



Idaho TSA Virtual SLC Guidelines and Requirements

This document will serve as a basis for what is required for student members to submit for their virtual Competitive Events. If you have any questions or require assistance, please reach out to the Idaho TSA State Staff listed below.

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State Leadership Conference (SLC) Registration

Overview

2021 SLC registration has some notable changes this year when registering students for competitive events.

- When registering for Team events, make sure you designate a TEAM CAPTAIN. Team captains will be the only members of a team able to submit their documents and videos to the Judge Pro system.
- In order for each member to have access to the SLC virtual platform, each participant will be required to list an email address – this includes students. Idaho TSA will import the email addresses into the SLC virtual platform.

Cost and Fees

Idaho TSA has made the decision to adjust the conference fees for 2021 SLC in order to assist its members and promote attendance.

- Conference fees for students and advisors will be \$25

Required URL Access

Please work with your school/district IT department to ensure that the following websites are accessible in order to allow advisors and students to fully participate without any issues.

- Registration Site: <http://registermychapter.com>
- Event Submission and Judging: <http://judgespro.registermychapter.com>
- Virtual SLC Platform: idahocte.live and mm.6connex.com
- Zoom: zoom.us

Important Dates and Deadlines

February 1	vSLC Registration Opens	
February 19	State Officer Candidate Applications Due	
February 19	Honor/Legacy Cord Application Due	
February 21	Registration Closes	
February 22-26	Event Submission Uploads	
February 27-March 2	Event Judging	
March 3-5	State Conference – Includes Opening Ceremony, Business Meeting, Voting Delegate Meeting, Workshops, Closing Ceremony and Awards Presentation	

DLG Judge Pro – Student Instructions

The instructions listed below will be how the students will submit their documents and URL videos for their competitive event. The submission link will be sent to advisors and will also be posted on the Idaho TSA website.

Student Login

User Name (Participant ID)

Password

How to Login:

1. Type the appropriate **"Student Submission URL"** in the Web Browser Address field located at the top of your Web Browser
2. Type the appropriate **"Participant ID"** in the **"Username"** field
3. Type the appropriate **"Password"** in the **"Password"** field
4. Click on the **"Login"** button

Note: If your event is a TEAM EVENT, the Team Captain is the only one that can logon for the TEAM, see the Scenario and Upload Files

Judge Pro **Student** Instructions Continued

IMPORTANT: SYSTEM ADMINS, STUDENT SCREENS ARE VERY SPECIFIC TO HOW YOU SETUP YOUR EVENTS SO YOU WILL NEED TO TAILOR THESE INSTRUCTIONS SPECIFIC TO YOUR SETUP FOR THE STUDENTS.

PROJECTS FOR BEN BROWN

[Logout](#)

Event	Team #	Students	Title	Projects	Confirmation
A Generic Event 1 (CIR1)		Ben Brown (1001001)		Instructions	Scenario Upload Files
A Generic Event 2 (CIR2)		Ben Brown (1001001)			Upload Files
A Generic Event 3 (CIR3)		Ben Brown (1001001)		Scenario	Upload Files
A Generic Event 4 (CIR4)		Ben Brown (1001001)			Scenario viewing/file upload is closed

Instruction button –This button will appear to the student with instructions specific this event

Scenario button- This button will appear to the student specific to the event and will contain the event scenarios

Upload Files –This button will appear to the student to upload files/url's

Scenario Viewing/File Upload is Closed – this means that the event is not open. Once it opens, based on the dates put in by the System Admin in Project Setup, the buttons will appear to the student.

File Uploads

Student will click on the Upload Files button to submit files.

You can only add a combination of 2 file(s)/URL(s)

Files

There are currently no attachments

[Click Here To Upload a New File](#)

Do not refresh, use browser arrows or close your browser while the file uploads

URLs

There are currently no urls

Add New URL

[Add](#)[Finished](#)

How to Submit a Project that has a Scenario/Case Study/Job:

1. Click on the “**Scenario**” button and review the Student Instructions (if applicable)

Back (without saving)

NOTE: Do not refresh your screen or press your back button, otherwise it will automatically submit.

Start Scenario

00:00

2. Click on the “**Start Scenario**” button and read the Scenario displayed on the screen
3. If the Scenario has a time limit, the timer will begin the countdown

Finished Reading Scenario

4. Click on the “**Finished Reading Scenario**” button once you have completed reading the Scenario and the Project upload screen will appear

NOTE: If you do NOT Click the “Finished Reading Scenario” button and let the timer run out to 0:00, you will be re-directed to the home page. Then you will have to Click on the “Upload Files” button to go to the Project Upload screen. If there is a timer on the Project upload screen, you will need to submit your Files/URL’s prior to the timer running out.

