



Nathan Deal
Governor

Gretchen Corbin
Commissioner

MEMORANDUM

TO: SkillsUSA Advisors

FROM: Tjazha Mazhani, SkillsUSA Georgia Postsecondary State Director

DATE: March 8, 2017

We are only a few weeks away from the BIG EVENT!!! 2017 SkillsUSA State Conference!! I know each of you are excited about attending and participating as I am!!

The hotels will take your college checks the day of check-in. Do not forget to turn in your tax exempt forms at check-in.

I am sending you the tentative schedules for the conference. When you pick up your registration packets you will receive a printed program. The Welding Fabrication teams will pick-up their name badges on Thursday morning at the GICC from Mr. David Hall at 7:30am. Any advisors that will be accompanying their Welding Fab teams will also need a name badges. I will need for the lead advisor to email me the name and contact information of the advisor/instructor that will be at the GICC with the Welding Fab team by Friday, March 17.

Advisors after you arrive at the hotel on Thursday morning, have one advisor from your college to proceed to the lower level of the hotel to pick-up your college packets from the registration area. You will be given a list of your contestants that were registered for the conference. You will be asked to review the list and let the person in registration know if you have any No Shows. This is very important that the advisor that picks-up your college registration packet knows this information. If he or she does not, they will not be allowed to pick up the packet.

Dr. John Scott and I will be sending out tool lists and any contest updates over the next few weeks. Please make sure you keep check-in your emails from the SkillsUSA listserv as well as the SkillsUSA Georgia Postsecondary website.

Advisors, please remember that we have a dress code at this conference. Everyone entering the Ballroom for the Opening Session and the Awards Session will be required to be dressed in

Business Casual, SkillsUSA Official Attire and shirts must have a collar. Denim, sandal, and revealing clothing are not considered appropriate dress for this conference and anyone wearing this will not be allowed into either session. Also, if your students have family members attending the Awards Session, they must also follow the dress code.

Advisors, we will be electing the 2017-2018 State Officer Team on Thursday night immediately after the Opening Session during the delegate meeting. Each college will have 1 voting delegate with 1 additional voting delegate per 10 student members. (For example: your college student membership is 25, you then will receive in your packet 3 Voting Delegate Ribbons). Make sure you designate which students will be voting delegates and make sure they attach the voting delegate ribbon to bottom of their name badge.

Advisors, if you have a grievance on any contest held at Atlanta Tech you have 30 minutes after the contest has ended to file such grievance. You will need to come to Room B205A in the Dennard Building and see Tjazha Mazhani, Dr. John Scott, or any Planning Committee member to file a grievance.

Advisors, if you have a grievance on any contest held at the GICC you have 30 minutes after the contest has ended to file such grievance. You will need to come to Office B and see David Hall to file a grievance. Keep in mind that the decision of the grievance committee is final and cannot be appealed.

Advisors, please remember that each college is to furnish prizes for two (2) contests. The amounts are: 1st place \$75, 2nd place \$50 and 3rd place \$25. Please make sure that you have your prizes labeled as to which contest and which place, this includes gift cards. **Remember do not bring prizes that have your college logo on them.** If you have further questions or need to add your college to the prize grid please contact; Ms. Cynthia Carter at ccarter@southgatech.edu.

SkillsUSA Georgia Postsecondary TENTATIVE CHAMPIONSHIPS SCHEDULE

Thursday, March 23, 2017

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| 7:30 a.m. | Welding Fabrication Contestants (Report to the GICC Lobby A to see David Hall) |
| 8:00 a.m. – 12:00 p.m. | Welding Fabrication Competition (GICC) |
| 9:00 a.m. - 1:00 p.m. | Registration and Prize Drop-Off (Renaissance Concourse Atlanta Airport Hotel lower level) |
| 9:00 a.m. – 4:00 p.m. | Exhibit Hall Open-Tech Expo (GICC) (Must Have Name Badge) |
| 10:00 a.m. – 10:30 a.m. | State Officers Candidate Meeting |
| 11:00 a.m. – 12:00 p.m. | Digital Cinema Production Orientation (Ballroom, Renaissance Hotel) |
| 11:00 a.m. – 1:00 p.m. | State Officer Candidate Interviews |
| 1:00 p.m. – 4:00 p.m. | State Officer Candidate Campaigning (Lower Level of Hotel) |
| 2:30 p.m. – 3:00 p.m. | Mandatory Orientation of all GICC with exception of Allan Vigil Ford Contestants (Ballroom, Renaissance Hotel) |
| 3:00 p.m. – 3:30 p.m. | Mandatory Orientation of all Atlanta Technical College Contestants (Ballroom, Renaissance Hotel) |
| 3:30 p.m. – 4:00 p.m. | Mandatory Orientation of Advisors (Ballroom, Renaissance Hotel) |
| 3:00 p.m. – 6:00 p.m. | Auto Refinishing and Collision Repair (Allan Vigil Ford/Classic Collision) (Part I) |
| 7:00 p.m. – 9:00 p.m. | Opening General Session (Ballroom, Renaissance Hotel) (Including Delegate Assembly) |

SkillsUSA Georgia Postsecondary

TENTATIVE CHAMPIONSHIPS SCHEDULE

Friday, March 24, 2017

Leadership, Occupationally Related, and Skilled and Technical Sciences Contests

Atlanta Technical College

8:00 am-8:30am. Briefing of Chairpersons and Judges for the following contest:

First AID/CPR, Advertising Design, Commercial Baking Technology, Information Technology System, Computer Programming, Cosmetology, Culinary Arts, Digital Cinema Production, Early Childhood Education, Electronics Technology, Esthetics, Mechatronics, Medical Assisting, Medical Math, Medical Terminology, Nail Care, Nurse Assisting, Practical Nursing, Related Technical Math, Restaurant Services, Technical Computer Applications, Television Production, and Web Design.

