PURPOSE
The purpose of the Agricultural Technology and Mechanical Systems Career Development Event is to recognize students with agricultural technology and mechanical systems competencies important to the modern workplace. The technical content and required skills continue to include all traditional areas of agricultural technology and mechanical systems. Additionally, the operation of modern equipment, the application of new management strategies and the mastering of advanced technologies are increasingly emphasized.

ELIGIBILITY
The participant must be an active member of a chartered Florida FFA Chapter and enrolled in grades 9, 10, 11, or 12. Each chapter may enter one team.

EVENT PROCEDURES
The event will be a team event consisting of four students. Only the top three scores will be calculated for the team total. A team may compete with less than four members.

CLOTHING
Each individual shall furnish and wear appropriate clothing such as long pants and long sleeved cotton shirt, coveralls, etc., for this event. Clothing must be in good repair and fit properly. Oversized or loose fitting clothing is dangerous around agricultural equipment and is not allowed. Long-sleeves must be worn when welding or oxy-fuel cutting. No open-toed footwear shall be worn during the event.

EVENT AREAS
The Agricultural Technology and Mechanical Systems Career Development Event is divided into the following areas. Each area includes a of competencies common to agriculture. Students will be assessed on their proficiency as individuals and as a team. Specific competencies will be identified annually from the following areas:

- Machinery and Equipment: Repair and maintenance, materials handling, processing, adjustments, metal fabrication
- Electricity: AC/DC power, electrical safety, electrical standards, sensing devices, electrical wiring, controls, electronics, motors and other electrical loads, operating instructions, and manufacturer’s recommendations
■ Compact Equipment: Mechanical power, electrical power, hydraulic power, engine operation, maintenance, trouble-shooting, repair
■ Structures: Structures, storage, concrete, masonry, plumbing, electrical, fabrication, construction, building materials, ventilation, heating, air conditioning
■ Environment and Natural Resources: Water quality, sustainable agricultural practices, soil and water conservation, surveying, biological waste handling

ANNUAL EVENT ANNOUNCEMENTS
Agricultural Technology and Mechanical System CDE focus is published and distributed by the National FFA Organization and posted at the following web site: http://web.missouri.edu/~schumacherl/natcon.html

Specific information and event updates generally occur following each year’s event during November, June and August. The schedule for announcing event information and details on equipment selection is governed by equipment availability and changes by equipment manufacturers, dealers and contributors.

EVENT MATERIALS

MATERIALS STUDENTS MUST PROVIDE:
■ Pencils
■ Clipboard
■ Electronic calculator (if needed) - standard four function, battery operated, non-programmable
■ Eye protection
  – Industrial-quality eye protection should be used during the team activity and the skill/problem solving activities
■ Welding helmet and/or goggles*
■ Protective clothing (gloves, welding leathers, hearing protection devices)*

* Teams are responsible furnishing these items unless told otherwise.

EVENT SCHEDULE

PRELIMINARY
The preliminary event will consist of a 50 question written exam to be held on the Spring CDE Preliminary Testing Day. The exam resource will be the Cengage Agricultural Mechanics: Fundamentals and Applications, 6th Edition textbook. Unless otherwise noted, the written exam will be created using odd chapters on odd years and even chapters on even years, aligned with the state finals date - not the preliminary. The top ten teams will advance to the state finals.

FINALS
The state finals event will consist of:
■ Written exam
■ Team activity
■ Individual Skill Practicums

TEAM PRACTICUMS

TEAM ACTIVITY
The individuals on each team will work together to solve a multi-system agricultural problem(s) selected from the skills and problem solving of the five system competency areas.
INDIVIDUAL PRACTICUMS

KNOWLEDGE PRACTICUM

WRITTEN EXAM
The general knowledge exam will be designed to determine each team member’s general knowledge agricultural mechanics. Team members will work individually to answer each of the 75 questions. Questions can include multiple choice, matching and/or true and false. Each contestant will have sixty (60) minutes to complete the examination. The exam resource will be the Cengage Agricultural Mechanics: Fundamentals and Applications, 6th Edition textbook. Unless otherwise noted, the written exam will be created using odd chapters on odd years and even chapters on even years, aligned with the state finals date - not the preliminary.

SKILL PRACTICUMS
Each student is individually evaluated in each of the five areas. The specific activities occurring in each event are not publicized prior to the event.

Each contestant will complete specific hands-on performance operations in a time period of 20 – 40 minutes, depending upon the nature of the operations to be performed. There will be six skill activities for the contestant to complete.

SCORING

PRELIMINARIES

<table>
<thead>
<tr>
<th>Practicum Type</th>
<th>Activity</th>
<th>Individual</th>
<th>Team</th>
</tr>
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<tr>
<td>Knowledge</td>
<td>Written Exam</td>
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<tr>
<td>Total</td>
<td></td>
<td>50</td>
<td>150</td>
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FINALS

<table>
<thead>
<tr>
<th>Practicum Type</th>
<th>Activity</th>
<th>Individual</th>
<th>Team</th>
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</thead>
<tbody>
<tr>
<td>Knowledge</td>
<td>Written Exam</td>
<td>75</td>
<td>225</td>
</tr>
<tr>
<td>Problem Solving and/or Skills</td>
<td>Skill Activities (6)</td>
<td>25 points each, 150 points total</td>
<td>450</td>
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<tr>
<td>Problem Solving and/or Skills</td>
<td>Team Activity</td>
<td></td>
<td>250</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>225</td>
<td>925</td>
</tr>
</tbody>
</table>

TIE BREAKERS

INDIVIDUAL
In the event of a tie in individualized scores, the following events will be used in order to determine award recipients:
1. Written Exam
2. Combined highest individual activities score
3. Team Activity

TEAM
In the event of a tie in team scores, the following events will be used in order to determine award recipients:
1. Drop Score
2. Team Activity
3. Written Exam
AWARDS

Awards will be presented during a designated session at the annual State FFA Convention and Expo.

