

EAC SKILLS DAY APRIL 11, 2019

Students: To register, contact your teacher or your school's Career and Technical Education Director.

Teachers and CTE Directors:

Register your students at:
www.eacskillsday2019.eventbrite.com

Contest Questions?

Dana Barnett
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Registration questions?

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EAC Skills Day
Coordinator:

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BUSINESS SKILLS CONTESTS

WHO: Open to all high school students

WHEN: Various starting times – see program

WHERE: EAC High Tech Center, North Campus

GENERAL GUIDELINES

- There are **eight** business contests.
- **Each school may enter three students or teams per contest.**
- **Teams of 2-3 students per contest unless directed differently.**
- **Each student may enter a maximum of three business contests.**
- **Students must be on time for Entrepreneurial Elevator Pitch, A Day in the Life of an Accountant, and What NOT TO DO In a Job Interview. Students will not be allowed to enter the contest room after the starting time for each event.**
- **Contests will be run by EAC faculty with college student assistants. Selection of contest content will be by EAC faculty.**
- **Plaques and awards will be presented to winners (first, second, and third place) in each contest.**

EQUIPMENT

Computer hardware and software systems: Microsoft Office 2016 and Windows 10.

SUPPLIES

Students are responsible for bringing pencils, pens, and erasers.
*Contest paper will be provided.

DRESS

Business attire encouraged for Entrepreneurial Elevator Pitch.
*Business attire is optional for the other business contests.

OVERVIEW

BUSINESS SKILLS 2019- Objective Test Contests

Students may enter as individuals or teams of 2 to 3. Students will attend an open lab between 9-11:50 a.m. to complete objective tests. Signs will be posted. Come and Go – Allow 50 minutes.

Accounting Contest

This contest is for students who have one year of high-school accounting instruction or its equivalent. An objective-type test will be given focusing on financial accounting. In case of a tie, the last 10 questions will be used to break tie (allow approximately 50 minutes). Business attire is optional. Location: HTC-Compute Commons, Room 102. "Come and go." Questions? Contact Mike Fox at michael.fox@eac.edu.

Business Ethics Contest

This contest will be an objective test of business ethics theory and practical knowledge and is suitable for grades 9-12. In case of a tie, the last 10 questions will be use to break the tie (allow approximately 50 minutes). Business attire is optional. Location: HTC-Computer Commons, Room 102. "Come and go." Contact Mike Fox at michael.fox@eac.edu.



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Approved for veterans benefits

Business Calculations Contest

This contest will be an objective test of problem solving and basic mathematical concepts. and is suitable for grades 9-12. Percentage and interest problems may be included. In case of a tie, the last 10 questions will be used to break tie (allow approximately 50 minutes). You must supply your own pencils, erasers, and calculator. Business attire is optional. Location: HTC - Computer Commons, Room 102. "Come and go." Questions? Contact Dana Barnett at dana.barnett@eac.edu.

Economics Contest

This contest is for students who have one year of high-school economics instruction or its equivalent. An objective-type test will be given focusing on the macro and micro principles and practices of economics. In case of a tie, the last 10 questions will be used to break tie (allow approximately 50 minutes). Business attire is optional. Location: HTC - Computer Commons, Room 102. "Come and go." Questions? Contact Dana Barnett at dana.barnett@eac.edu.

BUSINESS SKILLS 2019 - Project-based Contests

Students may enter as an individuals or teams. Students must be on time.

Entrepreneurial Elevator Pitch Contest

Participants will be given three minutes to pitch a business idea to a panel of judges. The pitch will be followed by a four minute question and answer session. Participants will be judged based on idea viability, preparation, and presentation skills. Participants should plan and prepare their presentation—on any business idea they would like—prior to competition time. Participants may use visuals such as PowerPoint, White Board, etc. in their presentation. A maximum of twelve students can compete. (No more than two students per school). Because this is a presentation, business attire is encouraged. Location: HTC - 123, Lab 4. Questions? Contact Michael Fox at michael.fox@eac.edu. Students can choose to compete at choice of times: 9:00; 9:15; 9:30; 9:45; 10:00; 10:15; 10:30; 10:45; 11:00; 11:15; 11:30; or 11:45 a.m.

A Day in the Life of an Accountant Contest

Participants will be given a series of accounting problems in the form of a real-life scenario. Participants should have knowledge of the complete accounting cycle of a merchandising business. Participants should bring a pocket calculator. Desk calculators will not be available. A maximum of three students per school. Business attire is optional. Location: HTC - 122, ITV Classroom. Questions? Contact Michael Fox at michael.fox@eac.edu. Students can choose to compete at 9-9:50, 10-10:50 or 11-11:50 a.m.

What NOT To Do in a Job Interview Skit and Presentation

Two-four students will create a 3-5 minute job interview skit, 2-3 people can take the role of a manager and the other the applicant in a face-to-face meeting. In-person interviews focus on body language, eye contact, voice, and response quality. In this skit, the applicant adds distractions such as phone calls, texting, and social media. The managers should make note of the applicant's distracting habits such as squirming in his seat, crossing and uncrossing legs, slouching, talking too softly, and dress. The skit will uncover and eliminate distracting habits that detract from an applicant's skills and experience. After the skit the team will make a 1-3 minute presentation on what corrections should be made to make it a successful interview. Judging Criteria: Preparation of skit, effectiveness and creativity in demonstrating interviewing techniques, and creativity and professionalism in presenting how the job interview could have been improved. Technology will NOT be available to use in the presentation.

Only ONE team per school may enter. Location HTC 104/105 (conference room in Computer Commons). Presentation times will be posted outside of the Computer Commons at 8:30 a.m. Presentations will begin at 9 a.m. and end at 11:30 a.m. Teams may let contest proctor know if adjustments need to be made. Contact Dana Barnett at dana.barnett@eac.edu.

Business Logo

- Students will post directly to the Eastern Arizona College Phi Beta Lambda Facebook page.
- Submit your business name, mission statement, and logo.
- You may provide other information as needed to support your logo design and concept.
- Please include your name and name of your high school.
- Student does not have to be enrolled in a high school to participate. Home-schooled students are encouraged to enter.
- This contest is entered as a single student, not a team effort.
- Winners will be announced at the awards ceremony.
- Submit no later than April 1.