Regional Leadership Conference
Guidelines

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Attendee/Chapter Information

Information and Details

Conference Registration

Conference registration will be open on November 1, through the online conference management system at www.gobluepanda.com and close at midnight central time on December 15. Members who have paid their dues by or within the registration window, will populate in the Registration. Any member not paid with my.FBLA-PBL.org will not populate.

Conference registration is $20, this will cover objective testing, student recognition and award materials, conference materials and facility expenses including name badges, food, and facility costs. Chapters will have the option to pay by check or credit card. A $10 fee will be charged to the chapter for Credit Card.

Eligibility

The Iowa FBLA State Chapter will follow the procedures listed below:
Any Iowa FBLA member in good standing may participate in the conference. A member in good standing is an FBLA member who's local, state, and national dues are paid by or within the Registration window, November 1 through December 31. (The member will populate in the Registration program once dues are paid). Local FBLA chapters may add specific requirements for qualifying members as in "good standing" for participation at Regional Leadership Conference.

- Any student attending the Regional Leadership Conference may enroll in three events; no more than two (2) Qualifying Events.

- Each chapter may enter the following number of competitors
    - Two (2) per Qualifying Event
    - Unlimited Objective Test "Practice"

Repeat Competitors

- To be eligible for any National individual competitive event at the Regional Leadership Conference, a student may not have entered in the event at a previous National Leadership Conference.
- To be eligible for any National team event no more than one (1) team member may have entered this event at a previous National Leadership Conference. In Parliamentary Procedure, no more than two (2) team members may have entered this event at a previous National Leadership Conference.

Qualifying Events for Regional Leadership Conference

Top four (4) in each qualifying event for each region will advance to the State Leadership Conference. Students will follow the Event's National FBLA-PBL Guidelines and Preliminary Rating Sheets. Items indicated as Pre-Judged projects must be presented during registration. The student's pre-judged materials will be reviewed prior to and/or during their performance event. Items will be left with judges to allow judges time to score and provide feedback. Items will be handed back at the end of the Awards of Excellence Ceremony.

The 2020 RLC Qualifying Events are:

- Graphic Design - Individual or Team
- Introduction to Business Presentation (9-10 level) - Individual or Team
- Job Interview - Individual (Pre-judged materials for this event)
- Public Service Announcement - Individual or Team
- Publication Design - Individual or Team
- Social Media Campaign - Individual or Team
- Website Design - Individual or Team

Objective Test "Practice" Events for Regional Leadership Conference

These will be considered practice and non-qualifying. Any student who takes a practice test, will be eligible to advance to SLC if desired. Students in the top four (4) will be recognized during the Awards of Excellences Ceremony. Advisers will also receive information relating to students performance via the take home packet and email post-conference.

Performance Schedule

Performance Event Times will be listed on the Tentative Event Schedule and sent out to advisers prior to registration. Students will be assigned a performance time within the event time range listed. The actual event performance time will be sent to advisers prior to the conference after all registrations have been entered.

Online Testing

Chapters are asked to bring their own computers for online testing of the Objective Test "Practice." Iowa FBLA will work with each chapter to make sure accommodations can be met for testing; some students or chapters may not be able to bring their own computers. Please indicate your chapter's ability to provide your own computers in the conference registration.

Schools will want to check with their IT administrator on how students will access guest networks for hotels and schools. In most cases, the student must sign into the computer on the school network before they can access another network off school campus.

Registering Your Members

A list of registered members will populate from Nationals. Indicate which student to register in the Attendee section. Know if they have any special needs or dietary needs and indicate in the member registration.

Once members have been added, you will add Competitions. For each event, add an Attendee. For Individual Events you will add an attendee then save. If you have more than one Individual in that same event, you will add them separately (individually) and save each time. For Team events, you will add each member of the team in the event. If you have more than one team, you will add another team with those new attendees. You can submit as many times as you need, make changes as you need, up until the Registration closing date. (Nothing is final until midnight central time on December 31).

Be sure to answer the Final Question Section. You can 'Save and Continue' and you can also 'Submit', as many times as you need. Each time you Submit, the program will give you an option to Print an Invoice. (Nothing is final until midnight central time on December 31).

Please take note if there are any Issues listed in the bottom left of the window. The program will indicate if something is missing or entered incorrectly.

Standards of Professional Conduct

Have each student read the FBLA Conference Guidelines - Standards of Professional Conduct and complete the Parent/Guardian Medical Release Form. Bring a copy to RLC.

Conference dress is business casual. The National FBLA-PBL dress code outlines acceptable clothing choices for business professional dress. https://www.fbla-pbl.org/cmh/dress-code/

Luncheon

Lunch will be provided during the conference. Each regional site may have different food options. Please indicate any dietary restrictions during registration.

Educational Workshops/Activities

For each Regional site, the State Officers will organize educational workshops and/or activities for the members while the competition results are processed.

Awards of Excellence Ceremony

During the Awards of Excellence Ceremony the top four (4) competitors will be recognized in each event; Qualifying and Objective Test. These competitors will receive an Iowa FBLA Regional Leadership Conference Winner pin.

After the Regional Leadership Conference

Competitors who participated in the Qualifying Events and who placed in the top four (4) of the region, will need to be registered in the event for the State Leadership Conference. This will count as one of their National events. Competitors who participated in the Objective Tests may choose to compete in the event at SLC or may choose another.