



Promotional Bulletin Board

Theme: Ignite your Potential

ELIGIBILITY

Open to a team of three (3) active SkillsUSA members from the same local chapter (school). Each school in your District may send one high school and one college/postsecondary entry. A full team must be registered. See General Regulations for more information about substitution and penalty rules.

CLOTHING REQUIREMENTS

Please follow the SkillsUSA National Technical Standards Clothing Guidelines or your District Level 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 or longer)
- 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/non pattern.

These regulations refer to SkillsUSA Championships Clothing Classifications that are pictured and described at skillsusastore.org. If you have questions about competition uniforms, call the SkillsUSA Store at 888-501-2183.

EQUIPMENT AND MATERIALS SUPPLIED BY HOST

1. Stopwatch
2. Timecards (2-minute 30 seconds, 4-minute, 5-minute)



Promotional Bulletin Board

Theme: Ignite your Potential

EQUIPMENT AND MATERIALS SUPPLIED BY CONTESTANT

1. All students must have a one-page, typewritten resume.
2. Bulletin Board - District Level Progressive Content Sample
3. Bulletin Board Support
4. Official SkillsUSA or red three-ring binder documenting the project.

SCOPE OF THE CONTEST - (DEFINED BY THE NATIONAL COMPETITION REGULATIONS)

The bulletin board must be related to SkillsUSA and may include promotion of local SkillsUSA chapter activities. The bulletin board must carry out the established annual theme. It will be published on skillsusa.org/resources/member-resources/annual-theme/.

KNOWLEDGE PERFORMANCE

There is no general knowledge test required in this competition.

SKILL PERFORMANCE

The competition requires the development of a promotional bulletin board using the SkillsUSA national annual theme, and it may also include promotion of local SkillsUSA chapter activities or Career and Technical Education (CTE) programs. Communication skills will be evaluated through an interview.

Competition Guidelines

1. Bulletin Board Evaluation

- a. Size Requirements
 - 1). The size of the **district level sample** bulletin board will be 1' x 1' and up to 1/2" thick (drawing below).
 - a.) A penalty of five (5) points per 1/4" over size will be assessed.
 - b.) If an element is attached to the board and opens or unfolds, the depth of the element will be included in the thickness measurement (1/2" max) and will incur penalty points appropriately.
 - 2). A frame is not required but may be used if desired. A frame can be made from any material. A frame cannot exceed 1/2" in width.
 - a.) A penalty will be assessed for failure to comply.
 - b.) Additional information placed on the frame, such as engraving the theme, makes the frame part of the board and will be measured as such.
- b. Mounting board and support
 - 1). A foam core mounting board is required.
 - a.) A sketch or electronic copy of the design should be mounted to a foam core. The 1' x 1' scaled version of your design.
 - 2). Entries must be self-supporting. (The supporting device will not be included in the measurement.) See photos below. They are only suggestions to aid understanding. They



Promotional Bulletin Board

Theme: Ignite your Potential

are not the required style of support.

a.) A penalty will be assessed if the entry is not self-supporting.

c. Materials

- 1). District Level Progressive Content only requires a sketch or digital copy of your design idea. It can be sketched or printed on any paper medium. Printer paper, card stock, photo paper are all acceptable.

The following board requirements are from the National Technical Standards.

They also apply to the District Level Progressive Content Competition:

- 2). Student-taken photographs are allowed.
- 3). The chapter name, school, city, or state may be used without penalty.
- 4). Approved materials on the sample bulletin board used as background and to convey the message will be limited to the following paper products (elements may or may not be laminated for the District Level Progressive Content)
 - a.) Construction paper
 - b.) Poster board
 - c.) Foam core/gatorboard
 - d.) Cardboard
 - e.) Mat board
 - f.) High gloss photo paper printed on a large format printer/plotter.
- 5). **No other materials will be permitted including:**
 - a.) Highly adhesive vinyl, car-wrap material, or any non-paper products that have been printed or cut on a large-format printer/plotter may not be used.
 - b.) Glitter or foil, whether incorporated in paper or paint, is not to be used on any part of the board.
 - c.) **No** audiovisual equipment, electrical, mechanical, automatic, or manual moving parts.
 - i.) A penalty will be assessed for failure to comply.

