

Making Copies for Computer Applications:

18 pages are included in this Test Packet.

Contest Director gets a copy of all pages:

- 1 - Making Copies (current page)
- 2 - Contest Instructions for Contest Director - 4 pages
- 3 - Tiebreaker Instructions for Students - 2 pages
- 4 - Test Cover Sheet for Students - 1 page
- 5 - Test Instructions for Students & Graders - 2 pages
- 6 - Test Score Sheets for Graders - 3 pages
- 7 - Test Answer Key for Graders - Printout 1 - 1 page
- 8 - Test Answer Key for Graders - Printout 2 - 1 page
- 9 - Tiebreaker Score Sheet for Contest Director - 1 page
- 10 - Tiebreaker Answer Key for Contest Director - 2 pages

Contestants should have the following:

- 3 - Tiebreaker Instructions for Students - 2 pages
- 4 - Test Cover Sheet for Students - 1 page
- 5 - Test Instructions for Students & Graders - 2 pages

Graders should have the following:

- 5 - Test Instructions for Students & Graders - 2 pages
- 6 - Test Score Sheets for Graders - 3 pages
- 7 - Test Answer Key for Graders - Printout 1 - 1 page
- 8 - Test Answer Key for Graders - Printout 2 - 1 page

Contest Director should have copies of all pages plus 5 copies of the following:

- 9 - Tiebreaker Score Sheet for Contest Director - 1 page
- 10 - Tiebreaker Answer Key for Contest Director - 2 pages

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. **No 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. **No 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 or 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.

2024 UIL Computer Applications Invitational Test A - Tiebreaker

General tiebreaker test instructions: The tiebreaker is a five-minute timed typing test to be completed using Calibri 12-point font in Word. 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. Create a left-bound report using Calibri 12-pt. font.
 - A. Use data from the following page for the report.
 1. Use a 1 ½" top margin and conventional side and bottom margins.
 2. Center the following title in boldface type using all caps: **POTOSÍ**
 - B. Save document as **Tb-InvA**.
 - C. Write your contestant number in the upper right-hand corner of your printout.
- II. **STOP** when time is called and print your document when instructed to do so.

Potosí, a city of Bolivia and capital of the Department of Potosí, is 47 miles southwest of Sucre. The population is about 174,970. The famous Cerro de Potosí, translated to *rich mountain* in English, rises above the town to a height of 15,827 feet, a barren, white-capped mountain honeycombed with mining shafts. Potosí stands on a bald terrace on the northern slope of the Cerro Gordo de Potosí, 12,992 feet above sea level, and is one of the highest towns in the world. A large plaza forms the conventional town center, around which are grouped various religious edifices, the government house, the town hall, the old "royal mint" dating from 1585, and the treasury. The city has a massive, plain cathedral, which in part dates from early colonial times, and in part from the closing years of Spanish rule.

The foundation of the city dates from 1547, two years after the first discovery of silver in the mountain by an Indian herder. Located in the Bolivian Tin Belt, Cerro Rico de Potosí has the world's largest silver deposits and has been mined since the 16th century, producing up to 60,000 tons by 1996. Estimates are that much silver remains in the mines. Potosí became the second largest city, and the site of the first mint, in the Americas. Charles V conferred upon it the title of "villa imperial."

The Cerro Rico is the reason for Potosí's historical importance since it was the major supply of silver for the Spanish Empire until Guanajuato in Mexico surpassed it in the 18th century. The silver was taken by llama and mule train to the Pacific coast of South America, shipped north to Panama City, and carried by mule train across the Isthmus of Panama to Nombre de Dios or Portobelo, whence it was taken to Spain on the Spanish treasure fleets. Some of the silver also made its way east to Buenos Aires, via the Rio de la Plata. Spain was flooded with contraband silver, and there was a large trade in it at La Plata ports, whence it was taken to Brazil and Portugal.

UNIVERSITY INTERSCHOLASTIC LEAGUE



Computer Applications

INVITATIONAL A

2024

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

2024 UIL Computer Applications Invitational Test A

General test instructions: Follow instructions to create printouts for this contest. When time is called, printouts will be graded. Calibri 12-point font must be used for Excel and Word documents, but Access default font size is acceptable for database reports.

I. SPREADSHEET WITH PRINTOUT

MAXIMUM 125

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

	A	B	C	D	E	F	G	H	I
1	First	Last	Test1	Test2	Test3	Mid Term	Exam	Grade	Range
2	Road	Block	78	74	78	79	83		
3	April	Clover	76	82	79	82	89		
4	Eileen	Dupp	68	68	81	76	78		
5	Ford	Night	66	77	73	72	72		
6	Kara	Onword	92	82	98	98	96		
7	Penny	Rich	80	87	93	94	84		
8	Art	Tillery	88	94	94	99	97		
9	Average								

B. In Cell H2, calculate **Grade** for each record by adding the following.

1. Calculate the average of the sum of Cells C2 thru E2 and multiply the result times 25%.
2. Calculate the result of Cell F2 times 35%.
3. Calculate the result of Cell G2 times 40%.

