



# SKILLS ONTARIO COMPETITION

## INFORMATION PACKAGE

### Skills Ontario

invites you and your students to join  
us

**May 1-3, 2017**

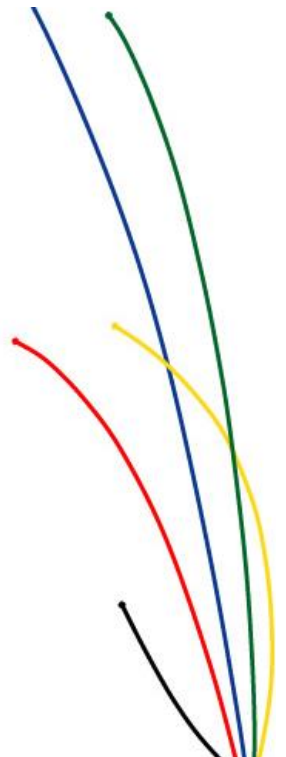
At the

**Toronto Congress Centre**

*From culinary to carpentry,  
autobody to automation,  
welding to webpage –  
Skills Ontario is dedicated to promoting  
skilled trades and technology careers to  
Ontario's Youth*



[www.skillsontario.com](http://www.skillsontario.com)



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# **Skills Ontario Competition (SOC)**

## **May 1-3, 2017 – Toronto, ON**

# SKILLS ONTARIO COMPETITION *and* QUALIFYING COMPETITIONS

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## SKILLS ONTARIO

Skills Ontario is a not-for-profit organization dedicated to the promotion of the skilled trades and technologies as viable, first-choice career options to Ontario youth. With the support of our many partners, Skills Ontario encourages young people to consider a career in the skilled trades and technologies. Through programs and initiatives such as in-school presentations, qualifying and provincial skills competitions, we touch the lives of thousands of young people across the province each year.

The **Skills Ontario Competition**, our cornerstone event, showcases the talented youth of our province. Over 20,000 spectators converge on this three-day event to watch over 2000 of the brightest young people of this province compete in one of the over 67 skills contests offered.

The 28th Skills Ontario Competition will be held from May 1-3, 2017 at **The Toronto Congress Centre in Toronto**.

The 13th **Qualifying Competitions** will be held on April 1, 2017 at eight Ontario colleges. The locations are as follows:

- Cambrian College - Sudbury
- Canadore College - North Bay
- Confederation College - Thunder Bay
- Fanshawe College - London
- Georgian College - Barrie
- Humber College - Toronto
- Niagara College - Niagara
- St. Lawrence College - Kingston

Participation in the Skills Ontario Competition may provide the opportunity to advance to the Skills Canada National Competition. See page 27 for details.

# PROCESS FOR PARTICIPATING IN SKILLS ONTARIO COMPETITIONS

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# 2017 ONTARIO TECHNOLOGICAL SKILLS COMPETITION

## CONTEST SCOPES

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Contests offered at the Skills Ontario Competition are designed to reflect a technical occupational path. Descriptions of contests offered can be found on pages 6-9.

Most contests are designed to include “national standards,” where possible, as benchmarks for contest specifications and judging criteria. Most contests include a theoretical component (approximately 10% of scoring), a practical component (approximately 85% of scoring) and a job interview (5% of scoring). Contests are designed to emphasize the “technical” aspects of the subject and the evaluation process reflects this emphasis.

### **What is a contest scope?**

Scopes are a summary of each contest and specify the following information:

- location and date of contest
- level of contest
- purpose of the contest
- skills and knowledge to be tested
- judging criteria
- duration and timing of contest
- materials the competitor must supply
- materials that Skills Ontario will supply
- safety requirements
- technical committee members
- any additional subject matter the competitor should review

Scopes will be posted on our website ([www.skillsontario.com](http://www.skillsontario.com)) by the end of January 2017. Please be aware that changes may occur in the scopes up until two weeks prior to the competition.

**Please ensure that student competitors and their teacher advisors review the scope document for their specific contest well in advance of attending the SOC, as well as just before the SOC, to check for any updates/changes.**

<b>SKILLS ONTARIO COMPETITION CONTEST</b>	<b>SOC</b>	<b>SCNC</b>	<b>WORLDSKILLS<sup>A</sup></b>
2D Character Animation (Team of 2)*	S	S	
3D Character Animation (Team of 2)	S	S	
Aesthetics	S/PS	PS	Beauty Therapy
Aircraft Maintenance	PS	PS	Aircraft Maintenance
Architectural Technology and Design	S/PS	S/PS	
Automation and Control	S/PS	PS	Industrial Control
Auto Collision Repair	S/PS	S/PS	Autobody Repair
Auto Service Technology	S/PS	S/PS	Automobile Technology
Auto Painting	S/PS	S/PS	Car Painting
Baking	S/PS	S/PS	Confectioner/Pastry Cook
Brick Masonry	S/PS	PS	Bricklaying
Cabinetmaking	S/PS	S/PS	Cabinetmaking
Carpentry – Individual*	S/PS	S/PS	Carpentry
Carpentry – Team (Team of 2)	S	N/A	
CNC Machining	PS	PS	CNC Milling & CNC Turning
Computer Aided Manufacturing (CAM)	S/PS	N/A	
Crane Operator	PS	N/A	
Culinary Arts*	S/PS	S/PS	Cooking
Electrical Installations	S/PS	S/PS	Electrical Installations
Electronics	S/PS	S/PS	Electronics
Fashion Design	S	S	Fashion Technology
Floristry	S	N/A	Floristry
Geographic Information Systems	S	N/A	
Graphic Design – Presentation	S	N/A	
Graphic Design – Studio Production	S/PS	S/PS	Graphic Design Technology
Hairstyling	S/PS	S/PS	Ladies'/Mens' Hairdressing
Heating Systems Technician	S/PS	N/A	
Heavy Equipment Service	PS	PS	Heavy Equipment Technician
Home and Team Building (Team of 4)	S	N/A	
Horticulture and Landscape (Team of 2)	S/PS	PS	Landscape Gardening
Industrial Mechanic Millwright	PS	PS	Industrial Mechanic/Millwright
IT Network Systems Administration	S/PS	S/PS	IT PC / Network Support
IT Software Solutions for Business	S/PS	S/PS	
Job Interview	S	S	
Job Skill Demonstration	S	S	
Landscape Design	S/PS	N/A	
Mechanical CAD	S/PS	S/PS	Mechanical Engineering Design
Mechatronics (Team of 2)	PS	PS	Mechatronics
Photography	S	S	
Plumbing	S/PS	PS	Plumbing and Heating
Powerline Technician (Team of 2)	PS	N/A	
Precision Machining	S/PS	S/PS	
Prepared Speech	S	S	
Refrigeration	S/PS	PS	Refrigeration
Restaurant Service	S/PS	N/A	
Robotics (Team of 4)	S	S	Mobile Robotics
Robotics and Control Systems (Team of 2)	S	N/A	
Sheet Metal	PS	PS	
Skilled Trades Entrepreneurship	S	N/A	
Small Powered Equipment*	S	S	
Steamfitters	PS	PS	
Truck and Coach	PS	N/A	
TV and Video Production (Team of 2)*	S	S	
Web Site Development	S/PS	S/PS	Web Design
Welding*	S/PS	S/PS	Welding
Workplace Safety	S	S	

