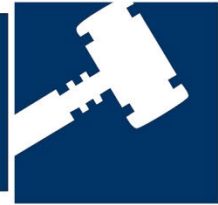


## OPENING AND CLOSING CEREMONIES



SkillsUSA Championships Technical Standards

### PURPOSE

To evaluate the competitors' understanding of the symbolic representation of the colors and assembled parts of the SkillsUSA emblem and to evaluate teamwork and professional presentation skills.

First, download and review the General Regulations at: <http://updates.skillsusa.org>.

### ELIGIBILITY (TEAM OF SEVEN)

Open to a team of seven active SkillsUSA members. The team need not be composed of officers, and team members may be from more than one section, but team members must be organized under one local charter and active members in the same division. Each state may send one middle-school, one high-school and one college/postsecondary team.

### CLOTHING REQUIREMENTS

#### **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 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 no longer 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 clothing items that are pictured and described at [www.skillsusastore.org](http://www.skillsusastore.org). If you have questions about clothing or other logo items, call 1-888-501-2183.

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

## OBSERVER RULE

Observers will be allowed to view the demonstration provided space is available. No talking or gesturing will be permitted. No member of the audience is to leave or enter the demonstration room while a team is competing.

## EQUIPMENT AND MATERIALS

1. Supplied by the technical committee:
  - a. Official SkillsUSA emblem
  - b. Easel for emblem
  - c. U.S. flag
  - d. Gavel and sound block
  - e. Speaker's stand (lectern)
  - f. Two draped tables 8 feet long and 30 inches wide
  - g. Six chairs
  - h. Copy of SkillsUSA Championships Technical Standards for each judge
  - i. All necessary information and furnishings for judges and technical committee
2. Supplied by the competitor:
  - a. The president, team captain or other representative of the team must bring a pencil and a clipboard to orientation.
  - b. All competitors — except middle school students — must create a one-page resume. See “Resume Requirement” below for guidelines.

## RESUME REQUIREMENT

Competitors (except for middle school students, who are exempt from this requirement) must create a one-page resume to submit online. SkillsUSA national competitors should submit their resume by June 1. The link for submission will be published on <http://updates.skillsusa.org> on May 1. Failure to submit a resume will result in a 10-point penalty.

**Your resume must be saved as a PDF file type using file name format of “Last Name\_First Name.”** For example, “Amanda Smith” would save her resume as **Smith\_Amanda**. If you need assistance with saving your file as a PDF, visit [the Adobe website](http://the.adobe.com) for more information.

**Note:** Check the Competition Guidelines and/or the updates page on the SkillsUSA website at <http://updates.skillsusa.org>.

## **ARRANGEMENT OF DEMONSTRATION ROOM**

The room provided will be arranged to seat an audience and will have a demonstration area at the front of the room.

The room will be set up by the technical committee according to the diagram at the end of these standards, as closely as possible and based upon the confines of the facility. The tables will be placed 6 feet to 8 feet from the wall, depending on what the facility permits. The chairs may be placed anywhere behind the tables as long as they do not go past the ends of the tables and are in a straight line. The emblem will be placed 4-8 feet from the front corner of the table depending on what the facility permits. The flag will be placed 4-8 feet from the front corner of the table depending on what the facility permits. Both the emblem and the flag will be placed at the same distance. The room will contain a center aisle. If facilities permit, the room could have at least one side aisle added.

## **PROHIBITED DEVICES**

Cell phones 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 SkillsUSA Championships director. If confirmed that the competitor used the device in a manner which compromised the integrity of the competition, the competitor's scores may be canceled.

## **SCOPE OF COMPETITION**

This is a teamwork and oral presentation competition that evaluates teams' understanding of the symbolic representation of the colors and assembled parts of the SkillsUSA emblem. Each team includes seven registered members in the roles of president, vice president, parliamentarian, reporter, treasurer, secretary and historian.

## **KNOWLEDGE PERFORMANCE**

There is no written test other than the SkillsUSA knowledge test which will be added to the performance score. Middle school competitors are exempt from testing requirements.

## **SKILL PERFORMANCE**

The competition is a demonstration of the SkillsUSA Opening and Closing Ceremonies conducted according to the script and description as printed in the SkillsUSA Championships Technical Standards.