d. Adherence to theme

- 1). The bulletin board must carry out the established annual theme (see above)
- 2). The bulletin board must be related to SkillsUSA and may include promotion of local SkillsUSA chapter activities.
- 3). The verbiage "SkillsUSA: "Ignite Your Potential" is required and should be text only. Use of the official SkillsUSA logo and any other themed logo artwork prepared by SkillsUSA (Framework, yearly theme, etc.) is prohibited.
 - a.) A penalty will be assessed for failure to comply.
- 4). The meaning and message of the bulletin board are apparent immediately. All imagery and text support the theme and concept.
 - a.) A penalty will be assessed for errors in grammar, spelling and punctuation.
- 5). Graphic elements, lettering and illustrations allow quick and clear comprehension of the bulletin board theme.
- 6). Lettering is related in scale and character to the spirit of the theme.



Promotional Bulletin Board

Theme: Ignite your Potential

e. Purpose and attention

- 1). The bulletin board is a tool to convey ideas, information, and/or activities related to SkillsUSA. The bulletin board is not intended to be a wall hanging or poster board.
- 2). Focuses attention on important items
- 3). Color and contrast command attention
- 4). Balance creates interest
- 5). Shapes, lines, spaces and colors create an interesting and readable bulletin board. All text should be legible for the viewing audience.

f. Quality of work

- 1). Follow U.S. copyright rules and regulations for all imagery.
- 2). Display materials used must be student-prepared, including design and cutting of interchangeable pieces.
 - a.) A penalty will be assessed for failure to comply.
- 3). Artwork is of consistent style and proportion.
- 4). Computer-generated type, art or photos are sharp/smooth (non-pixelated) and photos are properly exposed, well-cropped and suitably sized.
- 5). Interchangeable parts are required. An interchangeable part is one that is removed from the board and replaced with another element. The bulletin board should be designed to easily accommodate changes by using interchangeable parts to reflect activities and messages or draw attention to a function. **This portion is not required (but allowed) at the District Level. It must be explained during the presentation and in the binder.**
 - a.) Interchangeable parts are creative, purposeful and innovative, offering a clear message and changing ideas.
 - b.) Interchangeable parts are stiff and self-supporting with no paper curls, clean edges and smooth tiling.

g. Imagination, creativity and originality

- 1). Bulletin board shows originality.
- 2). The bulletin board is creative, in good taste and attractive.
- 3). Differences in color, line and shapes depict good design and imagination.
- 4). Illustrations, lettering and background harmonize and show innovation.

2. Binder documentation

- a. **IMPORTANT:** The documentation must be presented in an official 1" SkillsUSA three-ring binder **or** a red binder. For District Level Progressive Content, the binder needs a space designated for each required area below. Some sections will only need a title page reserving the space in the binder.

- 1). The binder must contain **no more than 20 pages.**

Note: A sheet of paper has two sides. Each side is considered one page. Therefore, a single sheet of unfolded paper is two pages.

- a.) A penalty will be assessed for each page beyond the limit.
- b.) If sheet protectors are used, two sheets of paper can be placed back-to-back, creating a front and back page. This would be considered two pages.



