2023-24 Competitive Events Guidelines
State of Chapter Presentation

State of Chapter Presentation provides chapter members with the opportunity to share their chapter's Program of Work and activities for the year. This competitive event consists of a presentation component.

Event Overview

Division: Collegiate
Event Type: Team of 1, 2 or 3 members present the chapter project
Event Category: Chapter Event
Event Elements: Presentation
Presentation Time: 3-minute set-up, 7-minute presentation time, 3-minute question & answer time
NACE Connections: Career & Self-Development, Critical Thinking, Communication, Leadership, Professionalism, Teamwork

Equipment Provided by Competitors: Technology and presentation items for preliminary and final round presentation
Equipment Provided by FBLA: Table for preliminary round presentation and final round presentation

State

The State Leadership Conference has limitations on the number of competitive events a member may enter and compete in. Limited to a maximum of three (3) competitive events in total which may include:
- Limited to a maximum of two (2) National Qualifying Events
- Limited to a maximum of three (3) Objective Test Events

In order to be eligible to register for the State Leadership Conference, members must be registered and paid in FBLA Connect. Members will auto-populate in the chapter list of eligible attendees. Paid membership records auto-sync from FBLA Connect to the Blue Panda Conference Management System within 5 minutes.

Chapter advisers, parents, alumni, local administrators, teacher educators or other interested individuals are eligible to attend the State Leadership Conference. Every event attendee at the State Leadership Conference MUST be registered and paid by the registration deadline.

Presentation events take place on the first and second day of the State Leadership Conference in person. Chapters are asked to bring their own computers for presentations that permit equipment and present directly from their device. Iowa FBLA does not provide technical support during the conference for school or personal devices.

Iowa FBLA follows National FBLA rules for Event Administration (see below) unless a change is noted, otherwise. At the State Leadership Conference there will be no preliminary round; all competitors will compete only once in a final round presentation.

National

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Policy and Procedures Manual
- Competitors should be familiar with the Competitive Events Policy & Procedures Manual, found on the Competitive Events page on www.fbla.org.

Eligibility
- FBLA membership dues are paid by 11:59 pm Eastern Time on April 15th of the current program year.
- Members must be registered for the NLC and pay the national conference registration fee in order to participate in competitive events.
- Members must stay in an official FBLA hotel to be eligible to compete.
- Each state may submit four entries per event.
- Each member can compete in up to two individual/team events and one chapter event (Community Service Project or State of Chapter Presentation).
- Competitors must set up their presentation by themselves.
- Each competitor must compete in all parts of an event for award eligibility.
- Picture identification (physical or digital driver's license, passport, state-issued identification, or school-issued identification) is required when checking in for competitive events.
- If competitors are late for a presentation time, they will be allowed to compete until such time that results are finalized, or the accommodation would impact the fairness and integrity of the event. Competitive event schedules cannot be changed. Some competitive events start prior to the Opening Session of the NLC.

Recognition
- The number of competitors/teams will determine the number of winners. The maximum number of winners for each competitive event is 10.

Event Administration
- This event has a preliminary and final presentation round. If there are less than 15 competitors/teams registered, the presentation component will proceed directly to the final presentation round.
- Preliminary Presentation
  o **Equipment Set-up Time:** 3 minutes
  o **Presentation Time:** 7 minutes (one-minute warning)
  o **Question & Answer Time:** 3 minutes
  o **Internet Access:** Not provided
  o The presentation is judged at the NLC. Preliminary presentations are not open to conference attendees. The presentation will take place in a large, open area.
  o Competitors/teams are randomly assigned to sections.
  o Competitors present directly from a laptop/device. Screens and projectors are not allowed for use, and competitors are not allowed to bring their own. Power will not be available.
  o Competitors can present with and bring any of the following technology into the presentation as long as it fits on the small table in front of the judges' table or is held by the competitors:
    ▪ Laptop

