NYS SkillsUSA HVACR Virtual Project

Scope of the Contest
To evaluate contestants’ preparation for employment and recognize outstanding students for excellence and professionalism in heating, ventilation, air conditioning and refrigeration. The contest includes a series of tasks designed to assess skills identified by industry HVACR standards.

Knowledge Performance
The contest will include a Resume, written submission and Video with Oral Presentation. See SkillsUSA Virtual Technical Standards for competencies measured.

Contestant number must be visible at all times.

Contest Information (All items must be received by due date)

- **PDF Resume**
  - By April 1st you will have a link to send the resume to.

- **Written Submission**
  - For each scenario, write a brief summary of how you will assess the situation and the steps you will take in-order beginning from the moment you see the patient.
  - By April 1st you will have a link to submit the written submission to.

- **Video of Demonstrated Procedures**
  - Open a Zoom or Teams session and record all demonstrations in order. Ensure all task stations and volunteer patients are prepared prior to launching the video session.
  - Contestants should be filmed with one camera that is focused directly on the contestant and their patient, and one camera that shows the environment they are working in. The secondary camera is to ensure no assistance in being provided to the contestant.
  - Ensure audio is quality so judges can record audible directions that are part of some task requirements. A link to the completed skills demonstration is to be embedded into the contestant’s resume.

Scoring Information
The following pre-submission items will be judged by industry professionals prior to virtual in-person Zoom session.

1. Resume
2. Written summary of scenario’s
3. Video presentation of contestant completing assigned tasks.

Pre-recording Submission
Using Zoom/Teams, record your response to the customer/ verbalize the process you will take to complete each of the tasks. By April 1st you will get the link for submission.

Scoring Information
The following pre-submission items will be judged by industry professionals prior to virtual in-person Zoom session. *See Technical Standards for specific judging criteria*

1. Resume
2. Written submission for each task
3. Video recording of contestant meeting with their clients and explaining the diagnosis and repair plan
Zoom Interview/Role Play
You will receive a specified date/time to participate in a virtual interview/role play via Zoom with industry professionals. You should be dressed in your SkillsUSA attire for this session. You will be asked questions about your resume, and your task submissions.
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Scenario #1

A customer calls and tells you that their air conditioning has stopped working and the thermostat is reading 87 degrees inside. Once you arrive at the home you inspect their HVAC unit and discover their compressor needs to be replaced.

Written: Provide a step-by-step written summary of what process you conducted to determine the compressor needed to be replaced, and then provide a detailed summary of the process you will use to replace the compressor.

Pre-Recording: In a Zoom/Teams session, record your meeting with the client to explain what you discovered in your diagnosis and how you will make the repairs.

Scenario #2

An elderly client has called and said her AC is not cooling properly. She said she noticed when she was walking in from the driveway that there was ice on the pipe outside that leads upstairs to her split system.

Written: Provide a step-by-step written summary of how you will diagnose the problem, and what steps you will take to repair her HVAC system.

Pre-Recording: In a Zoom/Teams session, record your meeting with the client to explain what you discovered in your diagnosis and how you will make the repairs.

Scenario #3

You receive a work order for a client who has a gas furnace and is concerned they may have a leak.

Written: Provide a step-by-step written summary of how you will check for a gas leak including checking line pressure, manifold pressure, and firing rate.

Pre-Recording: In a Zoom/Teams session, record your meeting with the client to explain what you discovered in your diagnosis and how you will make the repairs.
**NYS Heating, Ventilation, Air Conditioning and Refrigeration (HVACR — Virtual)**

**Purpose**
To evaluate contestants preparation for employment and recognize outstanding students for excellence and professionalism in heating, ventilation, air conditioning and refrigeration.

**Eligibility**
Open to active SkillsUSA members enrolled in programs with heating, ventilation, air conditioning and refrigeration as the occupational objective.

**Clothing Requirements**

**Contest Specific – Construction**
- White crew neck short-sleeved T-shirt
- Work pants or jeans,
- Leather or steel toed work shoes.
- Hair must be contained.
- Safety glasses with side shields or goggles, (Prescription glasses can be used only if they are equipped with side shields approved by OSHA(Z-87). If not, they must be covered with goggles.)