Promotional Bulletin Board

Theme: Ignite your Potential

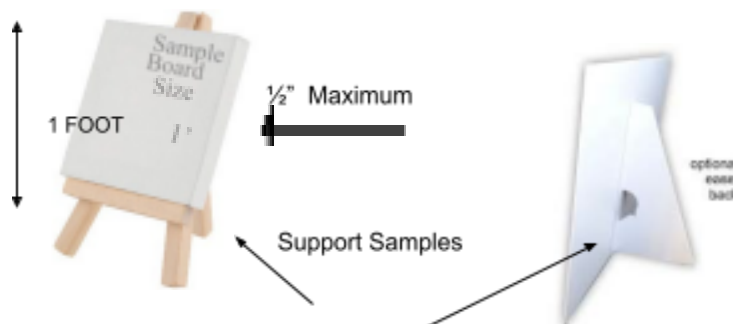
- c.) Unused sheet protectors will count as pages, as will any additional documents (such as extra resumes) placed in the binder.
 - d.) Any pages contained in a pocket, folded page, or similar features will be counted as additional pages and will be subject to penalty.
 - b. The binder is judged separately from the board and should tell the story of the development of the board.
 - c. The binder must be presented with the bulletin board.
 - d. The binder must include descriptions of the plan to be completed by the State Leadership and Skills Conference in April. If photos are available at this time, they may be blended with other areas of the book but must have a caption describing the photo.
 - e. The binder should be well organized and presented in the following order. Failure to supply the required information will result in a penalty.
 - 1). Verification letter - required
 - a.) A letter of verification (affidavit) signed by all team members on 8.5"x11" paper, countersigned by their school's administrator and instructor or SkillsUSA advisor, stating the team submission is original work created by the team members during the current school year. Credits for any students assisting with the project should be listed along with details of the work they performed. The letter should be printed on the school letterhead.
 - b.) The letter must identify the school, city, and state.
 - c.) The letter must identify the local advisor.
 - d.) The letter must identify the three students that make up the team.
 - i.) The letter must state the division (high school or college/postsecondary).
 - ii.) The letter must identify the full name and title of the local administrator who signed.
 - 2). Purpose - required
 - a.) Binder must include a brief description of the purpose.
 - 3). Educational Value - required
 - a.) Binder must state educational value: What **will** the students learn while working on the board? What **can viewers expect to learn** from the bulletin board?
 - 4). Development/Construction – not required, insert a title page to reserve the page
 - 5). Cost of Materials - not required, insert a title page to reserve the page
 - 6). A photo of the final bulletin board with team members holding the binder – not required, insert a title page to reserve the page
 - 7). Resumes needed.
- ### 3. Presentation and Interview
- a. All three (3) members are required to participate in the presentation and interview.
 - 1). Penalty for each missing/non-speaking team member will be assessed.
 - b. Team members will have three (3) to five (5) minutes to present information. 1). A penalty of five (5) points for each fraction of 30 seconds under three (3) minutes or over five (5)



Promotional Bulletin Board

Theme: Ignite your Potential

- minutes will be assessed.
- c. Notecards may be used during the District Level Progressive Content. **No** electronic devices.
 - d. Explain the plan/or demonstrate the use of interchangeable parts and use the binder along with the bulletin board to enhance the presentation.
 - 1). If an interactive component (e.g., QR code, software link, etc.) is showcased or demonstrated during the presentation, it is acceptable to use an electronic device appropriately. Use of an electronic device during any other time of the presentation will result in a penalty.
 - e. Describe the bulletin board and how it conforms to the theme.
 - f. Explain the process the chapter followed to determine the scope and design of the bulletin board.
 - g. Purpose and educational value of the bulletin board.
 - 1). What will the students learn while working on board?
 - 2). What can viewers expect to learn from the bulletin board?
 - h. Discuss how the chapter members will participate in the construction of the bulletin board.
 - i. Explain where and how the bulletin board will be used after the competition.
 - j. Discuss the benefits of the bulletin board to the chapter members.
 - k. Shared speaking skills to include variances of pitch, tempo, volume, and enthusiasm will be judged.
 - l. Shared stage presence, including poise, eye contact, gestures, confident appearance, and attitude will be judged.
 - m. Shared mechanics such as diction, grammar, pronunciation, and enunciation will be judged.
 - n. Fully developed conclusion to presentation
 - o. Question/answer session
 - 1). Answers are appropriate, organized and reflect logic and clarity.
 - 2). Answers reflect knowledge and involvement in the promotional bulletin board project.





Promotional Bulletin Board

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Promotional Bulletin Board Rubric

Item Name	Description	Possible Points
Verification Letter		5
Purpose		20
Educational Value		20
Supporting Evidence		20
Development and Construction		20
Notebook Layout and Formatting		10
Additional Consideration		25
Table of Contents		5
All Sections are neatly labeled and clearly marked		5
Specified size limits	Penalties if over limits - 5 points per factor	10
Digital components referenced in the presentation in the notebook		5
	Subtotal =	120
No Resume per member	Deduction -5	
Clothing Penalty	Deduction -10	
Per ¼" over the frame	Deduction -5	



Promotional Bulletin Board

Theme: Ignite your Potential

TOTAL =

Note: No cell phones or other electronic devices may be used at any time during a competition; this includes using a calculator function on a cell phone for competitions in which calculators are permitted.

(only use of a cell phone for QR codes, etc.- cell phones need to be handed to the judges before and after each us)

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 SkillsUSADistrict Leader and Grievance Team. 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.

Note: Scorecards should only be used as guidance. Changes may occur.