Awards will be presented to the top five teams as well as the overall high individual based upon their rankings. Awards are sponsored by a cooperating industry sponsor(s) as a special project and/or by the general fund of the Florida FFA Foundation.

REFERENCES

This list of references is not intended to be inclusive. Other sources may be utilized and teachers are encouraged to make use of the very best instructional materials available. The following list contains references that may prove helpful during event preparation. Previous event materials may be available on the Florida FFA Website.

- National FFA Core Catalog—Past CDE Material (http://shop.ffa.org/cde-qas-c1413.aspx)
- Information specific to each annual event is available on the National FFA Agricultural Technology and Mechanical Systems Career Development Event web page at http://web.missouri.edu/~schumacherl/natcon.html. Specific information and event updates generally occur following each year’s event during November, June and August.
- FOS. John Deere.
- FMO. John Deere.
- Agricultural Power and Machinery. (CD format) CEV Multimedia. LTD.
- Agricultural Engineering Technology. (ASABE) Springer Science + Business Media, LLC.
- Mechanics in Agriculture. Prentice Hall.
- Agricultural Mechanics Fundamentals and Applications. Delmar and Thompson - EXAM RESOURCE
- Modern Agricultural Mechanics, V3. Prentice Hall
- Developing Shop Safety Skills. American Association for Vocational Instructional Materials
- Power Tool Safety and Operation. Hobar Publications
- Practical Farm Buildings. Prentice Hall
- Ag Wiring Handbook. Rural Electricity Resource Council
- Mechanical Technology in Agriculture. Prentice Hall
- Agricultural Mechanics I Lesson Plans. UMC-IML.
- Agricultural Mechanics II Lesson Plans. UMC-IML.
- Agricultural Structures, Volumes I and II. UMC-IML.
- Industry websites
  - Briggs and Stratton
  - Case IH
  - John Deere
  - New Holland
  - Lincoln Electric
EVENT RELATED COMPETENCIES
The following list of statements with specific understandings and performances are provided as examples for the systems areas identified.

The skills categories are the basis for performance activities. Problem solving activities are developed from both problem solving and skills categories. In each systems area, the requirements for effective communication, problem solving activities and the application of modern technology — specifically computers and computer software — are strongly emphasized. Industry has identified important skills, abilities and competencies needed by new employees. These important attributes are described following the list of system competencies.

MACHINERY/EQUIPMENT SYSTEMS COMPETENCIES
- Identify safe machinery operational practices.
- Identify the recommended service and maintenance operations from the operator’s manual.
- Identify and use Nebraska Tractor Test or PAMI results.
- Select lubricants for machinery and equipment.
- Identify functions of machinery components.
- Identify parts and functions of hydraulic systems.
- Identify and compute harvest losses.
- Identify safe adjustment [level] on power equipment.
- Select pipe sizes to meet pressure and flow requirements.
- Identify repair procedures, techniques and materials.
- Match tractors to implement.
- Check and adjust driveline components.
- Adjust equipment hitches and drives.
- Install, adjust and service belt and chain drives.
- Select and use test equipment including meters, tachometers and timing devices to determine proper machine operation.
- Adjust and/or calibrate chemical application, seeding, fertilizing, harvesting, processing and materials handling machinery.
- Install, operate, maintain, adjust and evaluate machine systems for field conditions.
- Inflate tires to proper air pressure (e.g., load inflation tables).
- Join metals with appropriate fasteners.
- Select tools and materials for specific repair jobs.
- Select and use appropriate safety equipment.
- Identify safe machinery operation practices for field and highway conditions.
- Identify the recommended service and maintenance operations from the operator’s manual.
- Select fuels, lubricants, hydraulic fluids and coolants for proper operation.
- Operation and interpretation of circuit diagrams and flowcharts for electrical, hydraulic, fuel, oil, cooling, intake and exhaust systems.
- Identify the function and operating principles of clutches, transmissions, control devices and brakes.
- Describe principles of power transmission.
- Identify the parts and functions of electrical, hydraulic, lubrication, cooling, governor and fuel systems.
- Select and use engine overhaul equipment, including valve, cylinder, piston, seal and bearing tools.
- Service and maintain fuel, air intake and exhaust, cooling and lubrication systems.
- Operate engine and adjust or check ignition timing, engine speed and carburetor adjustments.
- Select proper ballast for machinery weighting.
■ Conduct a pre-operation inspection of a tractor or implement.
■ Start, stop and operate machinery/engines.
■ Perform recommended periodic service jobs (as found in operator’s manuals).
■ Conduct on-board tractor monitor checks as identified in operator’s manual.