Event	Team #	Students	Title	Projects	Confirmation	
HS Architectural Design (HS) (ADHS)	ADHS~2052-1	Jeremy (2052024)		StudentProjectAttachmentSample.pdf https://tsaweb.org https://google.com		<p>Scenario</p> <p>Upload Files</p>

Judge Pro **Student** Instructions Continued

Judge Pro Student Project Upload Screen

Based on the Project , there could be Files, URLs upload options or both. If the Upload process has a time limit it will be displayed in the upper right hand corner. If the timer runs out, the ability to submit your project/presentation will disappear from the Screen.

PROJECT FILES/URLS FOR HS ARCHITECTURAL DESIGN (HS)

Jeremy (2052024)

You can only add a combination of 3 file(s)/URL(s)

Files

There are currently no attachments

[Click Here To Upload a New File](#) **Do not refresh, use browser arrows or close your browser while the file uploads**

URLs

URL

<https://tsaweb.org> [✕ Delete](#)

Add New URL

[Add](#)

[Finished](#)

How To Add a File:

1. Click on the **“Click Here to Upload A New File”** button
2. Locate/Select the appropriate file on your local machine to upload
3. Repeat the above steps if you are allowed to upload more than one File

How To Add a URL:

1. Type in the appropriate **“URL”** in the **“Add New URL”** field
2. Click on the **“Add”** button
3. Repeat the above steps if you are allowed to add more than one URL
4. Click on the **“Finished”** button

IMPORTANT: IF THE EVENT IS SETUP WITH AS A TIMED EVENT, DO NOT CLICK ON THE FINISHED BUTTON UNTIL YOU HAVE EVERYTHING UPLOADED AND ENTERED CORRECTLY. YOU WILL NOT BE ABLE TO CHANGE ANYTHING AFTER YOU CLICK ON THE FINISHED UPLOADING FILES BUTTON

Judge Pro **Student** Instructions **Continued**

Judge Pro Student Project Upload Screen

How To Remove a File and/or URL **BEFORE** you Click on the Finished Uploading Files button:

Locate the “**File**” and/or “**URL**” on the screen and click on the “**X Delete**” button located on the right-hand side of the “**File**” and/or “**URL**” that you want to remove

PROJECT FILES/URLS FOR HS ARCHITECTURAL DESIGN (HS)

Jeremy (2052024)

You can only add a combination of 3 file(s)/URL(s)

Files	
File Name	
StudentProjectAttachmentSample.pdf	Download X Delete

URLs	
URL	
https://tsaweb.org	X Delete
https://google.com	X Delete

Once you click on the “**Finished**” button, the following screen will appear.

NOTE: The “**Scenario**” and “**Upload Files**” buttons may not be accessible after submission if the System Admin placed a lock on these actions after submitting your files. If the Upload Files is still accessible, this means you can delete/add files/URL’s until the project event closes.

Event	Team #	Students	Title	Projects	Confirmation	
HS Architectural Design (HS) (ADHS)	ADHS-2052-1	Jeremy (2052024)		StudentProjectAttachmentSample.pdf https://tsaweb.org https://google.com		Scenario Upload Files

1. To View your Project, Click on the “**Project**” link(s)
2. To Print your Project Confirmation, Click on the “**Print**” icon

How to Log Out:

1. Click on the “**Log Out**” button

Judge Pro **Student** Instructions Continued

Judge Pro Student Project Upload Screen

How to Submit a Project that Does Not Have a Scenario:

Event	Team #	Students	Title	Projects	Confirmation	
HS Architectural Design (HS) (ADHS)	ADHS-2052-1	Jeremy (2052024)		StudentProjectAttachmentSample.pdf https://tsaweb.org https://google.com		Upload Files

1. Click on the **“Upload Files”** button

PROJECT FILES/URLS FOR HS ARCHITECTURAL DESIGN (HS)

Jeremy (2052024)

You can only add a combination of 3 file(s)/URL(s)

Files

There are currently no attachments

[Click Here to Upload a New File](#) **Do not refresh, use browser arrows or close your browser while the file uploads**

URLs

URL

<https://tsaweb.org> [Delete](#)

Add New URL

[Add](#)

[Finished](#)

How To Add a File:

1. Click on the **“Click Here to Upload A New File”** button
2. Locate/Select the appropriate file on your local machine to upload
3. Repeat the above steps if you are allowed to upload more than one File

Judge Pro Student Project Upload Screen

How To Add a URL:

1. Type in the appropriate **“URL”** in the **“Add New URL”** field
 2. Click on the **“Add”** button
 3. Repeat the above steps if you are allowed to add more than one URL
- Click on the **“Finished”** button

Note: At the Top of the Screen, you will see the number of Files/URL(s) that can be submitted. This information is located just above the Files section on the screen

How To Remove a File or Video URL:

1. Click on the “Upload Files” button

Locate the “**File**” and/or “**URL**” on the screen and click on the “**X Delete**” button located on the right-hand side of the “**File**” and/or “**URL**” that you want to remove.

