

  
**ADMINISTRATIVE SUPPORT RESEARCH PROJECT**

(260)

**REGIONAL 2022**

**Description**

One administrative support topic is selected by the National Center and provided at the beginning of the school year. Contestants will conduct research on the topic and present findings in a research paper, an oral presentation, and respond to questions from a panel of judges.

**Topic**

Advancements in technology, artificial intelligence, machine learning and robotics are creating a workforce that needs to be increasingly more intelligent, aware and understanding of the progressions being made. How can a business professional ensure that they stay on top of the latest technologies in today’s world?

Contestants who do *not* submit an entry that follows this topic will be *disqualified*.

**judging procedure**

* As a team of judges, formulate two to three questions to ask at the conclusion of the presentation. Be sure to ask the same questions of each contestant.
* Set-up time will be no more than three (3) minutes.
* The length of the presentation will be no more than seven (7) minutes; followed by judges’ questions not to exceed five (5) minutes.
* Excuse contestants upon completion of judges’ questions.
* **There can be no ties in the top ten (10) contestants.** It is the responsibility of the judges to break any ties.
* Administrator will fill out ranking sheet prior to dismissing the judges.
* If more than one (1) section is necessary, finalists will be determined by selecting an equal number from each section.
* Give administrator all Judges’ Rating Sheets, Judge Evaluation Sheets and contest materials.
* No audience is allowed in the contest room.

**Please double-check and verify all scores!**

**Refer to** [***Style & Reference Manual***](http://www.bpa.org/sdownload/2016-17_SPS_Style_Reference_Manual.pdf) **for MLA Report Style and Works Cited format.**