The Ontario Technological Skills Competition
Information Package

Skills Canada - Ontario
invites you and your students to join us
April 30 - May 2, 2012

SKILLS COMPÉTENCES CANADA
ONTARIO

From culinary to carpentry, autobody to automation, welding to webpage

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Ontario Technological Skills Competition (OTSC)
April 30 – May 2, 2012 – Waterloo, ON

ONTARIO TECHNOLOGICAL SKILLS COMPETITION
and
QUALIFYING COMPETITIONS

SKILLS CANADA – ONTARIO

Skills Canada – Ontario is a not-for-profit organization dedicated to the promotion of the skilled trades and technologies as viable, first-choice career options to Ontario youth. With the support of our many partners, Skills Canada – Ontario encourages young people to consider a career in the skilled trades and technologies. Through programs and initiatives such as in-school presentations, qualifying and provincial skills competitions, we touch the lives of thousands of young people across the province each year.

The **Ontario Technological Skills Competition**, our cornerstone event, showcases the talented youth of our province. Over 30,000 spectators converge on this three-day event to watch over 1800 of the brightest young people of this province compete in one of the over 60 skills contests offered.

The 23rd Ontario Technological Skills Competition will be held from April 30 - May 2, 2012 at **RIM Park and Manulife Financial Sportsplex in Waterloo.**

The 8th **Qualifying Competitions** will be held on April 14, 2012 at seven Ontario colleges. The locations are as follows:

- Canadore College – North Bay
- Confederation College – Thunder Bay
- Fanshawe College – London
- Georgian College – Barrie
- Humber College – Toronto
- Niagara College – Niagara
- St. Lawrence College – Kingston

Participation in the Ontario Technological Skills Competition may provide the opportunity to advance to the Skills Canada National Competition. See page 25 for details.

PROCESS FOR PARTICIPATING IN SKILLS CANADA – ONTARIO COMPETITIONS

School Competition
Organized by schools across the province

↓

Regional or School Board Competition
Organized by school boards across the province

↓

Qualifying Competition
Applies to the following disciplines: 2D Character Computer Animation, Culinary Arts, Individual Carpentry, Small Powered Equipment, TV & Video Production, and Welding
April 14, 2012, 7 locations across Ontario
Organized by Skills Canada - Ontario

↓

Ontario Technological Skills Competition
April 30 - May 2, 2012, Waterloo, Ontario
Organized by Skills Canada – Ontario

↓

Canadian Skills Competition
May 13-16, 2012, Edmonton, Alberta
Organized by Skills Compétence Canada

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WorldSkills 2013
July 2-7, 2013, Leipzig, Germany
Organized by WorldSkills Leipzig 2013

2012 ONTARIO TECHNOLOGICAL SKILLS COMPETITION

CONTEST SCOPES

Contests offered at the Ontario Technological Skills Competition are designed to reflect a technical occupational path. Descriptions of contests offered can be found on pages 6-9.

Most contests are designed to include "national standards," where possible, as benchmarks for contest specifications and judging criteria. Most contests include a theoretical component (approximately 10% of scoring), a practical component (approximately 85% of scoring) and a job interview (5% of scoring). Contests are designed to emphasize the "technical" aspects of the subject and the evaluation process reflects this emphasis.

What is a contest scope?
Scopes are a summary of each contest and specify the following information:

- location and date of contest
- level of contest
- purpose of the contest
- skills and knowledge to be tested
- judging criteria
- duration and timing of contest
- materials the competitor must supply
- materials that Skills Canada - Ontario will supply
- safety requirements
- technical committee members
- any additional subject matter the competitor should review

Scopes will be posted on our website (www.skillsontario.com) by the end of January 2012. Please be aware that changes may occur in the scopes until one month prior to the competition.

Please ensure that student competitors and their teacher advisors review the scope document for their specific contest well in advance of attending the OTSC.

OTSC CONTEST	OTSC	SCNC	WORLDSKILLS[Δ]
2D Character Computer Animation (Team of 2)*	S	S	
3D Character Computer Animation (Team of 2)	S/PS	S	
Aesthetics	S/PS	PS	Beauty Therapy
Aircraft Maintenance	PS	PS	Aircraft Maintenance
Architectural Technology and Design	S/PS	S/PS	
Automation and Control *(formerly Industrial Wiring*)	S/PS	PS	Industrial Control
Auto Collision Repair	S/PS	S/PS	Autobody Repair
Auto Service Technology	S/PS	S/PS	Automobile Technology
Auto Painting	S/PS	S/PS	Car Painting
Baking	S/PS	S/PS	Confectioner/Pastry Cook
Brick Masonry	S/PS	PS	Bricklaying
Cabinetmaking	S/PS	S/PS	Cabinetmaking & Joinery
Carpentry – Individual*	S/PS	S/PS	Carpentry
Carpentry – Team (Team of 2)	S	N/A	
Computer Aided Manufacturing (CAM)	S/PS	N/A	
Culinary Arts*	S/PS	S/PS	Cooking
Electrical Wiring	S/PS	S/PS	Electrical Installations
Electronics	S/PS	S/PS	Electronics
Fashion Design	S	S	Fashion Technology
Floristry	S	N/A	Floristry
Geographic Information Systems	S	N/A	
Graphic Design – Presentation	S	N/A	
Graphic Design – Studio Production *(formerly Desktop Publishing)*	S/PS	S/PS	Graphic Design Technology
Hairstyling	S/PS	S/PS	Ladies'/Mens' Hairdressing
Heating Systems Technician	S/PS	N/A	
Heavy Equipment Service	PS	PS	
Home and Team Building (Team of 4)	S	N/A	
Industrial Mechanic Millwright	PS	PS	
IT Network Systems Administration	S/PS	S/PS	IT PC / Network Support
IT – Office Software Applications	S/PS	S/PS	IT/Software Applications
Job Interview	S	S	
Job Skill Demonstration	S	S	
Landscape Design	S/PS	N/A	
Landscape Gardening (Team of 2)	S/PS	PS	Landscape Gardening
Mechanical CADD	S/PS	S/PS	Mechanical Engineering Design
Mechatronics (Team of 2)	PS	PS	Mechatronics
Photography	S	N/A	
Plumbing	S/PS	PS	Plumbing and Heating
Precision Machining	S/PS	S/PS	
Prepared Speech	S	S	
Refrigeration	S/PS	PS	Refrigeration
Restaurant Service	S/PS	PS	Restaurant Service
Robotics (Team of 4)	S	S	Mobile Robotics
Sheet Metal	PS	PS	Sheet Metal Technology
Small Powered Equipment*	S	S	
Truck and Coach Mechanic	PS	N/A	
TV and Video Production (Team of 2)*	S	S	
Virtual Robotics (Team of 2)	S	N/A	
Web Site Development	S/PS	S/PS	Web Design
Welding*	S/PS	S/PS	Welding
Workplace Safety	S	S	

