UIL Computer Applications Tests
Instructions and Scoring

I. Preparation
A. Setup
1. Contestants should set up their equipment during the 30 to 45 minutes prior to the scheduled time for the contest, and test to be sure all hardware and software components are working, and leave all applications open at the start of the contest.
2. Students from the same school may not sit adjacent to each other.
3. Roll is taken, and adjustments are made for alternates 10 minutes before the scheduled contest time.
4. Coaches are asked to leave 5 minutes before the scheduled time for the contest, and they are given a copy of the test to take while students are taking the test.
   a. Coaches take tests individually or in groups at a different location than students.
   b. Coaches gain insight of areas that will be complicated to grade by taking the test.
5. Be certain all students' work spaces are cleared of everything except computer, printer, optional keyboard, keypad and mouse, and writing instruments (i.e. no *Handbooks* or printed materials).
6. **If the contest uses downloaded Starter Files, be sure all students have the files or allow them to copy the files prior to starting the contest from a flash drive.**

B. Equipment
1. Each student must have a laptop/notebook computer, printer, and saving device, such as a floppy drive, a thumb/flash drive, or a CD.
2. Competitors may have an external mouse, keyboard, and keypad, but not an external hard drive.
3. **No equipment may be shared by students during contests, and networked systems may not be used**.

C. Software
1. Microsoft Office 2010, 2013 or 2016 or a more current version, but no older version.
2. Spreadsheet elements must be done in Excel; database elements, in Access; and documents, in Word.
3. Graders may check students' saving device to verify that the appropriate application and element was used for a given printout, and if the correct application/element was not used, that printout is not graded. *(i.e. If a report is requested in Access, printing a table in Access or Excel is not acceptable.)*

II. Contest
A. 5-minute Tiebreaker
1. Tiebreakers are distributed to all students face down. (Manila envelopes are passed out, if you want all tests to be collected into an envelope to be turned in at contest end as is done at the State Meet.)
2. To start the tiebreaker, the director should ask all competitors to turn over their tiebreaker and type until time is called for the 5 minute test without printing during the tiebreaker time period.
3. If a student finishes a tiebreaker, he/she starts again at the beginning to type as much as possible.
4. At the end of 5 minutes, the director should ask all students to stop typing and raise their hands.
5. If it is a large group, ask half of the competitors to print their files, and when these are complete, ask the other half to print their files.
6. Director should ask all competitors to put their Contestant number in the upper right corner of every page of their printed tiebreaker and on the manila envelope, if this is used.
7. Director should ask all competitors to pass their tiebreaker in to the officials (or ask them to put the document into their manila folder, as we do at State).

B. 30-minute Test
1. Pass out tests with cover sheets showing so students may not view the test, and ask assistants to watch that students do not view the test.
2. Preview time is 3 minutes beginning when the director asks students to open tests and begin.
3. Test is 30 minutes.
   a. Test should start immediately after the 3-minute preview period.
   b. Encourage students to save frequently.
   c. Give a 10-minute warning when there are 10 minutes left in the contest.
   d. Give a 2-minute warning where there are 2 minutes left in the contest.
   e. At the end of 30 minutes, the director should stop the contest and ask all students to raise their hands until all printing has ceased.
   f. Printouts initiated during the actual 30-minute contest will be graded. Printing may continue into the post-test period, but may not be initiated after time is called.

