Montana FCCLA Competitive Events Manual



Rules and Guidelines

June 2016

Montana Competitive Events Manual ★ Revised June 2016 1 | P a g e

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Note: Throughout the manual, the term entrant refers to an individual or a team.

Note: Policies and events offered are determined by the MT FCCLA Board of Directors. Events offered will be based on number of entrants from previous years, Family & Consumer Sciences content and available resources. Any questions or suggestions should be send via email to the Board President and State Director.



Competitive Events:

Involvement in FCCLA's Competitive Events programs offers members the opportunity to expand their leadership potential and develop skills for life necessary



in families, communities, and workplaces. Members can demonstrate Family and Consumer Sciences skills, career skills, and interpersonal skills through the following competitive events:

- **Skill Demonstration Events** provide opportunities for members to demonstrate college and career-ready skills in Family and Consumer Sciences and related occupations. Students compete at the National Cluster Meeting <u>and/or</u> the Montana State Leadership Conference. They culminate at the respective conference.
- National STAR Events (Students Taking Action with Recognition) are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation. Students compete at the State Leadership Conference to qualify for the National Leadership Conference.
- **National Online STAR Events** are competitive events conducted by National FCCLA online only. Applications must be submitted electronically directly to National FCCLA.
- National Family and Consumer Sciences Knowledge Bowl is a three-level, team competition that challenges students' knowledge of all aspects of Family and Consumer Sciences. Chapters must qualify and compete at a National Cluster Meeting in the fall to qualify for the National Leadership Conference.
- Montana Knowledge Quest is an activity to encourage members to learn more about the FCCLA organization and reinforce knowledge learned in Family and Consumer Sciences (FCS) courses. Students compete at the district level to qualify to compete at the State Leadership Conference where the competition culminates.

Event	Where is the eve	nt conducted?			
	Montana Fall District Meeting	Montana State Leadership Conference	National Cluster Meetings	Online via National FCCLA	National FCCLA Leadership Conference (must qualify)
Skill Demonstration Events		*	*		
National STAR Events		*			*
National Online STAR Events				*	*
National FCS Knowledge Bowl			*		*
Montana Knowledge Quest	*	*			

Preparation Checklist for Advisers

This checklist is designed to give you, the adviser, an organized view of Competitive Events and to ensure all requirements for the students have been met. Please read the information carefully and completely to ensure you and your students understand all requirements.

Tip: Have students review this checklist early in the fall to avoid missing deadlines and opportunities.

- Distribute information about competitive events to your members.
 - The Montana Competitive Events Manual tables for each type of event is recommended.
 - <u>STAR Event Demonstration Videos</u> are available.
- □ After the members have selected their events, ensure they are eligible to compete.
 - View the Montana Competitive Events Manual.
 - For STAR, Skill Demonstration and National FCS Knowledge Bowl, view the <u>National FCCLA</u> <u>Competitive Events Guide</u> for the events they are interested in competing.
- Give members copies or electronic access information about their event:
 - o Policies, eligibility and general rules found in the National FCCLA Competitive Events Guide
 - Montana Competitive Events Manual
 - o If applicable, access event resources: <u>National FCCLA STAR Event Resources</u>.
 - Look for this icon next to events which have resources on the National FCCLA Website.
- □ If there are questions, reference the <u>National FCCLA Question and Answer Guide</u> or contact the Montana FCCLA State Leadership Team.
- □ For events conducted at the Montana State Leadership Conference, members must register by the date specified in the State Leadership Conference Registration Materials.
- Ensure that the students' state and national dues have been paid in full before registration can be completed for the Montana State Leadership Conference.
- After students have completed their project, go over all requirements with them and make sure the guidelines have been met. Download new <u>National FCCLA Competitive Events Guide</u> pages as event policies may be updated throughout the year.
 - Tip: National FCCLA posts a <u>Major Changes to Competitive Events Guide</u> to highlighting changes from the previous year.