**Contest Clothing Notes (Apply ONLY to Virtual Competitions):**
- Official SkillsUSA Competition Clothing recommended but NOT required.
- Contestant clothing options include the following:
  - Official Competition Clothing.
  - Trade Appropriate Clothing.
  - Professional Dress.
  - Business Casual.
- Clothing must meet industry safety standards.

- No identification of the contestant, school or state is allowed on clothing.
- No offensive, vulgar or inappropriate images or text are allowed on contestants clothing.
- No shorts or sleeveless shirts are allowed.
- Skirts must be at least knee-length.
- Proper Personal Protective Equipment (PPE) must be worn by contestant to meet all state, local and school requirements due to COVID-19.
- Scoring deductions may only be given and/or disqualification of contestant if clothing safety standards are not met.

*Note:* Safety glasses must have side shields or goggles (prescription glasses may be used only if they are equipped with side shields. If not, they must be covered with goggles).

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**EQUIPMENT AND MATERIALS**

Supplied by the contestant:

1. Computer with high-speed internet capability and camera to use applications such as Zoom, Teams, etc. The minimum recommended internet bandwidth speeds for joining Zoom meetings, accessing on-demand curriculum and other online operations is 2.0 Mbps up and down. You can test your current internet speeds by following this link: [www.speedtest.net](http://www.speedtest.net). Allow the page to load and click on GO.

2. A secondary camera(s) may be required to provide judges with the ability to view contestants from different angles. Additional camera requirements will be located on the SkillsUSA website at: [http://updates.skillsusa.org](http://updates.skillsusa.org).

3. A contest Proctor will be required to be on site to assist judges. A local industry expert is preferred to serve as the Proctor and shall not be an individual that has been involved with the training of the contestant(s). The Proctor will serve as the onsite 'hands and eyes' for the judges. Proctor will follow instructions from the judges for safety and operations related to the competition. Proctor may be asked by judges to perform several tasks such as operating a portable camera to show specific components or steps, measure parts, or any task that will provide judges
with information needed to assist in accurate scoring of the contestants work or presentation. However, the Proctor shall not serve as a judge nor have any influence on contestant scores.

4. The contestants instructor or advisor shall be on site to observe all competition activities to ensure a safe and healthy competition experience for all participants. That instructor or advisor will not be allowed to interact or interfere with the competitor unless a safety issue arises that requires interaction. Any other support or interaction between the contestant and the instructor/advisor will result in disqualification.

5. All competitors must create a one-page résumé and submit an electronic copy to the technical committee chair at least seven (7) days in advance of the competition. Failure to do so will result in a 10-point penalty. Instructions for submission of the electronic résumé copy will be provided on the SkillsUSA website at www.nysskillsusa.org/standards.htm.

6. Safety goggles
7. Hand-held, nonprogrammable calculator for the contestant meeting as well as for the contest. Cellphone calculators are not permitted.

8. All heating, refrigeration and air conditioning units necessary for the problem
9. Power supply for units
10. Test equipment
11. All tools and supplies to complete the contest
12. All necessary information and material for judges and technical committee

Note: Your contest may also require a hard copy of your résumé as part of the actual contest. Check the Contest Guidelines and/or the updates page on the SkillsUSA website: http://www.nysskillsusa.org.
**SCOPE OF THE CONTEST**

This contest is defined by industry standards as set by the Air-Conditioning and Refrigeration Institute and the North American Technician Excellence (NATE) organization. The contest is divided into two parts: a written exam and a series of testing stations designed to assess knowledge in HVACR industry standards.

**Knowledge Performance**

The contest will include a written knowledge exam assessing knowledge of HVACR industry standards. The written test will be taken at orientation.

**Skill Performance**

The contest includes a series of testing stations designed to assess skills identified by industry HVACR standards. Industry equipment used during the workstations portion of the contest may include, but is not limited to: ice machines, refrigerated display cases, small package HVAC units, furnaces and split-system air conditioning and/or heat pump units.

**Standards and Competencies**

*Note for Virtual Competitions:* Contestants may not be required to perform all the standards and competencies listed in this section. However, contestants should be prepared to perform components in all areas. Prior to the competition, the technical committee may determine which standards and competencies contestants will be perform for the virtual contests. The technical committee will determine if additional information is needed for contestants prior to the competition. These changes will be posted on the SkillsUSA Championships contest update website at: [http://updates.skillsusa.org](http://updates.skillsusa.org).

