

**Maryland FBLA
Advisor Update #2
Competitive Event Updates for 2016-17
October 4, 2016**

Dear Maryland FBLA Advisors:

There are several important competitive event updates for the 2016-17 school year. Please take a few minutes to review the following information:

- [Maryland Competitive Events Guide \(updated October, 2016\)](#)
- [Competitive Events Made Easy summary sheet](#)
- [New and modified events for 2016-17](#)
- [Online testing for objective tests for SLC](#) (**new for 2017---VERY IMPORTANT**)
- [Open Events at the State Leadership Conference](#) (**updated process for 2017**)
- [National Only Events](#)
- [National FBLA Competitive Events Online Reference Guide](#)
- [Eligibility guidelines for Regional Leadership Conferences and the State Leadership Conference](#)
- [Deadline for submitting prejudged materials and reports](#)
- [Gold Seal Chapter Award of Merit – Revised guidelines and special chapter rebate program](#)

Maryland Competitive Events Guide (updated October, 2016)

The updated handbook is attached and is posted on the Maryland FBLA website.

Maryland FBLA Competitive Events Guide

http://www.mdfla.org/uploads/3/1/0/0/31006403/maryland_fbla_competitive_events_guide_2016-17_rev.10-16.pdf

The Maryland Competitive Events Guide should be reviewed in conjunction with the National FBLA Competitive Events Handbook and Rating Sheets, which can be found at the following address:

National FBLA Competitive Event Guidelines and Rating Sheets

http://www.fbla-pbl.org/files/5614/7317/0046/07_FBLA_Competitive_Events-9-6-16.pdf

Competitive Events Made Easy summary sheet

The Board of Directors has created a “Competitive Events Made Easy” summary sheet of all competitive events offered at Regionals and the State Leadership Conference. This summary sheet is included in the appendix of the Maryland Competitive Events Handbook. The summary sheet lists who is eligible to compete and what type of competition is held at Regionals and the SLC. Please review the summary sheet in conjunction with the Maryland Competitive Events Handbook for detailed event guidelines and requirements.

New and modified events for 2016-17

New Events

- [Advertising](#) – new event, objective test
- [Journalism](#) – new event, objective test
- [Organizational Leadership](#) – new event, objective test

Modified Events

- Business Ethics—changed to be either an individual or team of 2 or 3
- Coding & Programming (formerly Desktop Application Programming)—event name change only
- Emerging Business Issues—changed to be either an individual or team of 2 or 3
- Gold Seal Chapter Award of Merit—guideline changes, see the Maryland Competitive Events Handbook for the specific requirements

Procedures

- All pre-judged events must be submitted electronically. Pre-judged materials will no longer be mailed for any events.
- Future Business Leader— Added pre-judged component (resume and letter of application now submitted electronically in advance of SLC), competitors bring one (1) hard copy of resume and letter of application to the interview at the SLC, hard copies are no longer turned in at SLC registration. For regional conferences, the procedures have not changed. Competitors will bring three (3) copies of the resume and letter of application to the regional conference.
- Job Interview— Added pre-judged component (resume and letter of application now submitted electronically in advance of SLC), competitors bring one (1) hard copy of resume and letter of application to the interview at the SLC, hard copies are no longer turned in at SLC registration. For regional conferences, the procedures have not changed. Competitors will bring three (3) copies of the resume and letter of application to the regional conference.

Online testing for objective tests for SLC (new for 2017---VERY IMPORTANT**)**

Beginning with the 2017 SLC, the objective test for all events that have an objective test component will be administered online at the home school in advance of the SLC. The same testing system used for regional conference online testing will be used for SLC online testing. Students will no longer take the objective (written) test on Scantrons at the SLC. The online testing window for the SLC is:

- **SLC Online Testing Open:** February 27, 2017
- **SLC Online Testing Closes:** March 17, 2017

For events with an objective test and a performance component, all individuals or teams will take the objective test online at their home school. The top ten individuals or teams (depending on the event) with the highest objective test score will advance to the performance round. The top ten individuals or teams will be announced onsite at the SLC. There is not enough time or resources from when the testing window closes until when the SLC begins for the Competitive Events Committee to summarize the results and release the top ten in each event prior to the SLC.

