

READ-READ-READ

41st Annual PA-TSA State Conference

April 10-13, 2019

REMINDERS

- **READ THE RULES!**
- Information regarding Regional and State Conferences, Competitive Events and TSA in general can be found in the online PA-TSA handbook, available at <http://patsa.org/handbook>
- \$50.00 late fee will be enforced. **NO** on-site registration for events will be accepted.
- All students and advisors must be present at the conference in order to register and compete in events.
- Completed Special Needs forms must be submitted by the registration deadline. Forms can be found on the PA-TSA website or can be obtained by contacting a member of the State Conference Planning team.
- Events themes are available online at <http://www.tsaweb.org/Themes-and-Problems>
- **PAYMENT INFORMATION:** Advisors/chapters will need to have two checks – one payable to Seven Springs for the hotel and one payable to PA-TSA for the conference registration. Checks for hotel registration can be mailed to Seven Springs prior to the conference. Checks for PA-TSA conference registration should be brought to the conference and given to a member of the conference planning team at registration Wednesday night.
- All projects must be registered/dropped off during the predetermined times. If this is not possible, you need to contact the Conference Director prior to the conference to see if special arrangements can be made.
- Test sessions are not flexible. If a chapter/member is not present Wednesday night, they forfeit those testing sessions and will have to use the sessions on Thursday. No make-up tests will be permitted.
- If a chapter does not attend the Awards Ceremony and requests their trophies be sent to them after, the chapter will be billed for the shipping costs. When possible, chapters should make arrangements to have neighboring chapters pick up their trophies for them. Requests for trophies must be made no more than **two weeks** after the end of the State Conference.

Competitive Event Information

Please carefully review the information below regarding competitive events for the State Conference. PA-TSA will enforce all rules and supply all materials and equipment as specified in the Middle School and High School Competitive Event Guides; any **exceptions or special instructions** have been noted below:

- **Competitive Event Entry Guidelines** – see the PA-TSA Handbook, Section 6 (available online at <http://patsa.org/handbook> for complete entry guidelines.
 - Individuals may not enter team or group events, unless specifically noted in the rules.
 - Check each eligibility section in the Competitive Events Guide for a complete description of a team or a group.
 - Maximum for any team or group is six, unless otherwise noted.
- Be sure to follow the **NEW** 2019-2020 High School Competitive Events Guide.
- Be sure to download the updated PA Event Guidelines at <http://patsa.org/programs/competitive-events/pa-only>
- **Dress Code** – see the PA-TSA Handbook, section 4 for complete dress code guidelines. A rules violation will be assessed for any dress code violations. PA-TSA will accept both the blue shirt and the traditional white shirt as outlined in the dress code guidelines.
- **Updates and Clarifications** - Please visit the National TSA website at <http://tsaweb.org/Updates-and-Clarification> prior to the conference for updates and clarifications on select event rules. We will follow these rule adjustments at the State Conference.
- **Event Times / Event Schedule** – A copy of the conference schedule will be posted on the website a minimum of one month prior to the State Conference. Students and advisors should consult this schedule when planning events. Please know that times are not flexible, unless specifically noted. It is imperative that students show up for events on time or risk potential disqualification.
 - The final conference schedule will be distributed at registration, all others are tentative.
 - Please try to select competitive events that do not conflict time-wise. If a time conflict exists, the following guidelines will be enforced:
 - The student and/or advisor must meet with the event coordinator a minimum of one half hour prior to the event.
 - The event coordinator has the right to deny any change.
 - Students arriving late for an event, without prior permission, will not be allowed to compete.
- **ID Numbers / Student Names** – As students and advisors know identification numbers prior to arrival at the conference (via iServices), students should pre-label all parts of their projects with their individual and, if applicable, team numbers. Student names should not appear in a project. If there is a need to describe what was done by each member (such as Medical Technology), the project should identify team members at Team Member #1, Team Member #2 or utilize individual identification numbers. Any inclusion of student or school names, not explicitly required by the event rules, will result in a rules violation.
- **Any copyright infringement/plagiarism will result in a disqualification.** Pay close attention to the songs, images, and words you use in your projects. Use the “Student Copyright Checklist” when called for in the rules.
- Students are responsible for providing and wearing **safety glasses/goggles** for any event that requires them. Read the event rules carefully to determine which events require safety glasses/goggles. If the event is a team event, each member of the team must have his/her own pair of safety glasses/goggles.
- **All entries must be school appropriate in terms of content.**
- **Computer-based entries** – It is the responsibility of the student to ensure that all entries will open in the formats specified in the rules. PA-TSA will provide judges with laptops

equipped with basic software. In the event that judges are unable to open an entry, the event name and entry number will be posted on the finalist board prior to finalist interviews. Students will then have a short window of time during which they can meet with the judges in an attempt to open their entry.