C. Equipment malfunction during a contest

1. If a problem occurs during the tiebreaker, every effort must be made to correct the problem or the student may NOT participate in the 3-minute preview or 30-minute test. A student may not continue to try to make his equipment work during the preview as no one may use computers at that time.
   a. If a student does not create a tiebreaker, but his equipment is repaired, he/she may continue with the actual 3-minute preview and 30-minute contest.
   b. In case of a tie, the student without a tiebreaker paper automatically loses the tie.
2. Prior to a contest, every effort should be made to correct equipment problems by substituting equipment, keyboards, printers, etc. with a backup or borrowed equipment from another contestant or from the contest director, if possible.
3. The tiebreaker output should be proof that everything was working at the beginning of the contest.
4. **A contestant should raise his/her hand and advise the contest director during the contest** if any equipment problems occur.
5. One of the director's assistants should be assigned to attempt to resolve the problem. **The assigned assistant must not be the student's coach or a related party.**
6. If a system is inoperative and the problem cannot be resolved, the contestant can turn in only what he or she has completed before the equipment failed; and, after the contest, he or she can print anything that had been saved onto diskette/cd/flash drive on a different system or on the same system that has been made workable with the assistant overseeing. N**o changes may be made to any printout**.
7. If the problem is a printer and it cannot be resolved within 5 minutes time, the student may continue working the test and saving to his/her saving device. He/she will be allowed to print from the saving device after the contest on the same system that has been made workable or on a different system with the assistant overseeing. N**o additional changes may be made to any printout**.
8. **A contestant may not complete the contest at a later time.**
9. If a contestant has not attempted any printing before the two-minute warning and a printer malfunctions, the process is the same, but only one printout will be graded.
10. Printing may only be done after conclusion of a contest if both of the following have occurred.
    a. **The contest director was apprised of a malfunction during the contest.**
    b. **Time was expended during the contest by an assistant addressing the problem.**

D. Conclusion

1. Have all students select their Printout 1 and 2 and be sure their contestant number is on each page.
2. If a student printed a chart or graph separate from a document that he/she did not have time to embed in a document, the student should put his/her contestant number in the upper right corner and turn this in along with printout(s). Credit will be given for some chart elements that are correct, but all credit will be lost for margins, indenting a chart, spacing before and after a chart, etc. If a student's printout already has a chart or graph embedded in a printed document, the extra chart is not graded, even if the chart in the document was simply a placeholder from a template.
3. Have students label their saving device with their Contestant number.
4. Turn all printouts and students' saving device in to officials (or place them in manila envelopes).
5. If you use manila envelopes, warn that no printouts will be graded that are not in their envelope.
6. Explain that if a student turns in more than one printout for one of their documents, the graders will arbitrarily grade the first one encountered, whichever that is. No attempt will be made by graders to determine which is the better printout.
7. Ask students to verify that their Contestant number is on every page being turned in for grading, as well as on the manila envelope, if you are using envelopes.
8. Ask students to pass in their tests and saving devices (or envelopes with these inside).
9. Ask students then to pass in their scratch paper to be put in the trash.
10. Have students remove all equipment or make arrangements to remove it after grading.

III. Grading

A. All coaches are required to grade.
1. If a coach cannot grade, it is the coach's responsibility to provide a substitute, preferably someone somewhat familiar with the contest, and advise the director that they are providing a substitute.
2. If a coach does not grade, the director can disqualify his/her student(s).

B. View all papers from each contestant.
1. Consider covering ALL contestant numbers with post-it notes.
2. Verify that all pages have contestant numbers. If a printout does not have identification, the director can try to determine which contestant produced it and grade it.
3. Verify that there are no "extra" printouts. If there are more than one of a given printout, simply take the first one you encounter as the one to grade, and mark an X on the "extra" printout.
4. If there is an "extra" printout with a chart or graph, verify that the document with which it is associated does not have a chart or graph already printed. If it does, mark X on the stand-alone chart and grade the chart/graph embedded in the document, even if it is from a template.
5. Paperclip all printouts to be graded together (and to the outside of the envelope if using these).
6. Tiebreakers remain in a separate stack or are returned to the student's envelope.

C. Sort tests into 1A, 2A, 3A, etc., and arrange coaches into like groups.
1. Give 1A tests to 3A coaches, 2A tests to 4A coaches, 3A tests to 5A coaches, 4A tests to 1A coaches, and 5A tests to 2A coaches or something of this ilk.
2. No coach should grade his/her own student's printouts.

