



**North Carolina
Technology Student Association**

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<http://nctsa.org>

DATE: November 20, 2009

TO Affiliated NC-TSA Chapter Advisors
Technology Education Teachers

FROM Arjun Ajmani, NCTSA President
Kathleen Squibb, TSA State Advisor

SUBJECT 2010 NC-TSA STATE CONFERENCE

The North Carolina Technology Student Association (NCTSA) will hold its **31st Annual State Conference March 7-9, 2010** at the **Sheraton Four Seasons Hotel, Greensboro, NC**. The State TSA officers and the State Technology Education staff invite and encourage all affiliated chapters to attend and participate to make this the best conference yet. The 2010 theme is **“TSA: Tomorrow’s Leaders.”**

LODGING

Each chapter is responsible for reserving their own rooms. Please make reservations directly with the **Sheraton Four Seasons Hotel, Greensboro** by faxing or mailing the appropriate attached form to the hotel. A special room rate of **\$130.00 plus 13.75% tax**, (single, double or quad) has been arranged. The total of each room per night is **\$147.88**. **Hotel reservations must be made by February 15, 2010 to receive the special rates.**

REGISTRATION

Conference registration fee is **\$50.00 for all participants and guests**. However, there will be no registration fee for advisors or guests that judge or coordinate an event at the conference. **Everyone must complete the online registration process**. Registration fees are used to cover the cost of conference awards, meal functions, trophies, mixer functions, and other conference expenses. **Copies of all conference registration forms and fees must be postmarked by February 15, 2010 to Kathleen Squibb, 105 Doe Run, Clinton, NC 28328. THERE WILL BE NO ON-SITE REGISTRATION.**

- Only affiliated members may participate.
- There will be **NO** on-site registration.

There will be **NO** on-site changes for individual events. Students will **NOT** be allowed to add, switch, change, or substitute one individual event for another. However, for team events, substitutions will be permitted as long as the student is registered for the conference.

**Sheraton Greensboro -Joseph S. Koury Convention Center
NC Technology Student Association (TSA) HOTEL RESERVATION FORM**

School _____ Adviser _____
 School address _____
 Telephone# _____ Fax# _____ Zip _____
 School E-mail _____ Home E-mail _____

One night's deposit (payable to the Sheraton Greensboro Hotel) or credit card is required to reserve rooms on or before **February 15, 2010**. Duplicate this form as needed. Be sure your arrival and departure dates are accurate.

Telephone reservations will NOT be accepted.

MAKE A COPY OF THE COMPLETED FORM FOR YOUR RECORDS BEFORE MAILING.

Please indicate in the column provided, the type of person staying in all rooms:

ST= Student; SA= Adviser; CH= Chaperone

Room #1			Room #2		
Arrival Date:	Departure Date:	Type	Arrival Date:	Departure Date:	Type
1			1		
2			2		
3			3		
4			4		

Room #3			Room #4		
Arrival Date:	Departure Date:	Type	Arrival Date:	Departure Date:	Type
1			1		
2			2		
3			3		
4			4		

_____ # rooms at \$147.88 per night =

\$ _____

Includes taxes

One night's deposit = \$ _____

____ Check Enclosed or ____ Bill Credit Card

Credit Card Information

Name on Card _____
 Type of Card _____

Card # _____
 Expiration Date _____

Return this form by February 15, 2010 to: Sheraton Greensboro Hotel
 Reservations Office
 3121 High Point Road
 Greensboro, NC 27407

ON-LINE REGISTRATION INFORMATION

North Carolina TSA will continue to utilize the online registration program for our State Conference. **ALL REGISTRATION MUST BE COMPLETED**

ONLINE! The URL for completing your Chapter Registration is:

www.registermychapter.com/tsa/nc

The conference registration period begins **January 2- February 15, 2010**, you must register your chapter online at this time. During this open registration period you may add, delete and edit your registration input. After **February 15** you *will not* be able to make any changes, additions or deletions. As you complete your registration, an invoice will be presented to you and available for print and submission to your bookkeeper for processing. Payments for conference registrations are due postmarked date by **February 15, 2010**. Please make one check payable to NCTSA. Mail all conference materials and your payment to:
Kathleen Squibb, NCTSA, 105 Doe Run, Clinton, NC 28328.

