2018 DIVISION TECHNOLYMPICS DepED

Implementing Guidelines

Areas for Skills Exhibition

The areas for skills exhibition, number of participants per event and time allotment for the Technolympics are the following:

Division Technolympics 2018 Information and Communications Technology (ICT) Division: October 19, 2018 @ Ocampo NHS				
Event	Contestant	Coach	Duration	Contest Administrator
NATIONAL LEVEL				
1. Technical Drafting (CAD)	1	1	4 hours	ARISTEO T. FERNANDEZ
2. Computer Systems Servicing	1	1	4 hours	BIENVEDINO ENCISO JR.
DIVISION LEVEL				
1. NFOT Webpage Designing	1	1	4 hours	MYRAVELLE V. NEGRO
2. Logo Making (Photoshop)	1	1	4 hours	MARYANNE N. BELTRAN
3. Tarpaulin Design (Photoshop)	1	1		IAN JOSEPH C. VELASCO
4. Fastest Encoding	1	1	1 hour	JANE S. CELETARIA
5. Interactive Powerpoint Presentation	1	1	1 ½ hours	MARIBEL ALANO
6. MS Excel	1	1	2 hours	ARKHIE C. LOPEZ
7. MS Publisher	1	1	2 hours	GABRIELLE E. FLORES

2018 NATIONAL TECHNOLYMPICS

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(A Showcase of Marketable Products and Performances)

COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY	
GRADE LEVEL	Junior /Senior High School/ALS	
EVENT PACKAGE	Technical Drafting – Prepare computer-aided design of a house -Floor Plan -Elevations -Perspective	
NO. OF PARTICIPANT/S	One (1)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
Criteria For Assessment	Criteria	Percentage
	Aesthetic/Architectural/Originality and creativity of design/ideas	35%
	Accuracy	35%
	Safety work habits and housekeeping	10%
	Speed	10%
	Ability to Present the Process	10%
	Total	100%

Event Rules and Mechanics

a. The Event Administrator and his/her secretary, members of the Technical and Evaluation Committee and Board of judges, shall be in the venue sixty (60) minutes ahead of the event schedule.

b. The Technical and Evaluation Committee shall inspect the resource requirements for the contest.

c. Event materials, supplies, tools, equipment and other things needed in the venue shall be made ready by the Event Administrator sixty (60) minutes before the event schedule.

d. All participants shall be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified after careful evaluation and scrutiny by the Technical Evaluation Committee.

e. The participants shall draw lots to determine their respective places and setting up of their extension cords, equipment, and tools shall be done during this time.

f. Borrowing of materials, supplies, tools and equipment is strictly prohibited.

g. Briefing of participants shall be done fifteen (15) minutes before the scheduled event.

h. The Event Secretary shall give the signal for the event to start. Once the event started, the coaches, teachers, and other delegates shall no longer be allowed to talk to the participants in order to give them full concentration in their task.

i. Only the Event Administrator, Secretary, Technical Committee members, Judges, Official Photographer and Participants are allowed to be in the venue for the whole duration of the contest.

j. Questions/protests shall not be entertained during the contest proper except for clarifications and points of order, and shall be raised directly to the Event Administrator.

k. The Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.

l. Participant/s shall go through a five (5)-minute panel interview and deliberation by the Board of Judges after the four (4) hour time allotment.

II. Resource Requirements			
Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			
B. Tools / Equipment	PPE	Desktop computer, (minimum) quad core	
C. Others		AutoCAD 2014 Version 19.1	Printing cost

Notes:

a. All outputs (soft copies) shall be collected by the Event Secretary and shall be endorsed to the Organizers for printing. File copies shall also be furnished to the Documentation Committee.

b. All printed outputs shall be displayed in a designated area in the entire duration of the event.

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	Computer Systems Servicing (CSS)
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	Four (4) Hours (excluding interview)
DESCRIPTION	The participants will ensure functionality and connectivity of the computer system through file and printer sharing and internet connectivity through demonstration of the core skills on installing and configuring computer systems and setting-up computer network and server.

Criteria For Assessment	Criteria	Percentage
	Workmanship/Functionality	30%
	Methods/Procedures Use of tools, materials and equipment	30%
	Safety work habits and housekeeping Affordability	20%
	Wise use of time/speed	10%
	Ability to Present the Process	10%
	Total	**100%**

Event Rules and Mechanics

a. The Event Administrator and his/her secretary, members of the Technical and Evaluation Committee and Board of judges, shall be in the venue sixty (60) minutes ahead of the event schedule.

b. The Technical and Evaluation Committee shall inspect the resource requirements for the contest.

c. Event materials, supplies, tools, equipment and other things needed in the venue shall be made ready by the Event Administrator sixty (60) minutes before the event schedule.

d. All participants shall be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified after careful evaluation and scrutiny by the Technical Evaluation Committee.

