



## CDC Boeing Excel Competition

<b>Description:</b>	Small teams of students will learn important Microsoft Excel skills like data visualization, organization, information restructuring, filtration, quick calculations, and data interpretation/analytics.
<b>Purpose:</b>	In most office environments, Microsoft skills are in high demand. Being able to sort and present large data sets into understandable formats, not only saves time, but allows for user to take meaningful action.
<b>Eligibility/Entries :</b>	<ul style="list-style-type: none"> <li>● Participants must actively be enrolled in a JAG program</li> <li>● Max three participants per team, any grade level</li> <li>● Max one team per school</li> <li>● All participants must be able to complete each of the challenges on their own (Goal is for all participants to learn the skills), but only one file is required to be submitted.</li> <li>● 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> places will be awarded based on points. Each team (school) placing 1<sup>st</sup> 2<sup>nd</sup> or 3<sup>rd</sup> will receive a trophy and the participants on those teams will receive medals.</li> </ul>
<b>Competencies:</b>	<ul style="list-style-type: none"> <li>● D25 Perform mathematical calculations.</li> <li>● D22 Comprehend written communications.</li> <li>● G39 Understand how to achieve marketable job skills for entry-level jobs.</li> <li>● G43 Demonstrate how to use group dynamics techniques.</li> <li>● H62 Demonstrate how to work effectively with others</li> </ul>
<b>Competitive Event Time:</b>	Entry is to be received by <a href="mailto:jagcdc@jagaz.org">jagcdc@jagaz.org</a> ...no later than <b>March 29<sup>th</sup></b> .
<b>Competition Rules:</b>	<ol style="list-style-type: none"> <li>1. Each school can have no more than one team, with no more than 3 participants on each team.</li> <li>2. Each participant should actively answer each challenge, but only 1 Excel file per team is required to be submitted.</li> </ol>

3. The template Excel file will be sent to the JAG Coordinator, who will then distribute to all participants on team.
4. The Excel file will be a workbook consisting of multiple tabs, each with a different challenge.
5. Challenges will consist of creation of functions, charts, pivot tables, lookups, and conditional formatting.
6. Final submission will also be graded on creativity (more than one way to get the answer, appropriate use of titles, font, formatted for printing, etc...), organization (can someone new to the file figure it out?), and workbook storytelling (does it tell the story on its own?)
7. Bonus challenges (for points) will be included as well, such as complicated formulas.
8. Participants can use any resources available to them (Teachers, Parents, Youtube) on how to complete the challenges, but the final file submitted must be completed by the participants themselves.
9. Due no later than March 29<sup>th</sup>.
10. All submitted files will be reviewed for accuracy and creativity by a Boeing Mesa team.
11. Definitive points per challenge are still in development, dependent on final template.



## CDC Boeing Excel Competition JUDGES' RATING SHEET

<b>Competitor(s):</b>		<b>Judges:</b>	
<b>School:</b>			
Rating Description	Points Possible		Points Allocated
<b>Technical:</b>			
<b>a. Use of Formulas TOTAL</b>	<b>25</b>	<b>0</b>	
a.1. Count & Sum Challenge #1	5	0	
a.2. Count & Sum Challenge #2	5	0	
a.3. Count & Sum Challenge #3	5	0	
a.4. Count & Sum Challenge #4	5	0	
a.5. IF Formula Challenge #7	5	0	
<b>b. Use of Lookups TOTAL</b>	<b>10</b>	<b>0</b>	
b.1. VLookup & Index(Match) Challenge #5	5	0	

b.2. Vlookup & Index(Match) Challenge #6	5	0	
<b>c. Use of Pivot Table Challenge #13</b>	<b>5</b>	<b>0</b>	
<b>d. Use of Pivot Chart Challenge #14</b>	<b>5</b>	<b>0</b>	
<b>e. Use of Formatting TOTAL</b>	<b>10</b>	<b>0</b>	
e.1. Formatting Challenge #8	5	0	
e.2. Formatting Challenge #9	5	0	
<b>f. Use of Conditional Formatting TOTAL</b>	<b>15</b>	<b>0</b>	
f.1. Conditional Formatting Challenge #10	5	0	
f.2. Conditional Formatting Challenge #11	5	0	
f.3. Conditional Formatting Challenge #12	5	0	
<b>Quality of Work:</b> a. Creativity Options: - Challenge #13: creative pivot style - Challenge #14: chart style, slicer borders, data labels, chart appearance, slicer appearance	10	0	

b. Organization (easy to read/find charts or tables on screen)	5	0	
c. Workbook storytelling - Challenge #15: use of formulas or table, number of analysis charts, content of analysis chart(s), formatting of chart(s), formatting of table, overall conclusion of analysis	30	0	
<b>Bonus:</b>			
a. Bonus Challenge #1 (Formulas & answers must be 100% correct)	5	0	
b. Bonus Challenge #2 (Formulas & answers must be 100% correct)	5	0	
<b>TOTAL POINTS</b>	<b>125</b>	<b>0</b>	

***JUDGES' COMMENTS:***