S – secondary PS – post-secondary (includes apprentices) *Secondary Students must first compete at a Qualifying Competition before advancing to the OTSC. [Δ] Canada does not send an entry for all World Skills Contests.

Contests Related to the OTSC

CNC Woodworking (PILOT CONTEST)	S	Please see the scope for contest deadlines, registration process and details.
Pin and Medal Contest	S/PS	

CONTEST DESCRIPTIONS

OTSC Contest	Contest Description
2D Character Animation	Teams of two (2) are given a theme, provided a soundtrack, and are then challenged to tell a story. The contest will focus on the competitors' abilities to tell their story on paper though storyboarding. They will then bring their story to life by creating and animating the depicted scenes.
3D Character Animation	Using a fully realized 3D animated character capable of expressing emotion, the teams must create a short movie. Competitors then share their animation, storyboard and model sheets to a panel of judges during a final formal presentation.
Aesthetics	Using real life volunteers, the aesthetics competitors are judged on their ability to provide facial treatments, foot care, hand care, hair removal and make-up application to industry standards.
Aircraft Maintenance	Competitors will perform basic aircraft maintenance procedures. This will include: structural repairs, aircraft and engine maintenance and inspections, weight and balance computations and the Canadian Aviation Regulations.
Architectural Technology and Design	Using Computer Aided Drafting (CAD) software, competitors must showcase their design and drawing skills. The designs/drawings are judged on three broad categories: architecture, engineering and construction.
Auto Collision Repair	Competitors will be judged on their abilities in auto body repair. The contest will include: welding, measurement, the repair of a rocker panel, bumper repair, and vehicle preparation. A written exam will also be administered.
Auto Painting	Competitors will be assessed in auto body preparations and painting techniques. Activities will include dent repair, priming and refinishing. A theoretical exam will also be administered.
Auto Service Technology	Competitors will be challenged with real life automotive repair situations. Engines are assigned and participants may have to assess brakes/steering/suspension, electrical, body functions/vehicle performance, engine systems and fabrication.
Automation & Control *(formerly Industrial Wiring)*	Students are tested on their abilities and skills in wiring motor controls and developing a programmable logic controller program to operate devices and equipment, according to given specifications.
Baking	The Baking contest judges competitors based on their competence and professionalism. Secondary participants must bake: yeast/bread rolls, a decorative cake, choux pastries and lemon meringue pie. Post-secondary competitors will showcase their professionalism in commercial baking by baking a mousse cake, miniature French pastries, a sponge cake and a chocolate box. Competitors must come prepared with their own recipes.
Brick Masonry	Using a set of drawings, competitors must complete a masonry project. Projects may include, construction of brick walls or surfaces and decorative brickwork. Competitors will be judged on their abilities in brick laying, block laying, setting out and drawing.
Cabinetmaking	Students will be judged on their woodworking/cabinetmaking skills. The challenge will include the creation of a piece of furniture or cabinet by hand. Competitors will be graded on accuracy, fit and finish, and a written test.
Carpentry - Individual	The competitors will be evaluated on their carpentry skills required for residential construction. Competitors may be asked to interpret detailed drawings as they safely and accurately measure, layout and assemble framing systems such as floors walls and roofs. Competitors should be familiar with both Western Platform Framing and aspects of Post and Beam Construction along with the installation of wall openings, sheathing, decks, stairs and trim.