To log into the online registration program, go to the website indicated below and enter your unique username and password. Please have your LEA and school code available. If you do not know it please refer to the chart posted at www.nctsa.org and refer to the LEA/School Code link.

Website for on-line registration: www.registermychapter.com/tsa/nc

User Name {Advisor's last name and first initial - no space}

Password {Advisor's first name}

If you have any questions or experience difficulties at any time during this process, please contact Kathleen Squibb, 910-592-0389 or ksquibb@dpi.state.nc.us. **If you sponsor two or more chapters** you will need to contact Kathleen immediately for the correct password and username for each chapter, they will be different.

TSA Online Conference Registration Instructions

1. In your web browser, go to <http://www.registermychapter.com/TSA/NC>.
2. If this is your first time to the site, click the **Register** link. You will be asked to log in. Log in using the user name and password that your State Advisor gave to you.
3. The first time in, you will be asked to verify your school information. Double check all the fields, and press the **Submit** button at the bottom to save any changes.
4. Your name will automatically be added to the list as an Advisor.
5. Click the **Add New Name** link to add a new name to the list. Provide the participant's last name, first name, and select their status from the drop down list. Be sure to check all contests that this individual will participate in. Remember, you will need to select two voting delegates (or the number allowed for your chapter - 2 per ten members affiliated, maximum of 12 delegates) so be sure to include those as you enter names.
6. To enter Team events, be sure to select the correct team number. Most team events only allow you to enter one team. However, some events allow you to enter more than one team. In such cases, separate team #'s should be designated for each team.
7. Continue adding names until you have entered all of your participants. As you add participants, if you attempt to enter more participants in an event than are allowed,

you will be informed, and not allowed to exceed the event maximum. At any point, you may press the **View Registration** link to get an idea of your total invoice amount, and a better understanding of who is registered for which events.

8. When you are finished, press the **Finished Registering** link at the bottom. At this point, you may have several red messages at the top of the screen. Please read these carefully. Your registration will not be complete until these problems have been resolved. For instance, you may be informed that you must have 2 voting delegates. To correct this problem, click the **Back To Registration** link at the bottom, select the student(s) you want to be voting delegates and click the **Edit** link beside each student. Change the Status field to Voting Delegate and press **Submit** to save. When you're finished making these changes, press the **Finished Registering** link again.
9. If you get a message that states that you have not met the minimum requirements for an event, then you must click the **Back To Registration** link, and either add students to those contests that are short, or remove students from those contests. When you're finished making those changes, press the **Finished Registering** link again.
10. When you have corrected any problems that may have appeared, from the Finished Registering screen, first, be sure to **Print** a copy of this invoice to send in with your payment. Next, press the **Confirm** link at the bottom to confirm that the invoice is correct. A copy of the e-mail will be sent to you, and to the State advisor.
11. If you need to edit your registration, you may come back to this location and make changes up until the close dates, February 15, 2010.
12. Once you are finished with your registration, be sure to either click the **Log Out** link to make sure that the connection is securely closed, or exit your browser. This will ensure that no one can get in and make changes to your registration.

REMINDERS AND OTHER INFORMATION

Voting Delegates

Each chapter is entitled to two (2)-voting delegates per 10 chapter members. CAP affiliates have a maximum of twelve (12) delegates. Advisors **MUST** designate on the registration forms those students who will be acting as delegates.

NC-TSA Officer Candidates

Please encourage your students to run for a NC-TSA State office. This is an excellent opportunity for you and your students to participate in activities that are enjoyable, educational, and important to our association. The state officers receive additional leadership training and represent NC-TSA at special events. Only two students per chapter may run for office.

