



# FBLA-PBL Adviser Monthly Implementation Guide (FBLA Division)

OCTOBER



## MEMBERSHIP MANAGEMENT

- Participate in the Data Clean Up by end-dating past members in your my.FBLA chapter.  
[Data Clean Up Information](#)
- Sign the [Data Usage Agreement](#)
- Share chapter news or an article pitch for a future issue of Tomorrow’s Business Leader. We are particularly interested in stories and article ideas surrounding the topics of service learning, DEI, and Business Ethics.  
[Submit Chapter News](#)
- Register for NFLC and/or state-sponsored fall leadership conferences
  - Don’t forget to make housing accommodations![NFLC Details](#)

## CHAMPION CHAPTER

- Set an action plan to participate in the Champion Chapter Program. (NOTE: You do not need to participate in ALL sections to qualify for Champion Chapter so long as you accumulate 5,000+ by the challenge end date)  
[Champion Chapter Resources](#)
  - Shaping Success – Begin Shaping Success activities  
**Deadline to submit Shaping Success: October 31** [Submission Form](#)
  - Service Season – Review Service Season activities  
Deadline to submit Service Season: December 15 Form Available 11/1

## RECRUITMENT

- Create a membership committee to focus on new ways to bring in and retain members

## BUSINESS ACHIEVEMENT AWARDS

- Get students connected and acclimated with the new FBLA-PBL Learning Center at <https://learn.fbla-pbl.org>
- Explore the Classroom Connections for Advisers  
[BAA Adviser Resources](#)

## STUDENT CHALLENGES

- Register for Virtual Business Challenges [Registration Opens October 5](#)
- Register for Fall LifeSmarts Competition [Competition Begins October 18](#)
- Register for Stock Market Game [Registration Deadline is October 29](#)

## COMPETITIVE EVENTS

- Work with members to identify their competitive event focus  
[FBLA CE Guidelines](#) [FBLA Event Topics](#)

Information is as of 9.16.2021. This implementation guide is a non-exhaustive list of activities meant to provide some main highlights that will keep chapters on track for the year. Chapters should refer to the FBLA-PBL website ([www.fbla-pbl.org](http://www.fbla-pbl.org)) and state websites for additional activities, events, and deadlines. Some activities and resources are limited to active, paid members and their advisers.