C. In Cell I2, use a ROUNDDOWN function with following specifications:

1. The number parameter is Cell H2.
2. The num digits parameter should be -1 (*i.e. round to the nearest 10s digit.*)

D. Replicate Cells H2 to I2 down thru Cells H8 thru I8.

E. In Cell C9, calculate the average of Cells C2 thru C8.

F. Replicate the formula in Cell C9 into Cells D9 thru I9.

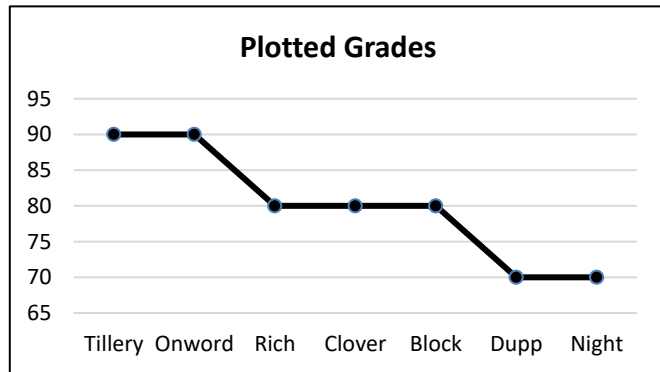
G. Print your spreadsheet with the following specifications.

1. Sort Rows 2 thru 8 by **Grade** from largest to smallest.
2. Use landscape orientation and 1" margins.
3. Center the printout horizontally and vertically on one page.
4. Use the following header 1" from the top of the page on the right-hand margin, replacing 99999 with your contestant number: (99999)-InvA-1
5. Set your print area as Cell A1 thru I9.
6. Show gridlines and row and column indicators.
7. Center all column headings, detail data and summary values in their respective columns.
8. Rows 1 and 9 should be shown in boldface type, and everything else should be plain type.
9. All numeric values should be formatted as numbers with no commas and no decimals.
10. Be sure nothing is truncated or wrapped.

H. Save your spreadsheet as **InvA**, and print your document on one page.

II. SPREADSHEET WITH CHART

- A. Select Cells B2 thru B8 and Cells I2 thru I8 and insert a 2-D line chart with markers and the following specifications.
 - 1. Use the title as shown centered above chart in boldface type.
 - 2. Format the data series as a black line with solid black markers.
 - 3. Click on the y-axis labels and set maximum to 95, minimum to be 65 and intervals to 5; format as numbers with no decimals.
 - 4. Be sure the x-axis labels are horizontal and not truncated.
 - 5. Do not show a legend and use a black border around the chart area.
- B. The chart should have appearance above on the right.
- C. Copy chart to be pasted in document in **Part III**.
- D. Print the chart if you are running out of time to receive some credit for your work.



III. DOCUMENT WITH CHART

MAXIMUM 150

- A. Create a standard memorandum in Calibri 12-point type using the following specifications.
 - 1. Use the following header right justified on the right-hand margin ½" from the top of the page, replacing 99999 with your contestant number: (99999)-InvA-2
 - 2. Use today's date.
 - 3. Use the following addressee: Academic Counselors
 - 4. Use the following sender: Grady Lots
 - 5. Use the following subject: Fall Grades in Computers 101
- B. Use the following paragraphs for the body, embedding the chart from **Part II** where indicated.

Below is a chart of the grades for the fall semester. Grades were not curved since distribution fell in appropriate levels.

[Paste the chart from Part II here, leaving one blank line before and after the chart.
Indent at least ½" and center between the left and right margins.
Be sure nothing is truncated or wrapped and everything is easily readable.]

I used the following formulas in my calculations. Grade cards will be mailed to all students, and my final report on all classes will be turned in by Friday.

Grade: [Insert the formula from Cell H2 in Part I.]

Range: [Insert the formula from Cell I2 in Part I.]

Average: [Insert the formula from Cell I9 in Part I.]

- C. Use the following reference initials: uil
- D. Save the document as a file called **InvA-2** and print in portrait orientation on one page.

