Community Awareness

Purpose

The purpose of the Community Awareness project is to provide HOSA members with the opportunity to:
1. Develop a project to promote community awareness using health and/or safety issues that may be of local, state, and/or national interest.
2. Assist communities to become more aware of the pros and cons of the health and/or safety issue selected.
3. Promote goodwill and public relations for local HOSA chapters.
4. Evaluate the effectiveness and impact of the project on the community.
5. Go beyond lessons in a classroom to spread awareness on a larger scale.

Description

Community Awareness is a service project designed to raise community awareness of a health and/or safety related issue of local, state and/or national interest. The project, selected by the HOSA chapter, should be one that addresses one specific health and/or safety issue, need or concern and makes a worthwhile contribution to the community. The project should have a direct relationship to the organization's purposes and to Health Science or Biomedical Science Education. Activities are then planned to make the community aware of the health and/or safety issue. The chapter documents each activity as it is planned, conducted and evaluated. When the project is completed, the chapter develops a portfolio that documents and explains the project and activities. A team of 2-4 competitors presents the chapter's project to a panel of judges, using the portfolio as documentation of their accomplishments.

Dress Code

Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for proper dress. All team members must be properly dressed to receive bonus points.

Rules and Procedures

1. Competitors in this event must be active members of HOSA in good standing in the membership division in which they are registered to compete (Secondary or Postsecondary/Collegiate).

2. Competitors must be familiar with and adhere to the **"General Rules and Regulations of the HOSA Competitive Events Program (GRR)."**

3. The project should demonstrate the HOSA chapter members' ability to work cooperatively with other school groups, community groups and/or volunteers to achieve the goals of the project.

4. The project should demonstrate success in increasing public awareness of the health and/or safety related issue, the HOSA organization and the Health Science or Biomedical Science Education program.

5. Health and/or Safety Area Selected - The area selected is one that would have the most significant impact upon the community and one for which a community awareness campaign can be conducted by the HOSA chapter. Written verification of how the project is selected is to be included in the written summary.

6. Time Line for Project - The Chapter's project activities must be researched, prepped, and conducted within a one-year span. To qualify, the documented project covers only activities conducted from the last day of the International Leadership Conference until the May 15th HOSA-Future Health Professionals deadline. The project must be conducted within this one-year time frame, but the actual activity does not need to be an entire year in duration – one week or even one day activities are acceptable.

The Portfolio

7. The portfolio to be used by the team during judging will be contained in an **official HOSA notebook or portfolio from [Awards Unlimited](#)** (NBK150, NBK 250, or PBK2002). For the 2018-2019 membership year portfolios and notebooks with the old or new HOSA logo will both be accepted. The portfolio is limited to a maximum of eight (8) numbered, single-sided pages and will contain the following parts:

    A. **Page 1 (Title Page):** Event Name, Title of lesson, age or grade level of target audience, number of participants in the target audience, team member names, HOSA chapter (name/number, and division), school and state. One page only.

    B. **Page 2 (Summary):** A summary reflecting the selection of the project issue, goals and objectives of the project and accomplishments, effectiveness and impact of the project. The summary should be typed or word processed, with 12 pt. Arial font and 1 inch margins (Maximum of 1 page).

    C. **Pages 3 – 7 (Supporting Documentation):** The following items must be included as a part of the portfolio documentation (Maximum of 5 pages):

        1. Documentation of the activities conducted as a part of the community awareness project.
        2. Publicity regarding the community awareness project activities and the local HOSA chapter and Health Science or Biomedical Science program, which may include newspaper articles, flyers, website announcements, etc…
        3. Programs, pictures or other verification of students presenting or participating in the project should be included and dated.
        4. The team may include items they developed to support their project such as pamphlets or brochures. If these are included, they must be placed in a binder pocket. This pocket (containing no more than 3 items of the team's choosing) counts as one page. Binder pockets are more durable than sheet protectors and may be found at office supply stores. An example from *Staples* is found at this link-

            https://www.staples.com/Staples-Binder-Pockets/product_SS949677

    D. **Page 8: (Reference Page):** A reference page must be prepared for any materials used during this lesson that were not created by the team. One page only. *Points will be awarded for compiling a clean, legible reference page, but the formatting of the reference page is not judged.*

        Since the American Psychological Association (APA) is the most commonly used resource in the Health Sciences, this information is modified from the APA style to help HOSA members familiarize themselves with it. More information on APA formatting may be found at the [Purdue Online Writing Lab (OWL)](#).