ELECTRICAL SYSTEMS

■ Use appropriate standards for agricultural applications, including the National Electrical Code (NEC), Electrical Testing Laboratory (ETL), Factory Mutual, Underwriters Laboratory (UL), Canadian Standard Association (CSA) and/or OSHA standards.
■ Identify the characteristics of single and three-phase circuits.
■ Plan and evaluate proper grounding systems and ground-fault protection.
■ Determine volt, amp and ohm relationships (Ohm’s and other application laws).
■ Select appropriate and adequate lighting fixtures.
■ Select motors based upon type of application.
■ Interpret electric motor nameplate data.
■ Identify electric motors and motor parts.
■ Identify methods of providing electric motor protection.
■ Interpret power (horsepower, kilowatt), power factor, torque and other motor selection criteria.
■ Calculate heating and cooling loads.
■ Identify and describe basic principles of controls including thermostats; humidistat; photoelectric; magnetic relays; programmable controllers; proximity switches and sensors; ultrasonics; timers and other time-delay equipment and pressure, motion, limit, float and sail switches.
■ Select controls from supply catalogs/websites.
■ Select appropriate wire sizes and protection devices for specific loads and lengths of circuits.
■ Use low-voltage electrical control equipment.
■ Use electrical test instruments such as: VOA (volt-ohm-amp) meter, DMM (digital multimeter) and tachometer.
■ Read schematics and sketch wiring circuits.
■ Install service entrance for single phase 120/240V service or three-phase power.
■ Connect and operate electrical motors to power source.
■ Change the direction of electric motor rotation.
■ Select and mount an electric motor on a machine.

COMPACT EQUIPMENT SYSTEMS COMPETENCIES

Compact Equipment is defined here as being 30 horsepower or less.
■ Interpret horsepower, torque and other power measurement criteria.
■ Compare costs of alternative machine uses.
■ Describe operating principles of two-stroke and four-stroke spark or compression ignition engines.
■ Evaluate engine/electric motor performance under load and no-load operation.
■ Determine hydraulic cylinder force and speed.
■ Interpret wiring diagrams/schematics.
■ Identify and select devices for automated systems.
■ Match tractors to implements.
■ Select energy efficient equipment and materials.
■ Identify energy conservation measures to reduce costs and operation(s).
■ Determine energy consumption and cost savings of alternatives.
■ Conduct equipment pre-operation inspection.
■ Start, stop and operate machinery and engines.
■ Perform recommended periodic service jobs (as found in operator’s manuals).
■ Use measuring tools and test instruments such as: Micrometer and telescoping gauges,
dial indicator, compression tester, torque wrench, VOA (volt-ohm-amp) meter, DMM (digital multi-meter), timing devices, tachometer and dynamometer for determining test procedures.

- Remove, service and replace electrical components.
- Test and service batteries, charging, lighting, warning and cranking systems.
- Select and use engine overhaul equipment, including valve, cylinder, piston, seal and bearing tools.
- Service and maintain fuel, air intake and exhaust, cooling and lubrication systems.
- Operate engine and adjust or check ignition timing, engine speed and carburetor adjustments.
- Measure energy output from or consumption of devices and cost savings of alternatives.

ENVIRONMENTAL AND NATURAL RESOURCES SYSTEMS COMPETENCIES

- Identify environmental problems in livestock and crop handling and processing buildings.
- Read and interpret maps including conservation, land use, soils, topographic, aerial and remote sensing and geological surveys.
- Describe principles involved in appropriate conservation and/or land use planning.
- Interpret legal land descriptions and determine land area.
- Conduct land surveying practices
- Select terracing and water diversion options for soil conservation.
- Selecting strip-cropping principles and practices.
- Select water management techniques including grassed waterways, parallel terrace outlets, tile outlet systems and erosion control structures.
- Determine types of vegetative cover and mulch for erosion stabilization.
- Determine and select appropriate cultural tillage or mechanical practices of equipment for specific soil type and residue management.
- Calculate soil loss using universal equations and determine effects of the components of the equations.
- Determine appropriate types, locations and uses of erosion and sedimentation control basins.
- Describe and/or calculate surface and subsurface drainage and irrigation techniques.
- Determine land shaping and grading requirements.
- Select irrigation systems for specific conditions.
- Select irrigation equipment and techniques.
- Determine power requirements and pump size for specific applications.
- Apply water pressure, flow and head concepts.
- Select pumps and power sources and compare efficiencies.
- Interpret pump characteristics curves.
- Utilize GPS systems and components.
- Lay out grade stakes for cut/fills.
- Determine soil types and select appropriate structures or practices.
- Use water-testing equipment.
- Lay out and map contour lines.
- Measure crop residue on the land.
- Identify soil limitations and determine the effects on land use.
- Assemble turf irrigation equipment.
- Install drainage systems or components.
- Install components of irrigation systems for specific applications.

STRUCTURES SYSTEMS COMPETENCIES

- Determine the size, specifications and layout of building.
- Develop a bill of materials.
- Interpret plans and working drawings.
- Select and plan concrete construction.
- Interpret lumber and manufactured wood product grade stamps.
- Determine ventilation air requirements for intake and exhaust fan capacity.
- Select alternative construction styles and components (stud frame, post frame, rigid arch and stressed skin).
- Select arc welding machines and accessories.
- Read drawings and welding symbols.
- Test weld quality.
- Select, assemble and check welding equipment and supplies.
- Operate welding equipment and accessories for metal joining operations.
- Select tools and perform operations for cold metal working.
- Read metal working plans and prints.
- Select paint and other finishing materials.
- Use and maintain concrete and masonry tools and equipment.
- Fabricate and install reinforcing steel bar and welded wire mesh.
- Select and apply appropriate roofing, insulation and vapor barrier materials.
- Identify types of metals.
- Recommend metals based on load bearing strength.
- Fuse and braze welding basic joints on mild steel and cast iron.
- Estimate and calculate welding materials costs.
- Cut metal with plasma cutting unit.
- Operate power tools such as nibblers, drills and saws.
- Operate hand tools such as saws and files.
- Select appropriate metals for projects (strength).
- Cut and assemble plastic pipe.
- Solder copper fittings, tubing and copper wire.