8:40am-9:00am. Contestant Briefing for the Following Contest: (In Contest Area)

First AID/CPR, Advertising Design, Commercial Baking Technology, Information Technology System, Computer Programming, Cosmetology, Culinary Arts, Digital Cinema Production, Early Childhood Education, Electronics Technology, Esthetics, Mechatronics, Medical Assisting, Medical Math, Medical Terminology, Nail Care, Nurse Assisting, Practical Nursing, Related Technical Math, Restaurant Services, Technical Computer Applications, Television Production, and Web Design.

9:30am-10:00am Quiz Bowl Practice in Auditorium on second Level of C Building

10:00am-10:30am. Briefing of Chairpersons and Judges for the following contest:

American Spirit, Chapter Display,, Employment Application, Extemporaneous Speaking, Job Interview, Job Skills Demonstration A, Job Skills Demonstration Open, Opening & Closing Ceremonies, Prepared Speech, Promotional Bulletin Board, Quiz Bowl, Customer Service, Entrepreneurship, Health Knowledge Bowl, and Health Occupation Professional Portfolio.

10:40am-11:00am. Contestant Briefing for the following contest: (In Contest Area)

American Spirit, Chapter Display, Employment Application, Extemporaneous Speaking, Job Interview, Job Skills Demonstration A, Job Skills Demonstration Open, Opening & Closing Ceremonies, Prepared Speech, Promotional Bulletin Board, Quiz Bowl, Customer Service, Entrepreneurship, Health Knowledge Bowl, and Health Occupation Professional Portfolio.

SkillsUSA Georgia Postsecondary TENTATIVE CHAMPIONSHIPS SCHEDULE

Friday, March 24, 2017

Construction and Transportation Related Contests

Georgia International Convention Center (GICC)

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| 7:15am | CEFGA Breakfast for Construction Related Contestants and Construction Related Advisors |
| 8:45am | Ribbon Cutting Ceremony, GICC |
| 9:00am-3:00pm | Competitions for GICC Contests except Welding (Note: some contests may run longer) |
| 1:00pm-5:00pm | Welding Contest, GICC |
| 9:00a.m. - 3:00p.m | West Georgia Technical College Mechatronics Contest Contestants must arrive by 8:30a.m for contest orientation |
| 7:30a.m. – 3:00p.m. | Classic Collision/Allan Vigil Ford Auto Refinishing and Collision Repair |

Awards Ceremony

Renaissance Atlanta Concourse Airport Hotel

Saturday, March 25, 2017

10:00 a.m. – 12:00 p.m.

8:30 a.m. – 12:30 p.m.

Prize Room Open

10:00 a.m. – 12:00 p.m.

Awards Ceremony

Additional Championships/Conference Information

March 17th, 2017 Robotics & Automation Contest at North Georgia Tech in Clarksville, GA. Contestants and advisers need to arrive by 8:00 a.m. for the contest orientation meeting

March 20th, 2017 Telecommunication Cabling Contest at Wiregrass Tech (Fitzgerald Campus) Contestants and advisers need to arrive at 8:00 a.m. for the contest orientation meeting.

March 24th, 2017 Photography Contest at Gwinnett Tech Contestants and advisers need to arrive at 8:00 a.m. for the contest orientation meeting.

March 24th, 2017 Mechatronics Contest at West Georgia Tech Contestants and advisers need to arrive at 8:00 a.m. for the contest orientation meeting.

Important Policy Information:

Established Performance Level:

All contestants, with the exception of those in Related Technical Math, must score at least 70% of the total possible points of the contest to be awarded first place and be eligible to advance to the National Championships. Most of our contests have a 1000 total point value, which means that contestants must score 700 points. Related Math Contestants must score 60% of the total possible points in the written test only contest. This means that there may not be a first place winner announced at the Awards Ceremony.

The skilled and technical sciences and specific occupationally related contests typically require three contest components: written test (usually 150 pts.), oral assessment (usually 50 points) and skill performance (usually 800 points)

Written Tests:

Contests that require a written test may be administered prior to the Championships or taken as part of the contest day activity. The SkillsUSA Georgia Postsecondary website has the online testing information. On line test can be taken under the supervision of a college test proctor between March 1st and 17th. Failure to do so will result in a substantial loss of points on the contest.

Resumes:

A one-page resume is required to be submitted to the technical chairperson of all contests this year (this is a change from the past). Failure to submit a resume or a resume more than one page in length will result in penalty points being assessed.

Official Dress:

Official dress is not required for any state level contest. There are recommended clothing colors for some contests that have been sent out to advisers. Generally, CEFGA (construction related) contestants are to wear tan khaki pants and TEFGA (transportation related) blue pants (no denim). Please wear the suggested dress for the Opening and Awards ceremonies. No clothing penalty points will be deducted unless the dress is totally inappropriate or it constitutes a safety issue (especially footwear).

Code of Conduct:

The state conference and Championships is a college event and students and advisers are expected to abide by the code of conduct specified by their colleges at all times in travel and at the conference. Any damage to hotel property (including smoking in rooms) will be the responsibility of the occupant(s).

Personal Safety:

Please be sure to lock you hotel room at all times. Please remove valuables from cars and vans. Please travel or walk in groups if possible, even on the hotel grounds. Please may attention to evacuation plans posted on your hotel door or some other location.