**HVAC 1.0** — Demonstrate safety skills in typical HVACR work situations

1.1 Demonstrate safe practices when working in electrical control panels and electric supply devices

1.1.1 Demonstrate how to turn off power

1.1.2 Describe the purpose of lockout/tag-out devices
1.1.3 Demonstrate use of lockout/tag-out devices
1.1.4 Use electrically insulated tools suitable for the voltage involved

1.2 Use appropriate safety apparel for the task being performed
1.2.1 Wear appropriate safety glasses, gloves, work shoes, etc., for a given situation

1.3 Demonstrate safety when using brazing torches
1.3.1 Demonstrate correct procedure for connecting torch equipment including regulators, tanks, hose, torch and tips
1.3.2 Light torch using proper procedure and safe practice
1.3.3 Demonstrate safe practice when using open flame heating equipment
1.3.4 Extinguish torch flame using proper procedure and safe practice
1.3.5 Check for unsafe conditions such as cracked hoses, safety ring caps, damaged gauges, dented tanks and leaks
1.3.6 Explain the 'never use oil' rule with regard to brazing torches

1.4 Demonstrate the safe use of electric test meter
1.4.1 Set meter for the test being performed
1.4.2 Hold meter leads with one hand when practical or use clip-on test lead

1.5 Demonstrate the safe handling of pressurized gases
1.5.1 Ensure valves are properly closed prior to removing attached hoses/caps
1.5.2 Show caution when removing attached components under pressure
1.5.3 Ensure that pressure vessels are not overfilled

HVAC 2.0 — Exhibit employment skills (Personal ethics and conduct and interpersonal relations)

2.1 Complete job application and résumé
2.1.1 Complete all questions on application
2.1.2 Compose concise professional résumé

2.2 Demonstrate interview skills
2.2.1 Smile, make eye contact with interviewer and speak up

2.3 Prepare correspondence related to employment process
2.3.1 Use proper grammar
2.3.2 Ensure spelling is correct

2.4 Exhibit personal skills such as attendance, time management, individual responsibility and teamwork
2.4.1 Provide references for confirming these skills

2.5 Maintain professional conduct and appearance
2.5.1 Demonstrate polite, attentive attitude
2.5.2 Wear neat, clean clothing and be well groomed

HVAC 3.0 — Demonstrate basic refrigeration skills

3.1 Explain the refrigeration cycle
3.1.1 Describe the refrigeration cycle and refrigerant circuits
3.1.2 Demonstrate knowledge of refrigerant flow, state of refrigerant in various parts of the circuit, superheat, subcooling and the refrigerant pressure/temperature relationship

3.2 Evacuate a refrigeration system
3.2.1 Describe the procedure
3.2.2 Demonstrate the procedure

3.3 Pump down a refrigeration system
3.3.1 Describe the procedure
3.3.2 Demonstrate the procedure

3.4 Recover refrigerant from system and store in external container using self-contained recovery equipment
3.4.1 Describe the procedure
3.4.2 Demonstrate the procedure
3.4.3 Calculate the maximum capacity of a refrigerant cylinder
3.4.4 Demonstrate the correct refrigerant cylinder handling procedures

3.5 Check and troubleshoot a refrigerant metering device
3.5.1 Explain thermostatic expansion valve operation
3.5.2 Explain fixed orifice operation
3.5.3 Explain superheat measurement
3.5.4 Take a superheat measurement

3.6 Check a refrigeration system for leaks
3.6.1 Explain leak checking during evacuation
3.6.2 Demonstrate leak checking during evacuation
3.6.3 Explain leak checking of a charged system
3.6.4 Demonstrate leak checking of a charged system

3.7 Charge a refrigeration system
3.7.1 Read and interpret the equipment manufacturers charging procedure
3.7.2 Follow manufacturers charging procedure

3.8 Identify refrigerant type
3.8.1 Use a pressure/temperature chart to identify refrigerant type

4.0 HVAC — Demonstrate electric knowledge and skills necessary for HVACR situations
4.1 Explain basic principles of electricity
4.1.1 Describe how electricity is generated and distributed to residences and businesses
4.1.2 Explain the interaction of voltage, resistance and current flow
4.1.3 Describe how transformers change voltage
4.1.4 Explain the importance of grounding electrical circuits

4.2 Explain the principle of electric circuits
4.2.1 Describe the components of an electric circuit

4.2.2 Define the function of various elements of an electric circuit; resistors, capacitors, contactors, motors, relays, fuses, circuit breakers, time delays, timers, etc.

