



**2020-2021 NC FCCLA
Competitive Events
Guidebook**

Table of Contents

General Information	3
Chapter Entry Guide	5
North Carolina FCCLA STAR Event Policies	9
Eligibility and General Rules of All Levels of Competition	11
The FCCLA Planning Process	13
Baking & Pastry Event Guidelines	14
Culinary Arts	19
Job Interview	24

General Information

STAR Events

North Carolina FCCLA will offer all of the STAR Events available in the 2020-2021 National FCCLA Competitive Events Guide.

Baking and Pastry	Instructional Video Design (Online Event)
Career Investigation	Interior Design
Chapter in Review Display	Interpersonal Communications
Chapter in Review Portfolio	Job Interview
Chapter Service Project Display	Leadership
Chapter Service Project Portfolio	Life Event Planning
Culinary Arts	National Programs in Action
Culinary Math Management	Nutrition and Wellness
Digital Stories for Change (Online Event)	Parliamentary Procedure
Early Childhood Education	Professional Presentation
Entrepreneurship	Promote and Publicize FCCLA!
Event Management	Public Policy Advocate
Fashion Construction	Repurpose and Redesign
Fashion Design	Say Yes to FCS Education
FCCLA Chapter Website (Online Event)	Sports Nutrition
Focus on Children	Sustainability Challenge
Food Innovations	Teach and Train
Hospitality, Tourism, and Recreation	

Virtual Event Process

North Carolina STAR Events will be held virtually prior to the virtual NC FCCLA State Leadership Conference. The exact dates are listed below. NC FCCLA will recognize participants for the medals earned, and the top 2 National Qualifiers, on the State Leadership Conference platform on April 16, 2021.

- STAR Event Video URL, Project Materials, Online Summary Submission Form and STAR Event Orientation Form Deadline - Mar. 29, 2021.
- STAR Event Evaluations - April 5 - 9, 2021

To register a member for a STAR Event, the student member will need to be affiliated, and the chapter will need to be registered for the State Leadership Conference. Competitors must be registered by Mar. 5, 2021. Registered participants will receive an email with detailed instructions and a link to submit their video URLs of their presentations by March 29, 2021. The video submission may be uploaded to YouTube, a school website, or any other site as long as the link provides access to the presentation, or the presentation is made public. NC FCCLA will validate that the URL links work between March 30 - April 2, 2021. If the URL link does not work, you will receive email communication. Check with the National 2020-2021 Competitive Events Guide, located in the FCCLA portal 'Resources' tab for specific event details. For the Baking and Pastry, Culinary Arts, and Job Shadowing events, please refer to the guidelines found in this guidebook.

Dates and Deadlines

- March 5, 2021 - SLC Registration and STAR Event Registration Deadline
- March 15, 2021 - Changes to STAR Event Registration Deadline
 - The only changes that can be requested are name or substitution changes only. Changes to event levels or types will not be accepted.
- March 29, 2021 - STAR Event Video URL, Online Summary Submission Form, and STAR Event Orientation Forms Deadline
 - Participants must submit their video URL, Online Summary Submission Form, and STAR Event Orientation Forms on the provided google form sent via email communication.
- March 30 - April 2, 2021 - Video URL Link Validation and Room Consultant and Evaluator Trainings
- April 5 - 9, 2021 - STAR Event Evaluations
- April 9, 2021 - Baking & Pastry and Culinary Arts Live Event Evaluations
 - Competitors will get more information via email after the registration deadline.
- April 12 - 16, 2021 - NC FCCLA State Leadership Conference Platform Opens
- April 16, 2021 - STAR Event Recognition Session in the SLC Platform

Chapter Entry Guide

Event	Possible Entries per Category	Individual Event	And/Or	Team Event
Baking & Pastry				
Level 3	3	X	There will be a max of 20 total participants for this event.	
Career Investigation				
Level 1	2	X		
Level 2	2	X		
Level 3	2	X		
Chapter in Review Display				
Level 1	1	X	OR	X
Level 2	1	X	OR	X
Level 3	1	X	OR	X
Chapter in Review Portfolio				
Level 1	1	X	OR	X
Level 2	1	X	OR	X
Level 3	1	X	OR	X
Chapter Service Project Display				
Level 1	1	X	OR	X
Level 2	1	X	OR	X
Level 3	1	X	OR	X
Chapter Service Project Portfolio				
Level 1	1	X	OR	X
Level 2	1	X	OR	X
Level 3	1	X	OR	X
Culinary Arts				
Level 3	3	X	There will be a max of 20 total participants for this event.	
Culinary Math Management				
Level 3	3	X	OR	X
Early Childhood Education				
Level 3	3	X		

Entrepreneurship				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Event Management				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Fashion Construction				
Level 2	2	X		
Level 3	2	X		
Fashion Design				
Level 2	2	X		
Level 3	2	X		
Focus on Children				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Food Innovations				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Hospitality, Tourism, and Recreation				
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Interior Design				
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Interpersonal Communications				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Job Interview				