PROJECT FILES/URLs FOR HS ARCHITECTURAL DESIGN (HS)

Jeremy (2052024)

You can only add a combination of 3 file(s)/URL(s)

Files	
File Name	
StudentProjectAttachmentSample.pdf	Download X Delete

URLs	
URL	
https://tsaweb.org	X Delete
https://google.com	X Delete

How to Log Out:

1. Click on the “**Log Out**” button

DLG Judge Pro – Chapter Adviser Instructions

The instructions listed below will be how the advisors can submit their student's documents and URL videos for their competitive event if the student does not have access, or is unable to submit. The submission link will be sent to advisors and will also be posted on the Idaho TSA website.

How to Login:

Login

User Name:

Password:

Login

1. Type the appropriate **"Adviser Submission URL"** in the Web Browser Address field located at the top of your Web Browser
2. Type the appropriate **"Username"** in the **"Username"** field
3. Type the appropriate **"Password"** in the **"Password"** field
4. Click on the **"Login"** button

Note: Your "Username" and "Password" are the same login credentials that you used to log into the Conference Registration System

Judge Pro Chapter Adviser Instructions Continued

How to Upload and/or Add URLs to Student Projects:



Welcome

1. Click on the "**Projects**" button located in the **Main Menu** at the top of the screen

Project List

Refresh Data

Search:

Event	Team #	Students	Title	Projects
A Generic Event 1 (CIR1)		Ben Brown (1001001)		<button>Upload Files</button>
A Generic Event 1 (CIR1)		Jack Green (1001002)		<button>Upload Files</button>
A Generic Event 1 (CIR1)		Sally Smith (1001003)		<button>Upload Files</button>
A Generic Event 1 (CIR1)		Bob Washington (1001004)		<button>Upload Files</button>
A Generic Event 2 (CIR2)		Ben Brown (1001001)		Scenario viewing/file upload is closed
A Generic Event 2 (CIR2)		Jack Green (1001002)		Scenario viewing/file upload is closed

2. Click on the "**Upload Files**" button located on the right-hand side of the Student Project Name

Judge Pro **Chapter Adviser** Instructions **Continued**

PROJECT FILE(S)/URL(S) FOR HS ARCHITECTURAL DESIGN (HS)

Jeremy (2052024)

You can only add a combination of 3 File(s)/URL(s)

Files

File Name
StudentProjectAttachmentSample.pdf

[Download](#) [Delete](#)

[Click Here To Upload a New File](#)

URLs

URL
https://tsaweb.org

[Delete](#)

Add New URL

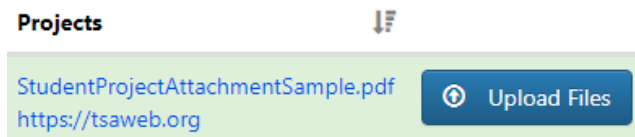
[Add](#)

1. Click on the **“Click Here to Upload a New File”** button to upload a .PDF file and follow the on-screen instructions (if applicable)
2. Type the appropriate **“URL”** in the **“Add New URL”** field
3. Click on the **“Add”** button

Once all Files/URL's have been added, Click on the **“Back”** button to return to the main page

Judge Pro Chapter Adviser Instructions Continued

How to View Student Projects:



1. Click on the “Project Link” located under the **Projects** column to View the Files and/or URL’s

How to Sign Student Projects:

NOTE: The Sign Projects button will only be available if the System Admin turned this requirement on for Chapter Advisers to sign off on projects. If this option is not turned on, then you will not see the Sign Projects button

Project List



SIGN PROJECTS

This is a Statement Of Assurance from the Chapter Adviser.

I Agree ☐

Close

Confirm

2. Click on the “Sign Projects” button to sign the Statement of Assurance
3. Click on the “I Agree” check box
4. Click on the “Confirm” button

Note: All projects that have a file and/or video URL will be signed and submitted for scoring

IMPORTANT: Once you have Signed Projects, the student project cannot be edited. You will have to contact the Online Judges System Admin to have the student project released back to you.