**S – secondary PS – post-secondary (includes apprentices) \*Secondary Students must first compete at a Qualifying Competition before advancing to the SOC. 2017 is not a qualifying year for the 2019 WorldSkills Competition.**

## CONTEST DESCRIPTIONS

SOC Contest	Contest Description
<b>2D Character Animation</b>	Teams of two (2) are given a theme, provided a soundtrack, and are then challenged to tell a story. The contest will focus on the competitors' abilities to tell their story on paper through storyboarding. They will then bring their story to life by creating and animating the depicted scenes.
<b>3D Character Animation</b>	Using a fully realized 3D animated character capable of expressing emotion, the teams must create a short movie. Competitors then share their animation, storyboard and model sheets to a panel of judges during a final formal presentation.
<b>Aesthetics</b>	Using real life volunteers, the aesthetics competitors are judged on their ability to provide facial treatments, foot care, hand care and make-up application to industry standards.
<b>Aircraft Maintenance</b>	Today's modern Aircraft Maintenance Technicians require significant knowledge and skills in order to maintain the safety of all types of aircraft. Competitors will demonstrate a sampling of the knowledge and skills required to maintain and troubleshoot aircraft, aircraft engines and aircraft systems.
<b>Architectural Technology and Design</b>	Using Computer Aided Drafting (CAD) software, competitors must showcase their design and drawing skills. The designs/drawings are judged on three broad categories: architecture, engineering and construction.
<b>Auto Collision Repair</b>	Competitors will be judged on their abilities in auto body repair. The contest will include: welding, measurement, the repair of a rocker panel or quarter panel, bumper repair, and vehicle preparation. A written exam will also be administered.
<b>Auto Painting</b>	Competitors will be assessed in auto body preparations and painting techniques. Activities will include dent repair, priming and refinishing. A theoretical exam will also be administered.
<b>Auto Service Technology</b>	Competitors will be challenged with real life automotive repair situations. Engines are assigned and participants may have to assess brakes/steering/suspension, electrical, body functions/vehicle performance, engine systems and fabrication.
<b>Automation and Control</b>	Students are tested on their abilities and skills in wiring motor controls and developing a programmable logic controller program to operate devices and equipment, according to given specifications.
<b>Baking</b>	The Baking contest judges competitors based on their competence and professionalism. Secondary participants must bake: yeast/bread rolls, a decorative cake, choux pastries and lemon meringue pie. Post-secondary competitors will showcase their professionalism in commercial baking by baking a mousse cake, miniature French pastries, a sponge cake and a chocolate box. Competitors must come prepared with their own recipes.
<b>Brick Masonry</b>	Using a set of drawings, competitors must complete a masonry project. Projects may include, construction of brick walls or surfaces and decorative brickwork. Competitors will be judged on their abilities in brick laying, block laying, setting out and drawing.
<b>Cabinetmaking</b>	Students will be judged on their woodworking/cabinetmaking skills. The challenge will include the creation of a piece of furniture or cabinet by hand. Competitors will be graded on accuracy, fit and finish, and a written test.
<b>Carpentry - Individual</b>	The competitors will be evaluated on their carpentry skills required for residential construction. Competitors may be asked to interpret detailed drawings as they safely and accurately measure, layout and assemble framing systems such as floors, walls and roofs. Competitors should be familiar with both Western Platform

	Framing and aspects of Post and Beam Construction along with the installation of wall openings, sheathing, decks, stairs and trim.
<b>Carpentry - Team</b>	In teams of two (2), students will be graded on their practical abilities pertaining to carpentry. Teams will be given a project (eg. toy box) and assessed on general practices, blueprint reading, design/layout, construction and assembly of project.
<b>Computer Aided Manufacturing</b>	Participants receive a detailed drawing of a part that must be programmed for a vertical CNC milling machine. Utilizing CAM software, competitors must program the part using 2D geometry construction methods. Competitors must select appropriate roughing and finishing methods to machine the part and to use proper tools.
<b>CNC Machining</b>	Assess the contestant's CNC machining operational skills and techniques using manual or CAM software
<b>Crane Operator</b>	The mobile crane operator apprentice will demonstrate the required skills necessary to safely and efficiently set up and operate a mobile crane. This is accomplished by; 1: conducting a complete pre-operational inspection and set-up. 2. operating a crane while moving a load in a control manner through a challenging obstacle course. 3. shutting the crane down using safe and efficient shutdown procedures. Each of the three tasks will be graded on a score sheet and must be completed within a set timeframe.
<b>Culinary Arts</b>	To evaluate through competition, the professional culinary skill and talent of the next generation of Chefs by having them cook and display hot and cold dishes in accordance with established trade rules. This contest presents an exciting view into Culinary Arts and showcases new culinary trends to the visiting public.
<b>Electrical Installations</b>	Competitors will be expected to complete specific tasks from written instructions and provided electrical schematic diagrams. Secondary level tasks will relate to residential electrical wiring. Post Secondary level tasks will relate to electrical wiring in the industrial, commercial and institutional fields.
<b>Electronics</b>	The Electronics contest tests competitors on the current, state-of-the-art, electronic industry standards. Participants may be asked to: interpret schematic diagrams, identify electrical components and construct/troubleshoot circuits.
<b>Fashion Design</b>	Students are to demonstrate their Fashion Design skills through illustration, apparel drafting, clothing construction and communication.
<b>Floristry</b>	Competitors will create a floral symmetrical arrangement, a centre piece, a vase arrangement, a spiral hand tied bouquet and a cascade bridal bouquet. Competitors must present their arrangements using proper botanical or common names.
<b>Geographic Information Systems</b>	The GIS competitors are asked to generate a digital map from a digital image, add data in a digital map, use GIS as a tool to compare, contrast and analyze geographic data, and produce a series of maps showing the results of the analysis. Working in teams of two, the competitors must present their GIS solutions to solve a real-life problem to a judging panel.
<b>Graphic Design - Presentation</b>	In advance of the actual competition date, the competitors must create a theme and visual concept promoting the Skills Ontario Competition geared to an audience of youth aged 14-21. Three promotional pieces are required: a poster, a brochure and a choice of t-shirt, button or web home page which will be formally presented to a panel of judges on the date of the contest.
<b>Graphic Design - Studio Production</b>	Students will be challenged in various aspects of Studio Production. This may include practical skills in such applications as Adobe InDesign, Photoshop and/or Adobe Illustrator. Project planning, knowledge of design basics, and technical competence is a must.
<b>Hairstyling</b>	The competitors must demonstrate their technical and creative skills by creating three different fashion-conscious looks during the hairstyling contest. These looks



