

Region Virtual CDE/LDE Protocols

Section I - Registering for Career/Leadership Development Events

1. Registration will be through normal events registration channels on the gaaged.org website. Registrations will require additional time in order to generate codes for students to log into the QBank system. This additional time constraint will require all registration to be closed one week in advance of the event. This registration deadline must be adhered to. Substitutions will be very difficult, and at times may not be possible at all as we approach the date of the event.
2. When registration has been closed, you will receive codes for your participants and a link to the QBank testing site after they have been generated prior to the CDE. You will distribute these codes to your team members. Team members will log into the QBank site, complete the test, and log out.

Section II - Testing and Proctoring Protocols

1. All FFA Teams participating in a virtual CDE/LDE that includes an online exam must be proctored by a third party for the duration of the entire team taking the exam.
2. Each competing team should have a single proctor. However, an individual may proctor more than one CDE at a time provided they meet all of the guidelines contained in this section.
3. Proctors must be adults over the age of 21.
4. Parents may serve as proctors but not for any event in which their child is a participant.
5. Agriculture Teachers may serve as proctors for other Agriculture teachers as long as the proctoring teacher does not have a team registered in the event (junior or senior) and did not participate in the training of the team being proctored.
6. Proctors should ensure that:
 - All students taking the exam match the students registered for the CDE/LDE.
 - Students do not access any material (textbooks, bulletin boards, notes, internet, Alexa, etc.) during the exam.
 - Students do not communicate in any form with one another during the exam.
7. When taking a QBank exam, all team participants must login and take the exam simultaneously.
8. The preferred method of administering a virtual exam will be all team members physically present and under the supervision of a proctoring adult. However, situations may require that team members take the exam from a remote location. This will be allowed as long as the following conditions are met:
 - All team members are still required to login and take the exam simultaneously.
 - All team members participating from a remote location must be proctored as described above using Zoom or similar format. This will require that the team

members participating remotely have access to two electronic devices...one to connect to a zoom meeting hosted by the proctor, and one on which to take the exam. In the event that a team has two members participating at school and two members participating from home, the proctor would supervise two students in person and have a zoom meeting set up to proctor the two who are at home.

- Proctor has full visual on each team member and their testing device during the entire exam.
9. On the day of the CDE/LDE, the testing site will open at 8 am and remain open until 5 pm, unless a specified time for you to compete is established. Team members must login to the testing site during this window. Once logged in, the student will be given the allotted time to take the exam regardless of when they logged in. For example: if a student logs in at 4:55 pm, they will be given an hour to complete the test if that is the time specified in the guidelines.

Section III - Virtual LDE Guidelines

Employment Skills

1. Advisors must first register their participant through the event registration site.
2. Employment Skills materials will be due in the Central Region Office on November 9th.
3. Participants will be ranked according to combined Resume and Cover Letter scores.
4. Notification of the top 10 participants for each Area along with a zoom link will be sent to Advisors on November 30th for the LDE to be conducted on December 8th.
5. Interview order will be randomly determined by the event superintendent.
6. Upon entering the zoom meeting, participants will be transferred to interview rooms where they will conduct a 10 minute interview for a panel of judges.
7. Results will be made public and top two will advance to State competition

Extemporaneous Speaking

1. After registration has closed, Advisors will be sent an appointment time and a link to a zoom meeting prior to the LDE on Nov 5th.
2. Upon entering the zoom meeting, speakers will choose three numbers between 1-18. These numbers will be assigned randomly to speech topics. From the three topics chosen, speakers will select a topic on which to write their speech.
3. Speakers will then be transferred to a breakout writing room for 30 minutes.
4. At the end of the 30 minute writing period, participants will be transferred to their assigned room and the event will proceed as would the normal in-person event.
5. Results will be made public and top two will advance to State competition

FFA Creed

1. After registration has closed, Advisors will be sent an appointment time and a link to a zoom meeting prior to the LDE on Oct 1st .

2. After entering zoom, participants will be randomly assigned to a speaking room.
3. Participants will be transferred to their assigned room and the event will proceed as would the normal in-person event.
4. Results will be made public and top two will advance to State competition

Junior Prepared Public Speaking

1. Advisors must first register their participant through the event registration site.
2. Jr Prepared Speaking Manuscripts are due in the Central Region Office on October 22nd.
3. Advisors will be sent an appointment time and a link to a zoom meeting.
4. After entering the zoom meeting, participants will be assigned to a speaking room.
5. Participants will be transferred to their assigned room and the event will proceed as would the normal in-person event.
6. Finalists will be notified and will advance to the FFA Junior Prepared Public Speaking Finals on November 12th.