How to Log Out:

1. Click on the “Logout” button located in the **Main Menu** at the top of the screen

Event Submission Guidelines

General

For each Competitive Event, students will be permitted to submit up to 3 files. **Entries that are not submitted electronically or are not received by the deadline will NOT be considered for competition.**

Portfolios and Documents

All portfolios and documents **MUST** be saved and submitted as a PDF file type.

Videos

Video submissions will take place of the presentation in front of the judge panel in most cases. For each video, the student must submit an unedited version. A clock of some type must be visible in the background to ensure videos are not edited. Points will be reduced if there is no clock showing real time.

All video submissions **MUST** be submitted as a URL that is accessible by those who will judge the project using the URL link.

Popular ways to submit video links are through a Google site or through a private YouTube channel. Instructions for setting up an unlisted YouTube video are below.

YouTube Video Upload Instructions

Competitive Events participants should upload the video entry to YouTube as an UNLISTED video (*as an unlisted video, the video will not appear in any of YouTube's public spaces such as search results, your channel, or the Browse page. Only people with whom you share the link will be able to view it*). Instructions to upload content to the online judging platform will be made available upon registration for SLC. **Entries that are not submitted electronically or are not received by the deadline will NOT be considered for competition.**

YouTube Unlisted Instructions


Change Privacy Settings

While you are uploading the video, choose the setting in the "Privacy Settings" section. If you have already uploaded the video, change the privacy settings by following the steps below.

PC Computer

1. Go to your [Video Manager](#).
2. Find the video you want to change, then click **Edit**.
3. In the "Privacy Settings" drop-down menu, choose your setting:
 - Public
 - Unlisted
 - Private
4. Click **Save changes**.

iOS Computer

1. Sign in to YouTube on your iOS device.
2. Tap Account .
3. Tap my videos.
4. Next to the video you want to change, tap the menu icon.
5. Tap **Edit**.
6. In the **Privacy** drop-down menu, choose your setting:
 - Public
 - Unlisted
 - Private
7. Tap the arrow at the top to save changes.

Competitive Event Requirements

The following is a general outline that Idaho TSA has compiled to assist our advisers and members with preparing for event competitions in a virtual setting.

Due to the difficulty of setting up certain events virtually, Idaho TSA is only offering a limited number of competitive events for 2021. The events listed below are the events offered for 2021.

For any additional guidelines regarding what is required in each event's portfolio, please refer to the 2020-2021 Virtual Competitive Events Guide in your chapter's TSA Portal under the Total TSA tab.

Architectural Design

Event Type: Individual or Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 1

Maximum Participants Per Team: 6

Required Submissions:

1. PDF Document: Portfolio
2. Demonstration for Judging – Zoom Interview – Participants will be sent their interview time as well as the link to join the Zoom

Board Game Design

Event Type: Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 2

Maximum Participants Per Team: 4

Required Submissions:

1. PDF Portfolio File
2. Demonstration Video – Students are allotted 10 minutes to discuss the features of the game, and demonstrate the functionality of the game. This video will replace the interview outlined in the Virtual Competitive Events Guide

Chapter Team

Event Type: Team

Level(s): 1 & 2

Maximum Teams Per Chapter: 2

Minimum Participants Per Team: 4

Maximum Participants Per Team: 6

Required Submissions:

1. Written Test – Test will be held through Answer Write. Students will receive a testing link when the window opens. Competitors will have 1 hour to complete the exam.
2. PDF Forms File
3. Zoom Interview – Participants will be sent their interview time as well as the link to join the Zoom

Children's Stories

Event Type: Individual or Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 1

Maximum Participants Per Team: 2

Required Submissions:

1. PDF Storybook File
4. Oral Presentation Video - Zoom Interview – Participants will be sent their interview time as well as the link to join the Zoom.

Coding

Event Type: Individual or Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 1

Maximum Participants Per Team: 2

Required Submissions: Challenge and Online Submission

1. Challenge – Challenge will be provided upon login to the event submission platform. Students will receive the times and links after registration has closed. Competitors will have 2 hours from the start time to complete and submit the solution.
2. Students will submit their solutions to the submission file link within the 2 hour event window.

Computer Aided Design – 2D Architecture

Event Type: Individual

Level(s): 2

Minimum Participants Per Chapter: 1

Maximum Participants Per Chapter: 12

Required Submissions: Challenge and Online PDF Submission

1. Challenge – Challenge will be provided upon login to the event submission platform. Students will receive the times and links after registration has closed. Competitors will have 4 hours from the start time to complete and submit the design entry.
2. The event submission system will have all instructions for student's to submit their event portfolio and findings. Competitors will upload a multi-page PDF of the design solution.

