

# Technical Computer Applications



**Purpose:** To evaluate each contestant's preparation for employment and to recognize outstanding students for excellence and professionalism in the field of technical computer applications.

<b>Contest Location</b>	<ul style="list-style-type: none"> <li>▪ B-Hall</li> </ul>
<b>Eligibility</b>	<ul style="list-style-type: none"> <li>▪ Please refer to the National Technical Standards for this contest.</li> <li>▪ <i>May send 2 (two) competitors per school</i></li> </ul>
<b>Clothing</b>	<p><u>Business Casual:</u></p> <ul style="list-style-type: none"> <li>▪ Polo or other collared shirt and khakis or dress pants; NO JEANS. If a school logo, contestant name, or other identifier is listed on the shirt this must be covered.</li> </ul>
<b>Testing</b>	<ul style="list-style-type: none"> <li>▪ Students should be prepared to take a written SkillsUSA knowledge test. (Required for all contestants prior to contest day)</li> </ul>
<b>Provided by Contestant (Tool List)</b>	<ul style="list-style-type: none"> <li>▪ One copy of a 1-page typed personal resume</li> <li>▪ A computer running on a current operating system such as Windows 7 or higher with full administrative rights</li> <li>▪ Business application software that includes word processing, spreadsheets, presentations, and databases. Examples include Microsoft Office, or Google Suite (must be able to work offline)</li> <li>▪ Web browser such as Google Chrome, Microsoft Edge, or Mozilla Firefox.</li> <li>▪ 25-foot extension cord</li> <li>▪ 1 surge suppression power strip with six outlets</li> <li>▪ Paper and two pencils (sharpened)</li> <li>▪ An empty USB Drive to save files on</li> </ul>
<b>Special Notes</b>	<ul style="list-style-type: none"> <li>▪ Exhibit Halls do not open to observers until 12:00pm.</li> <li>▪ No smart watches, earbuds, or phones are permitted during the contest and/or in contest</li> <li>▪ No contact with anyone outside of the contest area once the contest begins</li> <li>▪ No inappropriate communication between contestants such as verbally degrading another contest</li> <li>▪ No cheating on any portion of the contest such as informing another contestant of the skills/test prior to competing.</li> </ul>

<b>National Technical Standards</b>	<ul style="list-style-type: none"><li>▪ Please refer to the 2022-2023 National Technical Standards for all contests. Any and all standards included may be tested in any competition.</li><li>▪ In conjunction with National Standards, violations may result in student loss of contest.</li></ul>
<b>Resume</b>	<ul style="list-style-type: none"><li>▪ All SkillsUSA Ohio State Championship Contest will require a short interview component. Students should be prepared with basic job interview skills.</li><li>▪ All contestants must have a hard copy of a one (1) page personal resume.</li></ul>