D. Follow these grading rules.
1. Grading is all or nothing (i.e. each item on the score sheet is worth zero or the specified points).
2. Zero is the lowest possible grade for a printout. There are no negative grades for either printout.
3. Rulers, other than those in computer software, should not be used during the contest or during grading. Grading of centering, margins, etc. is a visual check. _Do not_ attempt to be "ruler-exact." _Do not_ fold papers to ascertain an exact center.
4. If there is a significant error on the test, notify the UIL state office or contact the State Contest Director for clarification. Mistakes in the keys should be corrected, and all printouts should be graded on correctness, not on an incorrect answer. That is, if a word is obviously misspelled (like _alternations_ instead of _alterations_), credit is given for either spelling.
5. **_Do not_ disqualify a printout on "mailability" standards.**
6. Allow about ¼" differential between requested margins and printed margins.
7. Right-justified data in a printout may vary between alphabetic data and numeric data with numeric data leaving the rightmost character position in numbers presumably for a minus sign if one were present.
8. _Do not_ grade parts of a template that a contestant has not entered in a document. No credit is given for possible correct information in a document that was brought in as a template in the complimentary close, reference initials, or other parts of a document beyond where a contestant had entered information in the document.
9. If a contestant skipped to alter information at the bottom of a template for a document, such as a sender's name, then he/she effectively completed the entire document and gets credit for completing all paragraphs even if one or more are incomplete or missing altogether. In these cases, the entire document is graded for typos, and credit is given for correct data in the close, sender's name, etc.
10. If a contestant completed most of a paragraph and omitted a sentence or line, the student gets credit for completing the paragraph if it appears that he or she inadvertently skipped over a portion and continued typing beyond that part. Deduct typos for the omitted portion.

E.   Typographical errors are graded with the following criteria.
   1.   All of the following are considered typos.

misspelling	incorrect numbers	missed capitalization
missed punctuation	double words	incorrect formatting
words run together	incorrect row/line spacing, either extra or omitted	
incorrectly divided words	incorrect borders/lines, either extra or omitted	
omitted words or numbers	missing or extra parts of a chart of graph	

   2.   If an error is a global error as all Group Headers have the same misspelled word, it is one typo or if an entire column of numbers is formatted wrong, it is one typo.
   3.   ***Do not*** **count off for differences between one and two spaces following some punctuation marks** as this often is difficult to differentiate.
   4.   ***Do not*** **count off twice for an error.**
   5.   If deductions are made directly on the score sheet, do not then count off for an error as a typo.
   6.   If deductions are made on one printout, do not count off for the same error on another printout.

F.   Grade all Printout 1's together.
   1.   As you encounter questions, be certain that all coaches understand how the element is to be graded so all papers will reflect the same grading.
   2.   If there is an error on a test, call the State Contest Director for resolution (830.370.8966).
   3.   Have 3 coaches grade each paper, and then have a 4th coach verify all agree and transfer the final grade to the Final Score sheet.
   4.   If there is a discrepancy among the 3 grades, the 4th grader reviews the problem with the original graders for the test and resolves the problem or contacts the director to resolve it.
   5.   When all Printout 1 papers are completed, start grading Printout 2.
      a.   Ask all coaches to walk thru the grading of Printout 2 together.
      b.   Follow the same procedure as used in Printout 1.
      c.   Grade all Printout 2 papers together.
   6.   Return all tests to the director (clipped to their envelope, if using these).

G.   Tiebreakers are only graded to break ties for first thru sixth place, and the director grades these.

H.   Director enters all grades into the official website.

IV.   Verification

   A.   Unofficial results may or may not be posted prior to verification at the discretion of the contest director.
   B.   Graded tests along with score sheets, a copy of the test itself, and copies of the answer keys are examined by contestants and their coaches during verification.
   C.   Only a contestant's coach may examine the test with him/her or a person that has been approved by the contest director.
   D.   Contestants and coaches are not to compare papers or examine anyone's test but their own.
   E.   Verification is not to exceed 15 minutes.
   F.   Report questions or errors in grading or recording scores to the contest director.
      1.   The contest director will determine if the problem in question is an error.
      2.   The contest director will recalculate the score and initial the change.
   G.   Those not present during verification period forfeit the opportunity to raise objections.
   H.   Official results will be announced after all questions have been resolved and rankings have been corrected, if necessary.

V.   Ties

   A.   Ties from first through sixth place are to be broken using the five-minute tiebreaker document.
   B.   If the scores on the tiebreaker document are the same, then a tie exists.
   C.   Should there be a tie for first place, there is no second place. Should there be a tie for second place, then there is no third, and so on.
   D.   Mailability is no longer relied on to determine ties.

2018 UIL Computer Applications Tiebreaker - Invitational Test A

GENERAL TIEBREAKER TEST INSTRUCTIONS: The tiebreaker is a five-minute timed typing test. At the end of that time, the contestants will be instructed to send their output to their printers. Scores will be calculated based on gross words per minute typed less one point per word, space, punctuation mark, or capitalization error plus "bonus points" for following directions or for correct format for a given type of document.