Computer Aided Design – 3D Engineering

Event Type: Individual

Level(s): 2

Minimum Participants Per Chapter: 1

Maximum Participants Per Chapter: 12

Required Submissions: Challenge and Online PDF Submission

1. Challenge – Challenge will be provided upon login to the event submission platform. Students will receive the times and links after registration has closed. Competitors will have 4 hours from the start time to complete and submit the design entry.
2. The event submission system will have all instructions for student's to submit their event portfolio and findings. Competitors will upload a multi-page PDF of the design solution.

Debating Technological Issues

Event Type: Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 2

Maximum Participants Per Team: 2

Required Submissions: PDF Reference Summary & Interview/Debate

1. Reference Summary – Competitors will receive the subtopic 24 hours prior to the event. Prior to the Interview/Debate section, competitors will upload their .pdf Reference Summary to the event submission site. Link will be provided to competitors.
2. Interview / Debate – Will take place via Zoom debate. The Zoom link and scheduled time will be sent to competitors and advisors after registration has closed.

Digital Video Production

Event Type: Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 1

Maximum Participants Per Team: 4

Required Submissions: PDF portfolio & video submission

1. PDF Portfolio File
2. Oral Presentation Video – Participants access the annual theme on the TSA website under Competitions/Themes and Problems. Video must be no longer than 3 minutes in length. (See Virtual Competitive Events Guide for further instructions).
3. Judges will score ONLY on the Portfolio and Video, no interviews will be given for this event.

Essays on Technology

Event Type: Individual

Level(s): 1 & 2

Maximum Entries Per Chapter: 12

Minimum Entries Per Chapter: 1

Required Submissions: PDF Essay

1. Topic Prompt and two or more articles on a current technological issues will be sent prior to competition. Students will receive submission site link to submit final document.
2. Participants will have 2 hours to type and submit their essays as a PDF document.
3. Judges will score the essay

Extemporaneous Speech

Event Type: Individual

Level(s): 2

Maximum Entries Per Chapter: 12

Minimum Entries Per Chapter: 1

Required Submissions: Zoom Interview

1. Competitors and advisors will be send an interview time and link
2. Participants will be given a prompt and 15 minutes to prepare for their speech. Participants will then give their 3-5 minute speech after preparation is complete

Music Production

Event Type: Individual or Team

Level(s): 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 1

Maximum Participants Per Team: 2

Required Submissions: PDF Portfolio, MP3 file, Zoom Interview

1. PDF Portfolio File
2. MP3 music file – Competitors and Advisors will receive a submission link for the MP3 Music File.
3. Zoom Interview – After the submission window has closed, competitors and advisors will receive a scheduled time and Zoom link for interviews.
4. Judges will score Portfolio, Music File, and Interview

Photographic Technology

Event Type: Individual

Level(s): 2

Maximum Entries Per Chapter: 12

Minimum Entries Per Chapter: 1

Required Submissions: PDF Portfolio Files

1. Initial PDF Portfolio following the annual theme on the TSA website
2. PDF Portfolio File Responding to Challenge
3. Challenge will be sent to competitors before submission deadline. Competitors will have 2 hours after viewing the challenge to submit a second PDF portfolio file.

Promotional Design

Event Type: Individual

Level(s): 2

Maximum Entries Per Chapter: 12

Minimum Entries Per Chapter: 1

Required Submissions: PDF Digital Marketing Portfolio File & PDF Challenge Portfolio

1. PDF Digital Marketing Portfolio – Annual topic is listed on the TSA website under Themes and Problems.
2. PDF Challenge Design Solutions – Challenge will be sent to competitors prior to event. Competitors will be given 2 hours to complete and submit the design solution.
3. Judges score the Digital Marketing Portfolio and the Design Solution.

Technology Bowl

Event Type: Team

Level(s): 1 & 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 3

Maximum Participants Per Team: 3

Required Submissions: Answer Write Exam, Zoom Interview/Questions

1. Answer Write Exam – Link to exams will be sent to students during the event submission window. Each team member will be required to take the exam. The exam will be limited to 1 hour. Exams must be taken in order to be scheduled for Zoom Questions Round.
2. Zoom Interview/Questions – Competitors will be given their schedule and Zoom links for the questions round after Exam has been taken by each team member.

Video Game Design

Event Type: Team

Level(s): 1 & 2

Maximum Teams Per Chapter: 5

Minimum Participants Per Team: 2

Maximum Participants Per Team: 5

Required Submissions: PDF documentation, .exe game file

1. PDF Documentation File
2. .exe Game file submission
3. Judges will score documentation file and game submission.