e. The participants shall draw lots to determine their respective places and setting up of their extension cords, equipment, and tools shall be done during this time.

f. Borrowing of materials, supplies, tools and equipment is strictly prohibited.

g. Briefing of participants shall be done fifteen (15) minutes before the scheduled event.

h. The Event Secretary shall give the signal for the event to start. Once the event started, the coaches, teachers, and other delegates shall no longer be allowed to talk to the participants in order to give them full concentration in their task.

i. Only the Event Administrator, Secretary, Technical Committee members, Judges, Official Photographer and Participants are allowed to be in the venue for the whole duration of the contest.

j. Questions/protests shall not be entertained during the contest proper except for clarifications and points of order, and shall be raised directly to the Event Administrator.

k. The Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.

l. Participant/s shall go through a five (5)-minute panel interview and deliberation by the Board of Judges after the four (4) hour time allotment.

I. Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies	RJ45	cable for networking	folders, copy paper, pens, flash drive
B. Tools / Equipment	2 sets crimping tools 2 sets screw drivers 1 set LAN tester extension cord, PPE	Desktops, Printer Switch hub box (24 ports) Electrical outlets Working tables, Chairs	
C. Others			Utility expenses

Note:

a. All outputs (soft copies) shall be collected by the Event Secretary and shall be endorsed to the Organizers for printing. File copies shall also be furnished to the Documentation Committee.

b. All printed outputs shall be displayed in a designated area in the entire duration of the event.

DIVISION TECHNOLYMPICS
(A Showcase of Marketable Products and Performances)

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior & Senior High School including ALS
EVENT PACKAGE	NFOT Webpage Designing
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	Four (4) hours (excluding interview)
DESCRIPTION	Designing websites in order to publish information, advertise and sell products. A good website lets you navigate easily, offers access to the breadth and depth of the site's content

	Criteria	Percentage
Criteria For Assessment	Originality and creativity of design/ideas Graphics/Presentation/Harmony and balance Visual appeal, Combination of elements Additional feature	30%
	Informative/Relevant Functionality of components	30%
	Use of tools/materials and equipment Safety work habits and housekeeping	20%
	Speed	10%
	Fluency of oral communication, Flow of thoughts	10%
	Total	**100%**

I. Event Rules and Mechanics

a. The Event Administrator and his/her secretary, members of the Technical and Evaluation Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.

b. The Technical and Evaluation Committee shall inspect the inputs

c. Event materials, supplies, tools, equipment and other things needed in the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.

d. All participants should be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified.

e. The participants will draw lots to determine their respective places and set up their food and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.

f. Briefing of participants will be done fifteen (15) minutes before the scheduled event.

g. The Event Secretary will give the signal for the event to begin. Once the event has been started, the coaches, teachers, and other delegates are no longer allowed to talk to the participants to give them full concentration in their task.

h. Only the Event Administrator, Secretary, judges, technical committee members, judges, official photographer and participants are allowed in the venue.

i. No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.

j. Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if justified and refer the matter to the attention of the Technical and Evaluation Committee, for appropriate action.

k. Each participant will go through a panel interview and deliberation with the Board of Judges after the four (4) hour time allotment.

II. Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	PPE	Desktop computers	
C. Others		Software: MS SharePoint/Note Pad++ Graphics/images	Utility expenses

Notes:

a. All outputs (soft copies) shall be collected by the Event Secretary and endorsed to the Organizer. File copies shall also be furnished to the Documentation Committee.

b. All outputs shall be displayed until the duration of the event.

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	NFOT Logo Making
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	Four (4) Hours (excluding interview)
DESCRIPTION	Designing Official NFOT Logo using Adobe Photoshop CS4 (or higher)

Criteria For Assessment	Criteria	Percentage
	Originality and creativity of design/ideas Graphics/Presentation/Harmony and balance Combination of materials, Additional value	30%
	Functionality/Relevance Visual appeal, Affordability	30%
	Methods/Workmanship Use of tools/materials and equipment Safety work habits and housekeeping	20%
	Wise use of time/speed	10%
	Fluency of oral communication, Flow of thoughts	10%
	Total	**100%**

II.   I. Event Rules and Mechanics
a.   The Event Administrator and his/her secretary, members of the Technical and Evaluation Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.
b.   The Technical and Evaluation Committee shall inspect the inputs
c.   Event materials, supplies, tools, equipment and other things needed in the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
d.   Ail participants should be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified.
e.   The participants will draw lots to determine their respective places and set up their food and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
f.   Briefing of participants will be done fifteen (15) minutes before the scheduled event.
g.   The Event Secretary will give the signal for the event to begin. Once the event has been started, the coaches, teachers, and other delegates are no longer allowed to talk to the participants to give them full concentration in their task.
h.   Only the Event Administrator, Secretary, judges, technical committee members, judges, official photographer and participants are allowed in the venue.
i.   No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.
j.   Borrowing of materials, supplies, tools, and equipment during the event is not allowed.
k.   Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if justified and refer the matter to the attention of the Technical and Evaluation Committee, for appropriate action.
l.   I. Each participant will go through a panel interview and deliberation with the Board of Judges after the three (3) hour time allotment