I.   COPYING A DOCUMENT AND PRINTING

    A.   Enter the document on the next page in an unbound report format.

        1.   Use 1½" top margin and conventional side and bottom margins.

        2.   Center the following title in boldface type using all caps: **MESMER**

    B.   Save document as InvA.

    C.   Write your contestant number and INVA in the upper right hand corner of your printout.

II.   STOP when time is called and print your document when instructed to do so.

Friedrich Mesmer was an 18th century Austrian doctor; from whose name the word *mesmerize,* meaning *to hypnotize or spellbind*, was coined. Mesmer was born in 1733 at Weil, near the point at which the Rhine leaves the Lake of Constance. He studied medicine at Vienna under the eminent masters of that day, Van Swieten and De Haen. He earned a degree and commenced practice.

Interested in astrology, he imagined that the stars exerted an influence on beings living on the Earth. He identified the supposed force first with electricity and then with magnetism; and it was but a short step to suppose that stroking diseased bodies with magnets might effect a cure. He published his first work in 1766. Ten years later, on meeting with J. J. Gassner in Switzerland, he observed that the priest effected cures by manipulation alone. This led Mesmer to discard the magnets and to suppose that some kind of occult force resided in himself by which he could influence others. He held that this force permeated the universe and, more especially, affected the nervous systems of men.

He moved to Paris in 1778, and, in a short time, the French capital was thrown into a state of great excitement by the marvelous effects of mesmerism. Mesmer soon made many converts; controversies arose. He excited the indignation of the medical faculty of Paris, who stigmatized him as a charlatan. Still, the people crowded to him. He refused an offer of 20,000 francs from the government for the disclosure of his secret, but it was asserted that he really told all he knew privately to anyone for 100 gold coins. He received private rewards of large sums of money. His consulting apartments were dimly lighted and hung with mirrors; strains of soft music occasionally broke the profound silence; and the patients sat around a kind of vat in which various chemical ingredients were concocted. Holding each others' hands, the patients sat expectantly, and then Mesmer strode into the room garbed in the gear of a magician. He then touched one, looked at another, and made passes with his hands. Nervous ladies fainted; agitated men convulsed or were seized with palpitations.

The government appointed a commission to investigate. Mesmer himself was undoubtedly a mystic, and, although the excitement of the time led him to indulge in mummery and sensational effects, he was honest in the belief that the phenomena produced were real. Animal magnetism fell into disrepute, and Mesmer was denounced as a shallow imposter. He withdrew from Paris to Switzerland, but he left many disciples.

UNIVERSITY INTERSCHOLASTIC LEAGUE
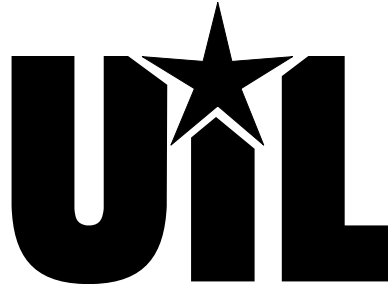
Computer Applications

INVITATIONAL A

2018

DO NOT OPEN YOUR TEST UNTIL YOU ARE TOLD TO BEGIN.
DO NOT LEAVE THE ROOM UNTIL TIME IS CALLED.

UIL Computer Applications Invitational Test A

General test instructions: Follow instruction to create printouts for this contest. When time is called, completed printouts will be graded. Calibri in 12 point font was used for the document key, but this is not a requirement, and a smaller type is sometimes easier to fit to a page. Access default font size is acceptable for the report. For Access, when Text is specified for the Data Type, it should be Short Text in Office 2013/2016.