4.3 Read and interpret wiring diagrams
4.3.1 Interpret basic types of diagrams: pictorial, schematic and ladder
4.3.2 Explain the use for each type
4.3.3 Describe electrical symbols
4.3.4 Identify individual circuits within the entire diagram

4.4 Diagnose electrical problems
4.4.1 Demonstrate the proper use of a multi-meter test instrument
4.4.2 Demonstrate the proper places within the circuit to measure electricity

4.4.3 Interpret and explain meter readings in relationship to a reported problem

HVAC 5.0 — Install, diagnose and service HVACR controls and control components

5.1 Install and replace a temperature control, a pressure control and a solid-state control

5.2 Calibrate and adjust a temperature control

5.3 Adjust a pressure control

5.4 Install, replace and adjust a defrost control

5.5 Install and service electrical components

5.6 Install, disconnect switch and circuit wiring

5.7 Install wiring from disconnect switch to equipment

5.8 Install and replace an electric motor

5.9 Install and replace electric contactor, current/potential relay, transformer, electric motor, capacitor, solenoid valve coil and circuit board

5.9.1 Explain the purpose of the control component

5.9.2 Describe the procedure to check out the control or control component

5.9.3 Describe the procedure to install or service the control or control component

HVAC 6.0 — Install and service mechanical components

6.1 Install and replace a compressor

6.1.1 Isolate compressor from refrigeration system

6.1.2 Remove refrigerant pressure

6.1.3 Remove compressor from refrigeration system

6.1.4 Use correct brazing procedure to prevent copper oxidation

6.2 Install and replace evaporators and condensers

6.2.1 Explain purpose of each

6.2.2 Describe operation of each

6.2.3 Measure superheat and subcooling

6.2.4 Clean condenser and evaporator
6.3 Install and replace a filter/drier/cleanup kit, refrigerant metering device, solenoid valve body, sight-glass/moisture indicator and head pressure control

6.3.1 Explain the purpose of the component

6.3.2 Describe the procedure to install or service the component

6.3.3 Isolate component from refrigerant circuit prior to removal/service

6.3.4 Use procedures to prevent moisture contamination

6.4 Install and replace refrigerant piping

6.4.1 Cut, swage, flare, bend and braze steel, brass aluminum or copper tubing and fittings

6.4.2 Identify correct applications of different types of brazing filler metals and fluxes

6.4.3 Demonstrate correct preparation of materials

6.4.4 Demonstrate correct brazing procedures including the use of nitrogen to prevent copper oxidation

6.4.5 Complete project that matches a given plan

6.5 Install and replace a manifold gauge set

6.5.1 Explain operation of manifold gauge

6.5.2 Identify use of each of the various pressure measurements — absolute, gauge, inches mercury, microns

6.5.3 Calibrate manifold gauge

refrigeration systems according to applicable requirements identified by the Refrigeration Service Engineers Society

7.1 Diagnose electrical problems in self-contained refrigerated merchandisers

7.1.1 Use a schematic diagram to trace circuits in equipment

7.1.2 Diagnose problems in single-phase motor circuit

7.1.3 Diagnose merchandiser lighting problems

7.2 Diagnose refrigeration problems in self-contained refrigerated merchandisers

7.2.1 Determine reason for frosted evaporator

7.2.2 Explain defrost cycles
7.3 Diagnose air flow problems
    7.3.1 Check and clean air passages
    7.3.2 Check and clean evaporator
    7.3.3 Check/replace evaporator fan
    7.3.4 Diagnose air pattern disturbances

7.4 Diagnose flooded evaporator drain pan
    7.4.1 Check condensate drain line for blockage
    7.4.2 Explain principles of condensate traps including their application to evaporators mounted in the inlet or outlet of the system blower

7.5 Install and replace a plastic pipe
    7.5.1 Prepare materials
    7.5.2 Demonstrate correct gluing procedure

8.0 — Diagnose and solve common problems related to air conditioners and heat pumps

8.1 Troubleshoot a refrigerant circuit
    8.1.1 Explain the refrigerant circuit and its operation
    8.1.2 Demonstrate a systematic approach to diagnosing the cause of an incorrect operation