III.   **Resource Requirements**

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	Laptop / Desktop Extension Cord	Desktop computer (backup) Electrical outlets Computer tables, Chairs	
C. Others	Adobe Photoshop CS4 (Software)	Graphics	Utility expenses Printing cost

Note:
a.   All outputs (soft copies) shall be collected by the Event Secretary and endorsed to the Organizer for printing. File copies shall also be furnished to the Documentation Committee.
b.   All print outputs shall be displayed in a designated area until the duration of the event.
c.   NFOT logo designs shall be printed in the tarpaulin material. Extra time will be given for printing outside the host school.

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	Fastest Encoding
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	One (1) Hour
DESCRIPTION	Using Typing Master software, participants must be able to comply with the standard typing procedure, ethics and ergonomic posture.

Criteria For Assessment	Criteria	Percentage
	Speed (min of 35wpm)	35%
	Accuracy	35%
	Proper Hand and Finger Position	20%
	Posture and Sitting Position	10%
	Total	**100%**

SKILLS EXHIBIT PROPER

A. Preliminary Activities
1. Contest registration of trainers and contestants.
2. Submission of required documents for the contest.
3. Ocular inspection of the contest venue.
4. Briefing/orientation of trainers with the contest administrator a day before the actual competition.
5. Inspection and distribution of contest materials.

B. During
1. Briefing of trainers and contestants with the contest administrator (15 minutes)
2. Final instructions of trainers with their contestants.
3. Inspection of contest materials, tools and equipment.
4. There will be three rounds;
   Round 1 – English
   Round 2 – Tagalog (Filipino)
   Round 3 – Lorem Ipsum (Dummy Text)
5. 15 minutes for every round and 5 minutes break

C. After
1. Division Team will serve as judges.
2. All outputs shall be indorsed to the Secretariat by the contest Administrator.
3. All outputs shall be displayed until the duration of the skills competition.

Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	Laptop / Desktop Extension Cord	Desktop computer (backup) Electrical outlets Computer tables, Chairs	
C. Others	TypingMaster Pro v7.1		Utility expenses

Note:
A. All resources shall be brought by the contestant.
B. Coaches are allowed to observe the process within 3 meter range.
C. No food and drinks allowed at the contest area.
D. All participants must obey the rules and regulation of the venue.

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	INTERACTIVE POWERPOINT PRESENTATION
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	1 1/2 Hours
DESCRIPTION	Ideas and concept are based presented using visual presentation and aid. MS POWERPOINT is one of many platforms where you can prepare your PowerPoint presentation and present them using your own concepts and idea.

Criteria For Assessment	Criteria		Percentage
	Creativity and Innovation		40%
	• Originality of Design / Ideas / Style and Graphics	20%	
	• Accuracy of Design / Harmony and Balance	10%	
	• Color and Appeal	10%	
	Process		40%
	• Use of appropriate tools, materials and equipment	20%	
	• Methods / use of Animation / Transition / Object & Hyperlink(s)	20%	
	Time Management / Speed		10%
	Marketability, Presentation and Communication		10%
	Total		**100%**

SKILLS EXHIBIT PROPER

1. The event administrator and their secretaries, Technical Committee and Judges should be in the venue sixty (60) minutes ahead of the event schedule.
2. All participant should be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified.
3. The briefing of participants will be done fifteen (15) minutes before the scheduled event.
4. Host school is in-charge of venue, LCD projector, Printer, bond paper, table and chairs.
5. The event secretary will give the signal for the event to begin. Once the event has started, the coached, teachers, and delegates are no longer allowed to talk to the participants to allow them to fully concentrate on their work.
6. Only the event Administrator, Secretary, Technical Staff, Judges, official photographer and participants are allowed in the venue.
7. No questions shall be entertained during the contest proper except clarifications and point of order shall be raised with the event administrator.
8. Borrowing of materials, tools and supplies during the event is not allowed.
9. The working area, should be cleaned immediately after the event.
10. Final output shall be presented in both soft copy and hard copy.
11. Judges decision is final and irrevocable.
12. This event is up to DIVISION LEVEL only.

Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	Laptop with pre-installed MS Powerpoint 2010 (or higher) Extension Cord Flash Drive	Electrical outlets Tables Chairs	
C. Others			Utility expenses

DIVISION TECHNOLYMPICS

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	PRESENTATION OF WORKSHEET USING MS EXCEL 2010 (or Higher)
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	2 Hours
DESCRIPTION	Organizing data makes information analysis much easier. Using MS Excel, data entry shall automatically be computed and analyzed using specific formula. Presentation shall be made through a table, graph and indicators.

