

Adviser Update—2019 District Leadership Conference Reminders

(Forms can be found on the SC FBLA website, www.scfbla.org, Conferences Page.)

FBLA chapters should receive District Leadership Conference information from their District Director. Information from each director will also be posted on our website.

There is **one deadline/due date for registration and projects—December 19, 2018.**

_____ All FBL and Middle Level competitive events are offered at the District Leadership Conferences except Chapter and Recognition Events. (Virtual Business Management Challenge, Virtual Business Finance Challenge and Life Smarts are submitted directly to National FBLA.)

_____ Registration will be online. Go to the State website (www.scfbla.org) for the link to access registration. Conference registration is \$20 per member. Advisers must be registered for the conference, but do not pay the registration fee. You will be unable to register a student for competition if dues have not been paid.

_____ Conference registration checks should be sent to your District Director before the conference. Your registration will print as an invoice should you need one to request a purchase order or check. **No charge for advisers and chaperones. Keep a copy of your registration for reference. Please include a copy of your registration with the check.**

_____ **Registration deadline including changes is December 19 (online).** Chapters will be expected to pay the registration fee for any member registered on December 19. Changes will not be accepted after the winter break.

_____ **Event certification materials** (transcript and schedules for both semesters) are required for Accounting I, Intro to FBLA, Intro to Business, Intro to Business Communication, Intro to Business Presentation, Intro to Business Procedures, Intro to Financial Math, Intro to Information Technology, Intro to Parliamentary Procedure, and Intro Public Speaking. Please indicate the name of the event on the transcript and schedule. Transcripts and schedules for both semesters should be emailed or postmarked to your District Director no later than December 19.

_____ **All** materials for Future Business Leader and Job Interview (**Submission procedure differs from national. Prepare 3 sets of materials for each participant. Staple each set (no folders). Place the sets of materials for each participant in a separate envelope labeled with event name, participant name, and school name**) Send to Pat Itter, PO Box 90329, Columbia, SC 29290, postmarked by December 19.

_____ **All** prejudged projects with a report should be sent to Pat Itter, PO Box 90329, Columbia, SC 29290, postmarked by December 19. **FBLA**—Print 2 copies of reports. Staple copies (no report covers). Place report copies in an envelope labeled with the event name, participant name, and school name. Mail to Pat Itter.

_____ The Statement of Assurance (form on our website) must be emailed to Pat Itter. **FBLA**—3D Animation, Coding & Programming, Computer Game & Simulation Programming, Digital Video Production, E-Business, Mobile Application Development, and Website Design. **FBLA ML**—Multimedia & Website Development.

_____ Check event guidelines carefully. The Competitive Events section is online. Topics are new each year. They are all online as one document. The Competitive Events section is organized to group similar type events together. One new event was added at the high school level this year, Political Science. Look over "Changes to this Edition," online. Rating sheets have been updated.

_____ Pay close attention to grade level and course work requirements. Check second semester class schedules.

_____ For events with performance and test components, check directions provided by your District Director. Future Business Leader will test and interview.

_____ Presentations will be required for project/report and oral presentation events.

_____ Calculators will be provided for written competitions. **Be sure to bring pencils.**

_____ Technology Guidelines:

_____ Presentation events no longer use projectors. Competitors will present directly from their laptop/device.

Internet access will be provided for 3D Animation, Coding & Programming, Computer Game & Simulation Programming, Digital Video Production, E-business, Electronic Career Portfolio, Mobile Application Development, Public Service Announcement, Social Media Campaign, and Website Design. Access may not be WIFI, so competitors should plan appropriately when selecting laptops/tablets on which to present.

_____ Reminder: Topics change each year for the following events—3-D Animation, Broadcast Journalism, Business Ethics, Business Financial Plan, Coding & Programming, Computer Game & Simulation Programming, Digital Video Production, E-business, Emerging Business Issues, Graphic Design, Intro to Business Presentation, Mobile Application Development, Public Service Announcement, Publication Design, Social Media Campaign, and Website Design.

_____ **Middle Level students** may only enter one individual or team event. **Consult the Event Grid for number of competitors per event.**

_____ **Chapters must provide their own nametags. Please include participant name, school, and event on the nametag.**