	include a men's cut and style, women's trendy salon cut and style and ladies elegant evening hairstyle.
<b>Heating System Technician</b>	Competitors must demonstrate through practical and theoretical application their skills in heating system fundamentals. This may apply to electricity, pressure, mechanics and combustion of gas heating systems, with special attention given to Health and Safety regulations. Requires knowledge of controls, tools and testers used in the industry.
<b>Heavy Equipment Service</b>	This contest will assess competitors' skills in correctly inspecting, repairing and adjusting detached and/or mounted heavy duty equipment (i.e. tractor) components.
<b>Home &amp; Team Building</b>	Students will demonstrate their skills and talent in construction technology. Over two days of competition, teams of four (4) will be evaluated on their abilities in carpentry, electrical and plumbing.
<b>Horticulture and Landscape</b>	Competitors, in teams of two (2), will be tested by building a garden based on a common set of criteria and drawings. Components of this may include, creating wall(s) from precast paving units, laying paving stones, plant selection and placement of landscape rocks.
<b>Industrial Mechanic Millwright</b>	This contest will test the skills and knowledge of each competitor in the areas of fluid power (hydraulics or pneumatics), metal layout, machining and fabrication as well as the assembly and alignment of mechanical power transmissions and components.
<b>IT - Office Software Applications</b>	IT - Office Software Application evaluates participants' understanding and ability in document processing, spreadsheets, presentation, database software, as well as the integration between these applications.
<b>IT Network Systems Administration</b>	The IT Network Systems Administration contest assesses a competitor within an environment suitable to a small to medium-sized business. Competitors are required to demonstrate their ability to build, configure and manage a network with a focus on virtual servers and workstations, and a combination of simulated and physical networking equipment.
<b>Job Interview</b>	Competitors will apply to a job by submitting a targeted resume and cover letter. They will then be interviewed for the position with questions about their skills, knowledge, education and experience.
<b>Job Skill Demonstration</b>	Competitors will demonstrate and explain an entry level skill of their occupational expertise. The skill presented must reflect a contest area that is a component of the Skills Canada National Competition. Each competitor has up to 30 minutes for the demonstration.
<b>Landscape Design</b>	Using Computer Aided Drafting (CAD) software, competitors must showcase their landscape design and drawing skills. The designs/drawings are judged on creativity, meeting the client's (and the site's) requirements and plant selection.
<b>Mechanical CAD</b>	The Mechanical Computer Aided Drafting contest evaluates a contestant's knowledge of mechanical design and drafting standards by applying CAD software to solve typical mechanical engineering problems.
<b>Mechatronics</b>	Using the supplied components, Mechatronics competitors must design, build and program a machine capable of accomplishing a specific manufacturing process. Competitors work in teams of two.
<b>Photography</b>	The Photography contest will evaluate students' skills in digital photography. Competitors will be graded on their photographic eye, digital capture, digital production, digital output and professionalism.
<b>Plumbing</b>	The Plumbing contest will assess the competitor's knowledge of the plumbing system with a focus on accuracy of installation, quality of workmanship and gas and water pressure testing.

<b>Powerline Technician</b>	The Powerline Technician contest will have competitors demonstrate the responsibilities of troubleshooting, maintaining and improving the electrical distribution system in a safe and efficient manner.
<b>Precision Machining</b>	Competitors will be given drawings for a mill piece and a lathe piece. They will have a set amount of time to machine the part to completion.
<b>Prepared Speech</b>	The Prepared Speech contest allows competitors to demonstrate their ability to clearly and effectively prepare and present on a pre-established theme. Speeches are 5 to 7 minutes in length. Competitors are evaluated on content, ability to convey their message and overall delivery.
<b>Refrigeration</b>	Competitors will be required to troubleshoot a simple refrigeration and/or air conditioning system. Knowledge of HVACR industry regulations and the basics of refrigeration is a necessity.
<b>Restaurant Service</b>	Restaurant Service competitors are tested on table dressing, serving real guests, taking orders, preparing cocktails/mocktails, wine identification and clearing and cleaning. Health and safety compliance is also tested.
<b>Robotics</b>	Prior to the official contest, teams of competitors design and fabricate a robot. The robot must be capable of competing with other student-made robots to move objects to a 'goal'. Competitors require drafting, mechanics, electronics, metalwork, woodwork and communications skills.
<b>Robotics and Control Systems</b>	The Robotics and Control Systems contest provides high school students with experience in science, engineering and technology through a series of challenges involving mechanical systems, electronics, controls and sensors, automation, mobile robotics and programming. This multi-disciplinary competition exploits and advances their knowledge and capability in mathematics, physics, Technology and English. In Ontario this contest would relate to the new emphasis course in robotics and control systems.
<b>Sheet Metal Work</b>	Competitors will use a mixture of basic hand techniques and intermediate level skills to form and fabricate seams, edges and locks in order to complete a project typical in sheet metal shops.
<b>Skilled Trade Entrepreneurship</b>	A good percentage of skilled trades persons will eventually go into business for themselves or find themselves in a position whereby they have an opportunity to take over an existing business. A solid business plan is necessary to demonstrate the potential for success and is often required to secure financing. This contest will help prepare students with a technical skilled trade ability to succeed with designing a business plan for their future businesses.
<b>Small Powered Equipment</b>	The contest is intended to test the skill and knowledge of competitors in the air and liquid cooled engine field. Students will be assessed on their ability to assemble/disassemble engines, carburetor theory and adjustments, and measuring and identifying parts.
<b>Steamfitters</b>	This contest will test the knowledge and skills of the competitors in piping systems based on quality, workmanship and accuracy of work.
<b>Truck and Coach</b>	This contest assesses competitors on seven truck components including brakes, electrical, fluid power, drive-train, engine, steering and suspension, and a written test based on the Ontario College Truck and Coach curriculum.
<b>TV &amp; Video Production</b>	Teams of two (2) competitors are required to produce a 2-3 minute informational/promotional video on a theme given at the beginning of the challenge. Competitors must use their time to plan, script, shoot and edit the final video, all in one day.
<b>Web Site Development</b>	Competitors participating in the Web Site Development contest will be given the opportunity to demonstrate, through practical and theoretical application, their skills in client- and server-side Web design and development.