## COMPETITION GUIDELINES

1. The official script and description for the competition shall be the one printed in the SkillsUSA Championships Technical Standards. No other method of performing the ceremony will be allowed for the purpose of the competition demonstration.
2. Teams will draw numbers during the pre-competition orientation meeting to determine the order of performance and demonstration times. Only the president, team captain or other representative of the team will attend the pre-competition meeting.
3. Each team must consist of seven registered members in the roles of president, vice president, parliamentarian, reporter, treasurer, secretary and historian.  
*Note:* The team may perform with six members (with a 17-point deduction) in the event that a member fails to show up or is forced to withdraw within five days of the competition. Another officer, not the president, will be assigned the missing part.
4. One member of the team, not the president, will deliver the thought for the day. It must be long enough to be scored for voice, stage presence and mechanics.
5. There is no time limit for the demonstration.
6. The team will be allowed three minutes to properly assemble the competition paraphernalia before the demonstration begins. Any number of team members may enter the room to set up. Members will be asked to leave the room when three minutes are up. No additional points are given for the manner in which the team comes into or leaves the room.
7. Only the official SkillsUSA emblem will be used.
8. If notification is given to the competition chairperson at the competitor orientation meeting that one or more team members will not say the Pledge of Allegiance for religious reasons, no points will be deducted. However, if no one on a team says the pledge, 42 points will be deducted.

## EVALUATION CRITERION

Evaluations will be made by visual observation at the performance. A scoring rubric will be used.

## OFFICIAL OPENING CEREMONY

The officers will walk in from the outside entrance to their respective places and remain standing.

**President:** (Raps twice with gavel.) The meeting will come to order. The thought for the day will be given by the (designated officer).

**Designated Officer:** (Gives the thought for the day at the speaker's stand and returns to his or her seat.)

**President:** (Raps gavel once to seat the officers.) The emblem is symbolic of the SkillsUSA organization. You are about to witness the emblem ceremony, in which the meaning of each component of our emblem will be given and the significance of the colors described. (Raps gavel once, calls for Mister or Madame Parliamentarian and steps directly back.)

**Parliamentarian:** (Picks up the shield and moves to speaker’s stand and presents emblem piece, then pauses.) The shield represents patriotism. (Pauses.) The shield denotes our belief in democracy, liberty and the American way of life. (Moves to the emblem, presents piece to judges, pauses, and affixes the shield to the SkillsUSA emblem stand, calls for Mister or Madame Reporter and returns to seat.)

**Reporter:** (Picks up the gear and moves to the speaker’s stand and presents emblem piece, then pauses.) The gear represents the industrial society. (Pauses.) The gear, symbolic of the industrial society, denotes the interdependence and cooperation of the individual working with labor and management for the betterment of mankind. (Moves to the emblem, presents piece to judges, pauses, and affixes the gear to the emblem, calls for Mister or Madame Treasurer and returns to seat.)

**Treasurer:** (Picks up the torch and moves to speaker’s stand and presents emblem piece, then pauses.) The torch represents knowledge. (Pauses.) The flaming torch reflects the light of knowledge, which dispels the darkness of ignorance. In the light of the torch, progress will be made toward the vocational goals of the individual. (Moves to the emblem, presents piece to judges, pauses, and affixes the torch to the emblem, calls for Mister or Madame Secretary and returns to seat.)

**Secretary:** (Picks up the orbital circles and moves to speaker’s stand and presents emblem piece, then pauses.) The orbital circles represent technology. (Pauses.) The circles represent the challenge of modern technology and the training needed to accept and master new technical frontiers and the need for continuous education. (Moves to the emblem, presents piece to judges, pauses, and affixes the circles to the emblem, calls for Mister or Madame Vice President and returns to seat.)

**Vice President:** (Picks up the hands and moves to speaker’s stand and presents emblem piece, then pauses.) The hands represent the individual. (Pauses.) The hands portray a search for knowledge and our desire to acquire a skill. In the process of attaining knowledge and skill, we will develop a respect for the dignity of work and become productive and responsible citizens. (Moves to the emblem, presents piece to judges, pauses, and affixes the hands to emblem, calls for Mister or Madame Historian and returns to seat.)

**Historian:** (Moves to emblem and pauses.) With the affixing of the golden hands, we add the final official color of SkillsUSA. The colors of the emblem represent our organization. Red and white represent the individual states and the chapters; blue represents the common union of the states and the chapters; and gold represents the individual, the most important element of SkillsUSA. (Calls for Mister or Madame President and returns to seat.)

