



## FBLA Collegiate Monthly Implementation Guide NOVEMBER 2022

### MEMBERSHIP MANAGEMENT

- Sign the [Data Usage Agreement](#).
- Review the [Database FAQs](#).

### CAREER CONNECTIONS (if attending)

- Review the Know Before You Go reminders.

### FBLA COLLEGIATE OUTSTANDING CHAPTER

- Keep track of your chapter's activities and save documents throughout the year. When you are ready to submit, [complete the submission form](#) by May 1.

### CHAPTER ENGAGEMENT

- Share the [September issue of Tomorrow's Business Leader](#) with students.
- Review your chapter's Program of Work; identify fundraising needs for the year.
- Do you have State Officers? [Be sure they sign up for the State Officer Roundtable on November 5.](#)
- Share FBLA Week dates with your school and get approvals for any special activities your chapter wants to plan. FBLA Week is February 5-11, 2023.
- Celebrate [American Enterprise Day](#) on November 15.

### FBLA COLLEGIATE EXCELLENCE AWARD

- The FBLA Collegiate National Officer Team hosts monthly Coffee Chats where your members can earn 1 credit toward their Excellence Award. Sign up for upcoming Coffee Chats in the Learning Center.
- Visit the Learning Center to learn about other current and upcoming opportunities to earn credit for the Excellence Award. Need help getting started? [Check out our getting started guides for advisers and students.](#)

### STUDENT CHALLENGES

- Discuss with your members and plan ahead for the spring [Stock Market Game](#) (*Registration Opens January 1*).

### COMPETITIVE EVENTS

- Check with your state FBLA website, communications, and/or adviser to understand your SLC plans as they relate to competitive events.
- Review the [Competitive Events Guidelines for 2022-23](#).
- Share the "At-a-Glance" documents with your students to see the components required for each competitive event. Use the link above to access this document.

### PROFESSIONAL DEVELOPMENT

- Log in to the [Leadership Community](#) and post a question or share a resource.

*Information is as 10.19.2022. 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 website ([www.fbla.org](http://www.fbla.org)) and state websites for additional activities, events, and deadlines. Some activities and resources are limited to active, paid members and their advisers.*