

The North Carolina State Chapter of

PHI BETA LAMBDA

State Handbook

Section 7 – STATE AWARDS PROGRAM

2015-2016

*A college-level national
association for the
professional development
of business students*

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State Handbook
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SECTION 7 – STATE AWARDS PROGRAM

STATE AWARDS PROGRAM

The competitive events held at the State Leadership Conference (SLC) illustrate the scope of interests and activities of Phi Beta Lambda (PBL). These events are based on activities developed from the nine goals of Phi Beta Lambda. State events fall into four classifications: individual, team, chapter, and recognition events. **The State Awards Program (SAP) event guidelines are aligned as closely as possible with the National Awards Program (NAP).** The information contained within this section often refers to the National Awards Program and requires use of the national *Chapter Management Handbook* as the source of specific details regarding the events. Listed below are the events offered through the State Awards Program.

At the National level, a student is allowed to enter any two events. However, to promote participation in the Community Service project at the state level, NCPBL makes it possible for a student to do a chapter event as a third event.

Students can retake any event at the State Leadership Conference (SLC) as long as they have not entered the event at the National Leadership Conference (NLC), except for team events that have National regulations on how many times a member may participate. (See NCPBL Competitive Events Rules and Regulations in Section 7, #5 – Team Events and Parliamentary Procedure)

EVENTS FOR INDIVIDUAL PARTICIPANTS

Each local chapter may enter two participants for each event in this section. * The top three (3) winners from SLC will advance to national competition.

Accounting for Professionals (**school-site test**)

*Accounting Principles

Administrative Technology (**formally Word Processing**)
(**school-site test**)

Business Communication

Client Service

Computer Applications (**school-site test**)

*Computer Concepts

*Contemporary Sports Issues

Cost Accounting (**school-site test**)

*Cyber Security

*Entrepreneurship Concepts

*Financial Concepts

Future Business Educator (**MODIFIED**)

Future Business Executive (**MODIFIED**) **pre-judged**

Help Desk

Impromptu Speaking

*Information Management

*International Business

Job Interview (**MODIFIED**) (**exception: only one entry per chapter**) **pre-judged**

*Justice Administration

*Macroeconomics

*Management Concepts

*Marketing Concepts

*Microeconomics

*Networking Concepts

*Organizational Behavior & Leadership

*Personal Finance

*Project Management

Public Speaking

*Retail Management

Sales Presentation

*Sports Management and Marketing

*Statistical Analysis

EVENTS FOR TEAMS

Each chapter may enter two teams in each of these events. A member cannot participate in two different teams in the same team event (e.g., a member cannot be on two parliamentary teams for the chapter). The First Place and Second Place teams of the events become eligible for national competition. The number of members for each event is listed below in parentheses and in the event guidelines.

Event	Number of members that can participate
Accounting Analysis & Decision Making	(team of 1, 2, or 3 members)
Business Decision Making	(team of 2 or 3 members)
Business Ethics (MODIFIED)	(team of 2 or 3 members)
Business Law (MODIFIED)	(team of 1, 2, or 3 members)
Business Presentation	(team of 1, 2, or 3 members)
Business Sustainability	(team of 1, 2, or 3 members)
Computer Animation (NEW)	(team of 1, 2, or 3 members)
Desktop Publishing	(team of 1 or 2 members) (pre-judged)
Economic Analysis & Decision Making	(team of 1, 2, or 3 members)
Emerging Business Issues	(team of 2 or 3 members)
Financial Analysis & Decision Making	(team of 1, 2, or 3 members)
Financial Services	(team of 1, 2, or 3 members)
Forensic Accounting	(team of 2 or 3 members)
Hospitality Management	(team of 1, 2, or 3 members)
Human Resource Management	(team of 1, 2, or 3 members)
Integrated Marketing Campaign	(team of 1, 2, or 3 members)
Management Analysis & Decision Making	(team of 1, 2, or 3 members)
Marketing Analysis & Decision Making	(team of 1, 2, or 3 members)
Mobile Application Development	(team of 1, 2, or 3 members) (pre-judged)
Network Design	(team of 2 or 3 members)
Parliamentary Procedure	(team of 4 or 5 members)
Small Business Management Plan	(team of 1, 2, or 3 members) (pre-judged)
Social Media Campaign	(team of 1, 2, or 3 members)
Strategic Analysis & Decision Making	(team of 1, 2, or 3 members)
WebSite Design (MODIFIED)	(team of 1, 2, or 3 members) (pre-judged)

CHAPTER EVENTS

Local chapters may participate in any or all of the events listed in this category. No individual member can participate in two of the same chapter events. Each local chapter may enter two teams in the events listed below except Local Chapter Annual Business Report. The First Place and Second Place teams of the events become eligible for national competition.