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Competitive Event Information

Event Categories:

- 1. An event category is determined by the Entrant's grade in school during the school year preceding the National Leadership Conference.
- 2. Event categories are defined as:
 - Junior FCCLA chapter members through grade 9; who are identified as comprehensive members through national affiliation;
 - Senior FCCLA chapter members in grades 10-12; who are identified as comprehensive members through national affiliation;
 - Occupational (Only applies to Skill Demonstration and STAR Events) FCCLA chapter members in grades 10-12; who have been or are currently enrolled in occupational Family and Consumer Sciences coursework as approved by the Montana Office of Public Instruction Family & Consumer Sciences Education Specialist; and who are identified as occupational members through national affiliation.
- **3.** Cooperative Events: reference the National Competitive Events Manual for guidelines regarding the formation of teams.
- 4. Team events may have one, two <u>or</u> three participants from the same chapter (with the exception of the Culinary Arts and Parliamentary Procedure STAR Events).

Award System:

The following award system is followed in Montana.

Entrants will be evaluated on a point system. Each Entrant will be demonstrating proficiency to the degree that points are accumulated sufficient to earn certificate of participation, bronze, silver or gold will receive that award at the Awards Program during the annual State Leadership Conference.

Gold	90-100
Silver	70-89.99
Bronze	50-69.99
Certificate of Participation	49.99 and below

Special Needs Students:

Students with special needs are encouraged to participate in Skill Demonstration and/or STAR Events. Advisers will indicate the specific needs of the Entrant during the On-Line Event Registration process. Scoring for the event will be at the discretion of the judges.

Advisers: Be sure to consult your district as to the policy and forms required to identify a special needs student as outlined by FERPA.

Competitive Events Rules – Montana State Leadership Conference

Entrant: can be a team or individual

Eligibility:

- 1. Entrants must be paid members of a nationally affiliated FCCLA chapter in good standing (all financial obligations at the district and state level have been met.
- 2. A chapter may have a maximum of:
 - a. Two entrants per category in any STAR Competitive Event. However, Chapter in Review and Online STAR Events may only have one entrant per chapter per National FCCLA policy. (edited June 2016)
 - b. Three entrants in any SKILL Demonstration Event. (added February 2015)
- 3. An individual member may enter up to two Skill Demonstration or STAR events. (edited June 2016)
- 4. Once an entrant wins 1st place in a Skill Demonstration Event, he/she may not compete in any category in the same event again.
- 5. Once a member has competed in an individual or team STAR Event at the FCCLA National Leadership Conference, they may not enter the same event, under any category, again. (edited June 2015)

Registration Process:

- 6. Entrants must follow Online Event Registration requirements in order to compete at the State Leadership Conference. Entrants not registered online will be disqualified.
- 7. Each individual registering to compete in a Skill Demonstration or STAR Event will pay a non-refundable Event Registration Fee of \$7.00.
- 8. Entrant's national affiliation must match event category registration at the state level. (i.e. comprehensive members registered for junior or senior category; occupational members registered for occupational category; please refer to the event categories section on previous page for additional information)

Preparing for and during competition:

- 9. Entrant must supply all equipment and supplies unless otherwise specified for the event.
- 10. Entrants MUST be appropriately dressed for each event following the Montana FCCLA Dress Code or the Competitive Events Manual guidelines. (edited June 2016)
- 11. Notification of participation cancellations should be given to Montana FCCLA at the earliest possible date prior to the competition.
- 12. No substitutes or alternates will be allowed to take the original entrant's place in individual events at State Leadership Conference or National Leadership Conference. The only time a team substitute is allowed is to replace the fourth member of 4-member Parliamentary Procedure Team. (edited June 2015)
- 13. All entrants must check-in during on-site orientation at the specified time following the event guidelines as specified in the National FCCLA Competitive Event Guide Point Summary Forms. If entrant(s) do not check in, they are still eligible to compete but will not receive points on the point summary form. (edited January 2016)
- 14. When applicable, event testing will occur on-site at the designated time in the State Leadership Conference schedule. Failure to attend and take the test during the specified time frame will result in a test score of zero. (edited June 2016)