**President:** (Picks up the letters ‘SkillsUSA’ and moves to emblem. Presents piece to judges, then pauses and affixes the letters to emblem; pauses.) All of the components constitute our emblem. Separately, they could be applied to many organizations, but as one unit, they represent the fundamental principles and purposes of our organization. The emblem represents SkillsUSA. (Returns to speaker’s stand and pauses. Raps three times with gavel for all to stand.) We will

respect the flag with the Pledge of Allegiance. (In unison, team members turn to flag and place their right hands over their hearts.)

**In Unison:** I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all. (In unison, right hand is lowered to side and all turn to front.)

**President:** (Raps once with gavel for all to be seated.)

## OFFICIAL CLOSING CEREMONY

**President:** Mister or Madame Secretary, have you a record of any further business to come before the meeting at this time?

**Secretary:** (Rises.) I have none, Mister or Madame President. (Is seated.)

**President:** Does any member know of any new or unfinished business that should come before this meeting? (Pauses for response.) Since there is no further business to come before the meeting at this time, we will prepare to adjourn. Since the rule is the basic instrument of our work, it is particularly fitting that we select the Golden Rule, “Do unto others as you would have them do unto you,” to govern our lives. Let us speak our pledge. (Raps three times with the gavel for all to rise and leads in reciting the pledge.)

**In Unison:** Upon my honor, I pledge:

To prepare myself by diligent study and ardent practice to become a worker whose services will be recognized as honorable by my employer and fellow workers.

To base my expectations of reward upon the solid foundation of service.

To honor and respect my vocation in such a way as to bring repute to myself.

And further, to spare no effort in upholding the ideals of SkillsUSA.

**President:** I now declare this meeting adjourned until our next regular meeting or until a special meeting shall be called by your president. (Raps once with gavel.)

(All officers turn in unison and exit the room in a formal manner.)

## **STANDARDS AND COMPETENCIES**

### **OCC 1.0 — Demonstrate proper room setup that contribute to the team's task**

- 1.1. Assemble the competition paraphernalia properly

### **OCC 2.0 — Demonstrate teamwork and coordinated activities that contribute to the team's performance**

- 2.1. Enter/exit room in step
- 2.2. Sit, stand and turn in unison
  - 2.2.1. Respond in unison to gavel raps immediately
  - 2.2.2. Sit, stand and turn together
  - 2.2.3. Synchronize movements
  - 2.2.4. Perform natural movements
  - 2.2.5. The sounding of the gavel will be the only sound made to signal movement
- 2.3. Handle emblem properly
  - 2.3.1. Pick up the pieces in the same smooth manner
  - 2.3.2. Keep emblem straight when being held
  - 2.3.3. All except the president and the historian move with the emblem to the speaker's stand and present piece to the judges
  - 2.3.4. Move with the emblem piece to the emblem stand
  - 2.3.5. Present emblem piece to judges
  - 2.3.6. Put emblem on the easel in the same manner
- 2.4. Conduct pledges
  - 2.4.1. Place hand over the heart in unison in preparation for speaking the Pledge of Allegiance
  - 2.4.2. Keep hands at sides during SkillsUSA pledge

### **OCC 3.0 — Demonstrate professional presentation skills as in voice, stage presence, enthusiasm and mechanics**

- 3.1. Vary pitch, tempo, volume and enthusiasm of voices
- 3.2. Exhibit stage presence including poise, eye contact, confident appearance, attitude and natural movements
- 3.3. Use good language mechanics such as diction, pronunciation and enunciation
- 3.4. Speak words with feeling and understanding. Select and use proper tone when communicating with others.

### **OCC 4.0 — Communicate with teammates effectively by demonstrating accuracy of presentation**

- 4.1. Repeat aloud from memory the script exactly as written
  - 4.1.1. Include exact wording with commas, pauses and periods used in the correct places
  - 4.1.2. Repeat from memory all of both pledges in unison
- 4.2. Conduct a chronological presentation
- 4.3. Communicate with teammates effectively by striking sounding block with gavel in all instances

**OCC 5.0 —Pays attention to detail projecting a professional self-image through attire and grooming**

- 5.1. Wear clothing that fits well
- 5.2. Press clothing prior to performance
- 5.3. Wear the same style jacket as all members. Must have at least one or two buttons buttoned, but all team members must be the same. If a zipper jacket is worn, the jacket must be zipped halfway up or higher. All team members must be the same.
- 5.4. Wear the same style shirt, dress slacks, black socks and black dress shoes from the SkillsUSA Class A attire requirements as described in the “Clothing Requirements” section above.
- 5.5. Wear the same style shirt, slacks or skirt, dress shoes and same color sock/hose from the Class A SkillsUSA attire requirements. (Refer to clothing requirements.)
- 5.6. Arrange hair back and out of eyes for all competitors (does not have to be the same style).

