closed-toe dress shoes

Note: The official SkillsUSA windbreaker, sweater, and black Carhartt jacket are no longer available for purchase in the SkillsUSA Store. However, these clothing items are grandfathered in as previous official SkillsUSA clothing and can be worn in SkillsUSA competitions as directed in this document.

Note: Wearing socks or hose is not required. If worn, socks must be black dress socks and hose must be either black or skin-tone and seamless/nonpattern.

These regulations refer to SkillsUSA Championships Clothing Classifications that are pictured and described at: [skillsusa.org](https://www.skillsusa.org/skillsusa-store). If you have questions about competition uniforms, call the SkillsUSA Store at 888-501-2183.

Note: Competitors must wear their official competition clothing to the competition orientation.

EQUIPMENT AND MATERIALS

1. Supplied by the technical committee:
 - a. Timekeeper
 - b. A performance space of 8' by 12' that contains one table and access to power
 - c. Printed timekeeper cards for signaling five (5) minutes, six (6) minutes, and six (6) minutes 30 seconds.
2. Supplied by the competitor:
 - a. All materials and equipment needed for the demonstration to be completed two times, once for the preliminaries*, and again for the finals.
 - b. Eligibility letter from a school official. See “Eligibility” and the “Online Submission Requirements” for guidelines.
 - c. All competitors must create and submit online a one-page single sided resume. See “Online Submission Requirements” below for guidelines.

Note: All national competitors must also check for competition-specific updates and/or competitor preparation instructions on the SkillsUSA website at [updates.skillsusa.org](https://www.skillsusa.org/updates).

*A preliminary round will be conducted only when registrations exceed the capacity of the competition area(s). If conducted, the preliminary round will serve as an eliminator, and a finals competition will be conducted.

PROHIBITED DEVICES

Cellphones, electronic watches and/or other electronic devices not approved by a competition's national technical committee are **NOT** allowed in the competition area. Please follow the guidelines in each technical standard for approved exceptions. Technical committee members may also approve exceptions onsite during the SkillsUSA Championships if deemed appropriate.

Penalties for Prohibited Devices

If a competitor's electronic device makes noise or if the competitor is seen using it at any time during the competition, an official report will be documented for review by the Director of the SkillsUSA Championships. If confirmed that the competitor used the device in a manner which compromised the integrity of the competition, the competitor's scores may be removed.

ONLINE SUBMISSION REQUIREMENTS

All SkillsUSA national competitors must submit their one-page single sided resume online. The deadline and link for online submissions will be published on updates.skillsusa.org.

Failure to submit any of the required online submission document(s) listed below by the established deadline will result in a 10-point penalty for each missing document.

1. One-page single sided resume
2. Eligibility letter

Your submissions must be saved as individual PDF file types using the file name format of "Your Last Name_Your First Name_DocumentType." For example, "Amanda Smith" would save the individual PDF submission files as:

- Smith_Amanda_Resume
- Smith_Amanda_Eligibility

OBSERVER RULE

The technical committee reserves the right to allow or prohibit observers into competition area(s). If allowed, no observer may enter or exit the competition area while a competitor is presenting. Observers are not allowed to talk to or make gestures to competitors. No videotaping or photography is allowed during the competition. All phones and electronic devices must be silenced and put away. The competition staff reserves the right to request any observer to leave if they are perceived as a distraction.

SCOPE OF THE COMPETITION

KNOWLEDGE PERFORMANCE

There is no general knowledge test required in this competition. Competitors are required to take the SkillsUSA Professional Development Test.

SKILL PERFORMANCE

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

COMPETITION GUIDELINES

1. Competition orientation
 - a. The competitor's advisor/instructor must attend the mandatory competition orientation meeting with the competitor. The presentation assistant/model/helper, if applicable, must attend the competition orientation meeting.
 - b. Competitors will be assigned appointment times. Appointments may be randomly pre-assigned by the technical committee or drawn during the competition orientation.
2. Demonstration
 - a. The competitor will present a 3" by 5" card to the chair upon entering the competition area and prior to the competitor's demonstration. This 3" by 5" card will contain the following three items:
 - 1) The competitor's number
 - 2) The topic or purpose of the demonstration
 - 3) The competitor's training program
 - b. Three (3) minutes will be allowed to set up the demonstration area and three (3) minutes will be allowed to clear the demonstration area.
 - 1) A **penalty** of five (5) points will be deducted for each 30 seconds or fraction thereof over three (3) minutes.
 - 2) The competitor is responsible for setting up the demonstration. A model and/or assistant may help set up and dismantle the demonstration if it is heavy or large.
 - c. The demonstration should be between five (5) and seven (7) minutes.
 - 1) Timing starts when the presentation begins.
 - A.) A timekeeper will signal competitors at five (5) minutes, six (6) minutes, and six (6) minutes 30 seconds.
 - B.) A **penalty** of five (5) points will be deducted for each 30 seconds or fraction thereof under five (5) minutes or for each 30 seconds or fraction thereof over seven (7) minutes.
 - d. An actual technical skill must be performed, as opposed to an illustrated talk.
 - 1) Notecards and other reference materials are not permitted.
 - A.) If notecards/reference materials are present, judges will inform the competitor that these items are not permitted and must be put away before the presentation time starts. If notecards/reference materials are pulled out during the presentation, the judges will stop the competitor and direct the competitor to put these items away. Any time lost will not be added back to the competitor's total allowed presentation time.
 - 2) Models or assistants may be used in the demonstration but will not say or do anything that assists the demonstration other than serve as a model as needed, e.g., facial, clothing design demonstration, etc.