<b>Welding</b>	The contest will evaluate student's abilities to safely work through all the tested welding processes, including layout, position, fit and tack welding. The interpretation and application of welding symbols will also be tested.
<b>Workplace Safety</b>	The Workplace Safety contest promotes the use of practical knowledge application, research and presentation skills used in the field of health and safety. Competitors will demonstrate health and safety principles including the ability to identify and assess workplace hazards, research and present a health and safety topic. This contest has three activities which provide the competitor the opportunity to demonstrate these skills.

**Please ensure that student competitors and their teacher advisors review the scope document for their specific contest well in advance of attending the SOC, checking for updates up until the SOC.**

**Related Contests prior to the SOC**

<b>Related Contests</b>	<b>Contest Description</b>
<b>CNC Woodworking</b>	Students will design and create projects using a Woodworking CNC Machine. Each affiliated school can send in five projects prior to the SOC. The projects will be judged on creativity, machining, as well as fit and finish. The awards ceremony for this contest will happen during the SOC.
<b>Pin and Medal Design</b>	Students use graphic skills to create a design for the official pin of the SOC and the official medal given to top competitors.

## **QUALIFYING COMPETITIONS**

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The Qualifying Competitions are for **secondary level** competitors only and take place in eight (8) designated areas of Ontario. **All** Qualifying Competitions will take place on **Saturday, April 1, 2017** at an Ontario college within the designated area. Each Qualifying competition will offer the same six (6) contests:

- 2D Character Animation (Team of 2)
- Carpentry – Individual
- Culinary Arts
- Small Powered Equipment
- TV and Video Production (Team of 2)
- Welding

School boards wishing to send competitors to the Skills Ontario Competition (SOC) in any of these contests must first participate in the Qualifying Competition in their area. Top finishers from the Qualifying Competitions may advance to the SOC.

### **Contests/Scopes:**

The scopes, projects, judging criteria and score sheets will be created by Qualifying Technical Committees (QTC) and will be used in all Qualifying Competitions to maintain consistency in competitor selection across the province.

**Please note** that the contest expectations and scopes at the Qualifying Competitions will vary from those at the SOC.

Qualifying Competition scopes will be posted separately, on the Qualifying Competitions page of our website.

### **Maximum Number of Participants:**

Each school board is allowed to send up to three (3) competitors/teams per contest to the Qualifying Competition at their designated college.

### **Cost for Participation:**

A non-refundable registration fee of \$60 per competitor will be implemented for spaces reserved at the Qualifying Competitions. This fee will provide the opportunity to compete, contest materials, a light breakfast during the opening remarks, lunch for competitors and awards.

## QUALIFYING COMPETITIONS continued

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### Tentative Agenda of Qualifying Competition Day:

8:30-9:00 a.m.	Sign-in and Announcements
9:00-9:10 a.m.	Committee Leads Competitors to Contest Area
9:10-9:30 a.m.	Orientation Session at Contest Area
9:30 a.m.-12:00 p.m.	Contest
12:00-12:30 p.m.	Lunch
12:30-3:00 p.m.	Contest
3:00-4:00 p.m.	Final Judging and Results Compilation
3:30-4:00 p.m.	General Feedback Session
4:00 p.m.	Presentation
5:30 p.m.	Awards Presentation and Advancement Meeting

### Competitor Advancement to SOC:

Competitors at the Qualifying Competitions must achieve a final score of at least 60% to receive any ribbon and be considered for advancement. The following number of competitors from each Qualifying Competition may advance to the SOC:

- 2D Character Animation (Team of 2) – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>
- Carpentry – Individual – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>
- Culinary Arts – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>
- Small Powered Equipment – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>
- T.V. Video Production (Team of 2) – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>
- Welding – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>

Advancement to the SOC for all qualifying contests is limited to one ribbon winner per school board per contest at the event. After the event, wildcard spaces will be allocated to the remainder of the top placing competitors/teams regardless of location or existing school board representation.

### Job Interview Component:

Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. It **WILL** still be included at the SOC level, so please prepare your students in the event they move onto the SOC.

# **SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS**

last updated August 2016

## Far Northern Area – Confederation College:

Conseil scolaire de district catholique des Aurores boréales  
Keewatin-Patricia District School Board  
Kenora Catholic District School Board  
Lakehead Public Schools  
Northwest Catholic District School Board  
Rainy River District School Board  
Superior North Catholic District School Board  
Superior-Greenstone District School Board  
Thunder Bay Catholic District School Board

## Northern Area – \*Cambrian/Canadore College:

**\*2D Animation & Small Powered Equipment take place at Cambrian College,  
the remaining contests take place at Canadore College**

Algoma District School Board  
Conseil scolaire de district catholique de Nouvel Ontario  
Conseil scolaire catholique de district des Grand Rivières  
Conseil scolaire de district catholique Franco-Nord  
Conseil scolaire de district du Grand Nord de l'Ontario  
Conseil scolaire de district du Nord-Est de l'Ontario  
District School Board of Ontario North East  
Huron-Superior Catholic District School Board  
Near North District School Board  
Nipissing-Parry Sound Catholic District School Board  
Northeastern Catholic District School Board  
Rainbow District School Board  
Sudbury Catholic District School Board

## Near Northern Area – Georgian College:

Bluewater District School Board  
Bruce-Grey Catholic District School Board  
Kawartha Pine Ridge District School Board  
Peterborough Victoria Northumberland and Clarington Catholic District School Board  
Simcoe County District School Board  
Simcoe Muskoka Catholic District School Board  
Trillium Lakelands District School Board  
Upper Grand District School Board  
Wellington Catholic District School Board