- 15. Entrant must be on time for assigned competition unless he/she had informed the Event Lead Coordinator, prior to the day of competition, of a conflict with another FCCLA conference responsibility. Unless there is an event conflict, the entrant will be disqualified if more than 15 minutes late.
- 16. Entrants waiting to compete must be respectful of others in the event area.
- 17. No cell phone use policy during Skill Demonstration and STAR Events.
- 18. There will be no talking in the event rooms. All instruction should be done prior to the event. Any coaching at the event will disqualify the student.
- 19. Observers may be allowed in events at the discretion of the State Director and Headquarter Lead. They will determine and announce which events, if any, will allow observers during the callback portion of the event only. Observation rules will be distributed and posted at the State Leadership Conference.
- 20. Events may be conducted simultaneously in rooms during the State Leadership Conference at the discretion of the State Leadership Conference Coordinator.
- 21. The top entrants, per event per category who score at least an 85 will qualify for National FCCLA. National FCCLA event guidelines will be used to determine the number of entrants eligible to attend. (edited February 2016)
- 22. Scores and results of the event will be kept confidential until the awards are given. The decision of the judges is final. Any questions or concerns regarding the decisions of the judges should be submitted in writing to the State Director and State Adviser within 10 working days of the conference.
- 23. The highest scoring Skill Demonstration Event entrant will receive a trophy as long as they received a gold or silver. (added June 2015)

Skill Demonstration Events*

Purpose: Provide opportunities for members to demonstrate college and career-ready skills in Family and Consumer Sciences and related occupations.

Events offered at Montana State Leadership Conference: Annually, the Montana FCCLA Board of Directors selects which events will be offered. See the chart below for event information.

Competition levels: Students may compete at the National Cluster Meeting on a rotation schedule <u>and/or</u> the Montana State Leadership Conference. In Montana, testing events occur at the State Leadership Conference. Skill Demonstration events culminate at the respective conference.

Award: Gold, Silver, Bronze or Certificate of Participation at the Montana SLC. Trophy for 1st place finisher who scores at least a silver or gold.

Individual: <u>All</u> Skill Demonstration Events are individual events.

Event information and policies: Event Description and Policy: National FCCLA Competitive Events Guide

Event	Description	(Categor	у	Where	offered
		Junior	Senior	Occup	Montana SLC	Cluster Meeting
				ational		(on rotation)
Toys that Teach	Recognizes members for their ability to design, build, and demonstrate an original homemade toy which provides learning and play for either an individual child or a small group of children. The toy is to be constructed of common, everyday household items, meet safety guidelines, and be easy to carry and use.	*	*	*	*	*
Speak out for FCCLA	Recognizes members for their ability to utilize marketing and public speaking skills to promote Family and Consumer Sciences and FCCLA membership through participation in the FCCLA national program Power of One unit, "Speak out for FCCLA."	*	*	*	*	*
Fashion Sketch	Recognizes members for their ability to design and sketch a croquis based upon a provided design scenario.		*	*	*	*
Impromptu Speaking	Recognizes participants for their ability to address a topic relating to FCCLA and Family and Consumer Sciences without prior preparation. The ability to express one's thoughts in an impromptu situation while maintaining poise, self-confidence, logical organization of point, and conversational speaking are important assets in family, career and community situations.	*	*	*		*
Technology in Teaching	Recognizes members for their ability to select and critically evaluate an application (app) for use as part of a class offered in the Family & Consumer Sciences program.	*	*	*	*	*
Culinary Chicken Fabrication	Will showcase the best of participants' knife skills. Participants will safely fabricate a chicken into eight pieces, meeting industry standards and demonstrating proper safety and sanitation procedures.		*	*		*
Culinary Food Art	Will showcase the best of participants' creative and artistic skills in utilizing an assortment of fruits and vegetables to design and create an interesting food art item.		*	*		*
Culinary Knife Skills	Will showcase the best of participants'' knife skills. Participants will produce six uniform pieces for each knife cut meeting industry standards and demonstrate proper safety and sanitation procedures.		*	*		*
FCCLA Creed Speaking and Interpretation	Recognizes first-year members (through grade 9) for their ability to recite the FCCLA creed and interpret it within the context of their personal philosophy. This event provides an opportunity for members to gain self-confidence in public speaking while learning the values and philosophy expressed by the organization in which they hold membership.	*			*	*
	Testing Events					
	(tests conducted on-site at State Leadership Con	ference				