**GENERAL CLUSTER SKILLS**

- Demonstrate strong interpersonal communication abilities.
- Knowledge combined with leadership qualities and the ability to delegate responsibilities.
- Use people skills to deal with customers, the public and large groups.
- Identify and interpret the correct resources to make an educated decision.
- Understand and apply principles of mathematics, economics, biology and physics.
- Have a high level of common sense, logic and critical thinking skills.
- Think independently and analytically.
- Ability to understand and follow detailed instruction - written and oral.
- Motivated to learn from various methods of instruction.
- Utilize current technologies - computers, electronics, mechanical systems, etc.
- Calculate cost per units, per hour, per bushel, per acre, etc.
- Estimate value of equipment and recommend future buying decisions.
- Use technology to eliminate waste of time and resources.
- Use computer hardware, software, Internet, etc.
- Productively use time, money and people.
- Be knowledgeable of global agriculture - encompassing planning, production, marketing and finance.
- Use cash flow for critical business planning and operation.
- Measure and estimate costs and develop plans for business/industry improvements.
- Write annual goals with specific objectives and measurement tools for review.
- Demonstrate skills in business operations and management.
- Use a systematic approach to diagnose equipment problems.
- Service and maintain equipment to maintain optimum productivity.
- Use on-board computerized systems that monitor, test, store and report equipment operation.
- Be familiar with computerized recognition of crop productivity and quality, field conditions and pests.
- Understand electrical circuits - amperage, watts, voltage, resistance and transistors.
- Understand hydraulic system operation - flow, resistance and temperature.
- Understand mechanical system operation - mechanical advantage, material specifications and gear design.
- Read schematics, replace components – including control modules.
- Diagnosis electrical, computer, mechanical and hydraulic systems.
- Analyze mechanical system failures.
PHILOSOPHY

The National FFA Organization and Florida FFA Association are dedicated to organizing experiences that will meet the future needs of students while accomplishing the current purposes of agricultural education.

The primary goal of career and leadership development events is to develop individual college and career readiness skills through personal growth and premier leadership.

Individuals will be challenged to develop critical thinking skills, effective decision making skills, foster teamwork and promote communication while recognizing the value of ethical competition and individual achievement.

The activities in each event:

- Include problem solving, critical thinking and teamwork skills, where appropriate.
- Encourage appreciation for diversity by reducing barriers to participation among members.
- Develop general leadership and recognize individual and team achievement.
- Promote concentrated focus on future needs of members and society.

Career and Leadership Development Events should reflect instruction that currently takes place in the entire agricultural education program, including classroom instruction, laboratory instruction, instruction in leadership and supervised agricultural experience. Events are intended to be an outgrowth of instruction. Also, it is appropriate for the national organization and the state association to develop events and awards that stimulate instruction in emerging areas that reflect both current and future community, national and global workforce needs. Those events should be developed with significant input from FFA members, teachers, partners, respective industry sponsors and others involved in agricultural education. The National FFA Organization and Florida FFA Association continues to encourage accessibility and provide opportunities for achievement and recognition for students with diverse backgrounds.

Events that include team activities should be based on cooperation and teamwork while recognizing the value of competition and individual achievement. Where appropriate, team activities will be included that require two or more members from one chapter working cooperatively.
POLICIES & PROCEDURES

Violations of any of the following rules may be grounds for the event superintendent to disqualify the participants.

Florida FFA staff and event superintendents will use the published policies and procedures to organize and implement the Florida FFA Career and Leadership Development Events. Event activities may not be conducted due to lack of necessary materials, expertise or extreme impact to event budgets. Teams will receive the current event format prior to the event.

ELIGIBILITY OF PARTICIPANTS

Each participant must be a current dues paying member in good standing with the local chapter, state FFA association, and National FFA Organization for the school year during which the event is held (or the previous year).

The participant must be enrolled in Agriculture, Food and Natural Resources Education, and maintain a Supervised Agricultural Experience (SAE) program.

Note: Certain exceptions may apply as follows. If a student is unable to enroll in an agriculture course due to extenuating circumstance, such as program closure or scheduling problems, that student may maintain active membership status for up to one membership year by paying local, chapter and state dues and by maintaining a Supervised Agricultural Experience (SAE) program and active involvement with the local FFA chapter. This period of FFA membership will be terminated at the end of that membership year if the student does not re-enroll in a systematic program of agricultural instruction.

If a student moves to a different chapter once he/she has qualified as a chapter representative in a CDE/LDE that student may be allowed to compete in the state event with the school he/she qualified with during the qualifying year. Note: this only applies to LDEs held at State FFA Convention.

A member who is a former state winner, either individual or team, in a particular FFA CDE/LDE is not eligible to compete in that CDE/LDE area again, with the exception of teams/individuals who win on the middle school level and then compete in the same CDE/LDE on the high school level.

The student must not have previously participated in a National Career or Leadership Development Event of the same kind.