2024 UIL Computer Applications Invitational Test A - Score Sheet - Printout 1

I. SPREADSHEET PRINTOUT		MAXIMUM			125
1	Format <i>(Grading for formatting, not correct data)</i>	PTS	GRD1	GRD2	GRD3
2	Printout in landscape orientation on 1 page in Calibri 12-point font	5			
3	All margins at least 1"	5			
4	Header shown 1" from top of page and on the right margin	5			
5	Printout shown centered vertically and horizontally on the page	5			
6	9 columns shown and no more	5			
7	Gridlines and row and column indicators shown	5			
8	Print area shown as Cell A1 thru Cell I9	5			
9	Column headings matching key and in same order	5			
10	Everything in Rows 1 & 9 shown in boldface type; all other data in plain type	5			
11	All data and values shown centered in horizontally in their cells	5			
12	All numeric values shown as numbers with no decimals	5			
13	Nothing shown truncated or wrapped	5			
14	Format Total	60			
15	Calculations <i>(Grading for correct data, not formatting)</i>				
16	Data sorted by Grade from largest to smallest	5			
17	*All Grade values shown matching key or equal to the average of Test1, Test2 & Test3 times 25% plus Mid Term times 35% plus Exam times 40%	20			
18	*All Range values shown matching key or equal to value in Grade rounded down to nearest 10s digit	20			
19	*All values in Cells C9 thru I9 matching key or equal to the average of the values in the respective columns (+ or - .1)	20			
20	Calculations Total	65			
21	♣ SUBTOTAL PRINTOUT	125			
22	SUBTRACT DEDUCTION Maximum	-40	-	-	-
23	<ul style="list-style-type: none"> ♣ Deduct 2 points for each typo or missing field in the printout, not otherwise graded. Header is subject to 2 typos if present & subject to 2 typos + 5 points for location if missing. *If most values are correct, give credit, and take typos for incorrect or missing data. ♣ 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. 				
24	♣ TOTAL PRINTOUT	125			
25	GRADERS' INITIALS				

2024 UIL Computer Applications Invitational Test A - Score Sheet - Printout 2

II. DOCUMENT WITH CHART & FORMULAS		MAXIMUM			150
1	Format <i>(Grading for formatting, not correct data)</i>	PTS	GRD1	GRD2	GRD3
2	Printout in portrait orientation on 1 page in Calibri 12-point font	10			
3	Top margin 1 1/2", 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 <i>(not including chart or header)</i>	5			
6	Guide words shown in all caps and followed by colons	10			
7	Data following guide words vertically left aligned	5			
8	Guide words double spaced	5			
9	Guide words in same order as key	5			
10	1 blank line between last formula label and reference initials <i>(last formula label must be present for credit)</i>	5			
11	Format Total	55			
12	Body of Document/Chart/Formulas <i>(Grading for correct data from current test only, not formatting)</i>				
13	Add 5 points for each completed paragraph max	10			
14	2-D line chart shown with markers	10			
15	Chart shown between Paragraph 1 and 2, centered between margins and indented at least 1/2"	5			
16	1 blank line between Paragraph 1 and chart and between chart and Paragraph 2; <i>(Part of Paragraph 2 must be present for credit.)</i>	5			
17	Title shown centered above chart	5			
18	Data series shown as a black line with solid black markers	5			
19	Y-axis scale matching key with same intervals and format	5			
20	X-axis scale matching key <i>(if any entry is truncated, it is a typo.)</i>	5			
21	Black border shown around chart	5			
22	No legend shown	5			
23	Grade formula matching key <i>(multipliers can be in either order)</i>	15			
24	Range formula matching key	10			
25	Average formula matching key	10			
26	Body of Document/Chart/Formulas Total	95			
27	❖ SUBTOTAL PRINTOUT	150			
28	SUBTRACT DEDUCTION Maximum	-50	-	-	-
29	<ul style="list-style-type: none"> ❖ Deduct 2 points for each typo or missing field in printout, not otherwise graded. Header is subject to 2 typos if present & subject to 2 typos + 5 points if missing. ❖ 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>(i.e. if a student typed last words of last paragraph or formula, he gets credit for all of the paragraphs completed even if they are incomplete, but typos are taken for the entire document.)</i> 				
30	❖ TOTAL PRINTOUT	150			
31	GRADERS' INITIALS				

Contestant Number _____

2024 UIL Computer Applications Invitational Test A - Score Sheet

FINAL SCORE

❖ TOTAL PRINTOUT 1	125			
❖ TOTAL PRINTOUT 2	150			
❖ TOTAL SCORE	275			
GRADERS' INITIALS				

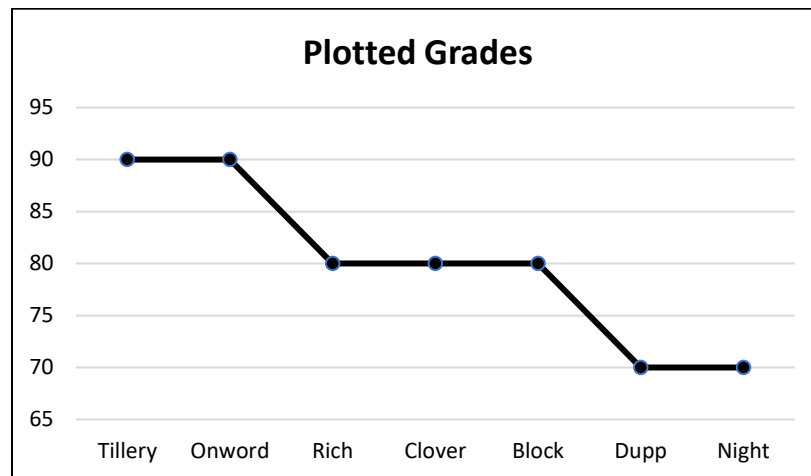
DO NOT DISTRIBUTE TO STUDENTS BEFORE OR DURING THE CONTEST!