        Your ONE PAGE 'References' title should be centered and sources alphabetized by the author's last name, first initial from the left margin. References should be single spaced and hanging indents should be used

for sources requiring multiple lines. Alphabetize anonymous authors according to the web site or first main word in the title. *Example:* Web Site (Professional):

CDC.gov. (2017, Feb 15). Health services for teens. *Adolescent and School Health.* Retrieved from https://www.cdc.gov/healthyyouth/healthservices/index.htm.

    E.   Portfolio pages will be evaluated up to and including the maximum pages per rule 7 A-D. Pages above the maximum allowance will not be evaluated and no points will be given for information in excess pages.

    F.   Sheet protectors, lamination and page dividers may NOT be used.

    G.   Portfolio must be in English for judging.

8.   In addition to the official portfolio described above, teams must bring two (2) copies of the portfolio pages printed on 8 ½ x 11 white paper, stapled at the top left corner, to turn in immediately prior to competing. Copies are exempt from max page limit (since items in the binder pockets may have multiple pages) but copies MUST be identical to original portfolio. The judges will use the official portfolio and copies for judging. Official portfolio will then be returned to the competitor, but the copies will become the property of HOSA-Future Health Professionals.

The Competitive Process

9.   **Presentation with Judges –** All team members will report to the event site for the event orientation. At ILC, photo ID must be presented prior to competing. Teams will then report at their appointed time with their official portfolio and two (2) additional plain paper copies.

    A.   The presentation is to be no more than five (5) minutes. The timekeeper will announce the time when there is one (1) minute remaining in the presentation. The timekeeper will stop the presentation after five (5) total minutes and the team will be excused.

    B.   **The purpose of the presentation is to communicate information about the project to the judges. The presentation MUST include:**
        1.   the purpose for the selection and development of the project;
        2.   the activities used to promote the project;
        3.   the accomplishment of goals and objectives of the project;
        4.   the impact of the project;
        5.   the evaluation of the success or failures of the project; and
        6.   the promotion of goodwill and public relations for local HOSA chapters.

    C.   Teams should explain to the judges, with the documentation in their portfolio, how successful they were in achieving numbers 1-6 in rule 9B. All team members must take an active role in the presentation.

    D.   Teams will refer to their portfolio during the presentation. Use of index card notes during the presentation are permitted. Electronic notecards (on a tablet, smart phone, laptop, etc…) are permitted, but may not be shown to judges.

10.   Immediately following the presentation, the official portfolio and the 2 copies will be left with the judges, and the competitors will be directed to wait in the holding room. The judges will have four (4) minutes to evaluate the portfolio and complete the rating sheets. After the judges are finished with the original portfolio, it will be returned to the competitors at which time they are free to leave.

11. In the event of a tie, a tie breaker will be determined by the areas on the rating sheet section(s) with the highest point value in descending order.

12. By entering this event, the competitors grant permission for their portfolio contents to be used in HOSA publications and on the HOSA website.

