



**MURRAY STATE**  
UNIVERSITY

**Hutson School of Agriculture**

**NACTA** Judging  
Conference 2019

## **Computer Applications Contest Official Rules**

Friday, April 12<sup>th</sup>

Time and Location to be determined

### **Contest Director:**

Mr. Ryan Morrow

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# **Contest Rules**

## **Teams and Eligibility**

1. 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.
2. 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.
3. A competing individual may compete in this contest up to two times as an official contestant in a national NACTA Computer Applications contest. A contestant that placed in the top three in the contest in the previous year is still eligible to compete in the same contest for another year of competition. Students will have 4 hours to complete the contest.

## **Event Description and Guidelines**

1. This contest will evaluate fundamental knowledge of computers and computer applications. Particularly with respect to personal computer hardware, software, the World Wide Web, and the ability to analyze a problem and then present those findings in a professional and convincing manner.
2. The contest will consist of two separate components:
  - a. Component 1 will consist of a written exam consisting of fifty (50) multiple-choice questions.
  - b. Component 2 will consist of a problem that will be provided the day of the examination. The problem will require a financial analysis. Every student will be given the same problem to analyze.
3. Students are to use Excel to develop a spreadsheet model to analyze the problem.
4. Students are to use PowerPoint to then take their analysis and generate a presentation that they could show to management.

5. The grading point distribution will be as follows:
  - a. The written exam will be worth 100 points [fifty (50) questions @ 2 points each]
  - b. The applications problem will be worth 200 points [50% of the score will be from the Spreadsheet and 50% from the PowerPoint.].
6. Students will be furnished computers with Microsoft Excel and PowerPoint.
7. Students will need a USB stick drive. They will provide their Excel analysis and PowerPoint on that USB drive.
8. There will be no communication among students during the test.
9. Announcements made during the contest will take precedence over written rules.
10. Cell phones, personal electronic devices, or conferring during the contest, will not be permitted.
11. Students need to bring a #2 pencils. Books, notes, papers, etc. will not be allowed in the examination areas.
12. Web searches will not be allowed.
13. Students will only be allowed to have open the computer programs, Excel and PowerPoint.
14. Any Email or texting programs running during the contest will result in disqualification of the contestant.
15. Any contestant(s) observed in violation of these rules will be eliminated from the competition.
16. Judges decisions are final.