	Criteria	Percentage
	Accuracy and Arrangement of Tables (Columns), Format, Style	30%
Criteria For Assessment	Correct use of Formula, Hyperlink(s)	40%
	Time Management / Speed	10%
	Marketability, Presentation	20%
	Total	**100%**

SKILLS EXHIBIT PROPER

1. Participants must bring their own laptop with preinstalled MS Office 2010 or Higher, extension wire and flash drive.
2. Host school is in-charge of contest venue, printer and bond paper.
3. Briefing of participants shall be done 15 minutes before contest starts.
4. Only contestants shall be allowed inside the contest venue.
5. The Division Team / Contest Administrator will prepare the pre-need data, criteria / formula and activity card which will be sued by the contestants as guide.
6. Activity card and problem will be distributed during the contest proper only.
7. Following the activity card, contestant shall prepare/perform/include the following using MS EXCEL 2010 or higher:
   a. Table (Among Worksheet/s)
   b. COMPUTATION AND LOGICAL FORMULA (IF, NESTED IF, IFERROR, VLOOKUP)
   c. HYPERLINK, FORMATTING, MS EXCEL security features
   d. most commonly used commands for working with data in Excel
8. Final output shall be presented in both soft and hard copy.
9. No questions shall be entertained during the contest proper except clarifications and point of order.
10. Judges decision is final and irrevocable.
11. This event is up to DIVISION LEVEL ONLY.
12. Only one representative per School is allowed.

Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	Laptop with pre-installed MS Excel 2010 (or higher) Extension Cord Flash Drive	Electrical outlets Tables Chairs	
C. Others			Utility expenses

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COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Junior High School and Senior High School
EVENT PACKAGE	MS PUBLISHER CREATING EVENT BROCHURE (Congressional Level) FOUR PAGED SCHOOL MAGAZIE (Division Level)
NO. OF PARTICIPANTS	One (1)
TIME ALLOTMENT	2 Hours
DESCRIPTION	One of the most common desktop Publishing software is the Microsoft Publisher. It allows you to manipulate features such as page size, text, graphics and borders to create professional quality printed documents.

Criteria For Assessment	Criteria		Percentage
	CONTENT 　　Clarity of purpose 　　Mechanics 　　 -Spelling, Grammar, Punctuation 　　Appropriateness of information	10% 10% 10%	30%
	CREATIVITY / ORIGINALITY 　　Artistic quality of elements 　　Good use of color 　　Creative use of text and graphics	10% 10% 10%	30%
	DESIGN / LAYOUT 　　Easy to Read 　　Logical sequence of information 　　Effective use of text elements 　　Consistent formats and design 　　Effective use of white space 　　or balance between graphics and text	10% 7% 7% 10% 6%	40%
	Total		**100%**

SKILLS EXHIBIT PROPER

1. The event administrators and their secretaries, technical committee and Judges should be in the venue sixty (60) minutes ahead of the event schedule.
2. All participants should be at the designated venue 30 minutes before the event starts. Late participants without valid reasons shall be disqualified.
3. The briefing of participants will be done fifteen (15) minutes before the scheduled event.
4. Host school is in charge of venue, LCD projector, printer, bond paper tables and chairs.
5. The event secretary will give the signal for the vent to begin. Once the event has stared, the coaches, teachers, and delegates are no longer allowed to talk to the participants to allow them to fully concentrate on their work.
6. Only the event Administrator, Secretary, Technical Staff, Judges, Official photographer and participants are allowed in the venue.
7. No questions shall be entertained during the contest proper except clarifications and point of order shall be raised with the event administrator.
8. During the **CONGRESSIONAL LEVEL**, each participant must bring a camera / smart phone. Each will take a photo of the highlights of the Technolympics. Then using the photos, they will make a brochure that features the events conducted during the competition. Also, the content shall come from the contestant.
9. During the **DIVISION LEVEL**, the graphics and news articles to be used shall be provided by the contest administrator. The participants MAY or MAY NOT use all the graphics and news provided. The score will be based on how the magazine / newspaper is composed.
10. Font style to be used are those which are pre-installed in the program. MS Publisher 2013 or Higher and preferably those which are used in newspaper / magazines.
11. Final output shall be presented in both soft copy (.pdf format) and printed copy.
12. Judges decision is final and irrevocable.
13. This event is up to DIVISION LEVEL ONLY.

Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			folders, copy paper pens, flash drive
B. Tools / Equipment	Camera Laptop with pre-installed MS Publisher 2013 (or higher) Extension Cord Flash Drive	Electrical outlets Tables Chairs	
C. Others			Utility expenses