



CATEGORY GUIDELINES

Section I

ACT-SO Program Overview

ACT-SO Mission

ACT-SO is a major youth initiative of the National Association for the Advancement of Colored People (NAACP). Founded in 1978, by renowned author and journalist, Vernon Jarrett, ACT-SO provides a forum through which youth of African descent demonstrate academic, artistic, and scientific prowess and expertise, thereby gaining the same recognition often only reserved for entertainers and athletes.

ACT-SO is rooted in the firm conviction that African-Americans can succeed and compete at the same or superior levels as their counterparts in classrooms, boardrooms, and laboratories across this nation and abroad. The mission of ACT-SO is to prepare, recognize, and reward youth of African descent who exemplify scholastic and artistic excellence. ACT-SO goals are:

- To mobilize the adult community for the promotion of academic and artistic excellence among students of African descent.
- To recognize academic and artistic achievement among students of African descent.
- To provide and assist students with the necessary skills to establish goals and acquire the confidence and training to make a successful contribution to society.

ACT-SO Fact Sheet

WHAT IS ACT-SO?

ACT-SO is a yearlong youth achievement enrichment program designed to recruit, stimulate, improve and encourage high academic and cultural achievement among high school students of African descent. The ACT-SO program centers on the dedication and commitment of community volunteers and business leaders to serve as mentors and coaches to promote academic and artistic excellence. There are 27 categories of competition in the sciences, humanities, performing arts, visual arts and business.

WHO SPONSORS ACT-SO?

ACT-SO is sponsored by the National Association for the Advancement of Colored People (NAACP), which is the nation's oldest and largest civil rights organization. ACT-SO receives support from schools, community organizations, churches, foundations, private corporations, and individuals.

WHO FOUNDED ACT-SO?

Vernon Jarrett, a renowned author and journalist, initiated the idea of a program that would promote and reward academic achievers the same way sports heroes are honored. The first national ACT-SO competition was held in 1978 in Portland, Oregon.

WHO IS ELIGIBLE TO PARTICIPATE?

High school students of African descent, who are citizens of the United States, enrolled in grades 9-12 and are amateurs in the categories of competition are able to participate.

WHAT ARE THE BENEFITS OF PARTICIPATING IN ACT-SO?

The ACT-SO program is intended to be a learning experience, first and foremost. The focus of a viable and effective local ACT-SO program is on enrichment and mentorship. Students work with ACT-SO mentors who help them develop projects throughout the year. Local ACT-SO programs also provide ACT-SO students with enrichment opportunities, such as workshops, tutorials, and field trips.

The benefits ACT-SO students receive from the enrichment and mentorship components include substantial assistance toward the development of their ACT-SO projects and valuable tools to assist them throughout their education.

Each ACT-SO program conducts a local competition. The local competition serves to showcase the hard work students have put in all year long. Students receive medals and prizes provided by the local and regional sponsors and contributors. ACT-SO Students who receive gold medals on the local level then compete at the National Competition where they receive scholarships and other rewards provided by national sponsors.

Section II:

ACT-SO Category Descriptions

List of Categories

Business

- Entrepreneurship
- Culinary Arts

Humanities

- Music Composition
- Playwriting
- Poetry
- Short Story

Performing Arts

- Dance
- Dramatics
- Music: Instrumental (Classical)
- Music: Instrumental (Contemporary)
- Music: Vocal (Classical)
- Music: Vocal (Contemporary)
- Oratory

Sciences

- Biology/Microbiology
- Chemistry/Biochemistry
- Computer Science
- Earth and Space Sciences
- Engineering
- Mathematics
- Medicine and Health
- Physics

Visual Arts

- Architecture
- Drawing
- Filmmaking
- Painting
- Photography
- Sculpture

Business

ENTREPRENEURSHIP

Refers to owning, organizing, and managing your own business by providing a necessary product or service.

CULINARY ARTS

The creative practice of cooking. One who engages in the culinary arts, or a culinarian, is either called a cook or a chef depending on their level of expertise.

Entrepreneurship

Refers to owning, organizing, and managing your own business by providing a necessary product or service.

REQUIREMENTS:

1. Only one (1) business plan may be submitted per student.
2. Six (6) copies of a typed 8-½-inch by 11-inch double spaced business plan must accompany the project. The business plan, which should be a minimum of ten (10) pages and not to exceed twenty (20) pages, should include a cover page, executive summary, company description, a marketing plan, a management plan and a financial plan, in addition to any supporting documents (i.e. graphs, photographs, statistical data). The student's name, page number and branch must be at the top of each page. The six (6) copies must be submitted on or before the specified deadline.
3. The contestant is required to make an oral presentation, not to exceed five (5) minutes, explaining his/her business plan.
4. A visual presentation in the form of a display, slide show, overhead or PowerPoint presentation should be provided.
5. Contestants should be familiar with business terminology in general and about terminology related to their selected product/service.
6. Contestants are required to have personally conducted the business plan analysis and have been involved with the production of any prototype product or service trials.
7. The NAACP ACT-SO Program will provide electrical power and an LCD projector.
8. Contestants must provide a laptop.

NOTE: The deadline for submission of national registration documents is the first Friday in May. No materials or copies will be accepted at the National Competition.