## Central Area – Humber College:

Durham Catholic District School Board  
Durham District School Board  
Peel District School Board  
Toronto Catholic District School Board  
Toronto District School Board (All Quadrants)  
York Catholic District School Board  
York Region District School Board

# SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS

## Southern Area – Niagara College:

Brant Haldimand-Norfolk Catholic District School Board  
Conseil scolaire de district catholique Centre-Sud  
Conseil scolaire Viamonde  
District School Board of Niagara  
Dufferin-Peel Catholic District School Board  
Grand Erie District School Board  
Halton Catholic District School Board  
Halton District School Board  
Hamilton-Wentworth Catholic District School Board  
Hamilton-Wentworth District School Board  
Niagara Catholic District School Board

## Western Area – Fanshawe College:

Avon Maitland District School Board  
Conseil scolaire de district des écoles catholiques du Sud-Ouest  
London District Catholic School Board  
Greater Essex County District School Board  
Huron Perth Catholic District School Board  
Lambton Kent District School Board  
St. Clair Catholic District School Board  
Thames Valley District School Board  
Waterloo Catholic District School Board  
Waterloo Region District School Board  
Windsor-Essex Catholic District School Board

## Eastern Area – St. Lawrence College:

Algonquin and Lakeshore Catholic District School Board  
Catholic District School Board of Eastern Ontario  
Conseil scolaire de district catholique de Centre-Est de l'Ontario  
Conseil scolaire de district catholique de l'Est ontarien  
Conseil scolaire de district de l'Est de l'Ontario  
Hastings and Prince Edward District School Board  
Limestone District School Board  
Ottawa Catholic School Board  
Ottawa-Carleton District School Board  
Renfrew County Catholic District School Board  
Renfrew County District School Board  
Upper Canada District School Board

## **Qualifying Competition Questions:**

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# **COMPETITOR ELIGIBILITY, RULES AND REGULATIONS**

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## **Secondary Level Competitor Eligibility for the SOC and Qualifying Competitions**

Secondary level competitors must meet the following criteria in the current school year and **may be asked to provide proof of any points listed below**:

- a) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.
- b) Attend a public, separate or private secondary institute, which is affiliated with Skills Ontario.
- c) Be **21 years of age or younger** as of December 31<sup>st</sup> in the competition year (2017).
- d) Be enrolled in a subject related to the area of the contest in which they will compete OR have completed a senior level course in that subject area and/or co-operative education placement related to their contest area. **EXCEPTION to d): Employability Skills Contests**
- e) Have been earning high school credits any time during the current school year (September 2016 to June 2017).
- f) Be registered as a competitor with Skills Ontario.
- g) Competitors may compete in only one contest at the SOC. Students competing at a Qualifying Competition who do not advance in their designated contest area are not permitted to then register for a different contest at the SOC.
- h) Students registered in a team event must be enrolled in the same school.

***Students enrolled in the Ontario Youth Apprenticeship Program (OYAP) will be considered secondary level students and will compete at the secondary level, as long as the age criteria set in c) is met.***

*Adult OYAP students (22 years of age or older), who are registered apprentices, may apply through the MTCU to compete at the Post-Secondary level.*



## **Post-Secondary Level Competitor Eligibility for the SOC:**

Post-Secondary competitors must meet the following criteria and **may be asked to provide proof of any points listed below:**

- a) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.
- b) Be enrolled in a community college or private or vocational school or training institution, which is affiliated with Skills Ontario.

OR

Be a registered apprentice with the MTCU or a Journeyperson candidate in the field that they are competing. Once a Journeyperson candidate reaches that class, they are only eligible for one year.

- c) Be enrolled in a post-secondary program of study directly related to the contest in which they will compete, within the current school year (September 2016 – June 2017).
- d) Be registered as a competitor with Skills Ontario.
- e) The competitor cannot be a certified journey-person. Journey-person candidates who have NOT passed their qualification exam are eligible to compete.
- f) Competitors must be no older than 29 years of age in the year of the competition (2017). Birth date must fall in 1988 or later. Proof of age must be available upon request.
- g) All competitors must be able to show either current apprenticeship or Journeyperson candidate status and/or proof of age upon request of the Technical Committee Chairperson.

# COMPETITOR ELIGIBILITY, RULES AND REGULATIONS continued

## QUALIFYING & SOC COMPETITOR RULES & REGULATIONS

*Please ensure you review the eligibility criteria listed on the previous pages.*

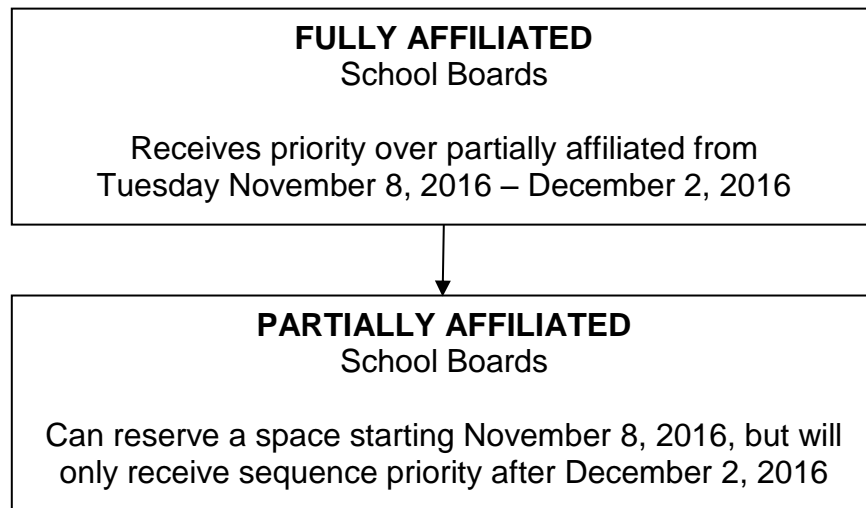
- Competitor orientation will occur at the contest site and will be facilitated by the Technical Committee members. Competitors must attend the orientation meeting. Competitors requiring clarification of instructions during the contest should seek it from the Technical Committee members.
- Competitors must wear provided wristband **at all times**.
- A minimum score of **60%** will be required to receive any ribbon or medal or to be eligible to advance to the SOC or the Skills Canada National Competition.
- Competitors **may not** speak to spectators during their contest (this includes teachers, advisors, parents, media or employers). Competitors may be disqualified at the Judges' and Technical Committee Chair's discretion.
- Translators or other assistants (e.g. hearing impaired) are permitted in the contest site **only if requested during the online competitor registration process**.
- During the contest, no one will have access to the contest site except the Technical Committee Members, Judges and Competitors. Spectators, including teacher/advisors, will be provided a viewing area if possible.
- Competitors may be excused for washroom breaks with an escort at the discretion of the Technical Committee members.
- Books, notes, materials and assisting devices are not permitted unless the items are identified prior to the competition in the contest scope or during orientation.
- Media devices, such as cell phones, smart phones, mp3 players or PDAs are not permitted on the contest site.
- Any person in a contest (competitor, technical committee member, judge) who is found guilty of dishonest conduct should be aware that there is zero tolerance for cheating and plagiarism. Any Competitor found guilty of dishonest conduct will be immediately disqualified.
- **Competitors must be on time for their contest.** Late arrivals may or may not be allowed to compete, but no "make-up" time will be given. Disqualification or a penalty will be at the discretion of the Technical Committee members.
- Competitors must wear/bring appropriate dress/safety equipment/tools or equipment as specified in the contest scope. Competitors will not be permitted to participate if they do not come prepared with all safety equipment specified in the scope.