Level 2	2	X		
Level 3	2	X		
Leadership				
Level 2	2	X		
Level 3	2	X		
National Programs in Action				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Nutrition and Wellness				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Parliamentary Procedure (Teams must be between 4-8 members large.)				
Level 1	2			X
Level 2	2			X
Level 3	2			X
Professional Presentation				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Promote and Publicize FCCLA!				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Public Policy Advocate				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Repurpose and Redesign				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X

Say Yes to FCS Education				
Level 2	2	X		
Level 3	2	X		
Sports Nutrition				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Sustainability Challenge				
Level 1	2	X	OR	X
Level 2	2	X	OR	X
Level 3	2	X	OR	X
Teach and Train				
Level 1	2	X		
Level 2	2	X		
Level 3	2	X		

North Carolina FCCLA STAR Event Policies

Accommodations for Disabilities

FCCLA members with disabilities as properly identified by a valued team of professionals (such as an IEP team, Section 504 coordinator, certified psychologist, physician, etc.) will be reasonably accommodated in state events. Participants who require accommodation in their event should indicate a special needs request with the State Leadership Conference registration. NC FCCLA will contact the adviser to determine the best process for the participant.

Disqualification

Disqualification is unfortunate for everyone concerned - participants, advisers, and event managers. To avoid unnecessary disappointment, keep in mind the three causes for disqualification.

1. Failure to submit event materials in a timely manner for evaluations, or failure to provide publicly accessible documents.
2. Participation of students or adults in behavior that negatively affects the management of STAR Events or failure to display a positive image of the FCCLA organization before, during, or after participation in STAR Events may result in disqualification of students or adults and/or eligibility of the student(s) and/or adult(s) for participating the following year. The penalty is determined by the Competitive Events Advisory Team.
3. Failure to complete payment on registration by the established deadlines.

Dress Policy

Students' dress should contribute to the positive, professional image of FCCLA.

STAR Event participants are expected to follow event specifications for dress, and wear appropriate clothing for the nature of the presentation. Unless otherwise specified, appropriate clothing in events which do not allow costumes includes professional attire (any appropriate colors) or the official FCCLA blazer/uniform meeting the SLC dress code.

- Red, black, or white polo or button up shirt.
- Black or Khaki pants.
- Black or Khaki skirt or dress (no shorter than 2 inches above the knee).
- Dress shoes or flats, no tennis shoes.

Event Description and Levels

Individual events evaluate one member's performance. Team events evaluate several participants' or a chapter's performance as one entry. Team events may have one, two, or three participants from the same chapter, with the exception of Parliamentary Procedure, which may have four to eight participants from the same chapter.

Entry into a particular level is determined by the participant's grade in school during the school year of their current membership, and in some cases, enrollment in a specific course or program, as outlined in the event eligibility section.

Level 1	Level 2	Level 3	Level 4
FCCLA members in through grade 8	FCCLA members in grades 9-10	FCCLA members in grades 11-12	Postsecondary Members (grades 13+)

- A team composed of members of mixed grade levels (through grade 12) must enter at the level of the highest participant member's grade level.
- Team events with only Level 2 (grades 9-10) or Level 3 (grades 11-12) may not include members through grade 8.
- Team events with only Level 3 (grades 11-12) may not include members through grade 10.

COVID Guidelines

If you are going to participate as a team, or work with others, please be mindful to follow all COVID Guidelines as required by the state, your local authorities, and the 3 W's:

- Wear a cloth mask over your nose and mouth.
- Wait 6 ft. apart, and avoid close contact.
- Wash your hands, or use hand sanitizer.

Team events can be completed in a virtual setting through the use of a virtual presentation platform like Zoom, Google Meets, GoTo Meetings, etc. Students can record themselves through these platforms, while using their portfolios or display boards.

Membership

A student is not considered an affiliated FCCLA member at any level until all membership dues are received at national headquarters. Only affiliated members are eligible to compete in any level of STAR Events.

Participants must compete in the level based upon their grade as recorded for membership affiliation and must reflect the actual grade level for the current school year, with the exception of students participating as a mixed level team. Students must compete with the chapter where their membership is held.

In addition to membership deadlines, ensure that all STAR Events registration deadlines are followed. Registrations should be submitted in a timely manner to avoid disqualification. **All deadlines are firm.**

Disclaimer for Virtual Competition

Each participant is responsible for having read all of the guidelines. NC FCCLA is not responsible for an entry that is late, lost, misdirected, or not received. Only entries that are submitted will be eligible for scoring and ranking. All technical issues should be directed to ncfcla@fclainc.org as soon as possible for resolution. It is the participants' responsibility to read all information provided to them by the state organization for competition.

Because of wide variations in school technology systems, NC FCCLA assumes no responsibility for the accessibility or viewability of participants' files or website links.

Eligibility and General Rules of All Levels of Competition

1. All participants must be registered for the State Leadership Conference, with registration paid by the established deadline. This includes any additional participation fees.
2. An individual member may participate in only one state STAR Event in any given year. Participation is open to any nationally affiliated FCCLA chapter member. Events may have additional eligibility requirements.
3. Participants must follow rules and guidelines for competition, or risk possible disqualification or loss of points.
4. All STAR Events projects must be developed and completed between July 1 - June 30 of the current membership year.
5. All STAR Events projects must be planned and prepared by the participant(s) only. Supporting resources are acceptable as long as participants are coordinating their use and resources are cited appropriately verbally and/or in print during the presentation to avoid false credit for unoriginal or non-participant work. Participants are encouraged to use original materials, items licensed for reuse, or items in which copyright permission has been granted.
6. Chapter advisers should ensure that identical presentations of the same project are not entered into a STAR Event in one year, or in multiple years.
7. Participants are not allowed to distribute any materials to the evaluators unless the event rules specifically allow it. Evaluators are not allowed to keep any items given to them by STAR Events participants.
8. No projects can be entered in more than one level of a single event, or in more than one event. However, projects entered in any event may be included in the Chapter in Review events.
9. Chapters are allowed to enter only one entry in Chapter in Review Display and one entry in Chapter in Review Portfolio per chapter.
10. Participants are to maintain a professional appearance and attitude during all STAR Events activities.
11. Video recordings are to be made of participants as they present their STAR Events project, as if they were presenting at an in-person competition. A voiceover of the video recording or presentation is not allowed.
12. STAR Event Resources (topics, scenarios, templates, etc) can be found online in the FCCLA Adviser Portal and FCCLA Student Portal.
13. For Fashion Construction, Fashion Design, and Repurpose and Redesign events, lingerie and swimsuits are not allowed. Clothing that does not meet acceptable standards of modesty/appropriateness for a school function or setting is prohibited.
14. Participants may present in front, behind, or beside the designated space.
15. All materials on displays must be placed on a clearly defined presentation surface. Displays with a clearly defined front presentation surface (such as tri-fold boards) may not have items on the back of the board, as consultants/evaluators would not be expected to look behind a display for project components. Displays with multiple presentation sides may have materials on all clearly defined presentation surfaces. All materials must be easily viewed, accessible, and legible.
16. No live animals or people can be used as props or visuals. Only registered event participants may present in competition.
17. If a participant fails to adhere to the event guidelines or event definitions, or prepares an item not based on the current event scenario, then the sample/display/project is ineligible

for evaluation. The participant will still be able to complete the presentation if they choose to do so, and will only be scored on the oral presentation.

18. All event participants must complete and submit the Online Summary Submission Form and Online STAR Event Orientation documents prior to the established deadline. Failure to submit these documents will result in a point deduction.
19. All attempts will be made to match qualified (skilled in the area) individuals as evaluators for each event. Evaluators will complete their scoring during the established time frame. Results will be kept confidential until they are announced at the Recognition Session on the last day of the State Leadership Conference. All decisions of the evaluations and/or event coordinator(s) and/or NC FCCLA Executive Director are final.
20. National STAR Event qualification will be given to the two highest scored entries for each event category and level.
21. In the event that a tie for the first or second highest scores shall occur, the evaluators will use the Tie-Breaker Procedures as outlined in the National Competitive Events Guide.

The FCCLA Planning Process

The Planning Process is a decision-making tool that supports the organization's overall philosophy about youth-centered leadership and personal growth. It can be used to determine group action in a chapter or class, or to plan individual projects.

A blank FCCLA Planning Process template may be downloaded [from the national website](#) or the FCCLA Adviser Portal or Student Portal. This template may be modified, but all headings must be used, in the correct order. The FCCLA logo, STAR Events logo, and Planning Process graphics are encouraged, but not required.



Identify Concerns

The circle represents a continuous flow of ideas and has no beginning or end. As a target, it symbolizes zeroing in on the one idea around which you would like to build a project.

- Brainstorm to generate ideas, or state the activity or problem you want to address, if already determined.
- Evaluate your list and narrow it down to a workable idea or project that interests and concerns the majority or all of your members.
- Adding in data or relevant research can also validate the concern.



Set A Goal

The arrow stands for deciding which direction you will take. It points toward the goal or end result. Your goal statement should be evaluated to ensure that it is a S.M.A.R.T. goal.

- Get a clear mental picture of what you want to accomplish, and write your ideas down as your goal.
- Make sure your goal is one that can be achieved and evaluated.
- Consider resources available to you.



Form A Plan

The square represents the coming together of ideas - the who, what, where, when and how of your plan.

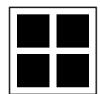
- Decide what needs to be done to reach your goal.
- Figure out the who, what, where, when, and how.
- List the abilities, skills, and knowledge acquired on your part.
- List other available resources, such as people, places, publications, and funds.
- Make a workable timetable to keep track of your progress.
- List possible barriers you might face, and develop plans if necessary.
- Decide ways to recognize your accomplishments along the way.



Act

The different squares in this symbol represent the activities to be carried out to meet your goal. It represents acting on the plan.