Awards and Recognition Program

Advisors are reminded to encourage students to apply for **TSA Technology Honor Society** membership and appropriate **Achievement Awards**. Each applicant is required to submit **\$5.00** when applying for an Achievement Award **or** Honor Society membership. Upon receipt, we will send the required \$5.00 fee and application to National TSA. **Silver Achievement Awards** will be presented during our State Conference Award Ceremony, while **Gold Achievement Awards** will be given at the TSA National Conference. **Honor Society** members will be recognized at both the state and national conferences.

Wayne and Karyn Clark Scholarship

The NCTSA offers eligible seniors attending a North Carolina public or private high school, who intend to enter a North Carolina state supported university to prepare to teach Technology Education upon graduation **or** seniors who are entering a technology related field may apply for the \$500.00 Wayne and Karyn Clark Scholarship. See attached application.

Competitive Events

National rules and criteria will apply to the NC-TSA conference. **Middle School** competition will be governed by the 2010-2011 Competitive Events Guide; **High School** the 2009-2010 guide. ***Ignorance of the rules WILL NOT be accepted as an excuse for not applying the rules and criteria as defined within the TSA Curricular Resource Guides.*** To avoid confusions and/or unpleasantness, please make every effort to understand the requirements of each event **before conference** and ensure that each student knows what is expected of him or her. Check the National web page for additional information. Call the Events Coordinators listed on the web page for clarification of rules should you have any questions or concerns. www.tsaweb.org

SPECIFIC EVENT THEMES 2010

Detailed information pertaining to the following events can be found on the TSA webpage www.tsaweb.org. If you need additional information please call our office (910-592-0389).

MIDDLE SCHOOL

Career Prep

Choose one of the below:

- Mining engineer
- Industrial systems technicians
- Film editor
- Computer forensic scientist
- Military communications analyst

Digital Photography

TSA, Technology Education at its Best

Graphic Design

Snapshot of Innovation

Lights, Camera, Action

Energy Efficiency in Your Community

Multimedia Production

What is TSA? (presentation should be designed to inform school administrators)

Prepared Speech

TSA: Tomorrow's Leaders

ROBOT TOBOR

The course for the robot in 2010 is to travel up a ramp to a designated location on a stage, turn toward the audience, move to another location on the stage, wait for the award announcement, accept the award by picking it up, and then exit the stage by traveling down the stage on the opposite side ramp.

TSA Cup: Marine Design

Design and construct a model propeller-driven vee hull racing boat.

Website Design

To obtain the design brief, visit the TSA website at www.tsaweb.org and click on Competitive Events.

Write Now! Technical Writing

Globalization

Subtopics: ...and the environment
...and the economy
...and society

HIGH SCHOOL

Architectural Model

Participants design an assisted living center for Alzheimer patients

Cyberspace Pursuit

To obtain the design brief, visit the TSA website at www.tsaweb.org and click on Competitive Events.

Debating Technological Issues

Team members prepare to debate a topic(both pro and con views) against aa team from another chapter. **TOPIC:** Technology is the cause of the world's current climate change situation.

Desktop Publishing

The Triumph of Technology

Essays on Technology

Globalization

Subtopics: ...Opportunities

...Threats

Fashion Design:

The garment design theme is Technology Student Association professional attire.

Imaging Technology: What Family Means to Me

Manufacturing Prototype

Design and manufacture an educational board game for a visually impaired elementary school student. An appropriate marketing package should accompany the product. The marketing package should not include the use of any copyrighted characters or images.

Prepared Presentation

TSA: Tomorrow's Leaders

Promotional Graphics

Snapshot of Innovation.

Transportation Modeling

Design and produce a famous television or movie vehicle

NCTSA sponsors North Carolina events. The guidelines for these events are located at www.nctsa.org - State Conference information.

