

NEW COORDINATOR OUTSTANDING SCHOOL RECOGNITION

Purpose:

The Outstanding School Recognition event provides the opportunity to showcase and highlight the CTI program and CTI student activities during the current school year. Building on skills taught in various career technology classes, students can demonstrate competency in gathering, organizing and presenting information in an effective and creative manner.

Description:

The collection of documents, text and pictorial, must be appropriately organized within the section of the notebook titled **CONTENTS for NEW COORDINATOR OUTSTANDING SCHOOL NOTEBOOK/SCRAPBOOK.**

Rules & Procedures:

1. New Coordinator Outstanding School Recognition entries (notebooks/scrapbooks) must be submitted to the New Intern Coordinator or CTI Executive Director on Thursday by 4:00 PM at the CTI State Leadership Conference Headquarters.
2. A panel of judges selected by the New Intern Coordinator and CTI Executive Director will judge each Recognition notebook/scrapbook. Points will be awarded according to the Rating Sheet.
3. First, second and third place trophies will be selected from notebooks.
4. Entries without a completed Rating Sheet will be ineligible.
5. Each point recorded on the Rating Sheet must be substantiated. A description of these records is listed in the manual.
6. **Each notebook entry must include the following:**
 - **Title Page**
 - **Table of Contents**
 - **Section Division Pages**
 - **All pages must be numbered in the bottom right hand corner, excluding Title Page, Table of Contents, and Section Division Pages.**
 - **The Verification Form (Appendix C) and Rating Sheet should be APPENDICES A & B. Points will be deducted for failure to include Table of Contents (10 point deduction), page numbers (10 point deduction), and Verification Form (10 point deduction).**
7. Each entry will be limited to 30 pages excluding the title page, table of contents, verification form and rating sheet. When using sheet protectors, one sheet per cover is allowed. The back of the paper should not have any display or artwork.