## **SPACE RESERVATION AND WAIT LIST POLICY**

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With the SOC becoming increasingly popular, a space reservation and waiting list system is in place to ensure fairness. Space reservations hold a space to be later filled with a specific competitor. Only school board/college/MTCU district contacts may reserve a space. If you do not know who your school board/college/MTCU district contact is, please contact Maresa MacAskill [mmacaskill@skillscanada.com](mailto:mmacaskill@skillscanada.com). Please ensure that your contact knows you are interested in reserving a space before November 8, 2016.

Skills Ontario promotes the competition as a benefit of affiliation, therefore, **preference for space reservation** will be given to **fully affiliated** school boards.



Prior to and including the Priority Deadline of December 2, 2016, school boards/colleges/MTCU districts will be awarded space reservation in order of request date, with **fully affiliated school boards placed ahead of those partially or not affiliated**. In the event that a contest has reached its maximum space reservation, requests for space will create a waiting list. Upon a space cancellation, space will be allocated to the next **fully affiliated** school board on the waiting list. If all interest from fully affiliated school boards is satisfied, school boards demonstrating **partial affiliation** will be contacted next, in order of request date. This process will continue until the Priority Deadline of December 2, 2016. After December 2nd, all space reservations will be awarded by request date only, regardless of affiliation status.

## PAYMENT POLICY FOR SPACE RESERVATIONS

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Due to the high number of space reservations and consequently the high number of last minute space cancellations, Skills Ontario has a payment policy for space reservations for both the Qualifying Competitions and the Skills Ontario Competition. It is the hope of Skills Ontario that this policy will help ensure school boards/colleges/MTCU districts that want a space are allowed one, and will help eliminate artificial space reservations for non-committed parties.

Beginning **November 8, 2016 – 9:00 a.m.** the following payment policy for space reservations will apply:

- For every Qualifying Competition competitor space reserved, school boards will be invoiced a \$60 **non-refundable** registration fee. For example, one space in Culinary Arts will be invoiced \$60, and a team space in TV Video Production (Team of 2) will be invoiced \$120.
- For every SOC competitor space reserved, school boards/colleges/MTCU districts will be invoiced the \$125 registration fee (\$60 of which is a **non-refundable** deposit, effective after the No-Penalty Period, to hold the space). For example, one space in Electrical Installations will be invoiced \$125 and one space in Team Carpentry (Team of 2) will be invoiced \$250.
- Schools not affiliated prior to registering will be charged the affiliation fee along with the registration fees (\$125 per elementary school, \$225 per secondary/post-secondary school)
- Invoices for reserved space will have payment due 30 days after date of issue. Should payment for space reservations not be received by Skills Ontario by the due date indicated on the invoice, those reserved spaces will automatically be cancelled and the school board/college/MTCU district will be required to resubmit their space reservations.
- **NO-PENALTY PERIOD:** Boards/colleges will be permitted to cancel spaces, without penalty, before Friday, February 10, 2017. The \$60 deposit will come into effect after this date.
- Should a school board/college/MTCU district cancel a reserved **SOC** competitor space **before March 24, 2017**, \$65 of the registration fee will be refunded.
- Should a school board/college/MTCU district cancel a reserved **SOC** competitor space **on or after March 24, 2017**, the \$125 registration fee **will not** be refunded.
- Fees for cancelled spaces are NOT transferrable to new spaces.
- School boards/colleges/MTCU districts will not be invoiced for waiting list spaces. When a waiting list space becomes accepted, the school board/college/MTCU district will then be invoiced the \$125 registration fee to hold the space and then have 30 days from date of confirmation to issue payment.
- Invoices will be issued/sent shortly after the SOC.

### Contest Cancellation

Skills Ontario reserves the right to cancel a contest if necessary (example: low enrolment). At the end of March, Skills Ontario will review the wait lists, and school boards, colleges and MTCU districts will be notified if a contest will be cancelled, or if there are any changes in registration. A full refund will be granted to those registered at the time of cancellation.

**FYI:** Did you know that **the registration fee covers less than 7% of the total cost per student** to run each contest? Skills Ontario acknowledges the contributions of our sponsors and partners who help us provide these opportunities for our youth.

## REGISTRATION PROCESS AND TIMELINE

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<p><b>September, 2016</b></p>	<p>Pin and Medal contests begin. CNC Woodworking contest begins.</p>
<p><b>October, 2016</b></p>	<p>School board/College/MTCU contacts will receive an email including more information about the SOC events, to be forwarded on to teachers within their school board. School board/College/MTCU Contacts will also receive an email reminder, notifying them that the registration site will be opening soon.</p>
<p><b>Tuesday November 8, 2016 9:00 a.m.</b></p>	<p><b>On-line Space Reservation becomes active. SPACE WILL FILL UP EARLY!</b> Preference for space reservation will be given to fully affiliated school boards until Dec 4. Please refer to page 18 for Payment Policy for Space Reservations</p>
<p><b>November 11, 2016</b></p>	<p><b>Pin and Medal Design Contest Deadlines</b> All entries for the Pin Contest and the Medal Contest must be mailed in and post marked no later than November 11, 2016.</p>
<p><b>December 2, 2016 11:59 p.m.</b></p>	<p><b>Priority Reservation Deadline</b> Preference for contest space will be given to fully affiliated school boards <u>only until this date</u>. <b>Please note that all contests have limited space, and submitting space reservations by December 2, 2016, does not guarantee space.</b> Space is on a first-come, first-served basis, based on affiliation status, and waiting lists may begin before December 2. <b>After this date, space reservation will be given in order of request date only, regardless of affiliation status.</b></p>
<p><b>February 1, 2017 12:00 a.m.</b></p>	<p><b>Individual Competition Registration Opens.</b> Complete online competitor registration at <a href="https://register.skillsontario.com">https://register.skillsontario.com</a></p>
<p><b>February 7, 2017</b></p>	<p><b>Young Women’s Conference Registration Opens Online</b></p>
<p><b>February 10, 2017</b></p>	<p><b>No-penalty cancellation period ends, \$60 deposit comes into effect after this date.</b></p>
<p><b>March 24, 2017</b></p>	<p><b>Review of waitlists:</b> Skills Ontario will review SOC waitlist numbers at this time and determine if additional space can be accepted for contests with waitlists. School boards/colleges/MTCU districts will be updated on their acceptance status once final contest numbers have been determined.</p>

## REGISTRATION PROCESS AND TIMELINE continued

<b>March 24, 2017</b>	<b>Cancellation Deadline.</b> No refunds for SOC cancellations past this point.
<b>March 24, 2017 11:59 p.m.</b>	<b>QUALIFYING COMPETITION COMPETITOR REGISTRATION DEADLINE</b>
<b>March 24, 2017 11:59 p.m.</b>	<b>SOC COMPETITOR REGISTRATION DEADLINE</b>
<b>March 28, 2017</b>	If competitor condition/guardian consent forms for registered competitors are not signed and received by April 3, <b>on-line registrations will become null and void</b> and space will be given to the next school board/college/MTCU district on the waiting list. At this time, the contacted school board/college/MTCU district will need to affiliate with Skills Ontario, if they have not already done so.
<b>April 1, 2017</b>	<b>Qualifying Competitions</b> <ul style="list-style-type: none"> <li>• Cambrian College</li> <li>• Canadore College</li> <li>• Confederation College</li> <li>• Fanshawe College</li> <li>• Georgian College</li> <li>• Humber College</li> <li>• Niagara College</li> <li>• St. Lawrence College</li> </ul>
<b>April 21, 2017</b>	No waitlist movement after this date
<b>May 1 - 3, 2017</b>	<b>2017 Skills Ontario Competition</b> Toronto Congress Centre, Toronto
<b>May 31- June 3, 2017</b>	<b>2017 Skills Canada National Competition</b> Winnipeg, MB

**PLEASE NOTE WAITLIST POLICY:** In order to ensure that spaces are filled with students/teams that are invested in competing, we will enforce our registration policies more strictly moving forward. For contests that have waitlists, those spaces already accepted into the contest that have not been filled by the registration deadline will be cancelled, reimbursed and offered to the first school board on the waitlist.

## **REGISTRATION PROCESS AND TIMELINE continued**

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### **There will be no on-site registration at the competitions**

If a student arrives on the day of competition and is not registered with Skills Ontario as a competitor, they will not be allowed to compete as a regular competitor. Based on the discretion of the Director of Competitions and Technical Committee they may be able to demonstrate their skills as an exhibition competitor. The student **WILL NOT** be eligible for placing in the medals or advancing to the Skills Canada National Competition.

For questions regarding the registration process and timeline please contact Maresa MacAskill at [mmacaskill@skillsontario.com](mailto:mmacaskill@skillsontario.com).

## **JOB INTERVIEW COMPONENT**

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Skills Ontario recognizes that along with the trade and technical skills our competitors excel in, the soft skills are necessary to become a valued employee in any organization. To assist our competitors in preparing for their eventual job searches, we have incorporated **a job interview in all contests, worth 5% of the competitor's/team's final mark**. The interview component will be included in the scope. Students will be expected to come to the competition with a prepared résumé and be ready to answer interview questions related to the technical career path their contest reflects. It is vital that students are informed of this component so they may properly prepare.

Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. Competitors advancing from the Qualifying Competitions will need to prepare for this component at the SOC.

Please visit [www.skillsontario.com/hr](http://www.skillsontario.com/hr) to review sample questions and a scoring breakdown for the job interview component as well as receive interview and résumé tips.

## **CONFLICT RESOLUTION PROCEDURE**

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The Conflict Resolution Procedure is in place to ensure all competitors are treated equally and fairly during the Qualifying and Skills Ontario Competition. Competitors are asked to submit an informal protest, either verbally or in writing to the Technical Committee Chair if they feel they have been treated unfairly. It is encouraged that the competitor discusses the informal protest with the Technical Committee Chair as soon as possible during the contest, so a resolution can be determined as soon as possible. Through discussion, the competitor and Technical Committee Chair will work to determine a resolution to the situation. If a competitor who is directly affected by the situation would like to submit a formal protest he or she may start the conflict resolution procedure.

For questions regarding the Conflict Resolution Procedure, please contact Barry Harrison via email at [bharrison@skillsontario.com](mailto:bharrison@skillsontario.com).



# Special Events at the Skills Ontario Competition

## CAREER EXPLORATION SHOWCASE

The Career Exploration Showcase allows visiting students to see many of the career options available in the skilled trades and technologies. While viewing the SOC contests and involving themselves with the interactive display booths, students gain the spark needed to pursue a career that is the right fit for them. Over 70 exhibitors offer hands-on activities to educate, inspire and engage your high school students.

With over 20,000 in attendance at last year's competitions, we look forward to featuring more trades and activities to all the students attending the Career Exploration Showcase at the 2017 SOC.

For students, this is the ideal opportunity to research the many viable career and education opportunities in the skilled trades and technologies and leave knowing that they can make informed decisions.

Mark your calendar for SOC Career Exploration Showcase on **May 2, 2017**. The best part is that this event is **FREE!** Further information regarding the 2017 Career Exploration Showcase will be available in January of 2017.

Key Points you need to know about the 2017 Career Exploration Showcase

- The Showcase is open May 1 and 2, 2017.
- Admission is free!
- A flyer will be posted online in January.

## **YOUNG WOMEN'S CONFERENCE at the SOC**

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The “**Think Skills...Think Future!**” **Young Women's Conference** is held in conjunction with the 28th Skills Ontario Competition. The purpose of the conference is to introduce young women in grades 9 - 12 to careers in the skilled trades and technologies through hands-on activities, inspirational guest speakers and informal networking with female role models who work in the skilled trades and technologies. This fun-filled day is complete with a tour of the 28th Skills Ontario Competition and Career Exploration Showcase.

This conference takes place at the Toronto Congress Centre, North Building, in Toronto, on **Tuesday, May 2, 2017**.

Registration opens on Wednesday February 1, 2017 with a cost of \$15/person. Please note – Space is limited and pre-registration for this event is mandatory. Space is limited and pre-registration for this event is mandatory. For more details, proceed to the Young Women's Initiatives page of our website or contact [ywc@skillsontario.com](mailto:ywc@skillsontario.com).

## **SCHOOL BOARD AWARD OF DISTINCTION**

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The Skills Work!® School Board Award of Distinction will be presented to the School Board that shows dedication to the promotion of skilled trades and technology careers through results at the Skills Ontario Competition (SOC).

Secondary students competing at the SOC will represent their school board within their contest area. Each competitor in the top ten and scoring over 60% receive points that go towards their school board's score. The school board with the highest score after all contests have been considered, will be presented with the Skills Work!® School Board Award of Distinction.

Receiving this award is a sign of a school board's continued commitment to supporting students interested in pursuing a wide range of careers in the skilled trades and technologies. Hands-on learning is necessary within Ontario to ensure we have a healthy and stable workforce for the future. School boards receiving this award are leading the way to ensure this will happen.

## **COLLEGE AWARD OF DISTINCTION**

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Colleges across Ontario play a fundamental role in preparing tomorrow's workforce with the hands-on education required to pursue careers in the skilled trades and technologies. Skills Ontario wishes to acknowledge a college that has demonstrated their commitment to this initiative, made significant investments to the skilled trades and technologies and strived for excellence in the classroom, shop and competition site, with the College Award of Distinction. Results from students' performance at the Skills Ontario Competition, volunteerism and involvement with Skills Ontario initiatives all contribute in determining which College receives the College Award of Distinction.

## **SKILLS ONTARIO COMPETITION CLOSING CEREMONY**

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When: Wednesday, May 3, 2017 - 9:00AM to 12:00PM

Where: North Ballroom, Toronto Congress Centre, 650 Dixon Rd, Toronto

Skills Ontario is excited to have this large venue for the 2017 Skills Ontario Competition (SOC) Closing Ceremony. We strongly encourage everyone to pre-purchase tickets for educators, family and employers. Registered SOC competitors receive one wristband as part of the registration package that doubles as a competitors' ticket to the Closing Ceremony.

If additional tickets are required for educators, family or employers, please note the following important details:

1. Tickets are \$10 each and cover the cost of admission only.
2. Payment **MUST** be received in the form of credit card or cheque no later than Wednesday, April 19, 2017 at noon for pre-ordered tickets.

\* Reminder: Tickets are also available for purchase at the door of the Closing Ceremony on Wednesday, May 3, 2017. Pre-purchase is recommended to avoid long line-ups the day of the Closing Ceremony. All tickets are non-refundable. All tickets are available on a first come, first served basis.

3. All pre-purchased tickets will be available for pick up at our Information Desk at the Toronto Congress Centre during the Skills Ontario Competition. All ticket pickups must take place before 3:00p.m. on Tuesday, May 2, 2016. Failure to pick up a ticket will mean that the space will be cancelled without refund.

\*NEW: School Board/College contacts who have registered competitors at the SOC can order tickets through their online accounts, up until two weeks prior to the SOC.

Teachers and parents may order tickets by emailing the accounting department at [accounting@skillsontario.com](mailto:accounting@skillsontario.com).

## **SKILLS CANADA NATIONAL COMPETITION**

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Ontario will send medal representatives (Team Ontario) in some secondary and post-secondary contests to the Skills Canada National Competition in Winnipeg, May 31-June 3, 2017. Please refer to the Skills Ontario Competition Contest List on page 5 of this document for contests offered at the 2017 Skills Canada National Competition. Please note this list is subject to change, as determined by the National Secretariat.

Ontario competitors will be notified of their qualification upon receipt of their medal at the Skills Ontario Competition Closing Ceremony. A **mandatory Team Ontario meeting** will then follow the Closing Ceremony. Once informed of their eligibility to compete at the Skills Canada National Competition, competitors must immediately provide Skills Ontario with their decision of whether or not to participate. Please note that not all Ontario contests and levels are eligible for the Skills Canada National Competition. Please carefully review the contest list for information about contest areas.

For more information regarding Team Ontario, please contact Maresa MacAskill via email at [mmacaskill@skillsontario.com](mailto:mmacaskill@skillsontario.com).

## **WEBSITE AND CONTACT INFORMATION**

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The Skills Ontario website at [www.skillsontario.com](http://www.skillsontario.com) is continually being updated to include current information on the 2017 Qualifying Competition and Skills Ontario Competition. Please check the site regularly to receive any changes in information regarding the competition, including changes to contest scopes. You will also find the competition information package, scopes and regulations on the website. Online registration is available at <https://register.skillsontario.com>.

If you have a question regarding the competition, we encourage you to use the website as your first option in finding answers to those questions. If you are unable to find the answer after searching our website, please call or email:

### **SOC Questions:**

Barry Harrison  
Competition Manager  
(519) 749-9899 ext. 239  
[bharrison@skillsontario.com](mailto:bharrison@skillsontario.com)

OR

Natasha Oliver  
Competitions Coordinator  
(519) 749-9899 ext. 225  
[noliver@skillsontario.com](mailto:noliver@skillsontario.com)

### **Registration and Affiliation Questions**

Maresa MacAskill  
Manager of Program &  
Competition Logistics  
(On maternity leave until  
February 2017)  
Please contact Natasha Oliver

### **Qualifying and Skills Canada National Competition Questions:**

Maresa MacAskill  
Manager of Program & Competition  
Logistics  
(On maternity leave until February  
2017)  
Please contact Natasha Oliver

### **Career Exploration Showcase Questions:**

Solange Saraiva  
Competitions Assistant  
(519) 749-9899 ext. 241  
[ssaraiva@skillsontario.com](mailto:ssaraiva@skillsontario.com)

### **Skills Ontario Head Office**

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[www.skillsontario.com](http://www.skillsontario.com)

### **Young Women's Conference Questions:**

[ywc@skillsontario.com](mailto:ywc@skillsontario.com)