**Action Skills**

**NYS Basic**

**Purpose**
To evaluate each contestant’s ability to demonstrate and explain an entry-level skill used in the occupational area for which he or she is training.

**Eligibility**
Open to active SkillsUSA members enrolled in programs with entry-level job skills as the occupational objective. The Basic Participation Form, of SkillsUSA New York will be the appropriate form to be used for all New York State basic contests. The form states that the contestant is classified under the provisions of Public Law 105-17, Individuals with Disabilities Education Act, 1997. Since NYS does have restrictions on the release of this information, this form, with the required signatures will allow the student to compete. The Basic Participation Form is to be presented to the contest chair at the contestant orientation meeting.

**Clothing Requirement**
Contestants must wear appropriate attire for the occupational area of the demonstration.

NYS SkillsUSA official attire will be acceptable only if the demonstration is considered a leadership skill.

- Red SkillsUSA blazer, windbreaker, or sweater, or black or red SkillsUSA jacket. Also, the NYS SkillsUSA red/black jacket.
- Button-up collared, white dress shirt (accompanied by a plain, solid black tie), white blouse (collarless or small-collared) or white turtleneck, with any collar not to extend into the lapel area of the blazer sweater windbreaker or any jacket.

- Black dress slacks (accompanied by black dress socks or black or skin-tone seamless hose) or black dress skirt (knee-length, accompanied by black or skin-tone seamless hose)

- Black dress shoes - no open back or open toed shoes

*Note: Contestants must wear their contest clothing to the contest orientation meeting. Also bring #2 pencil, resume, and safety assurance form.*

**Equipment and Materials**

1. Supplied by the technical committee:
   a. Timekeeper
   b. All necessary information and furnishings for judges and technical committee

2. Supplied by the contestant:
   a. All materials and equipment needed for the demonstration to be completed two times, once for the preliminaries and again for the finals, if required
   b. All competitors must create a one-page résumé and submit a hard copy to the technical committee chair at orientation. Failure to do so will result in a 10-point penalty.

   “Note: Your resume may be judged as part of your contest” Check the Contest Guidelines and/or the updates page on the NYS SkillsUSA Web site: [https://www.nysskillsusa.org](https://www.nysskillsusa.org)

**Scope of the Contest**

**Knowledge Performance**
There is no written knowledge test required in this contest.

**Skill Performance**
The demonstration is a presentation of an occupational skill accompanied by a clear explanation of the topic through the use of examples, experiments, displays or practical operations.
Contest Guidelines

1. Any skill may be demonstrated if it is related to the occupational program of the contestant.

2. The contestant will present a 3"x5" card with the following three items:
   a. The contestant’s number
   b. The topic or purpose of the demonstration
   c. The contestant’s training program

   This 3”x5” card will be presented to the chair upon entering the contest room and prior to the contestant’s demonstration.

3. The demonstration shall be at least five minutes in length but shall not exceed seven minutes.

   *Penalty:* 50 points will be deducted for each 30 seconds (or fraction thereof) under the five minutes or for each 30 seconds (or fraction thereof) over the seven minutes.

4. Contestants will be allowed three minutes to set up the demonstration and three minutes to clear the demonstration area (8’x12’) box.

   *Penalty:* 50 points will be deducted for each 30 seconds (or fraction thereof) over the three-minute allowance.

   *Note:* The demonstration area/box will be marked by an 8’x12’ taped area on the floor.

5. Demonstration time (limit) will start when the demonstration begins. The timekeeper will signal the speaker at five minutes, six minutes and seven minutes.

6. One 110-volt (15 amp) electrical outlet with an extension cord, one 30”x 72” table, one chair and one easel will be provided.

   *Note:* The presenter and his or her demonstration material must remain within the 8’x12’ demonstration area/box. Points will be deducted for any violation of demonstration materials, easel, presenter, model and/or model’s chair that are outside the 8’x12’ demonstration area/box.

7. Any visual aids (signs, charts, transparencies, slides or diagrams) are to be prepared by contestants. No sound devices of any kind may be used to transmit audible words, sound or music. No compressed air or gas will be permitted. No material or apparatus that in any way poses a threat of fire or explosion may be used. No pressurized aerosol cans of any kind are permitted.

8. The contestant will not mention or display his or her name, school, city or state.

9. The demonstration is an individual performance; however, an assistant may be used to set up and dismantle the demonstration, or may be used as a prop or model, but in no way can assist with the presentation. Any presentation assistance, coaching or signaling will disqualify the contestant. An advisor may not serve as an assistant. The presentation assistant/model/helper must be a SkillsUSA student member.

10. The contestant’s advisor/instructor must attend the mandatory orientation meeting with the contestant.

11. Contestants will not take the skills-related written or Professional Development Test as outlined in the general regulations.

12. The presentation assistant/model/helper must attend the contestant orientation meeting.

13. The contestant will not have any interaction with the judges or timekeeper.

14. Tiebreaker — Highest score based on the following criteria:
   a. Explanation is complete
   b. Demonstration is interesting
   c. Demonstration is organized

**Standards and Competencies**

**AS 1.0** — Design an effective presentation that demonstrates a job skill related to the field of training

1.1 Prepare a demonstration of a job skill that lasts five to seven minutes

1.2 Organize demonstration in a logical and coherent manner
AS 2.0 — Deliver the presentation in a professional manner that meets the standards outlined by the technical committee

2.1 Practice elements of informal conversation
2.2 Perform the actual skill in the presentation
2.3 Explain the topic through the use of experiments, displays or practical operations
2.4 Demonstrate an effective and pleasing delivery style
2.5 Use verbal illustrations and examples effectively
2.6 Make a formal and effective introduction to the presentation that clearly identifies the scope of the demonstration
2.7 Pronounce words in a clear and understandable manner if feasible
2.8 Use a variety of verbal techniques including: modulation of voice, changing volume, varied inflection, modifying tempo and verbal enthusiasm
2.9 Demonstrate poise and self-control while presenting
2.10 Use props and models to illustrate points
2.11 Demonstrate good platform development and personal confidence
2.12 Communicate the primary points of the speech in a compact and complete manner
2.13 Tie organizational elements together with an effective ending
2.14 Complete the demonstration within the time limits set by contest requirements
2.15 Deliver an interesting and informative demonstration

AS 3.0 — Wear appropriate national contest clothing for the occupational area of the demonstration.

3.1 Display clothing that meets national standards for competition
3.2 Demonstrate good grooming in dress and personal hygiene

AS 4.0 — 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/.