(99999)-InvA-1

	A	B	C	D	E	F	G	H	I
1	First	Last	Test1	Test2	Test3	Mid Term	Exam	Grade	Range
2	Art	Tillery	88	94	94	99	97	96	90
3	Kara	Onword	92	82	98	98	96	95	90
4	Penny	Rich	80	87	93	94	84	88	80
5	April	Clover	76	82	79	82	89	84	80
6	Road	Block	78	74	78	79	83	80	80
7	Eileen	Dupp	68	68	81	76	78	76	70
8	Ford	Night	66	77	73	72	72	72	70
9	Average		78	81	85	86	86	85	80

TO: Academic Counselors
FROM: Grady Lots
DATE: Today's Date
SUBJECT: Fall Grades in Computers 101

Below is a chart of the grades for the fall semester. Grades were not curved since distribution fell in appropriate levels.



I used the following formulas in my calculations. Grade cards will be mailed to all students, and my final report on all classes will be turned in by Friday.

Grade: =AVERAGE(C2:E2)*0.25+0.35*F2+G2*0.4

Range: =ROUNDDOWN(H2,-1)

Average: =AVERAGE(I2:I8)

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2024 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 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.
 5. Divide by five to get gross words per minute.

II. DETERMINE THE GROSS WORDS PER MINUTE

III. DEDUCT ONE POINT FOR EACH ERROR

IV. ✓ TOTAL - GROSS WPM TYPED LESS ERRORS

V. ADD FIVE BONUS POINT FOR EACH SUCCESS

FORMAT	Top margin 1 ½"			
	Left margin 1 ½"			
	Right margin 1"			
	Left margin greater than right margin			
	Bottom margin 1 – 1 ½"			
TITLE	Title in boldface type			
	Acute accent in Potosí			
	Title centered			
	3 blank lines between title and body			
BODY	Body of report double spaced			
	Paragraphs indented ½"			
¶ 1	Add 5 points for each acute accent in Potosí and Sucre max 30			
¶ 2	Add 5 points for each acute accent in Potosí max 10			
¶ 3	Acute accent in Potosí			
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 1" from top and right edge of paper			
	Text double-spaced down from page number			
✓ TOTAL - BONUS POINTS				
✓ GRAND TOTAL-WPM PLUS BONUS POINTS				
GRADERS' INITIALS				

POTOSÍ

Potosí, a city of Bolivia and capital of the Department of Potosí, is 47 miles south-	17
west of Sucre. The population is about 174,970. The famous Cerro de Potosí, translated	30
to <i>rich mountain</i> in English, rises above the town to a height of 15,827 feet, a barren,	47
white-capped mountain honeycombed with mining shafts. Potosí stands on a bald	58
terrace on the northern slope of the Cerro Gordo de Potosí, 12,992 feet above sea level,	73
and is one of the highest towns in the world. A large plaza forms the conventional town	90
center, around which are grouped various religious edifices, the government house, the	102
town hall, the old "royal mint" dating from 1585, and the treasury. The city has a	118
massive, plain cathedral, which in part dates from early colonial times, and in part from	133
the closing years of Spanish rule.	139
The foundation of the city dates from 1547, two years after the first discovery of	154
silver in the mountain by an Indian herder. Located in the Bolivian Tin Belt, Cerro Rico	170
de Potosí has the world's largest silver deposits and has been mined since the 16 th	185
century, producing up to 60,000 tons by 1996. Estimates are that much silver remains in	200
the mines. Potosí became the second largest city, and the site of the first mint, in the	217
Americas. Charles V conferred upon it the title of "villa imperial."	228
The Cerro Rico is the reason for Potosí's historical importance since it was the	242
major supply of silver for the Spanish Empire until Guanajuato in Mexico surpassed it in	257

the 18 th century. The silver was taken by llama and mule train to the Pacific coast of	274
South America, shipped north to Panama City, and carried by mule train across the	289
Isthmus of Panama to Nombre de Dios or Portobelo, whence it was taken to Spain on	305
the Spanish treasure fleets. Some of the silver also made its way east to Buenos Aires,	321
via the Rio de la Plata. Spain was flooded with contraband silver, and there was a large	338
trade in it at La Plata ports, whence it was taken to Brazil and Portugal.	353