- Carry out your group or individual plan.
- Use family and community members, advisers, committees, task forces, and advisory groups when needed.



Follow Up

The broken square suggests examining the project piece by piece. This symbol also represents a "window" through which to review and evaluate the plan.

- Determine if your goal was met.
- List ways you would improve your project or plan for future reference.
- Share and publicize your efforts with others, including the media if appropriate.
- Recognize members and thank people involved with your project.

Baking & Pastry Event Guidelines

Baking and Pastry, an individual event, recognizes participants enrolled in a Family and Consumer Sciences culinary arts industry training program for their ability to demonstrate their baking and pastry skills through the preparation of the following products : quick bread, choux pastry, and shaped yeast bread. Participants must develop a plan for the time allotted, prepare menu items given to them, and present prepared items to evaluators.

Event Levels

Level 3: Grades 11-12

Eligibility & General Information

- Eligible participants are members who are currently or have been enrolled in a NC FCS culinary arts industry training program, as determined by the state FCS Consultants. NC FCS courses that qualify for this requirement are:
 - Foods and Nutrition 2
 - Food Science and Technology
 - Culinary Arts and Hospitality 1/2
 - Culinary Arts and Hospitality 3/4
- Each participant must complete the online project summary form located on the 'Surveys' tab of the FCCLA Student Portal, and provide the signed proof of submission by the assigned deadline.
- The competition recipes and equipment list for the NC FCCLA competition will be posted on the NC FCCLA website. Only items or ingredients on the lists and/or recipes are allowed to be used during the event. Participants who use other items or ingredients used will result in point deductions.

General Information								
Number of Participants per Entry	Prepare Ahead of Time	Items provided for Competition	Competition Dress Code	Participant Set Up/Prep Time	Participant Evaluator Review Time	Oral Presentation Time	Evaluation Interview Time	Total Event Time
1	Ingredient Equipment	\$15.00 Stipend per entry for Recipe Ingredients and/or Equipment	Chef's Uniform as described	15 minutes prep time	15 minutes uniform, ingredient, and equipment check	2 hours 45 minutes food production	15 minutes cleanup	3 hours and 30 minutes

Presentation Elements Allowed									
Audio	Costumes	Easel(s)	File Folder	Flip Chart(s)	Portfolio	Props or Pointers	Skits	Presentation Equipment	Visuals
	Chef Attire Required								

Procedures and Time Requirements for State Competition

Using the provided zoom link, participants will report at the specified time with all required ingredients, equipment, and wearing appropriate, clean attire. Participants will submit their prepared time management plan and equipment list for the menu and recipes no later than Tuesday, April 6.	
15 minutes	Uniform, equipment inventory and ingredients check.
15 minutes	Ingredient lists will be provided to the participants and their advisers. A \$15.00 stipend will be provided per entry, so that ingredients and supplies can be purchased for the competition. This will be mailed to chapters no later than 7 days before the competition. No other food products, garnishes, or condiments may be used during the event. Participants will have 15 minutes to organize the work area, obtain supplies, and adapt the time management plan, if required. Examples of allowable activities include placing equipment, verifying oven temperatures, measuring products, and cleaning/washing products. No products may be cut, peeled, sliced, etc. during this time.
2 hours 45 minutes	Participants will be given 2 hours and 45 minutes to prepare the required products according to the recipe specifications.
15 minutes	Participants will have 15 minutes to present products and clean up their workstations.

Specifications for Competitions

Uniform and Appearance

Participants will be well groomed and wear appropriate, clean attire meeting the following standards:

Uniform, Jewelry, and Personal Hygiene	Clean and appropriate uniform including professional chef attire (chef coat/jacket; industry pants or commercial uniform pants; apron; hair covering or chef hat; closed-toe, low heel, kitchen shoes made with non-slip soles and sealed non-melting uppers (canvas shoes are not appropriate); No additional jewelry, with the exception of a watch, is allowed. Facial hair is permitted, if appropriate covering is used. Hair is properly restrained with hairnet; if hair extends past the neck line. Minimal makeup, no cologne or nail polish. Acceptable graphics on the Culinary Arts uniform include the FCCLA logo, school, chapter, or state name or logo; and individual name. No additional logos are permitted. If required, additional logos may be covered with white cloth tape.
--	---

Safety and Sanitation

Participants, and their work areas, are kept sanitary and organized, meeting the following standards:

Safety and Sanitation	Workstation is kept neat, clean, and organized in a safe and sanitary manner. Hand washing is done frequently. Food contact surfaces are cleaned and sanitized properly, according to industry standards. Complete final cleanup and return supplies after the event within designated time period. Baked goods internal temperature is taken at center to reach required/desired food temperature.
-----------------------	---

Product Production

Participants will have 2 hours and 45 minutes to prepare food products. Participants should be proficient in the preparation of all required food products. Participants will demonstrate industry standards in the use of equipment, tools, and techniques. Participants will follow directions and recipes to prepare food products that meet industry standards for appearance and taste. The participant will present all items for evaluation at the end of the 2 hours and 45 minutes period. There will be no extra time allowed to complete preparation or presentation. All work must stop at the 2 hours and 45 minutes time limit.