Carpentry - Team	In teams of two (2), students will be graded on their practical abilities pertaining to carpentry. Teams will be given a project (eg. toy box) and assessed on general practices, blueprint reading, design/layout, construction and assembly of project.
Computer Aided Manufacturing	Participants receive a detailed drawing of a part that must be programmed for a vertical spindle milling machine. Utilizing CAM software, competitors must program the part using 2D geometry construction methods. Competitors must consider feeds, speeds, cutters, drills, face milling and finishes.
Culinary Arts	To evaluate through competition, the professional culinary skill and talent of the next generation of Chefs by having them cook and display hot and cold dishes in accordance with established trade rules. Presenting an exciting view into Culinary Arts and to showcase new culinary trends to the visiting public.
Electrical Wiring	Competitors will be expected to complete specific tasks from written instructions and provided electrical schematic diagrams. Tasks will relate to electrical wiring in the industrial, commercial and institutional fields.
Electronics	The Electronics contest tests competitors on the current, state-of-the-art, electronic industry standards. Participants may be asked to: interpret schematic diagrams, identify electrical components and construct/troubleshoot circuits.
Fashion Design	Students are to demonstrate their Fashion Design skills through illustration, apparel drafting, clothing construction and communication.
Floristry	Competitors will create a floral symmetrical arrangement, a centre piece, a vase arrangement, a spiral hand tied bouquet and a cascade bridal bouquet. Competitors must present their arrangements using proper botanical or common names.
Geographic Information Systems	The GIS competitors are asked to: generate a digital map from a digital image, add data in a digital map, use GIS as a tool to compare, contrast and analyze geographic data, and produce a series of maps showing the results of the analysis. Working in teams of two, the competitors must present their GIS solutions to solve a real-life problem to a judging panel.
Graphic Design - Presentation	In advance of the actual competition date, the competitors must create a theme and visual concept promoting the Ontario Technological Skills Competition geared to an audience of youth aged 14-21. Three promotional pieces are required: a poster, a brochure and a choice of t-shirt, button or web home page which will be formally presented to a panel of judges on the date of the contest.
Graphic Design – Studio Production *(formerly Desktop Publishing)*	Students will be challenged in various aspects of Studio Production. This may include practical skills in such applications as Adobe InDesign, Corel Paint or Macromedia Freehands. Project planning, knowledge of design basics, and technical competence is a must.
Hairstyling	The competitors must demonstrate their technical and creative skills by creating three different fashion-conscious looks during the hairstyling contest. These looks include a men's cut and style, women's trendy salon cut and style and ladies elegant evening hairstyle.
Heating System Technician	Competitors must demonstrate through practical and theoretical application their skills in heating system fundamentals. This may apply to electricity, pressure, mechanics and combustion of gas heating systems, with special attention given to Health and Safety regulations. Requires knowledge of controls, tools and testers used in the industry.
Heavy Equipment Service	This contest will assess competitors' skills in correctly inspecting, repairing and adjusting detached and/or mounted heavy duty equipment (i.e. tractor) components.
Home & Team Building	Students will demonstrate their skills and talent in construction technology. Over two days of competition, teams of four (4) will be evaluated on their abilities in carpentry, electrical and

	plumbing.
Industrial Mechanic Millwright	This contest will test the skills and knowledge of each competitor in the areas of hydraulics, pneumatics, metal layout, machining and fabrication as well as the assembly and alignment of mechanical power transmissions and components.
IT - Office Software Applications	IT - Office Software Application evaluates participants' understanding and ability in document processing, spreadsheets, presentation, database software, as well as the integration between these applications.
IT Network Systems Administration	The IT Network Systems Administration contest assesses competitors in the skills required to setup and run a network suitable for a small to medium-sized business. Competitors are required to demonstrate their ability to manage and configure Windows and Linux servers, and build a network using Cisco networking hardware.
Job Interview	Competitors will apply to a job by submitting a targeted resume and cover letter. They will then be interviewed for the position with questions about their skills, knowledge, education and experience.
Job Skill Demonstration	Competitors will demonstrate and explain an entry level skill of their occupational expertise. The skill presented must reflect a contest area that is a component of the Canadian Skills Competition. Each competitor has up to 30 minutes for the demonstration.
Landscape Design	Using Computer Aided Drafting (CAD) software, competitors must showcase their landscape design and drawing skills. The designs/drawings are judged on creativity, meeting the client's (and the site's) requirements and plant selection.
Landscape Gardening	Competitors, in teams of two (2), will be tested by building a garden based on a common set of criteria and drawings. Components of this may include, creating wall(s) from precast paving units, laying paving stones, plant selection and placement of landscape rocks.
Mechanical CAD	The Mechanical Computer Aided Drafting contest evaluates a contestant's knowledge of mechanical design and drafting standards by applying CAD software to solve typical mechanical engineering problems.
Mechatronics	Using the supplied components, mechatronics competitors must design, build and program a machine capable of accomplishing a specific manufacturing process. Competitors work in teams of two.
Photography	The Photography contest will evaluate students' skills in digital photography. Competitors will be graded on their photographic eye, digital capture, digital production, digital output and professionalism.
Plumbing	The Plumbing contest will assess the competitor's knowledge of the plumbing system with a focus on accuracy of installation, quality of workmanship and gas and water pressure testing.
Precision Machining	Competitors will be given drawings for a mill piece and a lathe piece. They will have a set amount of time to machine the part to completion. A theory test will also be involved for the secondary level contest.
Prepared Speech	The Prepared Speech contest allows competitors to demonstrate their ability to clearly and effectively prepare and present on a pre-established theme. Speeches are 5 to 7 minutes in length. Competitors are evaluated on content, ability to convey their message and overall delivery.
Refrigeration	Competitors will be required to troubleshoot a simple refrigeration and/or air conditioning system. Knowledge of HVACR industry regulations and the basics of refrigeration is a necessity.
Restaurant Service	Restaurant Service competitors are tested on: table dressing (including flower arranging and napkin folding) seating and serving real guests, taking orders, preparing cocktails, wine identification and clearing and cleaning. Health and safety compliance is also tested.