Uploading to STEM Premier

The competitor must create a profile on STEM Premier, an online platform that showcases talent and skills and brings students, colleges, companies, and possibilities together. Competitors will create their online profile by visiting – www.stempremier.com/hosa.

a) The main purpose for the partnership with STEM Premier is two-fold: (1) to provide the HOSA member with a permanent, professional online portfolio to share with universities and future employers and (2) to obtain valuable analytical membership data for HOSA, including demographic, academic, and career interest information. Entities, outside of HOSA, CANNOT access this information without explicit member permission.

b) Competitors must create a profile and upload a .pdf of their portfolio to the **Community Awareness** competitive event opportunity on STEM Premier. Detailed instructions for doing this are in step g below or available at www.hosa.org/STEMPremier.

c) The size limit for any files uploaded to STEM Premier is 2.5 MB. To avoid an upload error, please be sure to save your .pdf as a compressed file or reduce the size of your embedded images. For instructions on how to do this, please visit: http://www.hosa.org/filesize.

d) Regional and State Process:
   1. Competitors should check with their state advisor to see if STEM Premier is being used at the state level. If so, competitors should find out the deadlines for any regional or state conferences.
   2. The .pdf of the portfolio must be uploaded prior to the state published deadlines.
   3. States will verify the .pdf of the portfolio has been uploaded prior to any regional or state conferences.

e) ILC Process:
   1. For those who advance to the ILC, the .pdf of the portfolio must be uploaded to STEM Premier by May 15, 2019.
   2. HOSA-Future Health Professionals will verify the .pdf of the portfolio has been uploaded prior to the International Leadership Conference.

f) Changing Content:
   1. If a competitor uploads the .pdf of the portfolio for the regional and/or state level, it does not need to be resubmitted for ILC. Uploading the .pdf of the portfolio ONCE is sufficient for all three levels of competition (regional, state, ILC).
   2. **However,** competitors ARE allowed to change the content of their .jpg of each photo between conferences. IF such content changes are made, competitors should replace their original upload on STEM Premier with the most current version of their .pdf of the portfolio.
   3. The .pdf of the portfolio that is in STEM Premier on May 15, 2019 is considered final and may be used for judging at ILC 2019.

g) STEM Premier Instructions
   1. Join STEM Premier-
      a. Go to www.stempremier.com/hosa.
      b. Click the "Start Your Free Profile" button and create your account.

c. Add HOSA to your profile-
   i. Click the white "Profile" tab at the top left of the screen.
   ii. Click the blue "Edit Profile" button at the top right of the screen (underneath where your profile picture is located).
   iii. Select "Associations" from the bar on the left side of the screen.
   iv. Search for and add "HOSA-Future Health Professionals".
2. Search for HOSA Competitive Event-
   a. Select "Opportunities" at the top of your screen when logged in.
   b. In the "Organization Name" search box type in "HOSA"; wait for the list of pre-populated organizations to appear, and then select your state association from the drop-down box (Example: HOSA-Future Health Professionals | California). Click the blue "Search" box.
   c. Select your competitive event from the list that appears to the right (Make sure that you have selected the proper state!).
3. Submit Materials and Apply for Competitive Event-
   a. Follow the steps and provide required information for your event.
   b. Click "Apply Now" when ready to submit.
   c. You have until the state deadline (contact state advisor) or ILC deadline (May 15, 2019) to change any content and re-upload your submissions. The material in STEM Premier as of May 15, 2019 is considered final for ILC.
   d. To edit your submission-
      i. Click the profile picture on the top right of your screen in STEM Premier.
      ii. Click "My Opportunities" and select your event.
      iii. Follow the instructions for editing your submission.

Competitors must provide

☐ A .pdf of the portfolio uploaded to STEM Premier by *each team member* by published deadline.
☐ Event guidelines – one per team (orientation)
☐ Photo ID
☐ Official HOSA notebook or portfolio from Awards Unlimited (NBK150, NBK 250, or PBK2002) to be used during the presentation
☐ #2 lead pencils with eraser (for evaluation)
☐ Two (2) plain paper copies of the portfolio
☐ Notes on index cards or in electronic format for use during the presentation (optional)
☐ Watch with second hand (optional)