- Community Service Project (up to 3 members) **(pre-judged)**
- Local Chapter Annual Business Report **(pre-judged) (MODIFIED)**

SPECIAL INDIVIDUAL EVENTS

Special Individual Event conducted at state level; advancement to national recognition for Who's Who. Who's Who in North Carolina Phi Beta Lambda has no limit regarding the number of nominations each chapter may submit. In addition, participants entered in this event may also enter events as an individual, team, or chapter (see participation rules for each category as well as rules listed just before list).

Who's Who in North Carolina Phi Beta Lambda

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RECOGNITION EVENTS

Local chapters may participate in any or all of the events listed in this category. Refer to Guidelines for details regarding national competition.

STATE CHAPTER RECOGNITION EVENTS:

- The Legacy Leadership Award*
- North Carolina Businessperson of the Year*
- North Carolina Gold Seal Chapter Award*
- Largest Local Chapter Membership
- Largest Increase in Local Chapter Membership
- Largest Percentage of Increase in Local Chapter Membership
- Local Recruitment of Chapters*

STATE PROFESSIONAL DIVISION RECOGNITION EVENTS:

- Largest Local Chapter Membership--Professional Division
- Local Recruitment of Professional Division Members
- Professional Division Chapter of the Year
- North Carolina Phi Beta Lambda Professional Division Distinguished Service Award*

* Requires completion of event entry form

REGIONAL AWARDS

Regional awards are given for each of the events listed below. No additional event entry forms are required. A maximum of three places may be awarded in each of the three regions--Eastern, Central, and Western.

STATE CHAPTER REGIONAL RECOGNITION EVENTS:

- Largest Local Chapter Membership
- Largest Increase in Local Chapter Membership
- Largest Percentage of Increase in Local Chapter Membership

STATE PROFESSIONAL DIVISION REGIONAL RECOGNITION EVENTS:

- Largest Local Chapter Membership--Professional Division

NATIONAL AWARDS PROGRAM CHANGES FOR 2015-2016

Competitive Events Revisions/Modifications:

NEW EVENT:

Computer Animation – Creation of a 30 second animated video. No prejudged component. Event would consist of a performance of 5 minute equipment setup, 7 minutes presentation with 3 minutes Q&A.

MODIFICATIONS:

Administrative Technology – Formerly named Word Processing.

Business Ethics – Remove the requirement for synopsis. Update rating sheet. Rating sheets updated.

Business Law – Remove onsite case study and objective test. Add announced topic for research. Performance will consist of 7 minutes presentation with 3 minute Q&A.

Future Business Educator – Event modified to include submission of a unit plan based on an announced topic. Unit plan should include original pre-assessments, assessments, activities, and ancillary materials. Unit plan objectives should align with NBEA standards. Preliminary interview will include a presentation of unit plan and discussion on

teaching credentials and experience. The finalists will have 10 minutes to prepare a 5 minute mini lesson on a given topic. Rating sheets updated.

Future Business Executive – Add prejudged component of resume and cover letter. Three copies of interview materials should be brought to the Competitive Events Desk by 5:00 pm on the day of opening session. Prejudged component would be worth 50 points added to the 100 point preliminary interview. Competitors would be required to bring a hard copy of interview materials to both preliminary and final round of interviews. Rating sheets updated.

Job Interview – Add prejudged component of resume and cover letter. Three copies of interview materials should be brought to the Competitive Events Desk by 5:00 pm on the day of opening session. Prejudged component would be worth 50 points added to the 100 point preliminary interview. Competitors would be required to bring a hard copy of interview materials to both preliminary and final round of interviews. Rating sheets updated.

