

**2010 FBLA State Leadership Conference**  
Hunt Valley, Maryland  
March 25-27, 2010

**SLC Advisor Information–Update #4**

**SLC Competitive Events Information**

**February 7, 2010**

*REVISED FEBRUARY 15, 2010--Some deadlines were changed on February 15, 2010 to allow extra time because of inclement weather experienced after this update was sent. The items that have been revised are highlighted in blue below.*

**Summary of information included in this document:**

1. Who is Eligible to compete at the State Leadership Conference?
2. Written report and other pre-judged materials deadline and mailing instructions
3. REMINDER: Competitive Event Revisions
4. Job Interview applications
5. Competitive events schedule (\*\*CHANGE FROM PRIOR YEARS\*\*)

**1. Who is Eligible to compete at the State Leadership Conference?**

Some events are offered at the state level only and others required students to have qualified at the regional conference. To determine if an event is a state level only event or required qualification at the regional conference, review grid on page 6-7 of the Maryland Competitive Events Handbook (e-mailed to advisors in October and it is also posted on the Maryland FBLA website at [www.mdfla.org](http://www.mdfla.org)). In addition, the **Board of Directors has created a “Competitive Events Made Easy” summary sheet** of all competitive events offered at the SLC. This summary sheet is attached to this e-mail. The summary sheet lists who is eligible to compete and what type of competition is held at the SLC. Please review the summary sheet in conjunction with the Maryland Competitive Events Handbook for detailed event guidelines and requirements.

**If you have a student that is eligible to compete at the SLC but is not able to attend, you may NOT substitute a replacement for this student.** You must notify Annette Donawa at [adonawa@msde.state.md.us](mailto:adonawa@msde.state.md.us) and the opportunity to compete will be given to the next student on the list of winners from the regional conference. This will be strictly enforced and all students registered for competitive events will be cross-checked against the winners list from the regional conferences. Please notify Annette as soon as you know the student will not be participating in the competitive event at the SLC but no later than **March 3, 2010**. The more notice we have the better chance that another student will be able to fill the slot. We would like to offer the opportunity to compete to as many students as possible and by giving adequate notice of a student who is unable to compete, you will help us to do that.

After registration closes on **March 10, 2010** we will mail out the production skills test piece for those participants in an event that requires you to be on a computer. This includes the following events: Accounting II, Computer Applications, Database Design & Application, Desktop Publishing, Spreadsheet Applications, and Word Processing I & II. The production skills portion of the event will be taken in the home school prior to the conference and the chapter advisor will bring that portion of the event with them to the State Leadership Conference.

**Members not having paid their dues by the March 1, 2010 will not be allowed to compete or attend the SLC. Please do not allow this to happen to your members.** Please check with National FBLA to make sure that they have your correct listing of members. It is very easy to miss a name when National downloads them. Some of you think you have active chapters but you do not. The National Office verifies all entries in events and if they don't have you registered, you will not be able to participate in the conference. Your chapter will not be allowed to register for the State Leadership Conference until you pay dues for all chapter members.

## **2. Written report and other pre-judged materials deadline and mailing instructions**

All written reports and other pre-judged materials **must be RECEIVED** by the competitive events committee by **March 3, 2010**. A detailed listing of the events that must be turned in by this date as well as mailing instructions and submission forms can be found in the Appendix of the Maryland FBLA Competitive Events Guide (pages 94-96). This document is available on the Maryland FBLA website at:

[http://www2.mdfla.org/downloads/files/Maryland%20FBLA%20Competitive%20Events%20Guide%20\(2009-2010\)%20\(rev.%2010-09\).pdf](http://www2.mdfla.org/downloads/files/Maryland%20FBLA%20Competitive%20Events%20Guide%20(2009-2010)%20(rev.%2010-09).pdf)

**All written reports and pre-judged events now require an entry form to be completed and turned in with the report or pre-judged material. These entry forms are found in the Appendix of the Maryland FBLA Competitive Events Guide (see link above).**

## **3. REMINDER: Competitive Event Revisions**

Information was distributed to all chapters earlier this year regarding guidelines for several events. This is a reminder to please be sure to review the Maryland Competitive Events Guide and the National FBLA Competitive Events Guide completely. A few items that are noteworthy:

- Electronic Career Portfolio must be Web based.
- Job Interview application is now part of the portfolio submitted. The form can be downloaded from [www.fbla-pbl.org](http://www.fbla-pbl.org).
- Microphones and podium/lecterns will not be provided for any event.
- Digital Video Production must be submitted on a DVD.
- All Read me files should be submitted as hard copies.
- DVDs should be labeled using a felt tip marker.
- Prepared templates may be used for the Accounting II production test.
- Help Desk competencies have been modified.
- Where appropriate, media may be submitted on a USB thumb drive. The USB thumb drive must be clearly labeled/identified.

## **4. Job Interview Applications**

This is a significant change from the prior year. The job application is now required to be completed in advance and turned in at the conference. The job application can be found on National FBLA's website at <http://www.fbla-pbl.org/docs/jobs/FBLAjobApplicationNational.doc>. Please note that the application says "2010 NLC - Nashville" at the top. This is the application that we will be using for the state conference.

As a reminder, participants will prepare three (3) copies of the following: 1) a one-page letter of application; 2) a brief resume not to exceed two (2) pages; and 3) a job application. Submit all items in three (3) standard file folders during registration on the opening day of the SLC.

## **5. Competitive events schedule**

As was noted in the Advisor Update #1, some competitive events will begin at 2 p.m. on Thursday, March 25. As more details are known about what specific events will occur on Thursday, the information will be distributed to all chapters. For planning purposes, please make sure you plan to arrive at the hotel as close to Noon (check-in time) as possible to make sure your students are there in time for the competitive events. Any student who is not present for their competitive event will be disqualified from competition. Please allow adequate time for travel.