- - - Tablet
    - Mobile phone
    - External monitor that is approximately the size of a laptop monitor
  - o Materials, visual aids, and samples related to the project may be used during the presentation; however, no items may be left with the judges or audience.
  - o When the equipment set-up time has elapsed, the timer will automatically start the presentation time.
  - o If performing as a team, all team members are expected to actively participate in the presentation.
  - o No animals (except authorized service animals) will be allowed for use in any competitive event.
- Final Presentation
  - o **Equipment Set-up Time:** 3 minutes
  - o **Presentation Time:** 7 minutes (one-minute warning)
  - o **Question & Answer Time:** 3 minutes
  - o **Internet Access:** Not provided
  - o An equal number of competitors/teams from each section in the preliminary round will advance to the final round.
  - o The presentation is judged at the NLC. Preliminary presentations are not open to conference attendees. The presentation will take place in a large, open area.
  - o Competitors present directly from a laptop/device. Screens and projectors are not allowed for use, and competitors are not allowed to bring their own. Power will not be available.
  - o Competitors can present with and bring any of the following technology into the presentation as long as it fits on the small table in front of the judges' table or is held by the competitors:
    - Laptop
    - Tablet
    - Mobile phone
    - External monitor that is approximately the size of a laptop monitor
  - o Materials, visual aids, and samples related to the project may be used during the presentation; however, no items may be left with the judges or audience.
  - o When the equipment set-up time has elapsed, the timer will automatically start the presentation time.
  - o If performing as a team, all team members are expected to actively participate in the presentation.
  - o No animals (except authorized service animals) will be allowed for use in any competitive event.

Scoring
- The preliminary presentation score will determine the finalists.
- The final presentation score will determine the winners.
- If only one section, the final presentation score will determine the winners.
- Judges must break ties. All judges' decisions are final.

Americans with Disabilities Act (ADA)

- FBLA meets the criteria specified in the Americans with Disabilities Act for all competitors with accommodations submitted through the conference registration system by the registration deadline.

Recording of Presentations

- No unauthorized audio or video recording devices will be allowed in any competitive event.
- Competitors in the events should be aware FBLA reserves the right to record any presentation for use in study or training materials.

Penalty Points

- Competitors may be disqualified if they violate the Competitive Event Guidelines or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late for their assigned presentation time.

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FBLA
Future Business Leaders of America

State of Chapter Presentation Rating Sheet

Expectation Item	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Describe chapter's program of work and summary of year's activities	No evidence of chapter's program of work and summary of year's activities presented	Chapter's program of work and summary of year's activities explained briefly	Chapter's program of work and summary of year's activities clearly outlined	Chapter's program of work and summary of year's activities clearly outlined. Activities are chronological and clearly explained	
	0 points	1-6 points	7-8 points	9-10 points	
Describe activities to benefit chapter and its members: ● Recruitment ● Leadership Development ● Career Exploration & Preparation ● Business Partnerships ● Chapter Fundraising ● Public Relations & Chapter Publicity	No evidence of activities	There is at least one activity described in two of the components listed	There is at least one activity described in four of the components listed	There is at least one activity described in all components listed	
	0 points	1-9 points	10-16 points	17-20 points	
Describe activities to benefit other individuals and organizations: ● State & National Projects ● Other community service projects	No evidence of activities	There is at least one activity described in one of the components listed	There is at least one activity described in each component listed	Multiple activities are described in all components listed	
	0 points	1-9 points	10-16 points	17-20 points	
Describe conferences attended and recognition received: ● Participation in FBLA conferences ● Other chapter and individual recognition earned ● Competitive event winners and participation	No evidence of conferences attended, and recognition received	Described at least two activities in relation to conferences attended, and recognition received	Described at least three activities in relation to conferences attended, and recognition received	Described four or more activities in relation to conferences attended, and recognition received	
	0 points	1-9 points	10-16 points	17-20 points	
Presentation Delivery					
Statements are well-organized and clearly stated	Competitor(s) did not appear prepared	Competitor(s) were prepared, but flow was not logical	Presentation flowed in logical sequence	Presentation flowed in a logical sequence; statements were well organized	
	0 points	1-6 points	7-8 points	9-10 points	
Demonstrates self-confidence, poise, assertiveness, and good voice projection	Competitor(s) did not demonstrate self-confidence	Competitor(s) demonstrated self-confidence and poise	Competitor(s) demonstrated self-confidence, poise, and good voice projection	Competitor(s) demonstrated self-confidence, poise, good voice projection, and assertiveness	
	0 points	1-6 points	7-8 points	9-10 points	
Demonstrates the ability to effectively answer questions	Unable to answer questions	Does not completely answer questions	Completely answers questions	Interacted with the judges in the process of completely answering questions	
	0 points	1-6 points	7-8 points	9-10 points	
Staff Only: Penalty Points (5 points for dress code penalty and/or 5 points for late arrival penalty)					
				Presentation Total (100 points)	

Name(s):	
School:	
Judge Signature:	Date:

Comments: