



HUMAN RESOURCE MANAGEMENT (535)

REGIONAL – 2019

PRELIMINARY

Judges: Please double check and verify all scores and answer keys!

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Workplace Skills Assessment Program competition.



Case Study

Evan Kempker is a first-year employee in the office of Professional Business Associates. He has informally made it known to his coworkers that he is under financial strain at home. He frequently works late and makes statements such as, “No one wants me at home anyway, so I might as well stay here.” Evan recently came down with a cold that has progressed into a contagious flu. Due to his need to earn money, he continues to attend work while ill. His office mates have become concerned about contracting his flu but are worried about upsetting him, so they have come to you to ask for advice.

As a Human Resource Manager, how should you handle the situation? Use your Human Resources Manual as a guide.

Solution—Topics may be found in the *Human Resources Manual*

- See Employment Assistance Program – page 21
- See Paid Time Off (PTO) – page 22
- See Unpaid Leaves – page 17

JUDGING PROCEDURE

- The contestant will be provided 20 minutes to develop the presentation.
- Notes will be made on the note cards provided by the event proctor.
- No advisor contact will be allowed between the time of receiving the topic and the delivery.
- Cell phones may *not* be used in the preparation room.
- Only the *Human Resources Manual*, along with three note cards for note taking, may be used in the preparation room.
- ONLY the note cards may be used in the presentation room. The *Human Resources Manual* may NOT be used during the presentation.
- Contestants will be introduced by contestant number. **Contestants may continue to wear their name badges.**
- The contestants will speak before a panel of judges and a timekeeper.
- The presentation will be no less than three (3) minutes and no more than five (5) minutes.
- The contestant will be given warnings via flash cards when there are two (2) minutes remaining and when there is one (1) minute remaining during the speaking time.
- The presentation will be stopped at five (5) minutes; followed by judges’ questions not to exceed three (3) minutes.
- Contestants should be dismissed 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!