Robotics	Prior to the official contest, teams of competitors design and fabricate a robot. The robot must be capable of competing with other student-made robots to move objects to a 'goal'. Competitors require drafting, mechanics, electronics, metalwork, woodwork and communications skills.
Sheet Metal Work	Competitors will use a mixture of basic hand techniques and intermediate level skills to form and fabricate seams, edges and locks in order to complete a project typical in sheet metal shops.
Small Powered Equipment	The contest is intended to test the skill and knowledge of competitors in the air and liquid cooled engine field. Students will be assessed on their ability to assemble/disassemble engines, carburetor theory and adjustments, and measuring and identifying parts.
Truck and Coach	This contest assesses competitors on seven truck components including brakes, electrical, fluid power, drive-train, engine, steering and suspension, and a written test based on the Ontario College Truck and Coach Curriculum.
TV & Video Production	Teams of two (2) competitors are required to produce a 2-3 minute informational/promotional video on a theme given at the beginning of the challenge. Competitors must use their time to plan, script, shoot and edit the final video, all in one day.
Virtual Robotics	The Virtual Robotics contest requires teams of two (2) to: design a robot using predescribed computer software, program the Virtual Robot and run a simulation of the robot in action, build a real model of the robot using the parts provided, and transfer the code to the robot and run the real model in a competition.
Web Site Development	The Internet Web Page Design contest gives competitors the opportunity to demonstrate their creativity and professionalism through the design of an informative website. Competitors will be tested on overall knowledge of web site design, technical and presentation skills.
Welding	The contest will evaluate student's abilities to safely work through all the tested welding processes, including layout, position, fit and tack welding. The interpretation and application of welding symbols will also be tested.
Workplace Safety	The Workplace Safety contest promotes health & safety by assessing the competitor in a hazard assessment, presentation & theory exam. Evaluation is on health and safety principles, ability to identify & assess workplace hazards and recommend corrective action. Through the presentation, the competitor demonstrates their ability to communicate information to others. This contest helps build literacy, vocabulary, research, written communication & presentation skills.

Please ensure that student competitors and their teacher advisors <u>review the scope</u> document for their specific contest well in advance of attending the OTSC.

Related Contests prior to the OTSC

Related Contests	Contest Description
CNC Woodworking	Students will design and create projects using a Woodworking CNC Machine. Each affiliated school can send in 3 projects prior to the OTSC. The projects will be judged on creativity, machining, as well as fit & finish. The awards ceremony for this contest will happen during the OTSC.
Pin and Medal Design	Using your graphic skills we are looking for creative designs for the official pin of the 2012 OTSC and the official medal given to top competitors.

QUALIFYING COMPETITIONS

The Qualifying Competitions are for **secondary level** competitors only and take place in seven (7) designated areas of Ontario. **All** Qualifying Competitions will take place on **Saturday, April 14, 2012** at an Ontario college within the designated area. Each Qualifying competition will offer the same six (6) contests:

- 2D Character Computer Animation (Team of 2)
- Carpentry – Individual
- Culinary Arts
- Small Powered Equipment
- TV and Video Production (Team of 2)
- Welding

School boards wishing to send competitors to the Ontario Technological Skills Competition (OTSC) in any of these contests must first participate in the Qualifying Competition in their area. Top finishers from the Qualifying Competitions may advance to the OTSC.

Contests/Scopes:
The scopes, projects, judging criteria and score sheets will be created by Qualifying Technical Committees (QTC) and will be used in all Qualifying Competitions to maintain consistency in competitor selection across the province.

Please note that the contest expectations and scopes at the Qualifying Competitions, will vary from those at the OTSC.

Maximum Number of Participants:
Each school board is allowed to send up to three competitors/teams per contest to the Qualifying Competition at their designated college. Only the **top scoring** competitor/team from each school board for each contest will be **considered for overall placement** at the Qualifying Competition and, therefore, possible advancement to the OTSC in that contest. This policy allows more students to gain competition experience through the Qualifying Competitions and adheres to our OTSC policy of having only one competitor per school board in each contest.

Cost for Participation:
A non-refundable registration fee of $50 per competitor will be implemented for spaces reserved at the Qualifying Competitions. This fee will provide the opportunity to compete, contest materials, snacks during the Opening Remarks, lunch for competitors and awards.

QUALIFYING COMPETITIONS continued

Tentative Agenda of Qualifying Competition Day:

8:30-9:00 a.m.	Sign-in and Announcements
9:00-9:10 a.m.	Committee Leads Competitors to Contest Area
9:10-9:30 a.m.	Orientation Session at Contest Area
9:30 a.m.-12:00 p.m.	Contest
12:00-12:30 p.m.	Lunch
12:30-3:00 p.m.	Contest
3:00-4:00 p.m.	Final Judging and Results Compilation
3:30-4:00 p.m.	General Feedback Session
4:00 p.m.	Presentation
5:30 p.m.	Awards Presentation and Advancement Meeting

Competitor Advancement to OTSC:
Competitors at the Qualifying Competitions must achieve a final score of at least 60% to receive any ribbon and be considered for advancement. The following number of competitors from each Qualifying Competition may advance to the OTSC:

- 2D Character Computer Animation (Team of 2) – 1st, 2nd and 3rd
- Carpentry – Individual – 1st, 2nd and 3rd
- Culinary Arts – 1st, 2nd and 3rd
- Small Powered Equipment – 1st, 2nd and 3rd
- T.V. Video Production (Team of 2) – 1st, 2nd and 3rd
- Welding – 1st, 2nd and 3rd

Advancement to the OTSC for all qualifying contests is limited to **one ribbon winner per school board per contest**.

Certificates of Achievement:
Any competitor/team at a Qualifying Competition who achieves at least 75% overall score, but does not place in the top three in their contest, will be recognized with a Certificate of Achievement at the Awards Presentation.

Job Interview Component:
Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. It **WILL** still be included in at the OTSC level, so please prepare your students in the event they move onto the OTSC.

SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS

last updated August 2011

Far Northern Area – Confederation College:
Conseil scolaire de district catholique des Aurores boréales
Keewatin-Patricia District School Board
Kenora Catholic District School Board
Lakehead Public Schools
Northwest Catholic District School Board
Rainy River District School Board
Superior North Catholic District School Board
Superior-Greenstone District School Board
Thunder Bay Catholic District School Board

Northern Area – Canadore College:
Algoma District School Board
Conseil scolaire de district catholique de Nouvel Ontario
Conseil scolaire catholique de district des Grand Rivières
Conseil scolaire de district catholique Franco-Nord
Conseil scolaire de district du Grand Nord de l'Ontario
Conseil scolaire de district du Nord-Est de l'Ontario
District School Board of Ontario North East
Huron-Superior Catholic District School Board
Near North District School Board
Nipissing-Parry Sound Catholic District School Board
Northeastern Catholic District School Board
Rainbow District School Board
Sudbury Catholic District School Board

Near Northern Area – Georgian College:
Bluewater District School Board
Bruce-Grey Catholic District School Board
Kawartha Pine Ridge District School Board
Peterborough Victoria Northumberland and Clarington Catholic District School Board
Simcoe County District School Board
Simcoe Muskoka Catholic District School Board
Trillium Lakelands District School Board
Upper Grand District School Board
Wellington Catholic District School Board

Central Area – Humber College:
Durham Catholic District School Board
Durham District School Board
Peel District School Board
Toronto Catholic District School Board
Toronto District School Board (All Quadrants)
York Catholic District School Board
York Region District School Board

SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS

Southern Area – Niagara College:
Brant Haldimand-Norfolk Catholic District School Board
Conseil scolaire de district catholique Centre-Sud
Conseil scolaire de district du Centre Sud-Ouest
District School Board of Niagara
Dufferin-Peel Catholic District School Board
Grand Erie District School Board
Halton Catholic District School Board
Halton District School Board
Hamilton-Wentworth Catholic District School Board
Hamilton-Wentworth District School Board
Niagara Catholic District School Board

Western Area – Fanshawe College:
Avon Maitland District School Board
Conseil scolaire de district des écoles catholiques du Sud-Ouest
London District Catholic School Board
Greater Essex County District School Board
Huron Perth Catholic District School Board
Lambton Kent District School Board
St. Clair Catholic District School Board
Thames Valley District School Board
Waterloo Catholic District School Board
Waterloo Region District School Board
Windsor-Essex Catholic District School Board

Eastern Area – St. Lawrence College:
Algonquin and Lakeshore Catholic District School Board
Catholic District School Board of Eastern Ontario
Conseil scolaire de district catholique de Centre-Est de l'Ontario
Conseil scolaire de district catholique de l'Est ontarien
Conseil scolaire de district de l'Est de l'Ontario
Hastings and Prince Edward District School Board
Limestone District School Board
Ottawa-Carleton Catholic District School Board
Ottawa-Carleton District School Board
Renfrew County Catholic District School Board
Renfrew County District School Board
Upper Canada District School Board

Qualifying Competition Questions:
Maggie Moniz
Director of Competitions
(519) 749-9899 ext. 224
maggiem@skillscanada.com

CONTEST ELIGIBILITY

Secondary Level Competition Eligibility for the OTSC and Qualifying Competitions:

Secondary level competitors must meet the following criteria in the current school year:

a) Attend a public, separate or private secondary institute, which is affiliated with Skills Canada – Ontario.

b) Be **21 years of age or younger** as of December 31st **in the competition year** (2012).

c) Be enrolled in a subject related to the area of the contest in which they will compete OR have completed a senior level course in that subject area and/or co-operative education placement related to their contest area. **EXCEPTION to c)**: Employability Skills Contests

d) Have been earning high school credits any time during the current school year (September 2011 to June 2012).

e) Be registered as a competitor with Skills Canada – Ontario.

f) Competitors may compete in only one contest at the OTSC. Students competing at a Qualifying Competition who do not advance in their designated contest area are not permitted to then register for a different contest at the OTSC.

g) Students registered in a team event must be enrolled in the same school.

h) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.

Students enrolled in the Ontario Youth Apprenticeship Program (OYAP) will be considered secondary level students and will compete at the secondary level, as long as the age criteria set in b) is met.

Adult OYAP students (22 years of age or older), who are registered apprentices, may apply through the MTCU to compete at the Post-Secondary level.

Post-Secondary Level Competition Eligibility for the OTSC:

Post-Secondary competitors must meet the following criteria:

a) Be enrolled in a community college or private or vocational school or training institution, which is affiliated with Skills Canada – Ontario.

OR

Be a registered apprentice with the Ministry of Training, Colleges and Universities (MTCU) in the trade area in which they will compete.

b) Be currently enrolled in a post-secondary program of study directly related to the contest in which they will compete.

c) Be registered as a competitor with Skills Canada – Ontario.

d) The competitor cannot be a certified journey-person.

e) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.

f) All competitors must be able to show either current apprenticeship status and/or proof of age upon request of the Technical Committee Chairperson.

NEW!

g) ***NEW POLICY:*** Competitors must be no older than 29 years of age in the year of the competition (2012). Proof of age must be available upon request.

*2012 is a qualifying year for the World Skills Competition, we encourage MTCU Districts, Colleges and Post-Secondary Institutions to consider registering students who will be age eligible for World Skills 2013. To be eligible for the 2013 World Skills Competition, competitors must not be older than 22 in the year of the competition (2013). *Mechatronics is an exception with age eligibility being 25.*

SPACE RESERVATION AND WAITING LIST POLICY

With the OTSC becoming increasingly popular, a space reservation and waiting list system is in place to ensure fairness. Space reservations hold a space to be later filled with a specific competitor. Only school board/college/MTCU district contacts may reserve a space. If you do not know who your school board/college/MTCU district contact is, please contact Maresa MacAskill maresam@skillscanada.com. Please ensure that your contact knows you are interested in reserving a space before November 15, 2011.

Skills Canada – Ontario promotes the competition as a benefit of affiliation, therefore, **preference for space reservation** will be given to **fully affiliated** school boards.