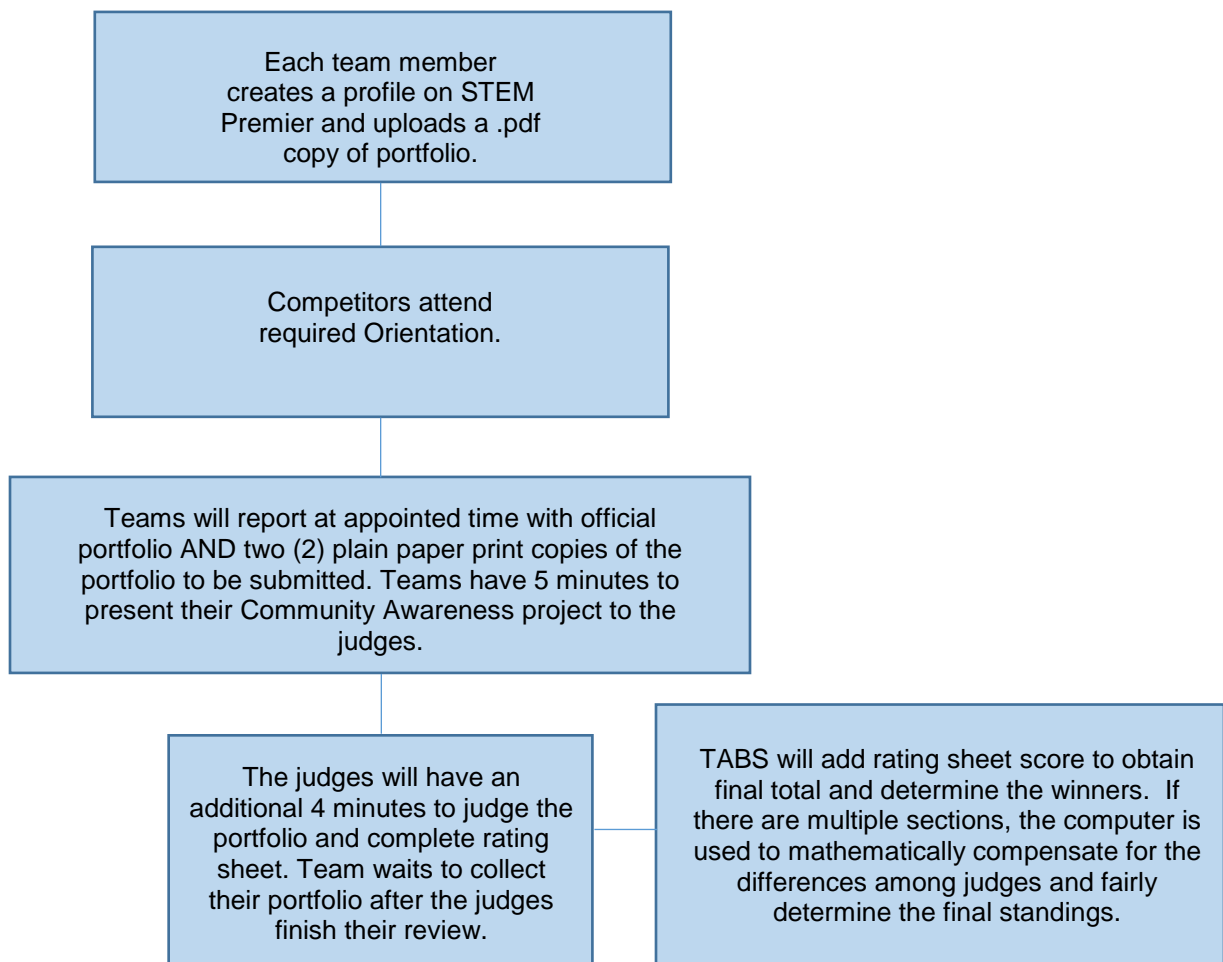## FOR SPECIFICS ON EVENT MANAGEMENT SEE MANAGING COMPETITIVE EVENTS

Required Personnel
☐ One Event manager (per event)
☐ One QA to provide quality assurance for the event by ensuring that the guidelines are followed and all event documents are complete.
☐ One Section Leader per section
☐ Two to three judges per section
☐ One timekeeper per section
☐ One-two event assistants per section