Local Chapter Annual Business Report – Rating sheet updated to include the annual Program of Work.

Website Design – Revise event description so that the use of templates is prohibited. Rating sheets updated.

NCPBL Administrative and Procedural Reminders:

- Participants are responsible for bringing a copy of the prejudged media sent if they want to include it in their performance.
- Performance attendance for prejudged events – presentation of the event must be conducted by participants who authored the event. In the case of a team event, at least one author at SLC must give the presentation at NLC; however, all team members who wish to be recognized as national winners must register for the NLC. No replacement or substitutes will be allowed.
- The topics for Computer Animation, Business Ethics, Business Law, Business Presentation, Business Sustainability, Desktop Publishing, Emerging Business Issues, Future Business Educator, Mobile Application Development, Social Media Campaign, and Web Site Design events are included in each of the event guidelines.
- At SLC, for all events allowing equipment to be used, the equipment must be provided by the individual, team, or chapter for each event entered. At NLC, for all events where equipment will be used, the following will be provided: screen, power, table, and projector. Participants that will be utilizing Apple products or other devices that do not have a VGA port will need to provide their own adapters.
- At SLC, students must bring a computer for Mobile Application Development, Social Media Campaign, and Web Site Design. At NLC, Internet access will be provided for Forensic Accounting, Mobile Application Development, Social Media Campaign, and Web Site Design. Access may not be WiFi, so participants should plan appropriately when selecting laptops/tablets on which to present.
- At SLC, calculators will NOT be provided for objective tests. Students may bring the appropriate calculator allowed for the event. At NLC, competitors may bring financial calculators to any accounting, finance or analysis & decision making events.
- A PDF file for Community Service Project, Local Chapter Annual Business Report, and Small Business Management Plan are required to be submitted for SLC and NLC.
- The same report for Community Service may not be submitted another year.
- Six (6) copies of the Business Sustainability synopsis must be submitted.

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- Three (3) copies of application materials must be submitted for Future Business Executive and Job Interview.
- Six (6) copies of application materials must be submitted for Future Business Educator.
- Desktop Publishing – two (2) color copies of the finished product must be submitted
- Media may be labeled using any method but must include name of event, state, school, participant(s) name.
- “Read me” file information must be submitted on the “Statement of Assurance” along with copyright notations.
- Copyright guidelines are included in the Format Guide.
- Future Business Executive and Job Interview applications posted on the Web site.
- DVDs must be submitted and properly labeled for Mobile Application Development.
- All performance events will be closed to audiences at NLC.
- The NLC Statement of Assurance will be an online form.
- For NLC, all production tests will be submitted via online upload.

For National Administrative and Procedural Reminders see the Chapter Management Handbook, Competitive Events.