FULLY AFFILIATED
School Boards

Receives priority over partially affiliated from November 15, 2011 – December 9, 2011

↓

PARTIALLY AFFILIATED
School Boards

Can reserve a space starting November 15, 2011, but will only receive sequence priority after December 9, 2011

Prior to and including the space reservation deadline of December 9, 2011, school boards/colleges/MTCU districts will be awarded space reservation in order of request date, with **fully affiliated school boards placed ahead of those partially or not affiliated**. In the event that a contest has reached its maximum space reservation, requests for space will create a waiting list. Upon a space cancellation, space will be allocated to the next **fully affiliated** school board on the waiting list. If all interest from fully affiliated school boards is satisfied, school boards demonstrating **partial affiliation** will be contacted next, in order of request date. This process will continue until the Space Reservation deadline of December 9, 2011. After December 9th, all space reservations will be awarded by request date only, regardless of affiliation status.

PAYMENT POLICY FOR SPACE RESERVATIONS

Due to the high number of space reservations and consequently the high number of last minute space cancellations, Skills Canada – Ontario has a payment policy for space reservations for both the Qualifying Competitions and the Ontario Technological Skills Competition. It is the hope of Skills Canada - Ontario that this policy will help ensure school boards/colleges/MTCU districts that want a space are allowed one, and will help eliminate artificial space reservations for non-committed parties.

Beginning **November 15, 2011 – 9:00 a.m.** the following payment policy for space reservations will apply:

- For every Qualifying Competition competitor space reserved, school boards will be invoiced a $50 **non-refundable** registration fee. For example, one space in Culinary Arts will be invoiced $50, and a team space in TV Video Production (Team of 2) will be invoiced $100.
- For every OTSC competitor space reserved, school boards/colleges/MTCU districts will be invoiced the $95 registration fee ($50 of which is a **non-refundable** deposit to hold the space). For example, one space in Electrical Wiring will be invoiced $95 and one space in Landscape Gardening (Team of 2) will be invoiced $190.
- Invoices for reserved space will have payment due 30 days after date of issue. Should payment for space reservations not be received by Skills Canada – Ontario by the due date indicated on the invoice, those reserved spaces will automatically be cancelled and the school board/college/MTCU district will be required to resubmit their space reservations.
- Should a school board/college/MTCU district cancel a reserved **OTSC** competitor space ***before March 23, 2012,*** $45 of the registration fee will be refunded.
- Should a school board/college/MTCU district cancel a reserved **OTSC** competitor space ***on or after March 23, 2012***, the $95 registration fee **will not** be refunded.
- School boards/colleges/MTCU districts will not be invoiced for waiting list spaces. When a waiting list space becomes accepted, the school board/college/MTCU district will then be invoiced the $95 registration fee to hold the space and then have 30 days from date of confirmation to issue payment.

Contest Cancellation

Skills Canada – Ontario reserves the right to cancel a contest if necessary (example: low enrolment). In mid-March, Skills Canada - Ontario will review the wait lists, and school boards, colleges and MTCU districts will be notified if a contest will be cancelled, or if there are any changes in registration. A full refund will be granted to those registered at the time of cancellation.

FYI: Did you know that **the registration fee covers less than 7% of the total cost per student** to run each contest? Skills Canada – Ontario acknowledges the contributions of our sponsors and partners who help us provide these opportunities for our youth.

REGISTRATION PROCESS AND TIMELINE

September, 2011	All schools/colleges/MTCU districts are sent the general information package regarding the 2012 Ontario Technological Skills Competition.
September, 2011	Pin and Medal contests begin. CNC Woodworking contest begins.
November, 2011	School board/College/MTCU contacts will receive an email including more information about the OTSC events, to be forwarded on to teachers within their school board. School board/College/MTCU Contacts will also receive an email reminder, notifying them that the registration site will be opening soon.
November 15, 2011 9:00 a.m.	**On-line Space Reservation becomes active. SPACE WILL FILL UP EARLY!** Preference for space reservation will be given to fully affiliated school boards until Dec 9. Please refer to page 17 for Payment Policy for Space Reservations
November 25, 2011	**Pin and Medal Design Contest Deadlines** All entries for the Pin Contest and the Medal Contest must be mailed in and post marked no later than November 30, 2011.
December 9, 2011 11:59 p.m.	**Space Reservations Deadline** Preference for contest space will be given to fully affiliated school boards only until this date. **Please note that all contests have limited space, and submitting space reservations by December 9, 2011, does not guarantee space**. Space is on a first-come, first-served basis, based on affiliation status, and waiting lists may begin before December 9. **After this date, space reservation will be given in order of request date only, regardless of affiliation status.**
January 2, 2012 12:00 a.m.	**Registration Opens.** Complete online competitor registration at https://register.skillsontario.com
February 24, 2012	Heating Systems Technician registration due.
March Break, 2012	**Review of waitlists:** Skills Canada – Ontario will review OTSC waitlist numbers at this time and determine if additional space can be accepted for contests with waitlists. School boards/colleges/MTCU districts will be updated on their acceptance status once final contest numbers have been determined.

REGISTRATION PROCESS AND TIMELINE continued

March 22 – 24, 2012	Heating Systems Technician contest at CMX
March 23, 2012	**Cancellation Deadline.** No refunds for OTSC cancellations past this point.
March 23, 2012 11:59 p.m.	**QUALIFYING COMPETITION REGISTRATION DEADLINE.**
March 23, 2012 11:59 p.m.	**OTSC REGISTRATION DEADLINE.**
April 6, 2012	If competitor condition/guardian consent forms for registered competitors are not signed and received by April 6, **on-line registrations will become null and void** and space will be given to the next school board/college/MTCU district on the waiting list. At this time, the contacted school board/college/MTCU district will need to affiliate with Skills Canada – Ontario, if they have not already done so.
April 13, 2012	No waitlist movement after this date.
April 14, 2012	**Qualifying Competitions** • Canadore College • Confederation College • Fanshawe College • Georgian College • Humber College • Niagara College • St. Lawrence College
April 30 - May 2, 2012	**2012 Ontario Technological Skills Competition** RIM Park and Manulife Financial Sportsplex, Waterloo.
May 13-16, 2012	**2012 Skills Canada National Competition** Edmonton, Alberta
July 2-7, 2013	**2013 WorldSkills Competition** Leipzig, Germany

PLEASE NOTE WAITLIST POLICY: In order to ensure that spaces are filled with students/teams that are invested in competing, we will enforce our registration policies more strictly moving forward. For contests that have waitlists, those spaces already accepted into the contest that have not been filled by the registration deadline will be cancelled, reimbursed and offered to the first school board on the waitlist.