**OCC 6.0 — SkillsUSA Framework**

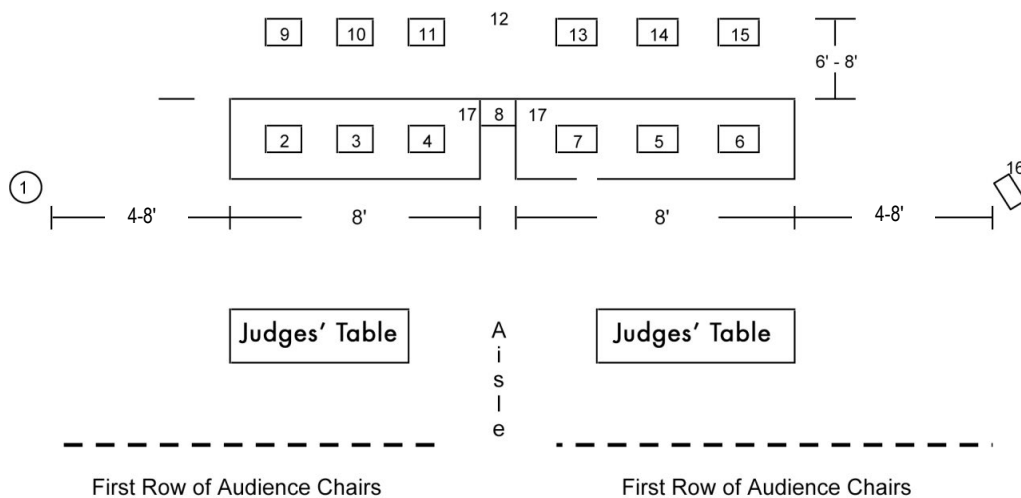
The SkillsUSA Framework is used to pinpoint the Essential Elements found in Personal Skills, Workplace Skills and Technical Skills Grounded in Academics. Students will be expected to display or explain how they used some of these Essential Elements. Please reference the graphic above, as you may be scored on specific elements applied to your project. For more, visit:

[www.skillsusa.org/about/skillsusa-framework/](http://www.skillsusa.org/about/skillsusa-framework/).





## OPENING AND CLOSING CEREMONIES ROOM DIAGRAM



### Diagram Key

1. American flag (4-8' from the front corner of the table)

### Emblem Plastics (Nos. 2-7)

*Note:* Teams may decide the proximity of the plastics to each other. However, they must still be placed in the specified order from the podium and may not overlap.

2. Shield
3. Gear
4. Torch
5. Orbital circles
6. Hands
7. Letters
8. Podium (speaker's stand)

### Chairs (Nos. 9-15)

*Note:* Teams may place the chairs any distance from the tables within the provided 6 feet to 8 feet space. For example, if the provided space is 7 feet, the chairs may be placed 1 foot, 2 feet, etc. from the table up to the point where the back of the chair is 7 feet from the table. Chairs must be in a straight line.

9. Parliamentarian
10. Reporter
11. Treasurer
12. President (no chair)
13. Secretary
14. Vice president
15. Historian
16. SkillsUSA emblem stand (easel — 4-8' from the front corner of the table)
17. Gavel and sound block (wooden block — either side is acceptable)

## **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 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.
- Identify words and phrases that signal an author's organizational pattern to aid comprehension.

## **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. For more information, visit: [www.nctm.org](http://www.nctm.org).*

### **Science Standards**

- Understands the scientific enterprise.

*Source: McREL Compendium of National Science Standards. To view and search the compendium, visit: [www2.mcrel.org/compendium/browse.asp](http://www2.mcrel.org/compendium/browse.asp).*

### **Language Arts Standards**

- Students adjust their use of spoken, written and visual language.
- 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](http://www.ncte.org/standards).*