

HOSA Competitive Events Instructions

SECONDARY/POST-SECONDARY COMPETITORS

- Secondary and Post-Secondary/Collegiate members participating in the following competitive events at the 2023 Area Spring Leadership Conferences and the State Leadership Conference are required to create a profile and submit materials through the Texas HOSA opportunities in Tallo.

<https://tallo.com/hosa/>

HOSA Members must have a Tallo account and submit the required materials per the [event guidelines](#) by the area/state deadline listed below. Please note there is a file size limit for submissions on Tallo. To avoid an upload error, please be sure to save your PDF as a compressed file or reduce the size of your embedded images. For instructions on how to do this, please visit: <http://www.hosa.org/reducing-file-size/>

Clinical Specialty	HOSA Happenings*	MRC Partnership
Community Awareness	Job Seeking Skills^^	Public Service Announcement^^
Health Career Display^^	Interviewing Skills^^	Research Poster
Health Career Photography^^	Medical Innovation^^	Researched Persuasive Writing and Speaking
Health Education	Mental Health Promotion^^	

^^Has a pre-judged element; **MUST** be uploaded by area/state conference registration deadline

*Upload for State Leadership Conference Only

Deadlines to submit required materials to Tallo for 2023 Area Spring Leadership Conferences:

Area 1- Jan. 4, 2023

Area 3- Dec. 19, 2022

Area 5- Jan. 18, 2023

Area 7- Feb. 1, 2023

Area 2- Jan. 11, 2023

Area 4- Feb. 8, 2023

Area 6- Jan. 25, 2023

Deadline to submit required materials to Tallo for the 2023 State Leadership Conference is **March 8, 2023**

All State Leadership Conference qualifiers must re-upload all materials to the Texas HOSA State Leadership Conference event opportunities in Tallo.

MIDDLE SCHOOL COMPETITORS

- Middle School competitors cannot use Tallo for uploads. Any digital upload requirements for Middle School events will be listed in the ILC event guidelines and will be submitted to a unique submission link found in the Texas HOSA Competitor Orientation Sheet (COS) for that event. There may also be a requirement to bring hard copies of the uploaded materials. See the COS for instructions.

Competing Is Easy. Here's How:

1 Join Tallo

- Go to <https://tallo.com/hosa/>

- Click the “Create a Profile” button and follow the prompts to create your account
- Add HOSA to your profile
 - Once you are logged in, scroll down to the "Memberships, Extracurricular Activities, and Hobbies" section
 - Click on the "+" button
 - Click on the trophy icon to select the “Organization or Club” category
 - Type and select HOSA under "What is the organization or club"
 - Fill out the other questions and click "Save"

2 Search for HOSA Competitive Event

- Select “Opportunities” at the top of your screen when logged in.
- **To upload materials for Texas HOSA:** In the “Organization Name” search box type in “HOSA”; wait for the list of pre-populated organizations to appear, and then select your state/ association from the drop-down box (Example HOSA-Future Health Professionals | Texas. Keyword and location should be left blank, and Type should list “competition” from the drop down menu. Click the “Search” box.
- **OR,** from <https://tallo.com/hosa/>, scroll down to “Find a HOSA event in your area” and select your state/chartered association.
- **To upload materials for ILC:** In the “Organization Name” search box type in “HOSA”; wait for the list of pre-populated organizations to appear, and then select HOSA-Future Health Professionals | Southlake TX. Keyword and location should be left blank, and Type should list “competition”. Click the “Search” box.
- Select your competitive event from the list that appears to the right. Make sure that you have selected the correct conference!

3 Submit Materials and Apply for Competitive Event

- Once you have selected your Competitive Event, review the information about the submission deadline, requirements, and uploads required.
- Follow the steps, check the appropriate boxes, and provide required information for your event.
- Click “Apply Now” when ready to submit.
 - Competitors at the area spring leadership conference level who are competing in an event requiring a Tallo upload, must submit the required materials to the appropriate Texas HOSA Area conference event opportunity in Tallo by the stated area spring leadership conference registration deadline
 - Those who qualify to compete at the State Leadership Conference will need to re-submit materials to the correct Texas HOSA State Conference event opportunity by the State Leadership Conference registration deadline, even if materials were previously submitted to the area event opportunity.
 - Those who qualify to compete at ILC will need to re-submit materials to ILC events, even if you submitted them to the Texas State Leadership Conference event opportunity in Tallo. **ONLY materials submitted to the 2023 ILC opportunity will be judged for ILC.**
- You may change any content and re-upload your submissions as needed
 - For the Area Spring Leadership Conferences: the conference registration deadline for your area.
 - For the State Leadership Conference: the conference registration deadline for state.
 - For ILC: May 15, 2023
- The size limit for any files uploaded to Tallo is 2.5 MB. To avoid an upload error, please be sure to save your .pdf as a compressed file or reduce the size of your embedded images. For instructions on how to do this, please visit: <http://www.hosa.org/filesize>

4 To Edit Your Submission

- Click the profile picture on the top right of your screen in Tallo.
- Click “My Opportunities” and select your event.
- Follow the instructions for editing your submission.

5 How to Check the Status of Your Submission

- Click on your profile picture in the top-right of the screen.
- Click “My Opportunities” from the drop-down menu.
- You will see any opportunities you have submitted. There is a status section that will show – “Submitted”, “In progress”, etc.
- As long as the deadline has not passed, you are able to edit this submission.

6 For video instructions to upload content to Tallo click [HERE!](#)