NCPBL COMPETITIVE EVENTS RULES AND REGULATIONS

1. All participants must be members of an active local chapter that is in good standing with both the state and national organizations. Participants must be on record as dues-paid and registered for the conference before being officially entered in an event at the State Leadership Conference. To be eligible for national competition, participants' national dues must be received by the State Adviser by the date listed on the calendar. (See Section 01)
2. ALL ENTRY FORMS MUST BE RECEIVED IN THE STATE OFFICE BY THE DEADLINE INDICATED IN THE STATE LEADERSHIP CONFERENCE GUIDE.
3. No competitive event entries will be accepted at the State Leadership Conference. Substitutions may be made for events already entered. No substitutions are allowed on events where School-Site tests have been administered.
4. The state guidelines presented refer to the National Awards Program and note specific differences applying to state competition only. For state events, the most current edition of the National Awards Program should be read as if applying to state competition (unless otherwise noted below).
NOTE SLC Exceptions: Computers, projectors, and screens are NOT provided at the State Leadership Conference. If needed for the event chapters must bring the necessary equipment with them.
5. Eligibility requirements for participants in each event should be reviewed carefully--particularly in terms of the content included in the event. Previous participation in an event applies no matter what chapter the student may have belonged to. The following eligibility items should be noted:
 - a. **Accounting Principles.** Participants must not have more than two (2) semesters or four (4) quarters of accounting instruction with no intermediate or advanced accounting classes.
 - b. **Team Events.** One (1) competitor of the team may have competed in the same event at one (1) previous NLC; however, they may not compete more than twice in the event at the national level.
 - c. **Parliamentary Procedure.** Two (2) members of each team may have competed in this event at a previous NLC; however, they may not compete more than twice at NLC.
 - d. **Individual Competitor.** A competitor who competed as an individual in a team event at the national level may compete in the same event a second time as part of a team, but not a second time as an individual.
 - e. **Modified Events.** An individual may compete in the same event when the event is modified.
6. All event participants must adhere to the "NCPBL Conference Dress Code" found in the State Handbook Section III. Penalty points will be deducted for performance events for dress code violations. Written tests participants will be disqualified for dress code violations.
7. Should a tie occur in any interview or performance event, the tie would be broken by the event judges. On a written examination, ties will be broken based on the students' performance on randomly selected questions of the exam. Ties may be awarded for Chapter Recognition Events and Regional Awards since these events are based strictly on statistics.
8. Mathematical calculations of event judges will be verified by the State Awards Program Committee.
9. Up to eight awards may be presented in each competitive event. However, the entry or participant must deserve recognition in the opinion of the judges; otherwise, fewer awards may be presented--which may include not awarding a first place.
10. Participants must report on time for their competitive event or they may be disqualified.
11. Members who are, or have been, enrolled in a graduate program as of December 1 of the current year are not eligible to participate in the competitive events program (i.e., a student who has taken any 500 level or higher class is not eligible).
12. Performance events are open to conference attendees, EXCEPT performing participants in that event. Specific events are listed in the State Leadership Conference Program. No videotaping or recording is allowed during an event.
13. In all chapter report events, which require a manuscript or report, ALL REPORTS OR MANUSCRIPTS MUST BE PREPARED BY STUDENT MEMBERS, NOT ADVISERS. Reports received from local chapters will be returned after the awards presentations at State Leadership Conference.
 - Read the guidelines carefully in the *State Handbook* and Section V—Competitive Events in the national *Chapter Management Handbook* for

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very specific guidelines regarding preparation of reports.

- The time period for chapter activities is between the start of the previous State Leadership Conference and the start of the current State Leadership Conference.
 - The Table of Contents should follow the same format as the 'Written Report Rating Sheet.'
 - Reports must follow the national guidelines listed under the event in the *National Chapter Management Handbook*.
14. For local chapters submitting two entries for Community Service Project, chapter members may participate in the oral presentation portion for only one of the chapter's two entries.
15. Advisers may not participate during oral presentations of written reports (including assisting with setup, distribution of handouts, operation of equipment, etc.). Team members are responsible for providing their own equipment.
16. For School-Site tested events, review the 'Format Guide' in the national Chapter Management Handbook.
17. Qualified event winners will automatically advance to national competition. It is the responsibility of the qualified winner to notify the state office by date listed on the NCPBL Calendar if he or she will be able to represent the state chapter in national competition at the National Leadership Conference.
18. No PDAs, phones, or other memory storage devices are allowed during any event including Preparation Rooms.
19. Failure to comply with any guidelines will result in penalties assessed and possible disqualifications.

NORTH CAROLINA STATE CHAPTER EVENTS

Event Name	Possible Places	1st Place
Accounting Analysis & Decision Making	8	Plaque
Accounting Principles	8	Plaque
Accounting for Professionals	8	Plaque
Administrative Technology (formally Word Processing)	8	Plaque
Business Communication	8	Plaque
Business Decision Making	8	Plaque
Business Ethics	8	Plaque
Business Law	8	Plaque
Business Presentation	8	Plaque
Business Sustainability	8	Plaque
Client Service	8	Plaque
Community Service Project	8	Plaque
Computer Animation	8	Plaque
Computer Applications	8	Plaque
Computer Concepts	8	Plaque
Contemporary Sports Issues	8	Plaque
Cost Accounting	8	Plaque
Cyber Security	8	Plaque
Desktop Publishing	8	Plaque
Economic Analysis & Decision Making	8	Plaque
Emerging Business Issues	8	Plaque
Entrepreneurship Concepts	8	Plaque
Financial Analysis & Decision Making	8	Plaque
Financial Concepts	8	Plaque
Financial Services	8	Plaque
Forensic Accounting	8	Plaque
Future Business Educator	8	Plaque
Future Business Executive	8	Plaque
Help Desk	8	Plaque
Hospitality Management	8	Plaque
Human Resource Management	8	Plaque
Impromptu Speaking	8	Plaque
Information Management	8	Plaque
International Business	8	Plaque
Integrated Marketing Campaign	8	Plaque
Job Interview	8	Plaque
Justice Administration	8	Plaque
Local Chapter Annual Business Report	8	Plaque
Macroeconomics	8	Plaque
Management Analysis & Decision Making	8	Plaque
Management Concepts	8	Plaque
Marketing Analysis & Decision Making	8	Plaque
Marketing Concepts	8	Plaque
Microeconomics	8	Plaque
Mobile Application Development	8	Plaque
Network Design	8	Plaque
Networking Concepts	8	Plaque
Organizational Behavior & Leadership	8	Plaque
Parliamentary Procedure	8	Plaque
Personal Finance	8	Plaque
Project Management	8	Plaque
Public Speaking	8	Plaque