Equipment, Tools, and Techniques	Use proper equipment, tools, products, vocabulary, and techniques in the preparation of required items, including the use of scales for measuring ingredients and equal division of dough and batter.
Timeline	Timeline is used and is accurate.
Mise en Place	Work effectively and display organizational skills. Mise en place is well executed.
Product Appearance	Products have appropriate color and doneness, are properly shaped and have visual appeal.
Product Consistency	Size, shape, and/or color of products meet or exceed industry expectations. Correct amount (yield) of items has been produced.
Baking Principles and Techniques	Follow directions of recipes in proper sequence to demonstrate correct baking principles.
Product Texture	Textures meet or exceed industry expectations.

Baking and Pastry Evaluations

Point Summary Form -

We will use the point summary form provided by National FCCLA. Participants will automatically be awarded 23 points, out of 30, for the following:

- Registration Packet - 3 points
- Testing Percentage Score - 20 points
 - Participants will not be required to complete any testing prior to the event.

Participants will be scored on the following:

- Event Online Orientation Documentation
- Proof of Project Summary Form Submission
- Time Schedule - participants will use the Baking & Pastry Time Management Plan provided in the 2020-2021 Competitive Events Guide
- Uniform and Appearance

Scoring Rubric-

We will use the form provided by National FCCLA. Participants will automatically be awarded 16 points, out of 70 points, for the following:

- Full points awarded for the Cake Decorating section on the scoring rubric - 16 points
 - Participants will receive full point for:
 - Preparation for Decorating (4 points)
 - Borders and Decoration (4 points)

- Writing (4 points)
 - Principles, Techniques, Expectations (4 points)
- The Taste and Texture portion of each food product scoring will evaluate only the texture of the product. Participants will open and showcase the inside of their food products for evaluators to determine if texture aligns with the food product and industry standards.

Timeline of Events

- Recipes posted on the NC FCCLA website.
- Register participants no later than **Friday, Mar. 5th by 5:00 pm..**
 - Chapters will register for SLC at one flat rate fee of \$150.00
 - Each STAR participant will register for \$20.00.
- Name change or substitutions may be submitted to the NC ED no later than **Monday, Mar. 15th.**
- Event Practice Zoom - **Thursday, Mar. 25th**
 - Participants will be required to attend this practice, with their work station set up as if they were competing. This will allow us to ensure that all spaces of the workspace are clear and visible for the event; as well as testing connectivity for the event.
- Entrant Stipend - mailed by **Friday, April 2nd.**
 - This stipend, in the amount of \$15.00, should be used to cover the cost of ingredients using the provided final recipe and ingredient list.
- Final Event Information and Competition Link - **Tuesday, April 6th**
 - These documents, and the link for the competition, will be provided to participants, and their advisers, through email. This should give advisers and participants ample time to obtain required ingredients and equipment before the event.
 - Participants will submit their final time management plan and complete equipment list by this date. These documents will be used during the competition by the evaluators.
- Live Competition - **Friday, April 9th**
 - Evaluators will be present at JWU to evaluate in real-time, and provide feedback to participants. Participants are required to login at the designated time using the provided link. There will be a 5 minute grace period. If they are not logged in by that time, they will be disqualified from the competition, and will not be able to participate.
 - Participants should have the device they are using set up so that evaluators can see the workspace entirely, and clearly. The device should be fully charged, or plugged into a charger, to ensure connectivity throughout the entire presentation. Participants should also be participating in a location with consistent internet connection to ensure connectivity throughout the entire presentation.
 - Participants will be able to complete the competition in either a residential or commercial kitchen. They must have access to the equipment stated on the equipment list.
 - Participants will know their ranking during the recognition session on April 16, during SLC.
 - The top 3 participants will advance to the Nationals STAR Event Competition for an *in-person* Baking & Pastry Competition. Participants must be registered for the National STAR Event Competition and National Leadership Conference by April 30, 2021. Participants in the National competition will be required to complete 4

baking products: quick bread, choux pastry, shaped yeast bread, and cake decorating. Please see the 2020-2021 Competitive Events Guide located in the "Resources" tab in the portal for more information.

