The round one test will be 30 minutes instead of 60 minutes. The testing system will automatically countdown time remaining. The test will still have 50 questions. Competitors will take the test in the online testing system anytime in the 24 hour window on June 22nd.

Top scoring competitors on the round one test will advance to a live individual spell-down with the judges over the Zoom platform. In the live spell-down, competitors will meet with judges one-at-a-time. Once admitted to the Zoom meeting, competitors will be introduced to judges, and will be given two practice terms. The practice terms are to ensure everyone’s technology is working and to allow the competitor to ensure they understand the format of the spell-down with judges.

Numbers will not be drawn from a fish bowl. All competitors will be given the same list of words, in the same order. The words get progressively harder as the competitor continues down the list. Competitors will continue spelling until they miss a word - some competitors may miss-spell the first word, and be out, while others may continue spelling for two, three, four words, etc. The maximum number of words that will be offered to a competitor is 15. If a competitor spells all 15 words correctly, they will be stopped and judges will move-on to the next competitor. If multiple competitors spell all 15 words correctly, then the round 1 test will be used to break the tie.

The same rules will apply as described in the original event guidelines regarding definitions, pronunciations, and time allowed to spell each word.

## Timeline

- **May 22**: ILC Conference Registration Deadline
- **June 15**: Login Credentials Deadline for Online Testing (emailed to competitors)
- **June 22**: Online Test 12:00 am - 11:59 pm CDT
- **June 24**: Round 2 Finalists posted, 9:00 pm CDT
- **June 26**: Live Spell-down with Judges - Afternoon, time TBD
- **June 27**: Awards Session, 1:00 pm CDT

## Guideline Modifications

- The round one test will be 30 minutes instead of 60 minutes. The testing system will automatically countdown time remaining. The test will still have 50 questions.
- Competitors will take the test in the online testing system anytime in the 24 hour window on June 22nd.
- Top scoring competitors on the round one test will advance to a live individual spell-down with the judges over the Zoom platform.
- In the live spell-down, competitors will meet with judges one-at-a-time.
- Once admitted to the Zoom meeting, competitors will be introduced to judges, and will be given two practice terms. The practice terms are to ensure everyone’s technology is working and to allow the competitor to ensure they understand the format of the spell-down with judges.
- Numbers will not be drawn from a fish bowl. All competitors will be given the same list of words, in the same order. The words get progressively harder as the competitor continues down the list.
- Competitors will continue spelling until they miss a word - some competitors may mis-spell the first word, and be out, while others may continue spelling for two, three, four words, etc. The maximum number of words that will be offered to a competitor is 15. If a competitor spells all 15 words correctly, they will be stopped and judges will move-on to the next competitor. If multiple competitors spell all 15 words correctly, then the round 1 test will be used to break the tie.
- The same rules will apply as described in the original event guidelines regarding definitions, pronunciations, and time allowed to spell each word.
Technology Needs

TESTING
- Tests can be taken on a smartphone, tablet, or computer.
- Go to hosa.org to access the testing system. Login credentials will be emailed directly to competitors by June 15th. If the competitor does not have an email on file, the information will be sent to their local chapter advisor for distribution.
- Please click HERE for a video explaining online testing.
- If you have any issues logging in, accessing online testing, or if you didn't receive your password and login information via email by June 15th, please call the CE Help Line immediately.

ZOOM
- For the live round 2 spell-down, this event will be using the Zoom platform.
- For a seamless event experience, competitors should download Zoom ahead of time to the device they plan to use for competition.
- Competitors should change / setup the "Display Name" in the Zoom account they plan to use so that it matches the name used for conference registration. Using the same name will ensure event staff recognize you, and will admit you seamlessly into the live event.
- Competitors will be EMAILED a specific Zoom meeting link and password to use the day of the event. These will be emailed out at the same time the list of round 2 competitors are posted online: on June 24.
- 10 minutes before their scheduled appointment time, competitors should click on the Zoom meeting link in the email. Competitors will be placed in a virtual “waiting room” and must wait to be admitted by the event staff. Competitors may wait 10-20 minutes in the waiting room until they are admitted. Due to the nature of this event, it is impossible to know how long each competitor will be spelling with the judges. We can estimate appointment times, but please be patient as you wait to be admitted.
- Ensuring the Zoom Display Name matches the Conference Registration Name will help avoid delays and issues while you are waiting to be admitted.
- Once you are admitted to the live Zoom event from the Waiting Room, you will see the judges and event staff already on the screen. Event staff will do a roll call to confirm the correct competitor and you will be asked to introduce yourself to test your audio and video. Video capability is required for this event.
- If you have trouble connecting to the Zoom meeting, call the CE Help Line immediately.
- If you get logged off in the middle of the event for some reason, immediately try connecting to the Zoom link again to re-enter. If that doesn’t work, keep trying and call the CE Help Line immediately.
Participant Safety

Participant safety is a top priority for HOSA. Zoom.us is the video and virtual conferencing platform that will be used to conduct many HOSA Virtual ILC components, including competitions and executive council applicant interviews. A number of restrictions will be used to protect participants in the platform. Every individual competition room used will have a unique passcode. That passcode will only be made available to judges and participants in that round. The ability to use Zoom backgrounds will be turned off. The ability to share screens and file share through the chat will be turned off. Waiting Room features will be turned on for all events, so only authorized competitors and staff will be granted access. The Private Chat feature will be disabled to prevent communication that event moderators cannot see. All judges and competitors will be given a strict naming process that must be used in each event (e.g., Competitor - Suzy Smith) so that all persons may be easily identified. Finally, conference staff and competitive event volunteers will be monitoring all Zoom rooms during competition. They will quickly remove anyone violating competition policy. Competitors may report disruptions to the conference helpline, where staff will be prepared to handle any problems immediately. More information on Zoom's privacy can be found here.

Security & Ethics

All competitors are required to review the HOSA Virtual ILC Security and Ethical Statement found here.

Dress Code

As Future Health Professionals, HOSA members should present themselves in a professional manner for all recorded video presentations and / or live events as part of the HOSA Virtual ILC 2020; however, dress code bonus points will not be awarded this year.

Available Resources

During the COVID-19 Pandemic, many textbook companies are offering free or reduced pricing for e-learning materials. Additionally, many internet service providers are offering internet services at a reduced cost. Please review the link HERE for additional information.