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Event Name	Possible Places	1st Place
Retail Management	8	Plaque
Sales Presentation	8	Plaque
Small Business Management Plan	8	Plaque
Social Media Campaign	8	Plaque
Sports Management and Marketing	8	Plaque
Statistical Analysis	8	Plaque
Strategic Analysis & Decision Making	8	Plaque
WebSite Design	8	Plaque
State Events		
The Legacy Leadership Award *	As qualified	Certificate
North Carolina Businessperson of the Year	1 Award	Certificate
North Carolina Gold Seal Chapter Award	15% of Active Chapters	Plaque
Largest Local Chapter Membership	3**	Certificate
Largest Increase in Local Chapter Membership*	3**	Certificate
Largest Percentage of Increase in Local Chapter Membership*	3**	Certificate
Who's Who in North Carolina Phi Beta Lambda	2% of Membership	Certificate
Local Recruitment of Chapters	As qualified	Certificate
Largest Local Chapter Membership--Professional Division	3**	Certificate
Local Recruitment of Professional Division Members*	As qualified	Certificate
Professional Division Chapter of the Year*	1	Plaque
NCPBL Professional Division Distinguished Service Award*	1	Plaque

* No national counterpart for this event.

** Regional awards are also given for these events.

NCPBL STATE AWARDS PROGRAM EVENT GUIDELINES

All state events with national counterparts will refer to the national *Chapter Management Handbook* for guidelines and note any specific differences applying to state competition only. Except in items where a difference is noted, the national guidelines should be read as if applying to state competition.

Additional copies of the current edition of the National Awards Program, PBL Competitive Event Guidelines, may be viewed on the state website (<http://www.ncpbl.org>) or the national website (<http://www.fbla-pbl.org>) or purchased from FBLA-PBL, Inc. The FBLA-PBL National Resource Center Catalog containing ordering information is sent to each chapter from the national office.

ACCOUNTING ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

ACCOUNTING PRINCIPLES

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event.

ACCOUNTING FOR PROFESSIONALS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC. Participants will also complete a school-site test.

ADMINISTRATIVE TECHNOLOGY (formally Word Processing)

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC. Participants will also complete a school-site test.

BUSINESS COMMUNICATION

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC. Participants will also complete a writing exercise.

BUSINESS DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC and each team must consist of two (2) or three (3) (different) members; all members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

BUSINESS ETHICS

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC and each team must consist of two to three (2-3) members; all members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference. The topic for the current year is included in the Guidelines for this event in the national Chapter Management Handbook.

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NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

BUSINESS LAW

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. All members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

BUSINESS PRESENTATION

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) entries created by an individual or by a team of two (2) or three (3) members from the same chapter. If a chapter has two (2) entries, a member may participate in only one (1) presentation/be on only one (1) Business Presentation team.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the

chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

BUSINESS SUSTAINABILITY

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. All members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

CLIENT SERVICE

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

COMMUNITY SERVICE PROJECT

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) reports in this event at SLC. Two (2) copies of the PDF file must be received in the State Office no later than date listed on the NCPBL Calendar. Each team may consist of up to three (3) members; all members of each team must be from the same local chapter. If a chapter has two (2) entries, a member may participate in only one (1) presentation/be on only one (1) Community Service Project team.