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Culinary Math Challenge	Is an applied academic math test which allows participants to complete everyday consumer challenges related to Family and Consumer Sciences subject matter, including personal finance and consumer education concepts.		*	*		*
Consumer Math Challenge	Is an applied academic math test which allows participants to complete everyday consumer challenges related to Family and Consumer Sciences subject matter, including personal finance and consumer education concepts.	*	*	*	*	*
arly Childhood Challenge	A knowledge and skills test which allows participants to complete challenges related to FCS subject matter including child development and early childhood education concepts.	*	*	*	*	*
lospitality, ourism and Recreation Challenge	A knowledge and skills challenge which allows participants to complete questions related to FCS content matter including Hospitality, Tourism and Recreation content.		*	*		*
icience in ACS Challenge	A knowledge and skills test which allows participant to complete challenges related to FCS subject matter including science and technology concepts related to food, health, and textile sciences.	*	*	*	*	*
CCLA (nowledge Challenge	A knowledge and skill test which allows participants to demonstrate their knowledge of FCCLA's programs, activities, leadership and chapter management.	*	*	*	*	*
Nutrition Challenge	A knowledge and skill test which allows participants to complete challenges related to Family and Consumer Sciences subject matter, including nutrition, wellness and other health concepts.	*	*	*	*	*

*Subject to change based on Skill Demonstration Event changes made by National FCCLA.

National STAR Events*

Purpose: (Students Taking Action with Recognition) are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation.



Events offered at Montana State Leadership Conference: In an effort to keep offering a variety of Competitive Events in Montana, the Board of Directors adopted a policy outlining an events rotation. While some events are offered annually, other events will only be offered on even or odd years.

Competition levels: Students compete at the State Leadership Conference to qualify to represent Montana at the FCCLA National Leadership Conference.

Award: Gold, Silver, Bronze or Certificate of Participation at the Montana SLC. Students may qualify for National Leadership Conference.

Event information and policies: Prepare for STAR events using the following process:

- 1. Review Event Description and Policy: <u>National FCCLA Competitive Events Guide</u>
 - a. Note: Event policies may be changed by National FCCLA at any time. Review the policy immediately before the competition.
- 2. If applicable, access event resources: National FCCLA STAR Event Resources

Event	Description	Category			Indivi and Tec	/or		en Offe ontanc	
		Junior	Senior	Occup- ational	Individ ual	Team	Annu ally	Even Years	Odd Year s
Career Investigation	Recognizes participants for their ability to perform self- assessments, research and explore a career, set career goals, create a plan for achieving goals, and describe the relationship of Family and Consumer Sciences coursework to the selected career.	*	*	*	*		*		
Culinary Arts	Recognizes chapters enrolled occupational culinary arts/food service training programs for their ability to work as members of a team to produce a quality meal using industrial culinary arts /food service techniques and equipment.			*		*	*		
Focus on Children	Recognizes participants who use Family and Consumer Sciences skills to plan and conduct a child development project that has a positive impact on children and the community.	*	*	*	*	*	*		
Food Innovations	Recognizes participants who demonstrate knowledge of the basic concepts of food product development by creating an original prototype formula, testing the product through focus groups and developing a marketing strategy.	*	*	*	*	*	*		
lllustrated Talk	Recognizes participants who make an oral presentation about issues concerning Family and Consumer Sciences and/or related occupations. Participants use visuals to illustrate content of the presentation.	*	*	*	*	*	*		
Job Interview	Recognizes participants who use Family and Consumer Sciences and/or related occupations skills to develop a portfolio, participate in an interview and communicate a personal understanding of job requirements.		*	*	*		*		
Life Event Planning	Recognizes participants who apply skills learned in Family and Consumer Sciences courses to manage the cost of an event.	*	*	*	*	*	*		
National Programs in Action	Recognizes participants who explain how the FCCLA Planning Process was used to implement a national program project.	*	*	*	*	*	*		
Recycle and Redesign	Recognizes participants who select a used fashion or home apparel item to recycle into a new product.	*	*	*	*		*		
Sports Nutrition	Recognizes participants who use Family and Consumer Sciences skills to plan and develop an individualized	*	*	*	*	*	*		