Procedures and Time Requirements for State Competition

Using the provided zoom link, participants will report at the specified time with all required ingredients, equipment, and wearing appropriate, clean attire. Participants will submit their prepared time management plan and complete equipment list for the menu no later than Tuesday, April 6.	
20 minutes	Uniform, equipment inventory and ingredients check.
20 minutes	<p>Ingredient lists will be provided to the participants and their advisers. A \$15.00 stipend will be provided per entry, so that ingredients and supplies can be purchased for the competition. This will be mailed to chapters no later than 7 days before the competition. The final ingredient list and recipe for the competition will be provided to participants no earlier than 72 hours before the competition.</p> <p>No other food products, garnishes, or condiments may be used during the event. Participants will have 15 minutes to organize the work area, obtain supplies, and adapt the time management plan, if required. Examples of allowable activities include placing equipment, verifying oven temperatures, measuring products, and cleaning/washing products. No products may be cut, peeled, sliced, etc. during this time.</p>
60 minutes	Participants will be given 60 minutes to prepare required food products according to the recipe specifications.
15 minutes	Participants will have 15 minutes present their food products to evaluators, and to clean up their workstations.
5 minutes	Evaluators will use the rubric to score and write comments for each participant throughout the session by observing their work habits, techniques, development and use of their completed planning sheet, product presentation, appearance, and creativity. Then, evaluators will be given the opportunity to meet with each other to discuss participants' strengths and suggestions for improvement.

Specifications for Competitions

Uniform and Appearance

Participants will be well groomed and wear appropriate, clean attire meeting the following standards:

Uniform, Jewelry, and Personal Hygiene	Clean and appropriate uniform including professional chef attire (chef coat/jacket; industry pants or commercial uniform pants; apron; hair covering or chef hat; closed-toe, low heel, kitchen shoes made with non-slip soles and sealed non-melting uppers (canvas shoes are not appropriate); No additional jewelry, with the exception of a watch, is allowed. Facial hair is permitted, if appropriate covering is used. Hair is properly restrained with hairnet; if hair extends past the neck line. Minimal makeup, no cologne or nail polish. Acceptable graphics on the Culinary Arts uniform include the FCCLA logo, school, chapter, or state name or logo; and individual name. No additional logos are permitted. If required, additional logos may be covered with white cloth tape.
--	---

Safety and Sanitation

Participants, and their work areas, are kept sanitary and organized, meeting the following standards:

Safety and Sanitation	Workstation is kept neat, clean, and organized in a safe and sanitary manner. Hand washing is done frequently. Food contact surfaces are cleaned and sanitized frequently. Proper knife safety is demonstrated and small equipment is handled properly, according to industry standards. Complete final cleanup, and return supplies after the event within designated time period.
-----------------------	---

Product Production

Participants will have 60 minutes to prepare food products and garnish. Participants should be proficient in the preparation of a minimum of three food products. Participants will demonstrate industry standards in the use of equipment, tools, and techniques. Participants will follow directions and recipes to prepare food products that meet industry standards for appearance.

Participants will meet the following standards:

Equipment, Tools, and Techniques	Use proper equipment, tools, products, vocabulary, and techniques in the preparation of food products and garnishes. Use the proper amount of product in food production and incorporate usable by-products or return to safe storage.
Timeline	Timeline is used and is accurate. Participants will not be required to submit a timeline in advance this year. Instead, they will be scored on how they used their time throughout the event. Participants are still encouraged to create a timeline to ensure they finish the event successfully.
Use of Products	Follow directions of recipes in proper sequence, amounts, and preparation. Incorporate usable by-products into recipes, if appropriate.
Mise en Place	Work effectively and display organizational skills. Mise en place is well executed.

Food Taste and Presentation

Each participant will prepare two identical plates that have been attractively garnished. The participant will present all plates for evaluation of appearance and temperature at the end of the 60-minute period. There will be no extra time allowed to complete preparation or presentation.

All work must stop at the 60-minute time limit.

Plating and Presentation	Prepare two plates consistently, with appropriate portion size, functional garnish, and visual appeal.
Taste, Texture, and Seasoning	Food items are prepared with appropriate color, texture, flavor, mouth feel, and appropriate seasoning and balance. Although the taste of the food product will not be scored, proper seasoning, with plating color and texture will be visible during judging.
Cooking Methods and Technique	Preparation of product utilizing proper cooking methods and techniques. All food is served at safe and proper temperatures and

	with appropriate consistency. Maillard reaction is properly executed, as required by recipe.
--	--

Culinary Arts Evaluations

Point Summary Form

We will use the point summary form provided by National FCCLA. Participants will automatically be awarded 23 points, out of 30, for the following:

- Registration Packet - 3 points
- Testing Percentage Score - 20 points
 - Participants will not be required to complete any testing prior to the event.

Participants will be scored on the following:

- Event Online Orientation Documentation
- Proof of Project Summary Form Submission
- Uniform and Appearance
- Time Schedule - participants will use the Baking & Pastry Time Management Plan provided in the 2020-2021 Competitive Events Guide

Scoring Rubric

We will use the scoring rubric provided by National FCCLA.

- Scoring for the Taste, Texture, and Seasoning scoring section for each food item will be based on the use of contrasting colors and visible texture of the food items.