There are several benefits to moving objective testing to online in advance of the SLC as follows:

- Improved accuracy of results as the exams are scored by the system directly with no human interaction.
- Students competing in an event with an objective test will have more opportunity to physically compete at the SLC than they did previously. All students now have the opportunity to take up to three Open Event tests (one at each testing session based on space availability). This means they have up to four chances to be recognized on stage (their online test taken in advance of the SLC and three Open Events).
- Students now have the flexibility to attend leadership workshops that previously were offered during the same time that objective testing occurred. They now can choose to attend leadership workshops or take an Open Event test based on their individual interests.
- With the continued addition of competitive events each year, the Competitive Events Committee does not have enough resources (both time onsite at the conference and manpower) to continue to use a paper based testing system. Online testing in advance of the SLC allows Maryland FBLA to continue to offer all events offered by National FBLA and not limit our members to only certain events.

- Improved efficiency as MSDE will no longer have to spend days photocopying written tests in advance of the SLC and this will also save significantly on paper waste.

The Competitive Events Committee considered bringing in (i.e. renting) laptops to offer online testing onsite at the SLC, however, this was extremely cost prohibitive and we do not have a dedicated space at the conference large enough to accommodate the number of laptops we would need. As we move forward, the Competitive Events Committee will continue to evaluate online testing onsite during the conference for future years.

Open Events at the State Leadership Conference *updated process for 2017*****

Six open events will be offered at the 2017 State Leadership Conference (this is an increase from four Open Events that were offered at last year’s SLC). Any student participating in the SLC is eligible to participate in Open Events with no limitations per chapter or per event. The Open Events will be offered in three sessions throughout the conference, with two tests being offered each session. A student may take one test in each session based on space availability.

There is no prequalification for these events and one award will be issued for each Open Event. Preregistration for Open Events will no longer be required or offered. The events will be offered at select times throughout the conference and will be offered on a first come, first serve basis. Once all seats are filled for each event on site, the event will be closed. Open Events will be administered using Scantrons onsite at the conference.

The open events and tentative testing sessions are:

OPEN EVENT TESTING SCHEDULE (tentative)		
Session 1 Thursday, March 23, 2017 1 p.m. – 2:30 p.m.	Session 2 Friday, March 24, 2017 8:30 a.m. – 10 a.m.	Session 3 Friday, March 24, 2017 10 a.m. – 11:30 a.m.
<ul style="list-style-type: none"> • Computer Foundations • FBLA-PBL Foundations 	<ul style="list-style-type: none"> • Human Resource Management • Leadership 	<ul style="list-style-type: none"> • Management • Microsoft Office Suite

Complete details can be found in the Maryland FBLA Competitive Events Guide.

National Only Events

Four events are offered by National FBLA that offer qualification for competition at the National Leadership Conference without qualification at the regional or state conferences. These events are administered by National FBLA directly and members compete in these events at their home schools. National FBLA will notify the top winners who are eligible to compete in these events at the National Leadership Conference. Refer to National FBLA’s Competitive Event Guidelines for more details for the following events:

- LifeSmarts
- Microsoft Office Specialist (MOS)—Excel
- Microsoft Office Specialist (MOS)—Word
- Virtual Business Management Challenge

Individuals and teams may participate in these events and also participate in the Regional and State Competitive Events Program. Registration for these events is handled directly with National FBLA, not Maryland FBLA.

If an individual or team qualifies to compete at the NLC in one of these National-only events, they cannot compete in another individual or team event should they qualify at the SLC for an event in the State Awards Program. For

example, if a student qualifies to compete at the NLC in the Microsoft Office Specialist – Excel event and also comes in 1st place at the SLC in Accounting I (and therefore is eligible to compete in Accounting I at the NLC), the student must choose which of the two events they will actually compete in at the NLC. They cannot compete in more than one event at the NLC.