I. SPREADSHEET   Maximum 125

A.   Create a spreadsheet with the following data. Be cell specific.

	A	B	C	D	E	F
1	**Annual Salary**	**Wage per One Minute**	**Wage for 15 Minutes**	**Wage for 15 Minutes Daily for a Week**	**Name**	**Amount Overpaid to Employee**
2	17,680.00				Pete Zaria	
3	23,580.00				Ivan Tugo	
4	32,620.00				Ike Witt	

B.   In Cell B2, divide Cell A2 by 52 and divide result by 40 and divide result by 60. (***Wage Per One Minute*** *equals* ***Annual Salary*** *divided by 52 weeks in a year divided by 40 hours per week divided by 60 minutes in an hour.)*

C.   In Cell C2, multiply Cell B2 times 15. (***Wage Per 15 Minutes*** *equals* ***Wage Per One Minute*** *times 15.)*

D.   In Cell D2, multiply Cell C2 times 5. (***Wage for 15 Minutes Daily for a Week*** *equals* ***Wage Per 15 Minutes*** *times 5 days in a week.)*

E.   Select Cells B2 thru D2 and fill down thru Cells B4 thru D4.

F.   In Cell F2, multiply Cell D2 times 52 and fill down thru Cell F4. (***Amount Overpaid to Employee*** *equals* ***Wage for 15 Minutes Daily for a Week*** *times 52 weeks in a year)*

G.   Format everything in Row 1 as boldface type and wrap as shown above.

H.   Be sure nothing is truncated.

I.   In Cell A6, add the following: **Formulas**

J.   Copy the formula from Cell B2 without the equal sign and paste into Cell B6.

K.   Copy the formula from Cell C2 without the equal sign and paste into Cell C6.

L.   Copy the formula from Cell D2 without the equal sign and paste into Cell D6.

M.   Copy the formula from Cell F2 without the equal sign and paste into Cell F6.

N.   Make everything in Row 6 boldface type.

O.   Print your spreadsheet with the following specifications in landscape orientation and 1" margins.
   1. Add the following header top aligned on the top margin and right aligned on the right margin, replacing 99999 with your contestant number: (99999)-InvA-1
   2. Center your spreadsheet on the page both vertically and horizontally.
   3. Show gridlines and row and column headings.
   4. Set print area to be Cells A1 thru Cell F6.
   5. Format everything in Rows 2 thru 4 as numbers with commas and 2 decimals.
   6. Center everything in your spreadsheet in its respective cell both horizontally and vertically.

P.   Save your spreadsheet as **InvA** and print on one page.

Q.   Select Cells E1 thru F4 and create a 2D Clustered Bar Chart with appearance at right. *(Chart will have approximately the appearance below; values may be incorrect.)*

   1. Show bars in grey or black.
   2. Title centered above chart in bold as shown.
   3. Show x-axis with scale as shown, slanted as shown and with values with commas and no decimals.
   4. Show black border around plot and chart area; show legend at right of chart with no border.
   5. Save your spreadsheet and copy your chart to be used in Part II.
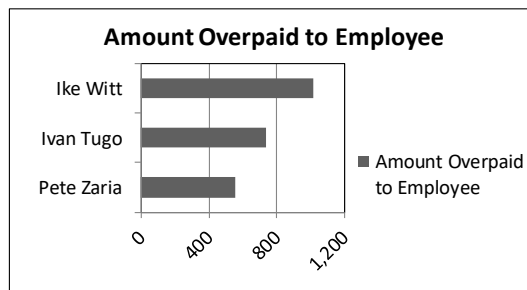
II.   DOCUMENT WITH CHART   **MAXIMUM 125**
   A.   Create a Simplified Memorandum with the following specifications:
      1.   Use a 1½" top margin.
      2.   Use today's date.
      3.   Show the following in a header ½" from the top edge of the paper and right justified on the right margin, replacing 99999 with your contestant number: (99999)-InvA-2
      4.   For addressee use the following: Department Heads
      5.   For subject line use the following in all caps: TARDINESS
      6.   Use the following paragraphs for the body, embedding the chart from Part I where indicated:

Below is a chart showing examples of employee tardiness. Three people are perennially 15 minutes late on a daily basis, either coming to work or returning from coffee breaks or lunch. The values indicate the cost annually for an individual who is habitually late by 15 minutes per day. You can easily see that losing 15 minutes of work on a daily basis costs the company over $500 per employee.

[Embed the chart from Part I.
Maintain specifications for the chart from Part I.
Be sure all labels, data, and values are easily readable and not truncated.
Indent at least ½" and center between margins.
Show one blank line above and below the chart.]

This is not for general publication, but for the managers who have pinpointed a few individuals who are regularly late. Try to talk to only those individuals that you deem problematic.