- **Events with a testing component** – Participants must be in Dress Code C or better for the test portion of the event. Follow dress code guidelines in the conference program for all other portions of the event. This includes: MIDDLE SCHOOL – Chapter Team, Coding, Electrical Applications, Forensic Technology, Tech Bowl; HIGH SCHOOL – Chapter Team, Forensic Science, Technology Bowl, PA Computer Systems and Troubleshooting
- **Events requiring computers:**
 - Students/chapters are responsible for all equipment. This includes computer, printer, cables, software, extension cords, and power strips. Check the event rules for a specific list of what each event requires. No equipment will be provided.
 - Computers will be setup at the beginning of each event. Laptops do not need to be set up in advance.
 - Laptops can be removed after the event ONLY after the interview with the judges and the judges determine they will not need to reevaluate the student's work in the possible event of a tie.
 - Desktops, if used, are to be set up in the morning for all CAD events and removed after the judging is completed for the afternoon events.
 - Students/chapters will be responsible for providing laptops for the finalist portion of all events that require them.
- **No electricity** will be provided for displays. Any special set-up and/or equipment for the display are the responsibility of the participants. Check event rules for specific regulations regarding electricity usage for each competitive event.
- **MS & HS Events that require documentation** – Per the competitive events guide, all documentation should be secured in a “clear front report cover.” See below for examples. Documentation that is submitted in any other manner (including 1” binders) will receive a rules violation.



- **Semifinalist Interviews – PROCEDURE** – Semifinalists will be posted on the boards outside the Grand Ballroom. Once semifinalists are posted, contestants should report to the Snowflake room to sign-up for their interview time. Semifinalists should then report back to Snowflake a minimum of ten (10) minutes prior to their scheduled interview time. A coordinator will then send semifinalists to the base of the stairs to Winterberry when the judges are ready for them.
****No semifinalists should report directly to the base of the stairs to Winterberry.**
- **LEAP**
 - All LEAP forms must be **printed** and handed to the event judge prior to the start of the event. Electronic LEAP forms will not be accepted. *The only exception to this is the early submission events (the ones submitted online prior to the conference).*
 - All **MIDDLE SCHOOL** entries must be accompanied by either an individual or team LEAP response document (check event rules for specifications). Failure to provide this document will result in disqualification from the event. This does not apply to PA-only events.