Florida FFA will only permit students in grades 9-12 to represent Florida at national Career/Leadership Development Events, with the exception of the Creed LDE and Conduct of Chapter Meetings LDE. Creed and Conduct of Chapter Meetings will be open for students in grades 7-9.

In the event that one, two, or three members of a four member team are ineligible to compete in national competition, the advisor must substitute eligible members from the chapter to compete nationally. Members serving as substitutes will be ineligible for future competition in that contest or award program area.

Few exceptions will be made in the scheduling of events for teams participating in two events, which are held simultaneously. Prior notice must be given to the Florida FFA Association office for such consideration.

REGISTRATION

Pre-registration is required for all events at the sub-district, district and state level, unless
otherwise announced by the Florida FFA Association. Chapters should register at www.flaffa.org. Registration will open approximately four (4) weeks prior to the event and will close approximately two (2) weeks prior to the event, as published on the official Florida FFA calendar.

Following the close of registration, a list of registered teams will be distributed electronically. If a chapter’s name does not appear on the list as a result of registration error, notification must be made to the Florida FFA Office within twenty-four (24) hours or by the published deadline.

Chapters not properly registered will not be eligible for competition.

**DISQUALIFICATION**

A member or team may be disqualified from an event if:

- There is any communication, verbal or non-verbal, between participants during the event. The only exception to this would be communications between team members during the team activity portion of a given event.
- Any assistance is given to a team member from any source other than the event officials or assistants.
- Event superintendents stop any participants for manners they deem to be hazardous to themselves or others. Such action shall deem the individuals disqualified for that section of the event.
- Participants start the event and do not complete the event without notifying event officials at the time of departure. This can affect the overall team rank and position. In some events this will also disqualify the entire team.
- Participants utilize personal electronic communication devices, other than those approved by the event officials, during the entire course of the event. Participants who access personal electronic communication devices without prior approval of the event officials will be disqualified.
- Participant, team, advisor or coach gains access to real materials that will be utilized by the event committee during competition. Any team, participant, advisor or coach reported and proven to do so will be disqualified from the event.
- It is prohibited for an advisor or anyone else to register their members under another member or chapter name. If this rule is violated, the chapter(s) involved will be disqualified from the event.

**GENERAL GUIDELINES**

1. Advisors should properly instruct students how to participate in a CDE/LDE prior to arrival at the event (including judging card completion, contest expectations, etc.).
2. Contestants must provide their own pens, pencils, erasers, clip boards and other necessary items necessary for competition.
3. Late arrivals may be ineligible for competition. Decisions regarding participation will be made at the discretion of the CDE/LDE superintendent.
4. FFA members should be in official dress, appropriate to the event, and will be scored accordingly. (See Official Dress Scoring for details.)
5. All participants will be assigned to a group number and are to stay with their assigned group at all times or until told otherwise by the event superintendent or group leader.
6. All participants will be given an identification number by which they will be designated for the event. It is imperative that participants make sure that the identification they were assigned matches the identification number on their materials.
7. FFA members are strongly encouraged to eat a healthy meal prior to start of the event in addition to staying properly hydrated for the duration of the event.
8. FFA members and advisors should act in a manner that will reflect favorably on the FFA chapter and the school.
9. Advisors will be expected to assist in event facilitation (i.e. act as group leaders, room
monitors, proctors, etc.) as requested by the CDE/LDE superintendent.

10. If membership is questioned in any competitive event or award programs held above the chapter level, the advisor must then show evidence that state and national dues were paid by the member prior to the student having participated in that event or award program.

11. Upon notification from the state office indicating the chapter’s ineligibility, (i.e. the initial membership roster, dues and Quality Chapter Planning Guide have not reached the state office) all members in that chapter are ineligible for competition above the chapter level until the roster, dues and Quality Chapter Planning Guide are received in the state office.

12. Judging cards that are incorrectly completed (i.e. contestant number not shaded in, stray marks, etc.) will not be scored.

13. In the case that a team who has qualified at a qualifying event, not held at the State FFA Convention, notifies the State FFA Office, in writing, two (2) weeks prior to the Finals event that they are unable to compete, the State Association has the authority to allow the next qualifying team to participate.

14. In the case that a team/individual who has qualified at a qualifying event, held at the State FFA Convention, notifies the State FFA Office, in writing, thirty days prior to the start of convention that they are unable to compete, the State Association has the authority to allow the second place team/individual from that district or the next qualifying team/individual to participate.

15. Materials that have been used by chapters and coaches as resources for training purposes should not be presented in the same visual manner in the official CDE/LDE.

**TABULATION OF RESULTS**

1. At the conclusion of each event all completed cards will be delivered to the event coordinator for tabulation.

2. Event results will be posted the first business day following the event on the Florida FFA Association website at www.flaffa.org.

3. Team scores and team names will be posted rank order as well as the names of the winning team members and high individual. Individual team results will also be provided at this time.

4. State CDE/LDE results are considered unofficial for (2) business days following publishing. It is the responsibility of the FFA Advisor to request and review individual team results. Any appeal must be made to the FFA Executive Secretary in writing for necessary adjustments to be made. At the close of business on the second business day following publishing, results will be official.

5. Sub-District and District CDE/LDE results for individual and team events are to be considered final as announced onsite at each event location.

6. Completed cards and testing materials of individual and team participants will not be returned for local, district or state competition.