COMPUTER ANIMATION

Refer to the National Awards Program for event

guidelines. Chapters may enter two (2) entries created by an individual or by a team of two (2) or three (3) members from the same chapter. If a chapter has two (2) entries, a member may participate in only one (1) presentation/be on only one (1) Computer Animation team.

COMPUTER APPLICATIONS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC. Participants will also complete a school-site test.

COMPUTER CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

CONTEMPORARY SPORTS ISSUES

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

COST ACCOUNTING

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

CYBER SECURITY

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

DESKTOP PUBLISHING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. All members of each team must be from the same local chapter. One (1) member may have competed in this event at SLC at a previous State or National Leadership Conference. No substitutions can be made after taking the School-Site Test. Team members will take an objective test collaboratively at State Leadership Conference.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant.

The substitution must be made before the School-Site Test has been administered. If neither member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

ECONOMIC ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

EMERGING BUSINESS ISSUES

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team must consist of two to three (2-3) members; all members of each team must be from the same local chapter. Only one (1) team member (per team) may have competed in this event at a previous State or National Leadership Conference. The topic for the current year is included in the Guidelines for this event in the national Chapter Management Handbook

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the

SECTION 7 – STATE AWARDS PROGRAM

State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

ENTREPRENEURSHIP CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

FINANCIAL ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

FINANCIAL CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

FINANCIAL SERVICES

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the

chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

FORENSIC ACCOUNTING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. At SLC only a collaborative objective test will be given; at NLC participants will receive a case study upon check-in where teams will have until the scheduled presentation time to research, document their research, and develop a presentation.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

FUTURE BUSINESS EXECUTIVE

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) participants in this event at SLC. Three folders, each labeled with the participant's name, school, and event title, and each containing a copy of a letter of application, resume, and job application must be submitted to Event Headquarters during Event Substitution hours. Participants must complete an interview at both the State Leadership Conference and the National Leadership Conference. For state-level competition, only one interview is required. A panel of judges will interview each participant.

FUTURE BUSINESS EDUCATOR

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter

two (2) participants in this event at SLC. Six folders, each labeled with the participant's name, school, and event title, and each containing a copy of a letter of application, resume, and unit plan must be submitted to Event Headquarters during Event Substitution hours. Participants must complete an interview at both the State Leadership Conference and the National Leadership Conference. For state-level competition, only one interview is required. A panel of judges will interview each participant.

HELP DESK

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC. This event consists of an objective test and a performance component.

HOSPITALITY MANAGEMENT

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. No more than one (1) team member may have competed in this event at a prior SLC or NLC. This event consists of a collaborative objective test and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

HUMAN RESOURCE MANAGEMENT

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. No more than one (1) team member may have competed in this event at a prior SLC or NLC. This event consists of a collaborative objective test and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and

notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

IMPROMPTU SPEAKING

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC; for state competition, only one speech will be required.

INFORMATION MANAGEMENT

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

INTERNATIONAL BUSINESS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

INTEGRATED MARKETING CAMPAIGN

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. No more than one (1) team member may have competed in this event at a prior SLC or NLC. This event consists of a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

JOB INTERVIEW

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter one (1) participant in this event at SLC. Three folders, each labeled with the participant's name, school, and event title, and each containing a copy of a letter of application, resume, and job application must be submitted to Event Headquarters during Event Substitution hours. For state-level competition, only one interview is required. A panel of judges will interview each participant.

SECTION 7 – STATE AWARDS PROGRAM

JUSTICE ADMINISTRATION

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

LOCAL CHAPTER ANNUAL BUSINESS REPORT

Refer to the National Awards Program for event guidelines. For competition, chapters must send two (2) PDF files of the written report, which must be received in the State Office no later than date listed on the NCPBL Calendar.

MACROECONOMICS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

MANAGEMENT ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

MANAGEMENT CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

MARKETING ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The event consists of an objective test, taken collaboratively

and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

MARKETING CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

MICROECONOMICS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

MOBILE APPLICATION DEVELOPMENT

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. The event consists of a prejudged mobile application and a performance component. Participant(s) are required to complete both parts to be eligible to win.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case either of the members of the teams eligible for national competition is unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant. If no member of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level.