REGISTRATION PROCESS AND TIMELINE continued

There will be no on-site registration at the competitions.
If a student arrives on the day of competition and is not registered with Skills Canada - Ontario as a competitor, they will not be allowed to compete as a regular competitor. Based on the discretion of the Director of Competitions and Technical Committee they may be able to demonstrate their skills as an exhibition competitor. The student **WILL NOT** be eligible for placing in the medals or advancing to the Canadian Skills Competition.

For questions regarding the registration process and timeline please contact Maresa MacAskill at maresam@skillscanada.com.

SKILLS COMPÉTENCES CANADA ONTARIO ®

QUALIFYING & OTSC COMPETITOR RULES & REGULATIONS

Please ensure you review the Eligibility criteria listed on pages 14 & 15. This includes the new age eligibility criteria for post secondary students.

- Competitor orientation will occur at the contest site and will be facilitated by the Technical Committee members. Competitors must attend the orientation meeting. Competitors requiring clarification of instructions during the contest should seek it from the Technical Committee members.

- Competitors must wear provided wristband ***at all times***.

- A minimum score of **60%** will be required to receive any ribbon or medal or to be eligible to advance to the OTSC or the Canadian Skills Competition.

- Competitors **may not** speak to spectators during their contest (this includes teachers, advisors, parents, media or employers). Competitors may be disqualified at the Judges' and Technical Committee Chair's discretion.

- Translators or other assistants (e.g. hearing impaired) are permitted in the contest site **only through prior arrangement with the Skills Canada - Ontario office**.

- During the contest, no one will have access to the contest site except the Technical Committee Members, Judges and Competitors. Spectators, including teacher advisors, will be provided a viewing area if possible.

- Competitors may be excused for washroom breaks with an escort at the discretion of the Technical Committee members.

- Books, notes, materials and assisting devices are not permitted unless the items are identified prior to the competition in the contest scope.

- Media devices, such as cell phones, smart phones, mp3 players or PDAs are not permitted on the contest site.

- Any person in a contest (competitor, technical committee member, judge) who is found guilty of dishonest conduct should be aware that there is a zero tolerance for cheating and plagiarism. Any Competitor found guilty of dishonest conduct will be immediately disqualified.

- **Competitors must be on time for their contest**. Late arrivals may or may not be allowed to compete, but no "make-up" time will be given. Disqualification or a penalty will be at the discretion of the Technical Committee members.

- Competitors must wear/bring appropriate dress/safety equipment/tools or equipment as specified in the contest scope. Competitors will not be permitted to participate if they do not come prepared with all safety equipment specified in the scope.

JOB INTERVIEW COMPONENT

Skills Canada – Ontario recognizes that along with the trade and technical skills our competitors excel in, the soft skills are necessary to become a valued employee in any organization. To assist our competitors in preparing for their eventual job searches, we have incorporated **a job interview in all contests, worth 5% of the competitor's/team's final mark**. The interview component will be included in the scope. Students will be expected to come to the competition with a prepared résumé and be ready to answer interview questions related to the technical career path their contest reflects. It is vital that students are informed of this component so they may properly prepare.

Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. Competitors advancing from the Qualifying Competitions will need to prepare for this component at the OTSC.

Please visit www.skillsontario.com/hr to review sample questions and a scoring breakdown for the job interview component as well as receive interview and résumé tips.

CONFLICT RESOLUTION PROCEDURE

The Conflict Resolution Procedure is in place to ensure all competitors are treated equally and fairly during the Qualifying and Ontario Technological Skills Competition. Competitors are asked to submit an informal protest, either verbally or in writing to the Technical Committee Chair if they feel they have been treated unfairly. It is encouraged that the competitor discusses the informal protest with the Technical Committee Chair as soon as possible during the contest, so a resolution can be determined as soon as possible. Through discussion, the competitor and Technical Committee Chair will work to determine a resolution to the situation. If a competitor that is directly affected by the situation would like to submit a formal protest he or she may start the conflict resolution procedure.

For questions regarding the Conflict Resolution Procedure, please contact Maggie Moniz via email at maggiem@skillscanada.com.

Special Events at the Ontario Technological Skills Competition

CAREER EXPLORATION SHOWCASE

The Career Exploration Showcase allows visiting students to see many of the career options available in the skilled trades and technologies. While viewing the OTSC contests and involving themselves with the interactive display booths, students gain the spark needed to pursue a career that is the right fit for them. Over 65 exhibitors offer hands-on activities to educate, inspire and engage your high school students.

With over 30,000 in attendance at last year's competitions, we look forward to featuring more trades and activities to all the students attending the Career Exploration Showcase at the 2012 OTSC.

For students, this is the ideal opportunity to research the many viable career and education opportunities in the skilled trades and technologies and leave knowing that they can make informed decisions.

Mark your calendar for OTSC Career Exploration Showcase on **May 1,** 2012. The best part is that this event is **FREE**! Further information regarding the 2012 Career Exploration Showcase will be available in January of 2012.