      7.   Use the following sender's name and title on one line: Gail Force, Personnel Director
      8.   Use the following reference initials: uil
   B.   Print the document in portrait orientation on one page and save as a file named **InvA**.

UIL Computer Applications Invitational Test A - Score Sheet - Printout 1

I.	SPREADSHEET PRINTOUT			MAXIMUM	125
1	**Format** *(Grading for formatting, not correct data)*	PTS	GRD1	GRD2	GRD3
2	Printout in landscape orientation on 1 page	5			
3	All margins at least 1"	5			
4	Header shown 1" from top of page and 1" from right edge of page	5			
5	Printout shown centered vertically and horizontally on the page	5			
6	6 columns shown and no more	5			
7	Gridlines and row and column indicators shown	5			
8	6 rows shown and no more with 1 row of column headings and 3 rows of detail data, 1 blank row and 1 row with formulas	5			
9	Everything in the spreadsheet centered horizontally and vertically in its cell *(Check **Name** heading for vertical centering)*	5			
10	Everything in Row 1 and Row 6 shown in boldface type, and everything else in plain type	5			
11	All values shown as numbers with commas and 2 decimals *(no $ signs)*	5			
12	Column headings shown wrapped matching key and nothing else wrapped and nothing truncated	5			
13	**Format Total**	55			
14	**Calculations/Formulas** *(Grading for correct data, not formatting)*				
15	Order of data in Column A matching key	5			
16	Cells B2 thru B4 matching key or equal to Column A value divided by 124800	5			
17	Cells C2 thru C4 matching key or equal to Column B value times 15	5			
18	Cells D2 thru D4 matching key or equal to Column C value times 5	5			
19	Cells F2 thru F4 matching key or equal to Column D value times 52	5			
20	All formulas shown on Row 6 without equal signs *(if formulas are in different row, they lose these points, but get credit in next 4 rows regardless of what row the formulas are in)*	5			
21	Formula in Cell B6 matching key with divisors in any order	10			
22	Formula in Cell C6 matching key or equal to 15*B2 or B2*15	10			
23	Formula in Cell D6 matching key or equal to 5*C2 or C2*5	10			
24	Formula in Cell F6 matching key or equal to 52*D2 or D2*52	10			
25	**Calculations/Formulas Total**	70			
26	❖ **SUBTOTAL PRINTOUT**	125			
27	**SUBTRACT DEDUCTION** **Maximum**	-50	-	-	-
28	❖ Deduct 2 points for each typo or missing field in the printout, not otherwise graded. Header is subject to 2 typos. ❖ Errors include misspelling, missed capitalization or punctuation, extra, double, or omitted words, values, or rows, words that run together, incorrectly divided words, incorrect, wrapped or truncated words or values, or other errors.				
29	❖**TOTAL PRINTOUT**	125			
30	**GRADERS' INITIALS**				

UIL Computer Applications Invitational Test A - Score Sheet - Printout 2

			PTS	GRD1	GRD2	GRD3
II.	**DOCUMENT WITH CHART**		**MAXIMUM**		**125**	
1	**Format** *(Grading for formatting, not correct data)*		PTS	GRD1	GRD2	GRD3
2	Printout in portrait orientation on 1 page		5			
3	Top margin 1 ½", left and right 1", and bottom at least 1"		5			
4	Header shown 1/2" from top of page and right aligned on right margin		5			
5	Everything blocked on the left margin, not counting header or chart		5			
6	Today's date shown on top margin		5			
7	3 lines between date and addressee and 1 line between addressee and subject and between subject and Paragraph 1		5			
8	3 blank lines between last paragraph and sender's name		5			
9	Sender's name and title on 1 line with comma and space between		5			
10	1 blank line between sender's name and/or title and reference initials		5			
11	**Format Total**		**45**			
12	**Body of Document/Chart** *(Grading for correct data from current tast only, not formatting)*					
13	Add 5 points for each completed paragraph max		10			
14	2D clustered bar chart shown		10			
15	2D clustered bar chart centered between margins; indented at least 1/2"		5			
16	All bars shown in grey or black		5			
17	1 blank line above and below chart *(1st paragraph and part of 2nd must be shown for credit)*		5			
18	Title centered above plot area in boldface type		5			
19	X-axis scale values matching key *(ignoring format)*		5			
20	X-axis scale values shown as number with commas and no decimals		5			
21	X-axis scale slanted in same direction as key		10			
22	Y-axis scale matching key		5			
23	Legend shown to the right of the plot area with no border		5			
24	Black border shown around plot area		5			
25	Black border shown around chart area		5			
26	**Body of Document/Chart Total**		**80**			
27	◈ **SUBTOTAL PRINTOUT 2**		**125**			
28	**SUBTRACT DEDUCTION** **Maximum**		**-50**	-	-	-
29	◈ Deduct 2 points for each typo or missing field in the printout, not otherwise graded. Header is subject to 2 typos. ◈ Errors include misspelling, missed capitalization or punctuation, extra, double, or omitted words, values or rows, words that run together, incorrectly divided words, incorrect, wrapped or truncated words or values or other errors. ◈ Stop grading where the student stopped typing. (i.e. if a student typed sender's name, he/she gets credit for all paragraphs completed even if they are incomplete, but typos are taken for the entire document.)					
30	◈ **TOTAL PRINTOUT 2**		**125**			
31	**GRADERS' INITIALS**					

Contestant Number _____

UIL Computer Applications Invitational Test A - Score Sheet

FINAL SCORE

◈ **TOTAL PRINTOUT 1**	**125**			
◈ **TOTAL PRINTOUT 2**	**125**			
◈ **TOTAL SCORE**	**250**			
GRADERS' INITIALS				

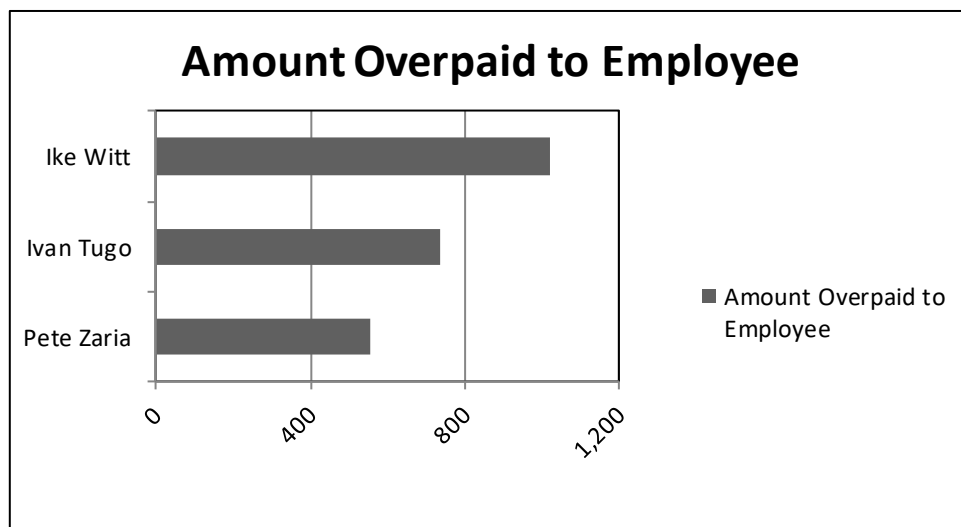|	A	B	C	D	E	F
1	Annual Salary	Wage Per One Minute	Wage for 15 Minutes	Wage for 15 Minutes Daily for a Week	Name	Amount Overpaid to Employee
2	17,680.00	0.14	2.13	10.63	Pete Zaria	552.50
3	23,580.00	0.19	2.83	14.17	Ivan Tugo	736.88
4	32,620.00	0.26	3.92	19.60	Ike Witt	1,019.38
5						
6	Formulas	A2/52/40/60	B2*15	C2*5		D2*52

UIL Computer Applications: TEST ANSWER KEY FOR GRADERS - Printout 1

Today's date

Department Heads

TARDINESS

Below is a chart showing examples of employee tardiness. Three people are perennially 15 minutes late on a daily basis, either coming to work or returning from coffee breaks or lunch. The values indicate the cost annually for an individual who is habitually late by 15 minutes per day. You can easily see that losing 15 minutes of work on a daily basis costs the company over $500 per employee.

Amount Overpaid to Employee

Ike Witt

Ivan Tugo

Pete Zaria

■ Amount Overpaid to Employee

0   400   800   1,200

This is not for general publication, but for the managers who have pinpointed a few individuals who are regularly late. Try to talk to only those individuals that you deem problematic.