7. For events with subjective scoring, participants shall be ranked in numerical order on the basis of the final score to be determined by each judge without consultation. The judges’ ranking of each participant shall then be added, and the winner will be that whose total of rankings is the lowest. Other placings shall be determined in the same manner. (low point method of selection)

**OFFICIAL JUDGES**

Official judges for each event will be selected by the CDE/LDE Superintendent or his or her representative. Careful consideration should be given to select qualified and competent judges.

Guidelines for Official Judges include:

- Official judges should make their placing in the same manner as is required of contestants with respect to handling specimens or animals.
- Official judges will give their completed official placings and scores to the event coordinator.
- Placings by the official judges must be kept confidential until the event is completed and
public announcements are made.

- Judges of Leadership Development Events are encouraged to use official comment cards provided to offer feedback to individual contestants.
- Current FFA Advisors are not permitted to serve as judges with the exception of the state Parliamentary Procedure LDE and/or other events which require certain expertise and as deemed appropriate by the event superintendent and Florida FFA Association.
- Judges decisions are considered final.

**ADVISOR ATTENDANCE**

As a matter of policy set by the Board of Directors of the Florida FFA Association, it is required that an advisor or other school district approved representative accompany all students to, from and while attending any Florida FFA event or activity. In the event that the advisor is unable to attend, a school district representative must be appointed by the school principal or superintendent and permission must be provided in writing to the Florida FFA Association. In the event that this policy is not followed, the student(s) will not be permitted to attend the event.

**RULES & REVISIONS**

As a matter of policy set by the FFA Board of Directors, authority is given to State FFA Staff to make technical revisions to Career and Leadership Development Event rules as necessary.

In addition, Board Policy directs CDE/LDE superintendents to follow CDE/LDE rules as closely as possible while also allowing the CDE/LDE superintendent the flexibility to make adjustments as necessary based on availability of resources.

**ACCESSIBILITY FOR ALL STUDENTS**

All special needs requests and appropriate documentation must be submitted at the time of registration.

**HONESTY AND INTEGRITY**

Florida FFA expects students to be honest in all of their work, including work outside of the classroom related to Career Development Events (CDE) and Supervised Agricultural Experience (SAE) programs. By participating in a competitive event, FFA members, advisors and proctors agree to adhere to high standards of academic honesty and integrity and understand that failure to comply with this pledge may result in disciplinary action, up to and including event disqualification, loss of Quality FFA Chapter Status and termination of active FFA membership.

As an integral component of school-based agricultural education, FFA is obligated to report cases of student, teacher, chaperone or proctor dishonesty to the school district.

All FFA members and advisors have an ethical obligation to adhere to the Honor Code and are required to abide by the following Academic Honesty Policies:

I. By registering for or participating in any FFA event, FFA chapter representatives, including students and adults, agree to adhere to the following academic honesty code. FFA chapter representatives that do not agree to this policy should not register or participate. I understand that FFA expects its students and teachers to be honest in all of their work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action, up to and including event disqualification, loss of Quality FFA Chapter Status and termination of active FFA membership.

II. The conduct set forth hereinafter constitutes a violation of the Academic Honesty Policies. Those adjudged to have committed such conduct shall be subject to discipline. Violations of the Honor
Code and Policies include but are not limited to the following:

**CHEATING**
The improper taking or tendering of any information or material which shall be used to determine academic or competitive credit. Examples include but are not limited to the following:
- Copying from another student’s test or materials.
- Allowing another student to copy from a test or materials.
- Using unauthorized materials during a test, such as the textbook, notebook, formula lists or notes, including those stored in a calculator or other electronic device.
- Collaborating during an event or activity with any other person by giving or receiving information without authority.
- Having another individual write or plan a paper, including those bought from research paper services.

**PLAGIARISM**
The attempt to represent the work of another, as it may relate to written or oral works, computer-based work, mode of creative expression, as the product of one’s own thought, whether the other’s work is published or unpublished, or simply the work of a fellow student or teacher.

When a student submits oral or written work that includes the words, ideas, or data of others, the source of that information must be acknowledged through complete, accurate, and specific references, and, if verbatim statements are included, through use of quotation marks as well. By placing one’s name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgements. A student will avoid being charged with plagiarism if there is an acknowledgement of indebtedness. It is the FFA advisor’s responsibility to monitor and have an accurate understanding of the source of the students work.

Examples include:
- Quoting another person’s actual words.
- Using another person’s idea, opinion, or theory, even if it is completely paraphrased in one’s own words.
- Drawing upon facts, statistics, or other illustrative materials — unless the information is common knowledge.
- Failing to accurately document information or wording obtained on the internet.
- Submitting anyone else’s work as one’s own work.
- Violating federal copyright laws, including unauthorized duplication and/or distribution of copyrighted material.
- Offering, giving, receiving or soliciting of any materials, items or services of value to gain competitive advantages for yourself or another.

**BRIbery**
The offering, giving, receiving, or soliciting of any materials, items or services of value to gain academic advantage for yourself or another.

**MISREPRESENTATION**
Any act or omission with intent to deceive an event official for competitive advantage. Misrepresentation includes lying to an event official or misstating the facts to increase your competitive standing.

**CONSPIRACY**
The planning or acting with one or more persons to commit any form of academic dishonesty to gain competitive advantage for yourself or another.

**FABRICATION**
The use of invented or fabricated information, or the falsification of research or other findings with
the intent to deceive for competitive advantage.