	nutritional plan to meet the needs of a competitive student athlete in a specific sport.								
Parliamentary Procedure	Recognizes chapters that develop a working knowledge of parliamentary law and the ability to conduct an FCCLA business meeting.	*	*	*		*	*		
Advocacy	Recognizes participants who demonstrate their knowledge, skills, and ability to actively identify a local, state, national, or global concern, research the topic, identify a target audience and potential partnerships, form an action plan, and advocate for the issue in an effort to positively affect a policy or law.	*	*	*	*	*		*	
Applied Math for Culinary Management	Recognizes participants who use Family and Consumer Sciences skills to demonstrate the application of mathematical concepts in the culinary arts industry.			*	*	*		*	
Chapter Service Project Display	Recognizes chapters that develop and implement an in- depth service project that makes a worthwhile contribution to families, schools, and communities. Students must use Family and Consumer Sciences content and skills to address and take action on a community need.	*	*	*		*		*	
Chapter Service Project Portfolio	Recognizes chapters that develop and implement an in- depth service project that makes a worthwhile contribution to families, schools and communities. Students must use Family and Consumer Sciences content and skills to address and take action on a community need.	*	*	*		*			*
Chapter in Review Portfolio**	Recognizes chapters that develop and implement a well- balanced program of work and promote FCCLA and Family and Consumer Sciences and/or related occupations and skills to the community.	*	*	*		*		*	
Chapter in Review Display**	Recognizes chapters that develop and implement a well- balanced program of work and promote FCCLA and Family and Consumer Sciences and/or related occupations and skills to the community.	*	*	*		*			*
Fashion Design	Recognizes participants who apply fashion design skills learned in Family and Consumer Sciences courses to design and market clothing styles.		*	*	*			*	
Hospitality, Tourism and Recreation	Recognizes participants who demonstrate their knowledge of the hospitality, tourism, and recreation industries and ability to translate their knowledge into a hypothetical or real business. Project must relate to culinary, lodging, recreation, tourism or event coordination.		*	*	*	*		*	
Interpersonal Communic- ations	Recognizes participants who use Family and Consumer Sciences and/or related occupations skills and apply communication techniques to develop a project designed to strengthen communication.	*	*	*	*	*		*	
Leadership	Recognizes participants who actively evaluate and grow in their leadership potential. Participants use the <i>Student</i> <i>Leadership Challenge</i> and supporting materials, to investigate their leadership ability and develop a mentorship relationship to further their leadership development.		*	*	*			*	
Nutrition and Wellness	Recognizes participants who track food intake and physical activity for themselves, their family, or a community group and determine goals and strategies for improving their overall health.	*	*	*	*			*	
Early Childhood Education	Recognizes participants who demonstrate their ability to use knowledge and skills gained from their enrollment in an occupational early childhood program.			*	*				*
Entrepren- eurship	Recognizes participants who develop a plan for a small business using Family and Consumer Sciences skills and sound business practices. The business must relate to an area of Family and Consumer Sciences education or related occupations.	*	*	*	*	*			*
Environmental Ambassador	Recognizes participants that address environmental issues that adversely impact human health and well-being and who actively empower others to get involved.	*	*	*	*	*			*

Fashion Construction	Recognizes participants who apply fashion construction skills learned in Family and Consumer Sciences courses to create a display using samples of their skills.		*	*	*			*
Interior Design	Recognizes participants who apply interior design skills learned in Family and Consumer Sciences courses to design interiors that meet the living needs of clients.		*	*	*	*		*
Promote and Publicize FCCLA	Recognizes participants who use communications skills and techniques to educate their schools and communities about FCCLA with the intention of growing chapters and strengthening FACS and FCCLA programs.	*	*	*	*	*		*
Teach and Train	Recognizes participants for their exploration of the education and training fields through research and hands- on experience.	*	*	*	*			*

*Subject to change based on STAR Event changes made by National FCCLA.

