NACTA 2018 Computer Applications Contest

Northeast Community College

Date and Time: Friday, April 20 @ 8:00 am

Location: TBD

Contest Coordinator: Chris Burbach, Ag Technology Instructor

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Teams and Eligibility

 All contestants must be currently enrolled in a two-year or a four-year institution and pursuing an undergraduate degree. Two-year and four-year teams will evaluate the same contest components. Separate awards will be made for both team and overall individuals in each division.

Each school may enter one team consisting of four (4) members. All four members will be eligible for individual awards, but the top three (3) scores will be used for the team score. No additional individuals or alternates beyond the four team members will be allowed.

A competing individual may not compete in this contest if he/she has participated as a scored, official contestant in a national NACTA Ag Computers contest in any previous year in the same division. If he/she previously competed in the two-year college division, he/she may compete once more in the four-year college division. Students will have four (4) hours to complete all components of the exam.

Contest Description

This contest will consist of two (2) parts.

1. First will be a written exam. It will be 50 multiple choice questions regarding Microsoft Office and basic computer knowledge.

2. The second component will be demonstrating how to create a series of documents required in a specific scenario that will be given to you the day of the contest. You will be creating documents in Microsoft Word, Excel, and PowerPoint. Details of the specific documents will be given to you in your scenario the day of the contest. Knowledge of basic agribusiness document types and terminology is recommended.

3. Grading will be as follows: ***Total – 500 points***

   a. Written Exam – 100 points (50 questions @ 2 points each)
   b. Microsoft Word – 100 points
   c. Microsoft PowerPoint – 100 points
   d. Microsoft Excel – 200 points

Contest Rules

1. Computers will be provided and operating Microsoft Office 2016.
2. Contestants may use any materials they have to prepare for the contest.
3. Contestants may not bring any materials into the contest with them. Books, notes, etc. will not be allowed.
4. Cell Phones and other personal electronic devices will not be allowed. Conferring during the contest will also not be permitted.
5. Anyone observed in violation of these rules will be eliminated from the contest.
6. Announcements made during the contest will take precedence over the written rules.