

NC STATE UNIVERSITY

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MEMORANDUM

TO: Advisors of Intro to Horticulture CDE Teams

FROM: Andy VonCanon, Western Region Agricultural Education Coordinator

RE: 2021 NC FFA Intro to Horticulture Virtual CDE

The 2021 North Carolina FFA Introduction to Horticulture Virtual CDE will be held on **May 27, 2021, from 3:30 pm to 4:40 pm.**

This event is open to any chapter in the state. Each chapter may submit one team to participate in the virtual event. A maximum of four participants will be allowed to participate per team. There are no registration fees for this virtual career development event.

May 20, 2021— Online Registration Deadline

Advisors must register their team by the deadline in order to participate. Late entries will not be accepted.

To register, go to: <https://ncffa.org/ncffa-more/2020-2021-virtual-events/> and click on the “Intro to Hort” link in the table. Please provide complete registration information for each student.

Advisors must provide a valid email address for each individual student at the time of registration. The email address for each student is needed to administer the online event to each specific student.

Student waivers are required for virtual career development events and must be uploaded at the time of registration. One student waiver form has been created for all virtual career and leadership development events. The student waiver form is available in MS Word and PDF format on the registration website listed above. Completed student waivers should be submitted online on the Nursery Landscape CDE Registration page. Accepted file types for uploading include: MS Word, PDF, JPG, and PNG.

Virtual Event Format

This virtual career development has been designed for students to participate from any location. Students may participate from the comfort and safety of their own home or any other location of their choosing. Students should participate individually and should not have other students in the same room with them during the event. Proctors will be required as outlined below. Students need access to any device that has an internet browser, an internet connection and a working camera. The online event will be administered using Google Forms and Zoom. Please follow all local rules and regulations regarding group gatherings and school attendance.

Proctors

Adult proctors will be required for all CDEs/LDEs. Proctors cannot be agriculture teachers/FFA Advisors. Students will be required to log on to Zoom with their cameras on at the beginning of the event with their proctor in the room. Students should remain connected to Zoom with their cameras on and their audio off during the entire career development event. Once the student completes the online CDE/LDE, the proctor will be required to certify that the student did not use or receive any additional assistance from any means. This certification will be done by the proctor typing in their name and contact information in the Google Form just before the student submits their test. Once the test is submitted via Google Forms, the student may exit the Zoom call.

North Carolina FFA Honesty Pledge

Students should participate individually. All work they do should be the result of their own efforts with no assistance from anyone or any type of reference material available in any form. At the very beginning of the virtual event, all students will have to agree to abide by the North Carolina FFA Honesty Pledge before they are able to participate.

Special Accommodations

Advisors should email andy_voncanon@ncsu.edu at the time of registration if any student requires any special accommodation to participate in the virtual career development event.

Introduction to Horticulture CDE Virtual Format

The Intro to Horticulture CDE will consist of a 25-question multiple-choice test and a 40-item Plant Identification. Both components will be combined and administered online as one test. The combined multiple-choice and plant identification test will be developed using references cited in the Intro to Horticulture Career Development Guide available online at:

https://ncffa.org/as/ncffa/i/chan/documents/Intro_to_Hort_CDE_2020-21.pdf

Registered students will receive an email with a link on the morning of May 27, 2021, inviting them to participate in the online test. The test will only be available from **3:30 pm to 4:40 pm on May 27, 2021**. The online test may only be accessed one time through the link in the email that is sent to the student.

Students will have 70 minutes to take the test. The online system has a timer bar at the top of the screen so students know exactly how much time they have remaining. **If students allow the time to expire and do not submit their test, none of their answers will be submitted and they will receive a 0.** This message is shared with the students when they begin the test; however, we ask that you please share this information with them before they begin the online test so they are prepared.

Every online test administered in Google Forms will have a section that says "Submission ID (skip this field)." There will be a unique number entered in this section with a warning to not edit the number. If the number is altered, then the time and test will not be recorded and the student will receive a 0. This section is required by the system in order to accurately submit and score each student's test. A screenshot of this section is provided below for your information. The student should simply skip over this section as no action on their part is needed.

Submission ID (skip this field) *

⚠ DO NOT EDIT this field or your time will not be recorded.

Short answer text
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Scoring

Activities	Individual Points	Team Points
Multiple Choice	25	75
Plant Identification	120	360
Maximum Points	145	435

Final Results

Once the event is completed and the scores are tabulated, the final results will be shared via the NC FFA Listserv.

If you have any questions, please contact: Andy VonCanon, Western Region Agricultural Education Coordinator, (828) 553-6296 or andy_voncanon@ncsu.edu.