NETWORK DESIGN

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC and each team may consist of two to three (2-3) (different) members; all members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference. Team members will take one

objective test collaboratively.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

NETWORKING CONCEPTS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

ORGANIZATIONAL BEHAVIOR & LEADERSHIP

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

PARLIAMENTARY PROCEDURE

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC and each team must consist of four (4) or five (5) (different) members; all members of each team must be from the same local chapter. Two (2) team members (per team) may have entered this event at one previous State or National Leadership Conference. Each team member will take an objective test; scores will be averaged.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Two (2) team members may have entered this event at a previous National Leadership Conference.

PERSONAL FINANCE

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

PROJECT MANAGEMENT

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

PUBLIC SPEAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) participants in this event at SLC. For state competition, only one speech will be required.

RETAIL MANAGEMENT

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

SALES PRESENTATION

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

SMALL BUSINESS MANAGEMENT PLAN

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) reports in this event at SLC. The PDF file must be received in the State Office no later than date listed on the NCPBL Calendar. Each team may consist of up to three (3) members; all members of each team must be from the same local chapter. If a chapter has two (2) entries, a member may participate in only one (1) presentation/be on only one (1) team. The 'business plan' must not have been submitted for a previous State or National Leadership Conference. Only one (1) team member (per team) may have competed in this event at a previous State or National Leadership Conference. Substitutions of event participants are not allowed for this event after the report is submitted. The same team members listed as having authored the project report and entered as participants in the event must give the oral presentation.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. If none of the original participants entered for this event at the state level and now eligible for national-level competition can attend the National Leadership Conference, then eligibility will go to the next placing

SECTION 7 – STATE AWARDS PROGRAM

team at the state level. Only one (1) team member (per team) may have entered this event at a previous National Leadership Conference.

SOCIAL MEDIA CAMPAIGN

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC and each team can consist of an individual or a team of two to three (2-3) members; all members of each team must be from the same local chapter. One (1) team member (per team) may have entered this event at a previous State or National Leadership Conference. The topic for the current year is included in the Guidelines for this event in the national Chapter Management Handbook.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

SPORTS MANAGEMENT AND MARKETING

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

STATISTICAL ANALYSIS

Refer to the National Awards Program for event guidelines. Chapters may enter two (2) participants in this event at SLC.

STRATEGIC ANALYSIS & DECISION MAKING

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) teams in this event at SLC. Each team may consist of an individual or a team of two (2) or three (3) members. One team member may have entered this event at a previous National Leadership Conference. The

event consists of an objective test, taken collaboratively and a performance component.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the winning teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members from the winning teams can compete at the National Leadership Conference, eligibility will pass to the next placing team(s) at the state level. Vacancies will otherwise be filled by the State Adviser. Only one (1) team member from each winning team may have entered this event at a previous National Leadership Conference.

WEBSITE DESIGN

Refer to the National Awards Program for event guidelines. For state competition, chapters may enter two (2) entries in this event at SLC. The entry form stating the web site URL must be received in the State Office no later than date listed on the NCPBL Calendar. Entries may be created by an individual or by a team (from the same local chapter), not to exceed three (3) members. Only one (1) member (per entry) may have competed in this event at a previous State or National Leadership Conference. The web site must be available for viewing on the Internet when the entry form is received. No changes can be made to the web site after entry receipt date. The topic for the current year is included in the Guidelines for this event in the national Chapter Management Handbook.

NOTE: For national competition, the first- and second-place teams in state competition earn the right to compete at the National Leadership Conference. In case one or more of the members of the teams eligible for national competition are unable to compete, the chapters having the qualifying teams are responsible for securing and notifying the State Office of the substitute participant(s). If no members of a qualifying team can attend the National Leadership Conference, then eligibility goes to the next placing team at the state level. Only one (1) team member may have entered this event at a previous National Leadership Conference.

OTHER STATE AWARD AND RECOGNITION EVENTS

THE LEGACY LEADERSHIP AWARD

THE LEGACY LEADERSHIP AWARD GUIDELINES

The Legacy Leadership Award recognizes outstanding local chapters that have actively participated in Phi Beta Lambda state and national conferences, projects, programs, and publicity/membership activities throughout the year as established by the state chapter goals developed for the year.

