



New Jersey Department of Agriculture
Office of Food, Agriculture & Natural Resources Education
200 Riverview Plaza, 3rd Floor, P.O. Box 330
Trenton, NJ 08625

1-877-AgEdFFA (243-3332)
609-633-2421 (Fax)
jerseyageducation.nj.gov

In cooperation with the New Jersey Department of Education

MEMO

TO: New Jersey Agriculture Teachers/FFA Advisors

FROM: Kristianne Goodenough, *State FFA Specialist*

CC: Erin Noble, *State Program Leader for Food, Agriculture and Natural Resources Education, State FFA Advisor*

DATE: April 21, 2021

RE: Guidance and Requirements for LDEs and Interviews hosted via Zoom

AS MATERIALS FOR THE VIRTUAL NEW JERSEY STATE FFA CONVENTION ARE BEING PREPARED AND STUDENTS ARE PREPARING FOR ZOOM COMPETITIONS, PLEASE CONSIDER SOME OF THESE GUIDELINES AND REQUIREMENTS.

- All materials must have been submitted to the convention registration* April 9.
 - *Employment Skills will still utilize Jot Form for the application process and upload of materials.
- Students are encouraged to wear official dress or business dress when competing. It is recommended that students participate in their respective Zoom in a quiet room, free from distractions.
- The use of cue cards, teleprompters or other related aides is prohibited. Notecards are permissible but may result a reduction in score.
- A Zoom Orientation will be hosted on Monday, May 17 at 4 PM to allow students the opportunity to log on and ensure that their computers are prepared for their competition times. Zoom invitations will be provided to the advisors of chapters registered for live events by May 14. This orientation is not mandatory but is strongly encouraged.
- Zoom invitations will be provided to chapters registered for events on Monday, May 24 following the Orientation.
- On Wednesday, May 26, students should log into their Zoom events at least 10 minutes prior to competition time. Students will remain in the Zoom Waiting Room until it is time for them to compete when they will be transferred to the judging room. Students will participate in their event and then be relocated to the Waiting Room. Once placed back in the Waiting Room, the student is finished and can leave the Zoom.
- Requests for advisor observance should be emailed to ag.ed.registration@ag.nj.gov by May 15. Advisors are expected to be in the waiting room by the time that their student competitor enters the competition room. Late arrivals into the competition room will not be allowed.

FOR EVENT SPECIFIC GUIDELINES, PLEASE SEE BELOW.*a. 3-5 minute & 6-8 minute Prepared Public Speaking*

- Pre-registration is required. Manuscripts were due April 9 (uploaded to convention registration).
- We will conduct these events via Zoom on Wednesday, May 26 at 10:00 am.
- A random order will be generated for student competition order.
- Participants will deliver their speeches live in front of judges. Judges will ask their questions (6-8 minute only) and then scoring will proceed.
- Awards will be announced during convention session on Thursday, May 27.

b. Extemporaneous Public Speaking

- Pre-registration is required.
- We will conduct this event via Zoom Wednesday, May 26 at 10:00 am.
- A random order will be generated for student competition order.
- Students will be pulled into monitored preparation rooms where the topics will be shared. Students will have 30 minutes to prepare their speech prior to being transferred to the judging room.
- Students may use up to five resources during their preparation. The coordinator will screen reference material on the following basis:
 - i. Printed material such as books or magazines
 - ii. To be counted as one item, a notebook or folder of collected materials may contain no more than 100 single-sided pages or 50 pages double-sided numbered consecutively.
 - iii. References should be in original format.
 - iv. There can be no notes or speeches prepared by the participant or by another person for the purpose of use in this event. Cutting and pasting into a Microsoft Word document will be considered prepared notes.
- Participants will deliver their speeches live in front of judges. Judges will ask their questions and then scoring will proceed.
- Awards will be announced during convention session on Thursday, May 27.

c. Creed Speaking

- Pre-registration is required.
- We will conduct this event via Zoom on Wednesday, May 26 at 1:00 pm.
- A random order will be generated for student competition order.
- Participants will deliver the FFA Creed live in front of judges. Judges will ask their questions and then scoring will proceed.
- Awards will be announced during convention session on Thursday, May 27.

d. Employment Skills

- Pre-registration is required. Materials (Application, Cover Letter, Resume, Job Description) were due April 9. The application is to be completed in Jot Form: <https://www.jotform.com/NJFFA/EmploymentSkillsLDE>. This is also where students will upload the related materials.
- The top six candidates are invited to advance to the Final Round.
- Interviews will be conducted via Zoom on Wednesday, May 26 starting at 1:00 pm. The list of finalists and a final schedule will be released the week before the event.

- Follow-up Correspondence is to be submitted to Google Classroom (**Classroom Code: jwcef3i**) within 35 minutes of the conclusion of their interview. Students may use any word processing program that works best for them.
- Awards will be announced during convention on Friday, May 28.

e. Star State Interviews

- Star Candidates will be announced by May 4.
- Interviews will be conducted via Zoom on Wednesday, May 26 starting at 1:00 pm. A final schedule will be released the week before the event.
- Awards will be announced during convention session Friday, May 28.

f. Teach Ag

- Pre-registration is required. Lesson plans are due April 9 (uploaded to convention registration).
- Written exams will be administered through ClassMarker and will be available beginning Monday, May 17 and are to be completed by 11:59 PM on Tuesday, May 25.
- Log-in credentials will be shared with participating chapters on May 14.
- A proctor is needed for the written exam.
- We will conduct this event via Zoom on Wednesday, May 26 at 1:00 pm.
- A random order will be generated for student competition order.
- Participants will deliver one objective of their lesson plans live in front of judges. Judges will ask their questions and then scoring will proceed.
- Awards will be announced during convention session on Thursday, May 27.