* 1. **10 Tips for Contest Participation**

1. Start early in preparing materials. This is not a contest that a student can decide to enter the week of state LDE’s. This contest requires prior preparation and early submission of materials.
2. Have at least three people proofread and critique your student’s work. Are there any grammatical or spelling errors? Is the student doing his/her best job of marketing skills relevant to his/her job objective?
3. Name the single PDF attachment of early submission materials with the contestant’s last name and chapter name (ex: Smith\_SomewhereFFA.pdf).
4. Submit materials early. Materials must be submitted via email to casnr@okstate.edu **No exceptions are made**, and materials are not accepted via postal mail, fax, hand delivery, or judgingcard.com.
5. Use white bond paper as indicated in the contest guidelines for hard copy résumés and cover letters brought on the day of the contest. No colored paper, résumé paper or cardstock should be used.
6. Ensure that your student has addressed all areas within his/her résumé and cover letter that are evaluated and scored, as detailed on the scorecards in the contest guidelines.
7. Don’t forget to have your student bring a writing utensil to the contest for taking notes.
8. Be prepared to patiently wait during the contest. All contestants rotate through two panel interviews; therefore, there is a significant amount of waiting time in between interviews and contest phases.
9. Students should pick up critiqued contest materials at the OSU College of Agricultural Sciences and Natural Resources booth within the Career Show during the State FFA Convention in Oklahoma City.