Contestants Will Be Judged By The Following Criteria:

- Written Business Plan
 - Marketing Strategy (15)
 - Management Plan/Personnel Profiles (10)
 - Financial Plan (15)
 - Market Research & Analysis (10)
 - Government Requirements (5)
 - Product/Service Knowledge (10)
 - Customer Service Plan (5)
 - Creativity/Originality (5)
- Oral Presentation
 - Comfort Level of Product/Service Knowledge (10)
 - Social Responsibility/Contribution to the Community (5)
 - Presentation Style (5)
- Visual Presentation (5)

Culinary Arts

The creative practice of cooking. One who engages in the culinary arts, or a culinarian, is either called a cook or a chef depending on their level of expertise.

REQUIREMENTS:

1. Each participant must be a high school junior or senior and is required to have previous or current formal culinary education, training or experience.
2. Each participant must dress in full professional chef whites, including toque and apron throughout the competition.
3. The competition events will be held in a banquet/conference room with table top burner or induction cooking.
4. 1(one) written **Menu Plan** is required per student. The **Menu Plan** will consist of the student's plan for executing their competition menu. Six (6) copies of a typed 8-½-inch by 11-inch double-spaced **Menu Plan** are required. The Menu Plan should be a maximum of 2 pages and include the guidelines identified in the **Menu Plan** template. The student's name and page number should appear at the top of each page. The six (6) copies must be submitted on or before the specified deadline.
5. Prior to the start of competition, the student is required to make an **Oral Presentation**, not to exceed five (5) minutes, explaining his/her **Menu Plan**. Contestants should be familiar with business terminology in general and about terminology related to their selected menu. Contestants are required to have personally conducted the **Menu Plan** analysis and have been involved with the production of any prototype product or service trials.
6. Each participant will present a **Culinary Skill Demonstration** following all HACCP guidelines and will have 2 hours and 30 minutes preparation and clean up time to complete the following:
 - Two (2) course presentations consisting of Appetizer/Starter Course (student must prepare)

- Three(3) individual Show plates representing balance and proper portioning
 - Main Course
 - Three(3) individual Show plates (to include a center of the plate protein and 2 accompaniments)
 - Participants will choose one of the following proteins for use in the Culinary Skills Demonstration: Rock Cornish Game Hen, Chicken or Duck (Whole or part of the bird)
 - The student will be prepared to fabricate and prepare **ONE** of the following proteins:
 - a) 1 to 1 ½ pound Rock Cornish Game Hen **OR**
 - b) 2 to 2 ½ pound Chicken **OR**
 - c) 5 to 6 pound Duck.
7. The participant is not required to use all of the preparation time. The participant will present in this sequence: **Starter Dish**- 1 plate for presentation and critique and two plates for the judges table. **Main Course** – 1 plate for presentation and critique, two plates for the judges table. The participant must be prepared to break down the center of the plate protein items. A community storeroom table and community equipment table will be provided and shared by each of the competition participants. The storeroom may have a variety of ingredients in addition to the items for the **Culinary Skills Demonstration**. Competitors may freely utilize any ingredient and/or equipment in the competition area.

No advance food preparation or cooking is allowed – this includes pre-measured items.

- Chef Toque's, cutting boards and sanitizer & gloves will be provided.
- The community storeroom table will include items from the list on the attached Community storeroom list as well as additional available items.
- Cooking equipment use will be limited to any cooking preparation equipment which is located on site at the competition facility. If necessary, alternative cooking may be

done at an adjacent location at the competition facility. Cooking will be monitored by judges in these areas as well. Each kitchen work area must be left clean, neat and orderly.

- The judges will finalize scores after the inspection of the kitchen and working areas.

NOTE: The deadline for submission of National Registration documents is the first Friday in May. No materials or copies will be accepted at the National Competition.

Contestants Will Be Judged By The Following Criteria:

Written Menu Plan (15 points)

1. Menu Content (5)
2. Grammatical Accuracy (5)
3. Product Knowledge (5)

Oral Presentation (25 points)

1. Creativity (10)
2. Skills and Craftsmanship (10)
3. Serving and Portion Size (5)

Culinary Skill Demonstration (60 points)

1. Flavor and Texture (20)
2. Sanitation (5)
3. Work Habits (10)
4. Ingredient Compatibility (5)
5. Nutritional Balance (5)
6. Presentation (10)
7. Use of Allotted Time (5)

MENU PLAN GUIDELINES

1. Typed 8-½-inch by 11-inch double-spaced
2. The menu plan should be a maximum of 3 pages (including cover)
3. The student's name and page number should appear at the top of each page.
4. The six (6) copies must be submitted according to the Culinary Arts Guidelines.
 - **Page One (Cover page)**
 - Full Name
 - ACT-SO program in which you are representing
 - Incumbent school classification
 - Name of High School
 - Name of chef mentor
 - **Page Two**
 - How you chose your menu
 - The origin of the menu items (i.e. flavor choices)
 - In what concept would you serve your menu
 - Ex. Full service restaurant, quick style, fast food chain, catering
 - **Page Three (Recipe) – Recipe items should be listed in the form of a standard recipe format**
 - Dishes being prepared
 - Starter/appetizer
 - Main Course
 - Side items

- Ingredients for each dish
- Measurements of ingredients
- Instructions of preparation