Examples include:
- Citing information not taken from the source indicated.
- Listing sources in a Works Cited or reference not used in the academic exercise.
- Inventing data or source information for research or other academic exercise.
- Submitting any academic exercise as one’s own prepared totally or in part by another, including on-line sources.
- Taking a test for someone else or permitting someone else to take a test for you.

COLLUSION
The act of working with another person on an competitive undertaking for which a student is individually responsible. Unless working together on an individual practicum has been prior approved, it is not allowed. On team practicums, students must stay within the guidelines set by the event coordinator. If the event coordinator provides additional guidelines, they must be followed. Failure to do so also constitutes a violation of these Policies and Rule.

COMPETITIVE MISCONDUCT
The intentional violation of integrity by tampering with scores or taking part in obtaining or distributing any part of a test or practicum.

Examples include:
- Stealing, buying, downloading, or otherwise obtaining all or part of a test and/or test answers without authorization.
- Asking or bribing any other person to obtain a test or any information about a test.
- Changing, altering, or being an accessory to changing and/or altering of an exam response or a grade recorded.
- Continuing to work on an examination or practicum after the specified time has elapsed.

IMPROPER COMPUTER/CALCULATOR USE
Examples of improper computer and/or calculator use include but are not limited to:
- Unauthorized access, modification, use, creation or destruction of calculator-stored or computer-stored data and programs.
- Sharing a calculator or computer while leaving answers on display or in memory.
- Submitting a duplicate printout with only the student’s or chapter’s name changed. This applies to all FFA events, awards and activities.

IMPROPER ONLINE TESTING USE INCLUDE:
- Having or providing unauthorized outside help when completing online assessments.
- Obtaining access to confidential test materials or questions before online assessments.
- Agriculture Teachers being in the room during online testing and/or certification.
- Proctors must not administer tests to their family members.
- Taking a test for someone else or permitting someone else to take a test for you.

NOTE: A third-party designated proctor must administer all FFA related exams and certifications. Third-party proctor must have received notification of and agree to these policies and may be required to submit documentation certifying the integrity of the online exam process. A third-party proctor cannot be the agriculture teacher(s). Examples of acceptable third-party proctors include: school administrators, computer lab coordinators, media specialists, guidance counselors, testing coordinators, teachers not affiliated with the agriculture program, other non-instructional school or school district officials.

DISRUPTIVE BEHAVIOR
Each chapter representative’s behavior during an FFA event or activity is expected to contribute
to a positive learning/teaching/competitive environment, respecting the rights of others and their opportunity to learn or participate. No chapter representative has the right to interfere with this process, including the posting of inappropriate materials on social media sites.

FFA event officials have the authority to ask a disruptive chapter representative to leave the event or activity and will report the incident as appropriate.

**ELECTRONIC DEVICES**
The use of cell phones or other electronic devices are not allowed during any FFA competitive event or activity, unless prior approval is given from the event coordinator.
## OFFICIAL DRESS, NUMBER OF PARTICIPANTS AND NUMBER OF SCORES FOR TEAM TOTAL

<table>
<thead>
<tr>
<th>Competitive Event</th>
<th>Indoor/Outdoor</th>
<th>Max Participants</th>
<th>Scores Counted</th>
<th>Calculator</th>
<th>Preliminary</th>
<th>Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Communications (HS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Ricky Telg</td>
</tr>
<tr>
<td>Agricultural Education (HS)</td>
<td>IN</td>
<td>1</td>
<td>N/A</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Grady Roberts</td>
</tr>
<tr>
<td>Agricultural Sales (HS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>No</td>
<td>Dr. Al Wysocki</td>
</tr>
<tr>
<td>Agricultural Technology and Mechanical Systems (HS)</td>
<td>^</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Hal Moon &amp; David Byrd</td>
</tr>
<tr>
<td>Aquaculture (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Carlos Martinez</td>
</tr>
<tr>
<td>Citrus (HS/MS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>No</td>
<td>David Byrd</td>
</tr>
<tr>
<td>Dairy Cattle Evaluation and Management (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Chris Holcomb</td>
</tr>
<tr>
<td>Environmental Science and Natural Resources (HS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Diane Mealo</td>
</tr>
<tr>
<td>Farm and Agribusiness Management (HS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>No</td>
<td>Dr. Dustin Bass</td>
</tr>
<tr>
<td>Floriculture (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>No</td>
<td>Merry Mott</td>
</tr>
<tr>
<td>Food Science and Technology (HS/MS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Drs. Keith &amp; Renée Schneider</td>
</tr>
<tr>
<td>Forestry (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Jim Fleming</td>
</tr>
<tr>
<td>Horse Evaluation (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Saundra TenBroeck</td>
</tr>
<tr>
<td>Land Judging (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Rex Ellis</td>
</tr>
<tr>
<td>Livestock Evaluation (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Chad Carr</td>
</tr>
<tr>
<td>Meats Evaluation and Technology (HS/MS)</td>
<td>^</td>
<td>3*</td>
<td>3*</td>
<td>Yes</td>
<td>No</td>
<td>Dr. Chad Carr &amp; Larry Eubanks</td>
</tr>
<tr>
<td>Nursery and Landscape (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>No</td>
<td>Merry Mott</td>
</tr>
<tr>
<td>Ornamental Horticulture Demonstration (HS/MS)</td>
<td>IN</td>
<td>1-2</td>
<td>N/A</td>
<td>No</td>
<td>Yes</td>
<td>Dr. Ed Osborne</td>
</tr>
<tr>
<td>Poultry Evaluation (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>No</td>
<td>Dr. Michael Davis</td>
</tr>
<tr>
<td>Safe Tractor Operations and Maintenance (HS)</td>
<td>OUT</td>
<td>1</td>
<td>N/A</td>
<td>No</td>
<td>Yes</td>
<td>Pam Walden</td>
</tr>
<tr>
<td>Tool Identification (MS)</td>
<td>IN</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>No</td>
<td>Scarlett Jackson</td>
</tr>
<tr>
<td>Vegetable Identification and Judging (HS/MS)</td>
<td>OUT</td>
<td>4</td>
<td>3</td>
<td>No</td>
<td>No</td>
<td>Lynn Nobles</td>
</tr>
<tr>
<td>Veterinary Assisting (HS)</td>
<td>^</td>
<td>4</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Carrie Jo Anderson</td>
</tr>
</tbody>
</table>