Timeline of Events

- Recipes posted on the NC FCCLA website.
- Register participants no later than **Friday, Mar. 5th by 5:00 pm.**
 - Chapters will register for SLC at one flat rate fee of \$150.00
 - Each STAR participant will register for \$20.00.
- Name change or substitutions may be submitted to the NC FCCLA no later than **Monday, Mar. 15th.**
- Event Practice Zoom - **Thursday, Mar. 25th**
 - Participants will be required to attend this practice, with their work station set up as if they were competing. This will allow us to ensure that all spaces of the workspace are clear and visible for the event; as well as testing connectivity for the event.
- Participant Stipend - mailed by **Friday, April 2nd.**
 - This stipend, in the amount of \$15.00, should be used to cover the cost of ingredients using the provided final recipe and ingredient list.
- Final Documents and Competition Link - **Tuesday, April 6th.**
 - These documents, and the link for the competition, will be provided to participants, and their advisers, through email. This should give advisers and participants ample time to obtain required ingredients and equipment before the event.
 - Participants will submit their final time management plan and complete equipment list by this date. These documents will be used during the competition by the evaluators.
- Live Competition - **Friday, April 9th**

- Evaluators will be present at JWU to evaluate in real-time, and provide feedback to participants. Participants are required to login at the designated time using the provided link. There will be a 5 minute grace period. If participants are not logged in by that time, participants will be disqualified from the competition, and will not be able to participate.
- Participants should have the device they are using set up so that evaluators can see the workspace entirely, and clearly. The device should be fully charged, or plugged into a charger, to ensure connectivity throughout the entire presentation. Participants should also be participating in a location with consistent internet connection to ensure connectivity throughout the entire presentation.
- Participants will be able to complete the competition in either a residential or commercial kitchen. They must have access to the equipment stated on the equipment list.
- Participants will know their ranking during the recognition session on April 16, during SLC.
- The top 3 participants will advance to the Nationals STAR Event Competition for an *in-person* Culinary Arts Competition. Participants must be registered for the National STAR Event Competition and National Leadership Conference by April 30, 2021. Participants in the National competition will be required to use the guidelines set in the 2020-2021 Competitive Events Guide located in the “Resources” tab in the portal for more information.

Job Interview

Job Interview, an individual event, recognizes participants who use Family and Consumer Sciences and/or related occupation skills to develop a portfolio, participate in an interview, and communicate a personal understanding of job requirements. Participants must prepare a portfolio, including a job application, and express their communication skills and job knowledge through an interview.

Event Levels

Level 2: grades 9-10

Level 3: grades 11-12

Eligibility and General Information

1. Participants should use the portfolio during the interview process and answer questions about the portfolio at this time. No other materials may be used during the interview.
2. Participants must apply for a job that matches their current skills, education level, and relates to their career interests/goals. Letters of recommendation must not be the work of the participant.
3. Chapters with multiple entries in this event must submit different projects for each entry. All projects must be developed and completed during a one-year span beginning July 1 and ending June 30 of the current school year..
4. Each participant must complete the online project summary form located on the 'Surveys' tab of the FCCLA Student Portal, and provide the signed proof of submission by the assigned deadline.
5. Each participant must view the orientation video found on the NC FCCLA website. Each participant must complete and submit the required form prior to the time of competition. Only one form is required per entry.

General Information								
Number of Participants per Entry	Prepare Ahead of Time	Items provided for Competition	Competition Dress Code	Participant Set Up/Prep Time	Participant Evaluator Review Time	Oral Presentation Time	Evaluation Interview Time	Total Event Time
1	Portfolio and Job Application		Official dress or Professional dress appropriate to event			20 minutes		20 minutes

Presentation Elements Allowed									
Audio	Costumes	Easel(s)	File Folder	Flip Chart(s)	Portfolio	Props or Pointers	Skits	Presentation Equipment	Visuals
					X				

Procedures and Time Requirements for State Competition

Each entry will post the required documents (as specified below) following instructions prior to the competition.	
Portfolio Files	Upload one(1) PDF file, designed so that viewers are able to scroll through the digital document. This must be an online file and not require the viewer to download it.
Interview	Interviews will be conducted virtually, as described below.

Specifications

Electronic Portfolio

An electronic portfolio may be either in PowerPoint, Prezi, or other electronic format that can be viewed by the evaluators and room consultants. The electronic portfolio the oral presentation URL will be submitted by the deadline, as outlined in the dates and deadlines for STAR Events. Portfolio may not exceed 47 slides, as described below. The electronic portfolio must be uploaded as one PDF file - multiple files, images, or other file types will not be accepted. The electronic portfolio will be used in the oral presentation recording.

