

2025 OKLAHOMA SLSC STATE MEMO

Audio Production

NO SUBSTITUTIONS WILL BE ALLOWED AFTER FRIDAY, MARCH 28, 2025

THERE WILL BE NO SUBSTITUTIONS ALLOWED ON-SITE AT THE CONFERENCE

***Contest will follow national technical standards unless otherwise stated in the memo.**

The 2025 Oklahoma SkillsUSA **Audio Production** will be held April 28th, 2025 @08:00AM and will be hosted at Hanger A, Riverside Campus, Tulsa Tech. Contest starts immediately following the briefing.

LOCATION:

Tulsa Technology Center, Riverside Campus, Hanger A
801 East 91st Street, Tulsa, OK, 74132

ONLINE TESTING

Contestants will be judged on their SkillsUSA knowledge through Professional Development test and contest knowledge test. Testing will be completed online and proctored through their technology centers. Online testing opens March 14, 2025, and closes April 4, 2025.

RESUME- Change to submission type please for 2025 please read

All contestants will submit a digital resume prior to contest day. Contestants will receive an email to the address used to register the contestant for contest with instructions and link to access the SkillsUSA Competitor Portal page. The email will contain contestant's username and contestant number, which are required to login to the Competitor Portal. In person resumes will not be accepted.

Deadline to submit resume is April 22, 2025.

LUNCH

Box lunch will be provided, and fee is in addition to the conference registration.

PROHIBITED DEVICES

Cellphones, electronic watches and/or other electronic devices not approved by a competition's national technical committee are *NOT* allowed in the competition area. Please follow the guidelines in each technical standard for approved exceptions. Technical committee members may also approve exceptions onsite during the SkillsUSA Championships if deemed appropriate.

CONTEST INFORMATION

BRIEFING:

Monday, April 28th at 8:00am, Hanger A, Riverside Campus, Tulsa Tech. Contest starts immediately following the briefing. See the full contest agenda below.

SCOPE OF CONTEST

Each team is comprised of two student members from the same school and same division. Aside from interviews, these should be the **ONLY** two voices "On-Air".

THEME: The theme & prompt are presented at the briefing. It will be based on a current event at the time of the contest.

EQUIPMENT AND MATERIALS

1. Supplied by the technical committee:
 - Theme and prompt for production.
 - Updates for the contest/additional information.

 - Flash drive for contest entry material.

2. Supplied by the contestants:
 - Computer with high-speed internet capability.
 - Audio equipment to include mics, cables, audio recorder, headphones and other misc.
 - Audio editing software
 - Memory card – must be blank
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CONTEST ASSIGNMENT:

1. Students are to fully produce (plan, write, voice, record, edit, render, etc.) a two-minute radio production such as a NPR-style soundscape, sound-rich/NPR-news story.
2. The completed production includes: a :30 commercial, A NPR style news story, and at least one on-site interview that relates to the story. Music is to be included during a portion of the radio broadcast. The radio broadcast is based around a prompt. The prompt, relevant to current events, is announced by the facilitator before the contest begins. The complete production must convey an adequate representation of the prompt.
3. Contestants may use any person available at the Riverside campus for the interview but there will be designated staff available. The voice recordings and the commercial must be a team member.
4. The contestants are judged on the professionalism of their production, the quality of the audio and the conveyance of the information to the listener. Penalties given for projects under/over 2 minutes.
5. The finished production must meet the run time determined by the competition committee (plus or minus one (1) second). Points will be deducted if the spot is outside the one-second tolerance.
6. If a team experiences a problem with its equipment, it is the *team's* responsibility to fix the problem. *No extra time will be given for equipment problems.* Teams may choose to bring in a second editing system in case of equipment problems, but no extra space will be given for the second system. *The competition committee strongly encourages the use of laptops.*
7. Teams may edit by using whatever software or method they choose, but they must supply their own equipment.
8. Competitors will demonstrate their ability to perform jobs or skills selected

from the following list of competencies, as determined by the technical committee:

- a. Demonstrate knowledge of audio production technology, including proficiency in digital audio recording, editing, and mixing.
 - b. Demonstrate knowledge of terminology for mic level, line level, dynamic range, microphone preamp, compressor/limiter, XLR cable, XLR connector, EQ, time-based processing, send, return, input, output, balanced, and unbalanced.
 - c. Demonstrate working knowledge of microphones, microphone preamps, compressor/limiters, EQ, send, return, level control, and digital audio editing on a DAW (Digital Audio Workstation).
 - d. Demonstrate proficiency in planning a radio production, including the proper commercial script form.
 - e. Demonstrate knowledge of terminology for script, script form, copy, target demographic, live tag, intro, outro, format, 60-second spot, 30-second spot, PSA, broadcast, network, run time, voice over, FCC, and mic technique.
 - f. Demonstrate practical knowledge of scriptwriting, pre-production story development, radio advertising development, proper microphone technique.
9. Teams that do not turn in their produced audio-radio production and script within the time limit will have 20 points deducted from their final score, plus one (1) point for each additional minute past the deadline.

MUSIC:

Contestants must have all rights to any music used in the audio/radio production. No copyrighted music is permitted unless the contestant can show documentation of the copyright permission. Teams must show proof of the copyright free music to the contest coordinator. It is highly suggested that contestants create original music during the contest.

SCRIPTS:

Teams are to create a script for the broadcast and the commercial. Place completed scripts in the contest packet and turn into the contest coordinator.

CLOTHING REQUIREMENTS:

- White SkillsUSA polo
- Black Pants
- Male Competitors: Black belt
- Female Competitors: black pants or knee length black skirt

*Socks and pantyhose are no longer a requirement but if worn socks must be black, and pantyhose must be black or nude.

State Video Audio/Radio Contest 2025 Agenda

Monday, April 28th

8:00am: Contest briefing

8:15am: Contest begins

A boxed lunch will be provided for each contestant. Tulsa Tech also has a cafeteria and vending machines available to contestants.

3pm: Contest ends

3:30pm: Presentation and Q/A with the judges (New this Year)

Place all materials along with the completed project on a flash drive (provided by the Contest Coordinator) in the contest packet and turn into the contest coordinator by the end of the contest. No entries accepted after the 3:00pm deadline.

INDUSTRY AWARDS

Prizes are the responsibility of the individual contests. Prizes are not

guaranteed and are not supplied at the SkillsUSA Oklahoma state level.

Each participating school is expected to furnish an industry award. Industry awards should be labeled with the name and address of the award supplier so that an appropriate "Thank you" may be sent, must be accompanied by an *industry award donation information sheet* (available on the Oklahoma SkillsUSA website). **Please bring prizes to the awards area in the Conference Hall at the Arvest Convention Center Sunday, April 27th between 12-4pm or Monday, April 28th between 8am-5pm.**

AWARDS CEREMONY

Winners will be recognized at the General Session on Tuesday morning, April 29th at 9am.

All competitors must wear official SkillsUSA dress to the Awards Session, where winners are announced. Competitors who are not dressed appropriately or lack official attire will be denied access to the awards stage. Students must be present when their contest is announced. If a student is improperly dressed, absent, or misses their contest being called, the production will not be paused for any reason, and they will forfeit their opportunity to go on stage to receive the award. No exceptions will be made. No hats or sunglasses will allow to be worn on stage.

- Official dress for men: Official blazer, jacket or sweater; black dress slacks; white dress shirt; plain black tie with no pattern or SkillsUSA black tie; black socks and black shoes.
- Official dress for women: Official blazer, jacket or sweater; black dress slacks or knee-length skirt with business like white, collarless blouse or white blouse with small, plain collar that may not extend onto the lapels of the blazer, and black dress shoes.

ADDITIONAL INFORMATION

If you have any questions about the contest, please contact Contest Coordinator Ben Hlavaty or Program Specialist Ricky Gunkel.

Ben Hlavaty

Moore-Norman Career Tech

Ben.hlavaty@mntc.edu

National Technical Standards can be found on Absorb, which you can access with your professional SkillsUSA membership. Technical are updated periodically, please check regularly.