STUDENT EVENTS:

NCTSA T-Shirt Design MS & HS

NCTSA Pin Design MS & HS

ADVISOR EVENTS: (E-mail Squibb with question)

Dragster Design - 2010 - follow the MS Rules

"Bring & Brag" Dragster (for show only)

Advisor Challenge -Problem Solving activity

STUDENT CODE OF CONDUCT

Student Conduct Practices and Procedures

1. There shall be no defacing of property. Any damages to the property or furnishings in the hotel rooms or buildings must be paid for by the individual responsible.
2. Students shall keep their advisor and chaperone informed of their activities and whereabouts **AT ALL TIMES**.
3. Students should be prompt and prepared for all activities.
4. Students should be financially prepared for all responsibilities.
5. Students not staying at the Sheraton Four Seasons shall be off the grounds of the hotel by curfew or immediately following the last scheduled event.
6. **NO ALCOHOLIC BEVERAGES OR NARCOTICS IN ANY FORM SHALL BE POSSESSED BY PARTICIPANTS AT ANY TIME, UNDER ANY CIRCUMSTANCES**
7. Out of common courtesy to the general public, smoking will not be permitted by any student representing NC-TSA.
8. No student shall leave the hotel (except for authorized events) unless permission has been received from their chapter advisor.
9. Students are required to attend all general sessions and activities assigned, including workshops, competitive events, committee meetings, etc..., for which they are registered unless engaged in some specific assignment taking place at the same time.
10. Identification nametags shall be worn at all times during the conference.
11. Chapter advisors and chaperons will be accountable for students' conduct.
12. Students violating or ignoring any of the conduct rules will subject their entire delegation to being unseated and their officer candidates and competitive events' participants being disqualified. Individual students may be sent home immediately at their own expense. **CURFEW WILL BE ENFORCED! (Curfew means students must be in assigned rooms during the designated time.)**
13. Casual wear will be accepted during specific social functions as designated.

"I have read and fully understand the NC-TSA State Conference Code of Conduct and agree to comply with these guidelines."

Student _____ Date _____

"Approval for the student named above to attend the 31st NCTSA State Conference, at the Sheraton Four Seasons, Greensboro, North Carolina is hereby granted."

Parent or Guardian _____ Date _____

Advisor _____ Date _____

This form must be returned with registration ...one form per student participant.

~ **NAME TAGS AND WRISTBANDS MUST BE WORN AT ALL TIMES DURING CONFERENCE!**

~ **THERE WILL BE A FIVE-DOLLAR {\$5.00} REPLACEMENT FEE FOR EITHER NAME TAGS OR WRISTBANDS!**

North Carolina Technology Student Association

Personal Liability and Medical Release Form

Name of Participant: _____
Please Print

Name of Chapter: _____

NOTE: STUDENT AND PARENT(S) MUST SIGN THIS FORM

Having read and completely understood the "Student Code of Conduct" for the North Carolina Technology Student Association, Inc., I do hereby agree to follow the conduct described. I fully understand that this is an educational activity and will, to the best of my ability, apply myself for the purpose of learning, and at all times uphold the fine qualities of a person representing the North Carolina Technology Student Association, Inc.

Participant _____ Date _____
Signature

AND

I hereby agree to release the North Carolina Technology Student Association, Inc., its representatives, agents, servants, and employees from liability for any injury to above named person, resulting from any cause whatsoever occurring to above named person at any time while attending the April 4-6 North Carolina Technology Student Association State Conference, including travel to and from the conference, excepting only such injury or damage resulting from willful acts of such representatives, agents, servants and employees.

AND

I do voluntarily authorize NCTSA State Conference supervisors, assistants and/or designee to administer and/or obtain routine or emergency diagnostic procedures and/or routine or emergency medical treatment for the above named person as deemed necessary in medical judgment.

I agree to indemnify and hold harmless the NCTSA State Conference coordinators, the North Carolina-Technology Student Association, Inc., and said medical service coordinator and/or assistants and designees from any and all claims, demands, actions, rights of action, on account of said procedures and/or treatment rendered in good faith and according to accepted medical standards.

Parent or Guardian _____ Date _____
Signature

Home Phone # {Area Code} _____ - _____ - _____

Work Phone # {Area Code} _____ - _____ - _____

Health Care Provider _____ Policy # _____

I DO NOT give NCTSA the right to publish a photograph of my child for publicity purposes.