

Welding Fabrication
Proctor Check-Off Sheet

**THIS SHEET MUST BE COMPLETED AND BROUGHT TO THE CONTEST WITH
WELDMENT!!!**

New this year: Advisors can act as the proctor.

Thank you, Proctor, for your support and time towards your local school's welding program!!!
SkillsUSA is an amazing school organization that encourages youth to pursue careers in the trades, and with your help, the kids thrive!

Proctor Information (If not the advisor)

Name: _____ Business/Institution: _____

Email: _____ (Print neatly)

Phone # on day of event: (____) ____-_____

Ahead of time...

General questions to think about. Does the school require background checks for you to be in the building with kids? Do you know where you are going? Parking? Eating? Is the teacher going to be near, or is the team and proctor on their own?

What date is the team competing? _____

What time is the team competing 3-hour window) _____

Proctor should probably be 15 minutes early to check over stuff.

Where is the team competing? _____

Who is the advisor of the team & Contact info? _____

Who are the student team members?

1) _____

2) _____

3) _____

OVER - more on back

Day of...

When you arrive, please check for these things.

Are the materials to be used match the materials list? Yes / No _____

Proctor should get a copy of the "Materials List Document."

We want to be the same for each team, so be as close to this list as possible

The material should be in raw stock form from the supplier, not cut up and ready to weld.

Does the team have proper safety equipment? Yes / No _____

Safety Glasses, Welding Helmets, Closed Toe Shoes, Long Pants, Long Shirt, Gloves, etc...

Take 5 minutes to make sure the team knows what to expect before you start. Do they have a copy of the prints, the inspection criteria sheet, the materials list, and so on? Do they have any questions before you start?

CONTEST TIME

Start time _____

They have up to 3 hours to complete the project.

Advisor (Teacher) or any other person besides the team of 3 should NOT be interacting with the team during contest time unless for safety reasons... (local news media, photos, principal, etc. is ok within reason - just not helping kids)

Finish time _____

Please be specific here, we will be looking at possible penalty points. They have UP TO 3 hours total

Proctor - please use a black Sharpie to sign and date on the underside of the finished product.

More on the next page

SIGNATURES

I am signing below to attest the work completed was to the best of our ability, by the rules of the contest, and was the work of the 3 student team during the proctored time slot.

Student #1

Name Print: _____

Signature: _____

Date: _____

Student #2

Name Print: _____

Signature: _____

Date: _____

Student #3

Name Print: _____

Signature: _____

Date: _____

Advisor

Name Print: _____

Signature: _____

Date: _____

Proctor(if not the advisor)

Name Print: _____

Signature: _____

Date: _____

The team must bring these 3 pages to their contest.

COMMENTS FROM THE PROCTOR for the Technical Chairs of Welding Fab?