8.2 Troubleshoot an electrical circuit
    8.2.1 Explain the electrical circuit and its operation
    8.2.2 Demonstrate a systematic approach to diagnosing the cause of an incorrect operation

8.3 Test a control thermostat, fuse, capacitor, compressor motor, electric motor and refrigerant metering device
    8.3.1 Describe the purpose of each component
    8.3.2 Explain the operation of each component
    8.3.3 State the proper test methods for each component
    8.3.4 Test each component

8.4 Inspect a condensate pump and drain, blower assembly and filter
    8.4.1 Explain the function of component
    8.4.2 Demonstrate inspection procedure

8.5 Check refrigerant charge
    8.5.1 Read and interpret the equipment manufacturers procedure for checking charge
    8.5.2 Check charge to stated procedure
8.6 Check superheat
8.6.1 Explain the function of refrigeration superheat
8.6.2 Demonstrate the procedure to check superheat
8.7 Check subcooling
8.7.1 Explain the function of refrigeration subcooling
8.7.2 Demonstrate proper procedure to check subcooling
8.8 Check wet-bulb depression
8.8.1 Explain wet-bulb depression
8.8.2 Define the difference from dry-bulb temperature
8.8.3 Demonstrate procedure to check wet-bulb depression

HVAC 9.0 — Install and service general heating systems
9.1 Install furnace or blower coil with electric auxiliary heat
9.1.1 Read and interpret the manufacturers installation instructions
9.1.2 Explain the applicable codes
9.1.3 Demonstrate procedures
9.2 Explain operation of the system
9.2.1 Describe the sequence of operation
9.2.2 Explain the safety controls
9.3 Service electronic controls, timing devices, sensing devices and solid-state control boards
9.3.1 Describe the function of the component
9.3.2 Demonstrate test procedure
9.3.3 Demonstrate adjustment procedure
9.4 Troubleshoot and service various electrical capacitors, relays, contractors, motors, controls, heaters and transformers
9.4.1 Describe the function of the component
9.4.2 Demonstrate test procedure for each
9.5 Check and adjust gas furnace
9.5.1 Demonstrate gas leak checking procedure
9.5.2 Check line pressure, manifold pressure and firing rate
9.5.3 Explain the principles of gas venting
9.5.4 Explain the effects of altitude on furnace operation and steps needed during setup to compensate.

9.6 Check and adjust electric heat section in coil blower
9.6.1 Explain operation of electric heat elements
9.6.2 Explain operation of electric heat sequencers
9.6.3 Explain operation of limits, fusible links and other safety devices
9.6.4 Check voltage and amperage draw of electric elements

9.7 Service blower in a forced-air system
9.7.1 Explain operation of blower including:

9.7.2 Describe relationship between system static pressure, air flow and temperature rise.

9.8 Clean and inspect a heating system

9.9 Measure air flow of air handling apparatus
9.9.1 Explain the various measurement methods

HVAC 10.0 — Install and service an air conditioner or heat pump system with auxiliary electric

10.1 Install an air conditioner or heat pump system
10.1.1 Read and interpret the manufacturers installation instructions
10.1.2 Describe the applicable codes
10.1.3 Demonstrate knowledge of the necessary steps for correct installation

10.2 Explain the operation of the system
10.2.1 Explain the sequence of operation
10.2.2 State the purpose of safety controls and their operation

10.3 Service electronic controls, timing devices, sensing devices and solid-state control boards
10.3.1 Describe the function of the component
10.3.2 Demonstrate test procedure
10.3.3 Demonstrate adjustment procedure
10.4 Troubleshoot and service various electrical capacitors, relays, contractors, motors, controls, heaters and transformers
   10.4.1 Describe the function of the component
   10.4.2 Demonstrate test procedure
   10.4.3 Demonstrate adjustment procedure

10.5 Troubleshoot and service various refrigeration components including reversing valves, check/expansion valves and shutoff valves
   10.5.1 Describe the function of the component
   10.5.2 Demonstrate test procedure
   10.5.3 Demonstrate adjustment procedure

HVACR 11.0 — Use basic construction designs in HVACR situations

11.1 Read and interpret basic construction designs for piping/plumbing layouts, room specifications, roofs, ceilings, walls, floors, girders, trusses and duct layout