

**2025 Kansas FFA Agriculture Technical and Mechanical Systems
Team Activity Score Sheet– 100 points**

School: _____

Team Number: _____

Procedure Score: (100 points)

Team members followed a logical troubleshooting procedure. Points Scored

- a. Confirmed or verified the complaint – (tried to start the engine) - 10 points _____
- b. Consulted Repair Manual – (troubleshooting section) – 10 points _____
- c. Checked spark – 15 points _____
- d. Checked compression – 15 points _____
- d. Checked for fuel to carburetor – (removed fuel bowl or bowl drain plug) – 15 points _____
- e. Team checked with event supervisor before attempting to remove parts – 10 points
(deduct points for warnings or attempts) _____
- f. Team members used proper safety procedures– 10 points
(Proper PPE – safety glasses, clothing, clamped engine to table etc) _____
- g. Team members worked together to diagnose or troubleshoot – 10 points _____
- h. Team arrived at the proper diagnosis (5 points) _____

Total Procedure Score _____

Work/Repair Order (100 points)

Work/Repair Order Scoring information – see back page

- a. Customer Information Section – 10 points _____
- b. Complaint – 20 points _____
- c. Cause – 20 points _____
- d. Key Part(s) – 20 points _____
- e. Correction – 15 points _____
- f. Confirm – 15 points _____

Total Work/Repair Order Score _____

Total Team Activity Score - _____

Scoring Guidelines for each section of the Work/Repair order.

Criteria	15 - 20 Excellent	10 - 14 Good	5 - 9 Satisfactory	1 - 4 Needs Improvement
Conciseness	Work order is extremely concise, clear, and to the point.	Work order is concise and clear. Few extra details	Work order is somewhat concise. Many extra unnecessary details	Work order is not concise or does not contain an information.
Use of Terminology	Correct and professional terminology used effectively throughout.	Proper terminology used consistently. Most terms are accurate	Some proper terminology used. Several terms are not accurate or not used at all.	Limited use of proper terminology.
Professionalism	Extremely professional in formatting and tone, suitable for employers and customers.	Professional in formatting and tone.	Mostly professional in formatting and tone.	Somewhat lacking in professional formatting and tone.
Clarity of Communication	Information is articulated clearly and effectively.	Most information is articulated clearly.	Some information is not easy to follow.	Very little clarity. Cannot follow.
Accuracy of Information	All information provided is entirely accurate and precise.	Information is mostly accurate.	Some inaccuracies present.	Information lacks accuracy.