Facilities, Equipment & Materials (Per Section)
- ☐ One room per section, with a table and chairs for judges. (see HOSA Room Set)
- ☐ List of competitors for check-in
- ☐ Stopwatch
- ☐ Flash card for 1 minute remaining
- ☐ Rating sheets – one per judge per team
- ☐ Evaluation Forms – competitor, judge, and personnel
- ☐ #2 lead pencils (judges & evaluations)
- ☐ Expandable file folder or box for collecting portfolio copies (optional)
- ☐ Copy of guidelines for judges
- ☐ Hand sanitizer (alcohol based handrub)

Event Flow Chart

Each team member creates a profile on STEM Premier and uploads a .pdf copy of portfolio.

Competitors attend required Orientation.

Teams will report at appointed time with official portfolio AND two (2) plain paper print copies of the portfolio to be submitted. Teams have 5 minutes to present their Community Awareness project to the judges.

The judges will have an additional 4 minutes to judge the portfolio and complete rating sheet. Team waits to collect their portfolio after the judges finish their review.

TABS will add rating sheet score to obtain final total and determine the winners. If there are multiple sections, the computer is used to mathematically compensate for the differences among judges and fairly determine the final standings.

COMMUNITY AWARENESS
JUDGES' RATING SHEET

Section #_____   Division: _____SS_____PS/Collegiate

Team # _____   Judge's Signature _____

Items Evaluated	Points Possible Superior ---------------------------------Poor						Points Awarded
No partial points are given in Section A. All six items <u>must</u> be completed to receive 30 points. If any portion is missing, Section A is scored a 0.							
A – Points for Following Guidelines ☐ Official HOSA portfolio used, not exceeding max number of pages (8), in English. (Binder pockets contain no more than 3 items - counting as 1 of 8 pages) ☐ Two (2) plain paper copies of portfolio, matching original portfolio, are submitted. ☐ Title page includes event name, title of lesson, age or grade level of target audience, number of participants in the target audience, team member names, HOSA chapter (name/number, and division), school and state (Max one page). ☐ NO sheet protectors, page dividers or lamination used. ☐ Reference page is included. ☐ A .pdf of the portfolio was uploaded to STEM Premier (by EACH team member) by the published deadline.	30				0		
B - Quality of Portfolio 1. Summary reflects selection of project issue, goals & objectives of project and accomplishments, effectiveness & impact of project (one page only).	5	4	3	2	1	0	
2. Publicity regarding community awareness & local HOSA chapter or Health Science/Biomedical Science program, (newspaper articles, flyers, etc…).	5	4	3	2	1	0	
3. Dated programs, pictures or other verification of students presenting the project.	5	4	3	2	1	0	
4. Items developed to support project (pamphlets, brochures, etc…).	5	4	3	2	1	0	
5. Understanding of the specific health and/or safety issue.	5	4	3	2	1	0	
6. Cooperative work with other groups to reach goals.	5	4	3	2	1	0	
7. Spelling, grammar, punctuation, neatness	5	4	3	2	1	0	

C - Presentation to Judges: Project and Process							
1. Purpose for selection/development of project,	5	4	3	2	1	0	
2. Objectives/accomplishments of project	5	4	3	2	1	0	
3. Promotion of project	5	4	3	2	1	0	
4. Strength of project impact	5	4	3	2	1	0	
5. Evaluation of success/failure of project	5	4	3	2	1	0	
6. Professional delivery (poise, tempo, quality)	5	4	3	2	1	0	
7. All team members took an active role in the presentation.	5	4	3	2	1	0	
8. Nothing except portfolio shown to judges	5	4	3	2	1	0	
TOTAL POINTS	**105 ------------------------------- 0**						