- All **HIGH SCHOOL** entries must be accompanied by either an individual or team LEAP report (check event rules for specifications). Failure to provide this report will result in disqualification from the event. This does not apply to PA-only events.
- **Interviews – HIGH SCHOOL ONLY – PROCEDURE** – Whenever possible, the LEAP interview will be incorporated into the semifinalist portion of the event. If this is not possible, a separate time will be scheduled for LEAP interviews. Please consult the conference schedule for more detailed information regarding times and locations.
- The following High School events WILL NOT have LEAP interviews at this year’s State Conference: Animatronics, CAD Architecture, CAD Engineering, Essays on Technology, On Demand Video, and Software Development. For these events, LEAP reports must be completed and submitted prior to participation in the event. LEAP reports will be evaluated and scores included in final tabulation.
- **3D Animation (HS)** – For the PA-TSA State Conference, entries must be submitted at <http://patsa.org/conferences/online-submission/early-submission-state-conference> by 11:59PM on Monday, April 1, 2019. Email verification will be made by Wednesday, April 3, 2019. LEAP Reports must be also submitted with event entries (in PDF format) by the above deadline. No LEAP = disqualification.
- **Architectural Design (HS)** – For the PA-TSA State Conference, portfolios must be submitted early at <http://patsa.org/conferences/online-submission/early-submission-state-conference> by 11:59PM on Monday, April 1, 2019. Email verification will be made by Wednesday, April 3, 2019. LEAP Reports must be also submitted with event entries (in PDF format) by the above deadline. No LEAP = disqualification.
- **Coding (HS)** - 2018 PA state competition supported languages for the coding competition include C#, C/C++, F#, Java, Node.js, Perl, Python, Ruby, and VB.NET. All teams must bring their own computers and have all necessary coding programs downloaded before the competition begins. Participants WILL have access to power for computers.
- **Coding (MS)** - All teams that advance to the semi-finalist level must bring their own computers and have the offline Scratch program downloaded before the competition begins. The offline Scratch program can be downloaded at <https://scratch.mit.edu/download> . Participants WILL have access to power for computers.
- **CAD Events** – All CAD events, MS & HS, will be judged on the screen. No plotting.
- **Fashion Design and Technology (HS)** – Semi-finalists for Fashion Design must provide their own models for the runway show. Models must be TSA members registered for the conference. The semifinalist portion of the event will be run continuously; you will not sign up for a “time” to go, but you will select the “order” you will be called. Check the conference program for times to report. Contrary to the competitive event rules, the semifinalist portion of the event will be open for viewing and broadcast via the web for the PA-TSA State Conference.
- **Flight (MS)** – Bring an 11” x 17” piece of cardboard or foamboard to serve as a pin board during construction.
- **Junior Solar Sprint (MS)** – Time trials and semi-finalist races will be held outdoors, weather permitting. This determination will be made on-site, the evening prior to the event. In the event of inclement weather, time trials and semi-finalist races will be held indoors using AA batteries. Batteries will be provided by judges, but students must have their own battery holder mounted on their design. A single-elimination bracket will be used for the semi-finalist races.
- **On Demand (HS)** – Video solutions and Student Copyright Checklist should be saved to a CD or USB and submitted at the time/place specified in the program. No video solutions will

be uploaded to an internet server. No papers will be accepted in addition to the electronic notebook; all files must be electronic. Additionally, as per the event rules, entries will be viewed using VLC media player. Please make sure all entries are viewable using this player.

- *Prepared Presentation (HS)* – As the rules require a projector/slide presentation, PA-TSA will provide a projector for the heats and semi-finals of this event. Competitors are responsible for the computer/laptop and all necessary cables, cords, connections, etc. In addition, as per the rules, PA-TSA will provide a podium, screen, and table (approximately 6' in length). The topic for Prepared Presentation will be posted on the semifinalist board 24 hours prior to the first presentation.
- *Promotional Design (HS) & Promotional Marketing (MS)* – Students will be provided a USB with clipart for the onsite semifinalist task. No other clipart or graphics will be permitted.
- *Technical Design (MS)* - Participants will have the OPTION to submit their documentation notebook electronically rather than in print. Please note that this is only an option, not a requirement. Both electronic and print notebooks will be accepted and evaluated in the same manner. If participants elect the “green” option, the following specifications should be met: Documentation notebooks should be burned to a CD/DVD or saved to a USB flash drive. The notebooks should be **one file**, PDF format. No papers will be accepted in addition to the electronic notebook; all files must be electronic.
- *Technology Problem Solving (HS) and Problem Solving (MS)* –
 - Per Regulation D.3 (HS) and Procedure D (MS), the tool kit list is a “suggested” list, not a required list. To that end, participants do not have to have all tools listed but CANNOT expand their tool kit to include tools not included on the provided list. Any extra tools will not be permitted.
 - Per Regulation D.5.g (HS only), students' kits are to include “six (6) styrofoam trays; trays should be no larger than 7" x 10" See photo for examples of acceptable styles of foam trays. Color does not matter. Foam-core board will not be accepted. Trays must have all four sides/edges intact.
- *Video Game Design (MS & HS)* – For the PA-TSA State Conference, entries must be submitted at <http://patsa.org/conferences/online-submission/early-submission-state-conference> by 11:59PM on Monday, April 1, 2019. Email verification will be made by Wednesday, April 3, 2019. LEAP Reports must be also submitted with event entries (in PDF format) by the above deadline. No LEAP = disqualification.
- *Webmaster HS & Website Design MS* – Entries must be posted/URLs submitted by Tuesday, March 26, 2019 at 6PM. Entries should be submitted at <http://patsa.org/conferences/online-submission/early-submission-state-conference> LEAP Leadership Reports must be submitted with event entries (in PDF format) the above deadline. No LEAP = disqualification.