**Per National FCCLA, only one entry per chapter.

Montana State Leadership Conference 'Call Back' Procedure for STAR Events

Up to two STAR Event entrants in each event (with the exception of Culinary Arts) may qualify for National FCCLA. Therefore, each event must result in a 1st, 2nd, and 3rd place ranking (based on scores).

- 1. 'Call Backs' are used to determine <u>ranking</u> and apply to STAR Event entrants only. Use the following process:
 - a. Two or more sets of evaluators for an event and/or category: The top two entrants scoring at least an 85 with each set of judges per category will return for 'Call Backs'.
 - i. If a set of judges has only one 85+ entrant, then only one entrant enters 'Call Backs'.
 - ii. If a set of judges has no 85+ entrants, no entrants enter 'Call Backs'.
 - iii. Based upon the average score of <u>all judges</u> during call backs, entrants will be ranked 1st, 2nd and 3rd.
 - b. One set of evaluators for an event and/or category:
 - i. The top three entrants with a score of at least an 85 will be ranked 1st, 2nd, and 3rd.
 - ii. The initial highest score is the 1st place winner.
 - 1. If there is no tie for 1st place, call backs do not need to occur for this placement.
 - 2. If there is a scoring tie for 1st place, both entrants will be called back. The average call back scores will determine which entrant is ranked 1st and 2nd.
 - iii. If the initial scoring indicated a clear 2nd place winner, that individual would automatically receive 2nd place (if there was not a tie for first) or 3rd place (if there was a tie for first).
 - 1. If there is a scoring tie for 2nd place, both entrants will be called back. The average call back scores will determine which entrant is ranked 2nd and 3rd.
 - iv. If there is a scoring tie for 3rd place, it is at the judge's discretion if call backs will occur. They may either call back the entrants or assign a 3rd place ranking.
- 2. The entrant's medal will be based on the score from the first round evaluation.
 - a. Score sheets from both the first evaluation and the 'Call Back' will be returned to the entrants.
 - b. The Event Lead Coordinator should label the evaluation sheets with 'First Round' and 'Call Back', so the entrant knows which sheet is the official score.
- 3. Evaluator for call backs should be all evaluators from the category call back is being conducted. Any evaluator who knows or is from the same chapter as the competing entrant(s) will be asked to leave and not participate in the 'Call Backs'.
- 4. If a situation arises where all the evaluators are either from the same community as entrants in the 'Call Backs' or are related to entrants in the 'Call Backs', a complete new set of evaluators will be arranged. The STAR Events Management Team will be responsible for finding two non-partial evaluators to complete the evaluation.
- 5. If the Event Lead Coordinator is from a chapter involved in 'Call Backs', that coordinator should turn over the responsibilities to the assistant and not remain in the presentation room during the competition. Both coordinators and/or Management Team should tally scores if home chapters are involved.
- 6. If an entrant does not show up for scheduled 'Call Backs' on time, they will be eliminated from the 'Call Backs'.

National Online STAR Events*

Purpose: (Students Taking Action with Recognition) are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation.

Montana State Leadership Conference: National Online STAR Events are <u>not</u> conducted at SLC. However, students may attend SLC if they:

- Compete in another event in accordance with the Montana SLC event guidelines.
- OR, participate in another SLC activity including the Career Track, Leadership Seminar or serve as a student room consultant.

Competition Levels:

- Level one: Submit the digital project online for evaluation by **February 1**.
- Level two: The top entrants are invited to present their digital project plus an oral presentation at the National Leadership Conference.