* MS Meats is a 4 member team, 3 scores counted.

^ See event rules for specific clothing requirements

### CAREER DEVELOPMENT EVENTS

### LEADERSHIP DEVELOPMENT EVENTS
FFA OFFICIAL DRESS
The uniform worn by FFA members at local, state and national functions is called Official Dress. It provides identify and gives a distinctive and recognizable image to the organization and its members. Official Dress has been worn with pride by millions of FFA members since 1933.

OFFICIAL DRESS FOR A FFA MEMBER INCLUDES:

- An official FFA jacket zipped to the top
- Black slacks or black skirt
- White collared blouse or white collared shirt
- Official FFA tie or Official FFA scarf
- Black dress shoes with a closed heel and toe
- Black socks or hosiery

Note - official garb of recognized religions may be worn with official dress

Note: the skirt is to be at least knee-length, hemmed evenly across the bottom, with a slit no higher than two inches above the knee, excluding the kick pleat. Black slacks may be appropriate for traveling and outdoor activities as outlined in the safety exceptions.

SAFETY EXCEPTIONS
In extreme condition such as heat or inclement weather students may be asked to remove their FFA Jackets, ties and scarves.

Due to the nature of the event, some events do not require Official Dress. Participants should refer to the event rules for specific clothing instructions for the following events:

- Agricultural Technology and Mechanical Systems
- Meats Evaluation
- Veterinary Assisting

Additional safety exceptions include:

- Rubber boots may be worn during Land Judging. If desired, student can change footwear following Official Dress check prior to the start of the event.
EVENT CLASSIFICATIONS

INDOOR/LEADERSHIP EVENTS
- Agricultural Communications
- Agricultural Education
- Agricultural Issues Forum
- Agricultural Sales
- Citrus
- Conduct of Chapter Meetings
- Creed Speaking
- Employment Skills
- Extemporaneous Public Speaking
- Farm and Agribusiness Management
- Food Science and Technology
- Opening and Closing Ceremonies
- Ornamental Horticulture Demonstration
- Parliamentary Procedure
- Prepared Public Speaking
- Tool Identification

OUTDOOR EVENTS
- Agricultural Technology and Mechanical Systems*
- Aquaculture
- Dairy Cattle Evaluation and Management
- Environmental Science and Natural Resources
- Floriculture
- Forestry
- Horse Evaluation
- Land Judging
- Livestock Evaluation
- Meats Evaluation*
- Nursery and Landscape
- Poultry Evaluation
- Safe Tractor Operations and Maintenance
- Vegetable Identification and Judging
- Veterinary Assisting*

* See event rules for clothing instructions.

Please review the official dress scoring rubric for specific requirements relation to indoor and outdoor events.
## OFFICIAL DRESS SCORING RUBRIC

<table>
<thead>
<tr>
<th>GARMENT DESCRIPTION</th>
<th>POINTS</th>
</tr>
</thead>
</table>
| **FFA JACKET – ZIPPED TO THE TOP**  
Deduct 5 points if unwilling to zip to top | 15 |

*Note: Points will not be deducted in cases where FFA jacket was unavailable (new members, middle school members, etc.) and all other official dress criteria is followed.*

| **WHITE COLLARED SHIRT / BLOUSE**  
Deduct 5 points if shirt is not solid white or has no collar | 10 |

| **BLACK SLACKS OR BLACK SKIRT**  
Deduct 5 points if skirt is more than 2 inches above the knee  
Deduct 5 points if fabric has tears or is patterned  
Deduct 5 points if jeans are worn in Indoor Events | 10 |

*Note: Black Jeans are acceptable for Outdoor Events.*

| **BLACK DRESS SHOES – CLOSED TOE & CLOSED HEEL**  
Deduct 5 points for open toe and/or open heel | 10 |

*Note: Dark black or brown shoes/boots are acceptable for Outdoor Events and when black dress shoes are not available.*

| **BLACK SOCKS OR BLACK HOSIERY**  
Deduct 3 points for patterned hosiery | 3 |

*Note: Students will not be asked to reveal garments that are not otherwise visible. If socks are completely covered by pants and shoes, full points will be given.*

| **OFFICIAL FFA TIE OR OFFICIAL FFA SCARF**  
Please note that not all ties and scarves purchased through National FFA are considered to be Official Dress. Please be sure that when purchasing you are purchasing ties and scarves that are listed as Official Dress in the FFA Blue catalog on or on shopffa.org. | 2 |

*Note: Solid navy or black scarf/tie is acceptable when official FFA scarf/tie is not yet available.*