

**48th Annual National Collegiate Landscape Competition  
March 13 - 16, 2024  
Brigham Young University**

**EMPLOYEE DEVELOPMENT**

**Description:** A two-person team (maximum of one team per school) will individually complete an online pre-qualifying exam. The top 16 teams with the combined highest average online exam scores will be asked to participate in the oral exam. The online exam will measure general knowledge of issues related to personnel management including, but not limited to, hiring and firing employees, Family and Medical Leave Act, Americans with Disabilities Act, COBRA, Workers' Compensation, Discrimination, Harassment, Performance Management, and Communication.

**Pre-Event Qualifying Test:** There will be a proctor monitored online test held onsite at NCLC. The testing center will be open Tuesday, March 12 from 10 am – 10 pm and Wednesday, March 13 from 7 am – 7 pm. See the schedule for room assignments. Participants from the same school are to take the test individually but must come to the testing center at the same time. Results will be posted on Wednesday night at 9 pm.

**Time:** Students have one hour to complete the qualifying exam. The 16 oral exam timeslots will be assigned during the event briefing dependent on the team combined average.

The oral exam will cover the same topics as the online exam. The two-person team will be asked to read the case study during their prep time, prepare a response or role-play and present their solution before a panel of judges.

**JUDGING CRITERIA**

Online exam – used for qualifying purposes only; points do not count toward final team score

- Test will include a combination of multiple choice and true/false questions.
- In order to qualify for the oral exam, the two individual scores from each team will be averaged to determine the top 16 teams.
- In the event of tied scores, time will be used to select top 16 teams

Oral exam – 200 points per team

- Compulsory argument (70%) – Specific arguments in support of each position
- Presentation skills (30%) - Oral communications, poise and professionalism
- Students that qualified for the oral exam will receive half of the oral exam score as their individual event score.

**Students are required to bring the following materials to the event:** Writing utensils and scratch paper, which can be used to make notes related for presenting their solution and response for the oral exam.

**Sponsor is required to supply the following materials for the event:**

- Study materials sent prior to the event
- Stopwatches
- Sufficient number of judges and event monitors
- Any other items deemed necessary for this event