National FBLA Competitive Events Online Reference Guide

National FBLA has created an online resource that will be invaluable for you and your students when preparing for competitive events. Included in the online reference guide are links to each events' guidelines/rating sheets, sample test questions, and examples of reports, presentations, and other prejudged materials. Please review this important online tool to improve your chances of placing at regionals and states and share this information with your students. The online reference guide can be found at: <http://www.fbla-pbl.org/fbla/competitive-events/guide/>

Eligibility Guidelines for Regional Leadership Conferences and the State Leadership Conference

Regional Leadership Conference

For all online test events that are offered at the Regional Leadership Conference, each chapter may enter up to four individuals/teams in each event.

For all performance only events that are offered at the Regional Leadership Conference, each chapter may enter up to three individuals/teams in each event.

State Leadership Conference

The number of students eligible to compete at the State Leadership Conference remains the same as last school year. A summary is as follows:

- For **objective test only** events, seven individuals per region are eligible to compete at the SLC. The objective test will be taken online in advance of the SLC.
- For **events with an objective test and a performance component**, seven individuals or teams per region are eligible to compete at the SLC. All or teams will take the objective test online in advance of the SLC. The top ten individuals or teams (depending on the event) with the highest objective test score will advance to the performance round.
- For **events with an objective test and a production test component**, three individuals or teams per region are eligible to compete at the SLC. The objective test will be taken online in advance of the SLC.
- For **performance only events** (those that don't also have an objective test or pre-judged component), three individuals or teams per region are eligible to compete at the SLC. *This eligibility rule applies to Future Business Leader and Job Interview events even though the resume and cover letter must be submitted in advance for pre-judging.*
- For **pre-judged events and reports that are individual or team events**, each chapter may submit four entries at the SLC.
- For **chapter report events**, each chapter may submit one entry at the SLC.

Deadline for submitting pre-judged materials and reports

The receipt deadline for pre-judged materials and reports is 5 p.m. on February 17, 2017. All required materials and reports for the following events must be RECEIVED by the Competitive Events Committee by 5 p.m. on February 17, 2017:

<u>Pre-judged Events</u>	<u>Pre-judged Reports</u>
<ul style="list-style-type: none">▪ Businessperson of the Year▪ Coding & Programming▪ Computer Game & Simulation Programming▪ Digital Video Production▪ E-Business▪ FBLA-PBL Week▪ Future Business Leader (<i>resume & cover letter</i>)▪ Gold Seal Chapter Award of Merit▪ Job Interview (<i>resume & cover letter</i>)▪ Mobile Application Development▪ Outstanding Chapter Award of Merit and Chapter of the Year▪ Website Design▪ Who's Who in Maryland FBLA	<ul style="list-style-type: none">▪ American Enterprise Project▪ Business Financial Plan▪ Business Plan▪ Community Service Project▪ Local Chapter Annual Business Report▪ Partnership with Business Project

All events that have pre-judged materials (report, URL, etc.) will be uploaded to the Competitive Events Committee electronically. Links to the entry forms to submit the materials for these events can be found in the Appendix of the Maryland Competitive Events Guide.

Gold Seal Chapter Award of Merit – Revised guidelines and special chapter rebate program

We are pleased to offer updated guidelines for the Gold Seal Chapter Award of Merit chapter event and continue the rebate incentive program for being recognized as a Gold Seal Chapter. The revised guidelines and entry form are included in the Maryland Competitive Events Guide. This is an important event and the Board of Directors is strongly encouraging all chapters to actively participate.

Conference Rebate Program is back for 2017!!-----Every chapter recognized as a Gold Seal Chapter at the 2017 State Leadership Conference is eligible for a \$10 rebate for each individual registered for the conference. To qualify for the rebate, your chapter must meet the requirements of the Gold Seal Chapter Award of Merit event and submit the entry form and all other required information by the deadline. See the current *Maryland State Handbook – Competitive Events Guide* (revised October 2016) for the entry form, guidelines, and deadline information. All chapters who are recognized as Gold Seal Chapters at the 2017 SLC will receive a rebate check shortly after the conference. The rebate will be calculated as follows: # of paid attendees x \$10. Attendees include all paid attendees from your chapter (advisors, chaperones, guests, students, etc.).