Key Points you need to know about the 2012 Career Exploration Showcase

- The Showcase is open May 1, 2012.
- Admission is free!
- Each affiliated school will receive details in the January 2012 mailing.

YOUNG WOMEN'S CONFERENCE at the OTSC

The **"Think Skills…Think Future!" Young Women's Conference** is held in conjunction with the 23rd Ontario Technological Skills Competition. The purpose of the conference is to introduce young women in grades 9 - 12 to careers in the skilled trades and technologies through hands-on activities, inspirational guest speakers and informal networking with female role models who work in the skilled trades and technologies. This fun-filled day is complete with a tour of the 23rd Ontario Technological Skills Competition and Career Exploration Showcase.

This conference takes place in Kitchener on **Tuesday, May 1, 2012**.

Registration opens early in 2012 so be sure to watch for further details in the Skills Canada – Ontario January mailing. Please note – space is limited and pre-registration for this event is mandatory.

This event is **FREE** for affiliated schools!

For more details please contact Karen Throupe via email at karent@skillscanada.com.

SCHOOL BOARD AWARD OF DISTINCTION

The Skills Work!® School Board Award of Distinction will be presented to the School Board that shows dedication to the promotion of skilled trades and technology careers through results at the Ontario Technological Skills Competition (OTSC).

Secondary students competing at the OTSC will represent their school board within their contest area. Each competitor in the top ten and scoring over 60% receive points that go towards their school board's score. The school board with the highest score after all contests have been considered, will be presented with the Skills Work!® School Board Award of Distinction.

Receiving this award is a sign of a school board's continued commitment to supporting students interested in pursuing a wide range of careers in the skilled trades and technologies. Hands-on learning is necessary within Ontario to ensure we have a healthy and stable workforce for the future. School boards receiving this award are leading the way to ensure this will happen.

COLLEGE AWARD OF DISTINCTION

Colleges across Ontario play a fundamental role in preparing tomorrow's workforce with the hands-on education required to pursue careers in the skilled trades and technologies. Skills Canada – Ontario wishes to acknowledge a college that has demonstrated their commitment to this initiative, made significant investments to the skilled trades and technologies and strived for excellence in the classroom, shop and competition site, with the College Award of Distinction. Results from students' performance at the Ontario Technological Skills Competition, volunteerism and involvement with Skills Canada – Ontario initiatives all contribute in determining which College receive the College Award of Distinction.

OTSC CLOSING CEREMONY

When: Wednesday, May 2, 2012 - 9:00AM to 12:00PM
Where: Waterloo Memorial Recreation Complex, 101 Father David Bauer Drive, Waterloo

Skills Canada – Ontario is excited to have this large venue for the 2012 Ontario Technological Skills Competition (OTSC) Closing Ceremony. We strongly encourage everyone to pre-purchase tickets for educators, family and employers. Registered OTSC competitors receive one wristband as part of the registration package that doubles as a competitors' ticket to the Closing Ceremony.

If additional tickets are required for educators, family or employers, please note the following important details:

1. Tickets are $10 each and cover the cost of admission only.

2. Payment MUST be received in the form of credit card or cheque no later than Wednesday, April 18, 2012, at noon for pre-ordered tickets.

* Reminder: Tickets are also available for purchase at the door of the Closing Ceremony on Wednesday, May 2, 2012. Pre-purchase is recommended to avoid long line-ups the day of the Closing Ceremony. All tickets are non-refundable. All tickets are available on a first come, first served basis.

3. All pre-purchased tickets will be available for pick up at our Information Desk at RIM Park and Manulife Financial Sportsplex during the Ontario Technological Skills Competition. All ticket pickups must take place before 3 p.m. on Tuesday, May 2, 2012. Failure to pick up a ticket will mean that the space will be cancelled without refund.

To order tickets please email Janet Mayhew in accounting at accounting@skillsontario.com.

SKILLS CANADA NATIONAL COMPETITION

Ontario will send medal representatives (Team Ontario) in some secondary and post-secondary contests to the Skills Canada National Competition in Edmonton, May 13-16, 2012. Please refer to the Ontario Technological Skills Competition Contest List on page 5 of this document for contests offered at the 2012 Skills Canada National Competition. Please note this list is subject to change, as determined by the National Secretariat of Skills Canada.

Ontario competitors will be notified of their qualification upon receipt of their medal at the Ontario Technological Skills Competition Closing Ceremony. A **mandatory Team Ontario meeting** will then follow the Closing Ceremony. Once informed of their eligibility to compete at the Skills Canada National Competition, competitors must immediately provide Skills Canada – Ontario with their decision of whether to participate. Please note that not all Ontario contests and levels are eligible for the Skills Canada National Competition. Please carefully review the contest list for information about contest areas. As there is only 10 days between the OTSC and the SCNC, competitors will be required to commit to attending the SCNC at the Team Ontario Meeting.

For more information regarding Team Ontario, please contact Maggie Moniz via email at maggiem@skillscanada.com.

WEBSITE AND CONTACT INFORMATION

The Skills Canada – Ontario website at **www.skillsontario.com** is continually being updated to include current information on the 2012 Qualifying Competition and Ontario Technological Skills Competition. Please check the site regularly to receive any changes in information regarding the competition, including changes to contest scopes. You will also find the competition information package, scopes and regulations on the website. Online registration is available at https://register.skillsontario.com.

If you have a question regarding the competition, we encourage you to use the website as your first option in finding answers to those questions. If you are unable to find the answer after searching our website, please call or email:

OTSC Questions:
Barry Harrison
Competition Manager
(519) 749-9899 ext. 239
barryh@skillscanada.com

Registration and Affiliation Questions:
Maresa MacAskill
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Career Exploration Showcase Questions:
Brieanna Holm
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Qualifying and Skills Canada National Competition Questions:
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Young Women's Conference Questions:
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