Senior Prepared Public Speaking

1. Advisors must first register their participant through the event registration site.
2. Sr Prepared Speaking Manuscripts are due in the Central Region Office on October 22nd.
3. Advisors will be sent an appointment time and a link to a zoom meeting.
4. After entering the zoom meeting, participants will be assigned to a speaking room.
5. Participants will be transferred to their assigned room and the event will proceed as would the normal in-person event.
6. Finalists will be notified and will advance to the FFA Senior Prepared Public Speaking Finals on November 12th.

Section IV - Virtual CDE Guidelines

Agricultural Communications

1. Advisors must first register their team through the event registration site.
2. Agricultural Communication CDE will include a 25 question multiple choice QBank exam and a 25 question multiple choice QBank editing exam. Students will be allowed one hour to complete both exams. Testing protocols established in Sections I and II will be followed.
3. Results will be made public and the top two teams will advance to State Agricultural Communication CDE.

Farm and Agribusiness Management

1. Advisors must first register their team through the event registration site.
2. Farm and Agribusiness Management CDE will include a 50 question multiple choice QBank exam. Students will be allowed 90 minutes to complete the exam. Testing protocols established in Sections I and II will be followed.

3. Results will be made public and the top two teams will advance to State Farm and Agribusiness Management CDE.

FFA Quiz*

1. Advisors must first register their participant through the event registration site.
2. FFA Quiz will include a 50 question QBank exam. Students will be allowed one hour to complete the exam. Testing protocols established in Sections I and II will be followed.
3. Top three students ranked by exam score will be notified at the end of the testing time and sent a zoom link for oral questions.

Floriculture

4. Advisors must first register their team through the event registration site.
5. Senior Floriculture CDE will include a 25 question Identification fill in the blank exam from the provided plant list, a 25 question multiple choice general knowledge exam, a 10 question disorder fill in the blank exam from the provided plant list, and a 5 question multiple choice problem-solving exam through QBank. Students will be allowed the following times for each section
 - a. 25 minutes for identification
 - b. 25 minutes for general knowledge
 - c. 20 minutes for problem-solving
 - d. 20 minutes for disordersTesting protocols established in Sections I and II will be followed.
6. Junior Floriculture CDE will include a 25 question identification fill in the blank exam from the provided plant list and a 25 question multiple choice general knowledge exam through QBank. Students will be allowed 30 minutes per section. Testing protocols established in Sections I and II will be followed.
7. Results will be made public and the top two teams will advance to State Floriculture CDE.

Veterinary Science

1. Advisors must first register their team through the event registration site.
2. Senior Veterinary Science CDE will include a 25 question Identification Exam with a Word Bank, a 25 question multiple choice general knowledge exam through QBank. Students will be allowed the following times for each section
 - a. 30 minutes for identification
 - b. 30 minutes for general knowledgeTesting protocols established in Sections I and II will be followed.
3. Junior Veterinary Science CDE will include a 25 question Identification exam with a Word Bank and a 25 question multiple choice general knowledge exam through QBank. Students will be allowed 30 minutes per section. Testing protocols established in Sections I and II will be followed.

4. Results will be made public and the top two teams will advance to State Veterinary Science CDE.

Nursery/Landscape

1. Advisors must first register their team through the event registration site.
2. Senior Nursery/Landscape CDE will include a 25 question Identification fill in the blank exam from the provided plant list, a 25 question multiple choice general knowledge exam, a 10 question disorder fill in the blank exam from the provided plant list, and a 10 question multiple choice landscape estimating exam through QBank. Students will be allowed 30 minutes per section. Testing protocols established in Sections I and II will be followed.
3. Junior Nursery/Landscape CDE will include a 25 question identification fill in the blank exam from the provided plant list and a 25 question multiple choice general knowledge exam through QBank. Students will be allowed 30 minutes per section. Testing protocols established in Sections I and II will be followed.
4. Results will be made public and the top two teams will advance to State Nursery/Landscape CDE.

Wildlife Management

1. Advisors must first register their team through the event registration site.
2. Junior and Senior Wildlife Management CDEs will include a 20 question multiple choice whitetail deer management exam, a 20 question multiple choice game bird biology exam, a 25 question multiple choice general wildlife identification exam, and a 25 question multiple choice pond management/aquatic identification exam through QBank. Students will be allowed 30 minutes per section. Testing protocols established in Sections I and II will be followed.
3. Results will be made public and the top two teams will advance to State Wildlife Management CDE.

*FFA Quiz is counted as an LDE for Middle School Chapters