1 slide	Project Identification Page	Plain slide, with no graphics or decorations; must include participant's name(s), chapter name, school, city, state, event name, and project title.
1 slide	Table of Contents	List the parts of the portfolio in the order in which the parts appear.
2 slides	FCCLA Planning Process Summary Page	Summarize how each step of the Planning Process was used to plan and implement the project; use of the Planning Process may also be described in the oral presentation.
1 slide	Evidence of Online Project Summary Submission	Complete the online project summary form located on the "Surveys" tab of the FCCLA Student Portal, and include signed proof of submission in the portfolio. This is also due to be submitted with your electronic portfolio and URL links on Mar. 29.
0-5 slide	Content Divider Pages or Sections	Use 0-5 content divider/section pages or slide. Content divider/section pages may be tabbed, may contain a title, a section name, graphic elements, thematic decorations, and/or page numbers. They must not include any other content.
Up to 37 slides	Job Specification Sheet	Give name of employer, job title, short job description, required hours, and wages typically offered for this job. The selected job must match the participants current skills, education level, and relate to future career

		interests and goals.
	Business Communication	Include a completed job application (download from the STAR Events Resources page of the FCCLA website), cover letter, resume, and two letters of recommendation (one from a school official, administrator, counselor, or teacher; one from an employer or other community representative). All student-created business documents should be complete; use correct spelling, grammar, and be consistently written; be of consistent font style and of appropriate size; use appropriate business format and color; be well organized; and match current skills and reflect future career interests and goals.
	Career-Related Education	Describe career-related education that enhances employability. Include a summary of school activities, career research projects, application of Family and Consumer Sciences and/or related occupations skills and their relationship to job, and an example of ability to communicate in written form.
	Educational Enhancement Opportunities	Describe educational enhancement opportunities that enhance employability. Include career development planning, summaries of job shadowing, internships, apprenticeships, informational interviews, or community service projects, and products developed during these experiences.
	Examples of Skills	Provide evidence of five skills, talents, and/or abilities related to job and career goals. These may be in any format but must fit within the dimensions of the portfolio. Audio and/or video recordings may be included in the portfolio but will not be considered by evaluators. Examples or samples of skills will be identified as such and are considered content pages.
	Appearance	Portfolio must be neat, legible, and professional and use correct grammar and spelling.

Interview

The interview may be up to 20 minutes in length and will be conducted by a teacher, administrator, counselor, or other adult. Questions will pertain to the participants current skill level and the specific job for which they are applying. Sample questions may be found on the Resources section of the NC FCCLA website. The portfolio should be used during the interview.

Knowledge of Selected Job	Show evidence of how present skills relate to the job, including Family and Consumer Sciences and/or related
---------------------------	--

	occupations coursework, and evidence of knowledge of specific abilities needed to perform the job.
Communication Skills	Display effective verbal and nonverbal skills: clarity of expression, eye contact, body language, voice, grammar, word usage and pronunciation, friendly, poised, and personable.
Response to Interview Questions	Provide clear and concise answers to interview questions.
Use of Portfolio	Use portfolio during the interview to support understanding of job and emphasize skills.
Professional Appearance	Wear FCCLA official dress or professional dress appropriate for a specific job interview.
Voice	Speak clearly with appropriate pitch, tempo, and volume.
Body Language	Use appropriate body language including gestures, posture, mannerisms, and eye contact throughout the interview.
Grammar/Word Usage/Pronunciation	Use proper grammar, word usage, and pronunciation.

Job Interview Evaluations

Point Summary Form

We will use the point summary form provided by National FCCLA. Participants will automatically be awarded 4 points for the following:

- Registration Packet - 3 points
- Punctuality - 1 point

Participants will not receive the 1 point for Electronic Portfolio if the portfolio is submitted as any other file format other than PDF. The file must be a PDF file that does not require the viewer to download.

Scoring Rubric

We will use the scoring rubric provided by National FCCLA.



30 Potential STAR Event Job Interview Questions

Here are some sample questions that your interviewer may wish to use, and modify based on their review of your portfolio.



1. Tell me about yourself.
2. What are your strengths?
3. What are your weaknesses?
4. Why are you interested in the posted position?
5. Where would you like to be in your career five years from now?
6. What are your most remarkable skills? What's your ideal company?
7. What attracted you to this company?
8. Why are you thinking about leaving your current job?
9. Tell me about your experience at _____.
10. What experience do you have doing _____?
11. What can you do for us that other candidates cannot?
12. What were the responsibilities of your last position?
13. Tell me about when you had to take initiative.
14. Tell me about a time you had to deal with a difficult customer.
15. Tell me about a time you had to respond to a crisis.
16. Tell me about a time where you had to deal with a conflict on the job.
17. What assignment was too difficult for you, and how did you resolve the issue?
18. What's the most difficult decision you've made in the last two years and how did you come to that decision?
19. Describe how you would handle a situation if you were required to finish multiple tasks by the end of the day, and there was no conceivable way that you could finish them.
20. Give me an example of a time that you felt you went above and beyond the call of duty, and there was no conceivable way that you could finish them.
21. Have you ever been on a team where someone was not pulling their own weight? How did you handle it?
22. Tell me about a time when you had to give someone difficult feedback. How did you handle it?
23. What is your greatest failure, and what did you learn from it?
24. If I were your supervisor and asked you to do something that you disagreed with, what would you do?
25. What are your expectations for using your cell phone and texting during the job?
26. What computer skills do you have?
27. What techniques and tools do you use to keep yourself organized?
28. What are three positive things your last boss would say about you?
29. What negative thing would your last boss say about you?
30. List five words that describe your character.