

Responding to Injects

The response to all injects must be in a PDF document. Other document formats, such as Word or RTF will not be accepted and the inject not scored. The inject scoring engine is built around the standard of using PDF documents.

Part of the CCDC scenario is the simulation of a business or other organization. Responses should be of the type that would be used in these organizations. You will need to demonstrate your business communication skills in inject responses.

Construct your response in the form of a business memo. Use language and sentence structure that would be used if responding to an executive or management layer individual. These job functions are often not staffed with technically knowledgeable people. The business form and content is part of the inject score.

The memo should concisely (not a lot of words) and succinctly respond to the specifics of the inject. When including tabular, graphical or screenshot content, be sure to explain what the reader is looking at, and why that content is relevant to the response.