Gail Force, Personnel Director

uil

2018 UIL Computer Applications Invitational Test A - Tiebreaker Score Sheet

GENERAL INSTRUCTIONS: All contestants take the tiebreaker component of the test, but it is only to be scored if a tie occurs in the top six places.

I.   CALCULATE GROSS WORDS PER MINUTE:
   A.   Circle all errors on the tied contestants' papers.
   B.   Determine the gross words per minute.
      1.   Find the number of words typed to the right of the last complete line typed by the contestant.
      2.   Add the number of words in the last line if it is incomplete to the tally.
      3.   Divide the number by five to get the gross words per minute.
      4.   For example, if a contestant typed twenty lines plus seven words on the next line, add the number out to the right of the completed line plus seven. Divide by five to get gross words per minute.
   C.   Determine the gross words per minute.

II.   DEDUCT ONE POINT FOR EACH ERROR
   (Typographical error, omitted word, incorrect number, etc.)

-	-	-

✔ **TOTAL - GROSS WPM TYPED LESS ERROR**

III.   ADD FIVE BONUS POINT FOR EACH SUCCESS

FORMAT	Top margin 1½"			
	Left margin 1"			
	Right margin 1"			
	Botttom margin 1 – 1 ½"			
TITLE	Title in boldface type			
	Title centered			
	3 blank lines between title and body			
BODY	Body of report double spaced			
	All paragraphs indented ½"			
Credit for Page 2 only if Page 2 is present:				
PAGE 2	No single line paragraph ending Page 1			
	No single line paragraph beginning Page 2			
	Top margin 1" on Page 2			
	Page number in upper right margin			
	Text double-spaced down from page number			
✔ **TOTAL - BONUS POINTS**				
✔ **GRAND TOTAL-WPM PLUS BONUS POINTS**				
GRADERS' INITIALS				

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MESMER

Friedrich Mesmer was an 18th century Austrian doctor; from whose name the word	14
mesmerize, meaning to hypnotize or spellbind, was coined. Mesmer was born in 1733 at Weil,	29
near the point at which the Rhine leaves the Lake of Constance. He studied medicine at Vienna	46
under the eminent masters of that day, Van Swieten and De Haen. He earned a degree and	63
commenced practice.	65
Interested in astrology, he imagined that the stars exerted an influence on beings living	79
on the Earth. He identified the supposed force first with electricity and then with magnetism;	94
and it was but a short step to suppose that stroking diseased bodies with magnets might effect	111
a cure. He published his first work in 1766. Ten years later, on meeting with J. J. Gassner in	130
Switzerland, he observed that the priest effected cures by manipulation alone. This led	143
Mesmer to discard the magnets and to suppose that some kind of occult force resided in	159
himself by which he could influence others. He held that this force permeated the universe	174
and, more especially, affected the nervous systems of men.	183
He moved to Paris in 1778, and, in a short time, the French capital was thrown into a	201
state of great excitement by the marvelous effects of mesmerism. Mesmer soon made many	215
converts; controversies arose. He excited the indignation of the medical faculty of Paris, who	229
stigmatized him as a charlatan. Still, the people crowded to him. He refused an offer of 20,000	246
francs from the government for the disclosure of his secret, but it was asserted that he really	263
told all he knew privately to anyone for 100 gold coins. He received private rewards of large	280

sums of money. His consulting apartments were dimly lighted and hung with mirrors; strains of   293

soft music occasionally broke the profound silence; and the patients sat around a kind of vat in   312

which various chemical ingredients were concocted. Holding each others' hands, the patients   324

sat expectantly, and then Mesmer strode into the room garbed in the gear of a magician. He   241

then touched one, looked at another, and made passes with his hands. Nervous ladies fainted;   356

agitated men convulsed or were seized with palpitations.   364

       The government appointed a commission to investigate. Mesmer himself was   374

undoubtedly a mystic, and, although the excitement of the time led him to indulge in mummery   390

and sensational effects, he was honest in the belief that the phenomena produced were real.   405

Animal magnetism fell into disrepute, and Mesmer was denounced as a shallow imposter. He   149

withdrew from Paris to Switzerland, but he left many disciples.   129