- 3) The competitor may show the judges an item, but may not physically hand a judge any item, including food sampling.
- 4) Any visual or auditory aids (signs, charts, transparencies, slides, diagrams, tapes, CDs, etc.) are to be prepared by competitors. Professionally prepared visuals and audio materials may not be used.
- 5) Basic safety practices related to the skill performed must be followed. No open flames, no combustible or hazardous chemical compounds, no fluids containing pathogens or toxic chemicals, no live animals, no biohazardous materials, and no pressurized containers will be allowed.
 - A.) A *penalty* of one (1) to 10 points will be deducted for safety violations. Judges may interrupt the demonstration for serious violations.
- 6) The competitor will not mention their name, school, city, or state.
 - A.) A *penalty* of 10 points will be deducted if the competitor mentions either their name, school, city, or state.

STANDARDS AND COMPETENCIES

AS 1.0 — Plan, develop, and create an effective demonstration.

- 1.1. Brainstorm project ideas following a problem-solving process.
- 1.2. Break down project and task with timelines.
- 1.3. Identify resources and standards for completing project.
- 1.4. Anticipate and plan for possible obstacles and setbacks.
- 1.5. Establish work priorities.
- 1.6. Employ technology to solve problems.
- 1.7. Maintain a safe, organized work area.
- 1.8. Use tools and equipment according to safety standards.
- 1.9. Overcome barriers and roadblocks.
- 1.10. Evaluate the finished project and make appropriate modifications.

AS 2.0 — Create and deliver a professional presentation and respond to questions.

- 2.1 Choose an appropriate mode of communication.
- 2.2 Write and speak effectively.
- 2.3 Use appropriate body language.
- 2.4 Check for understanding when articulating complex issues.
- 2.5 Practice active listening skills.
- 2.6 Manage presentation time limits.
- 2.7 Articulate knowledge and understanding of SkillsUSA Framework and how the Personal Skills, Workplace Skills, and Technical Skills Grounded in Academics are applicable to the project.

AS 3.0 — Project a professional self-image through attire and grooming.

- 3.1 Demonstrate a professional appearance in dress, good grooming, and personal presentation.

- 3.2 Display clothing that meets national standards requirement for competition.
- 3.3 Demonstrate good grooming in personal hygiene.
- 3.4 Wear clothing that fits well.
- 3.5 Present a wrinkle-free appearance.

AS 4.0 — SkillsUSA Framework

The SkillsUSA Framework is used to pinpoint the Essential Elements found in Personal Skills, Workplace Skills and Technical Skills Grounded in Academics. Students will be expected to display or explain how they used some of these Essential Elements. For more, visit: www.skillsusa.org/who-we-are/skillsusa-framework/.

COMMITTEE-IDENTIFIED ACADEMIC SKILLS

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

Math Skills

None Identified

Science Skills

None Identified

Language Arts Skills

- Provide information in conversations and in group discussions
- Provide information in oral presentations
- Demonstrate use of verbal communication skills, such as word choice, pitch, feeling, tone and voice
- Demonstrate use of nonverbal communication skills, such as eye contact, posture and gestures using interviewing techniques to gain information
- Demonstrate comprehension of a variety of informational texts
- Use text structures to aid comprehension
- Identify words and phrases that signal an author's organizational pattern to aid comprehension
- Understand source, viewpoint and purpose of texts
- Organize and synthesize information for use in written and oral presentations
- Demonstrate knowledge of appropriate reference materials
- Use print, electronic databases and online resources to access information in books and articles
- Demonstrate informational writing
- Edit writing for correct grammar, capitalization, punctuation, spelling, sentence structure and paragraphing

CONNECTIONS TO NATIONAL STANDARDS

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

Math Standards

None Identified

Science Standards

Understands the nature of scientific inquiry.

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 a variety of technological and information resources (e.g., libraries, databases, computer networks, video) to gather and synthesize information and to create and communicate knowledge.
- 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.