Award: Gold, Silver, Bronze

Event information and policies: National FCCLA Competitive Events Guide

Event	Description	Category			Individual and/or Tear		
		Junior	Senior	Occupa tional	Individual	Team	
FCCLA Chapter Website	Recognizes participants who use a chapter website to educate, inform, and involve members and the general public about the importance of the Family and Consumer Sciences program and the FCCLA chapter.	*	*	*	*	*	
Digital Stories for Change	Recognizes participants who demonstrate their knowledge, skills and abilities to actively identify an issue concerning families, careers or communities; research the topic; and develop a digital story to advocate for positive change.	*	*	*	*	*	

*Subject to change based on National Online STAR Event changes made by National FCCLA.

National Family and Consumer Sciences Knowledge Bowl

Description: Family and Consumer Sciences Knowledge Bowl is a three-level, team competition that challenges students' knowledge of all aspects of Family and Consumer Sciences.

Competition levels:

- Level one: Ranking and qualifying test at National Cluster Meeting
- Level two: National Cluster Meeting Competition Rounds
- Level three: National Leadership Conference

Preparation materials: FCCLA Knowledge Bowl Prep Program

Event information and policies: National FCCLA Competitive Events Guide

Note: this event is <u>not</u> conducted at the Montana State Leadership Conference.

Montana Knowledge Quest

Description: Montana's Knowledge Quest (KQ) was established to encourage members to learn more about the FCCLA organization and reinforce knowledge learned in Family and Consumer Sciences (FCS) courses. This is not a Proficiency or STAR Event; it is just a fun added experience developed by Montana FCCLA for its members. KQ gives members an opportunity to compete at the District Meeting to qualify for KQ at the State Leadership Conference (SLC). Up to two chapter teams from each district ranging from one to four members will be eligible.

Montana State Leadership Conference: KQ team members are asked to also participate in a Career Track, Leadership Seminar, Proficiency, Skill Demonstration or STAR Event during SLC. This activity culminates at the State Leadership Conference.

Event information, policies and preparation materials: The State Executive Council (SEC) writes the district KQ test; the State Leadership Team along with SEC Advisers will review and finalize the test. The test will consist of 1/2 questions on FCCLA and 1/2 questions on basic FCS facts. FCCLA questions are covered in the Study Guide written yearly by the SEC and posted on the Montana FCCLA Web site; no study guide will be provided for FCS facts.

Competition levels:

Level 1 - KQ Guidelines for District Meetings

Each district officer team will determine at their pre-planning meeting if their district will offer Knowledge Quest at their upcoming District Meeting. If yes, follow the instructions below.

- 1. KQ teams will be comprised of up to four members from a chapter. Each district is allowed to advance up to two chapter teams to the State Leadership Conference.
- 2. Each chapter is allowed to register up to four members to take the written KQ test at the District Meeting. Copies of the test should be made in advance by the district president. It is recommended a team of district advisers correct the tests using the provided test key.
- 3. The test scores of each chapter will be averaged, and the top two chapter scores will determine the chapter teams for each district. If applicable, a third alternate (next highest chapter score) should also be announced in case a team cannot attend the State Leadership Conference. The chapter and team member names must be submitted by the district president to the state director immediately after the district meeting.
- 4. If a team member doesn't attend the State Leadership conference, no substitution is allowed.

Level 2 - KQ Guidelines for SLC

At the state level, the KQ is held is played as head to head competition. The number of rounds in this tournament is dependent on the number of teams entered.

- 1. Team members' advisers must indicate which of their students are participating in the KQ during SLC with the registration forms submitted to the State Director.
- 2. Location and time of KQ can be found in the SLC program received during SLC registration. All competing KQ participants need to be present at the starting time.
- 3. The moderator will prepare a double elimination bracket using the list of KQ teams submitted to the State Director. This bracket will be posted outside the KQ room the day of the competition.
- 4. Buzzers will be used during each round of the competition.
- 5. The moderator reads the questions for each round, and only the first answer from the team member who buzzes in will be accepted. The moderator will determine if the answer given by the team member matches the correct answer. If there is a question about the acceptability of the answer, the moderator may consult with the room judge.
- 6. Judge's decisions are final.
- 7. Spectators are allowed for all rounds. Spectators are asked to keep quiet and not use cell phones during the competition.
- 8. If a team member is in callbacks for a STAR Event, the team can compete without the member.