ELIGIBILITY All active local chapters are eligible.

- REGULATIONS:**
1. The chapter president and adviser must complete the entry form and certify that the chapter has met the criteria.
 2. For entry in the Legacy Leadership Award, chapters must provide all applicable information requested on the official entry form, which is provided online on the state website www.ncpbl.org/PBL/PBLprograms. All documentation must be typed into the form. Any handwritten documentation will automatically disqualify the entry. E-mailed or faxed copies will not be accepted.
 3. The time period for this award is from the beginning of one State Leadership Conference to the deadline date for submitting the event entry form prior to the next State Leadership Conference.

PROCEDURE: The entry must be received in the State Office by date listed on the NCPBL Calendar.

JUDGING: Entries will be reviewed by a panel of judges who will verify documentation to determine those chapters deserving recognition. All judges' decisions are final.

NOTE: **Complete guidelines are available in the state handbook, Section 08 The Legacy Leadership Award.**

SECTION 7 – STATE AWARDS PROGRAM

NORTH CAROLINA BUSINESSPERSON OF THE YEAR

NORTH CAROLINA BUSINESSPERSON OF THE YEAR GUIDELINES

This event recognizes an outstanding businessperson from the business sector throughout the state who has contributed to the success of Phi Beta Lambda on the local, state, and/or national levels.

- ELIGIBILITY** Each local chapter may submit credentials of one deserving individual as its Businessperson of the Year nominee to be recognized at the State Leadership Conference. The nominee must be a member of the private business sector.
- REGULATIONS:**
1. The nominee for the state Businessperson of the Year award must be selected in accordance with the regulations of the state and national associations.
 2. The nominee must be a member of the business community. No person who is a full-time employee of any school or any department of education shall be nominated for the award; such a nominee will be disqualified.
 3. Current members of Phi Beta Lambda may not be nominated for this award; such a nominee will be disqualified.
 4. The nominee must not have received this award at a previous State and/or National Leadership Conference.
 5. A resume for the chapter nominee must be submitted and should include:
 - promotion of FBLA-Phi Beta Lambda through speeches and seminars
 - years of participation in FBLA-Phi Beta Lambda activities
 - contribution to chapter projects and activities
 - financial assistance to local and/or state chapter
 - donations and sponsorship of activities
- PROCEDURE:** The Event Entry Form and the nominee's resume must be received in the State Office by date listed on the NCPBL Calendar.
- JUDGING:** Entry forms submitted will be reviewed by a panel of judges who will select the recipient of the state award. All judges' decisions are final.
- STATE AWARDS:** Recipient will receive a framed certificate.

NORTH CAROLINA GOLD SEAL CHAPTER AWARD

NORTH CAROLINA GOLD SEAL CHAPTER AWARD GUIDELINES

The North Carolina Gold Seal Chapter Award recognizes outstanding local chapters that have actively participated in projects and programs identified with the goals of Phi Beta Lambda.

- ELIGIBILITY** All active local chapters are eligible.
- REGULATIONS:**
1. The chapter president and adviser must complete the entry form and certify that the chapter has met the Gold Seal Chapter Award criteria.
 2. A qualified entry for the Local Chapter Annual Business Report Event must be submitted at the state level in order for a chapter to receive the Gold Seal Chapter Award.
 3. Chapters must provide all applicable information requested on the entry form. The entry form must be word processed. Any handwritten entries will automatically be disqualified. ALL supporting documentation will now be typed directly in the form in the box provided. The form will expand to allow all entries in the table cell. No attached list is needed.
 4. Points for the award are accumulated from the beginning of one State Leadership Conference to the deadline date for submitting the event entry form prior to the next State Leadership Conference.
 5. Up to 15% of the total local active chapters may be selected to receive this honor at the state level.
- PROCEDURE:** The entry form must be completed and received in the State Office by date listed on the NCPBL Calendar.
- JUDGING:** Entry forms submitted will be reviewed by a panel of judges who will verify points to determine those chapters deserving top state recognition. All judges' decisions are final.

LARGEST LOCAL CHAPTER MEMBERSHIP

LARGEST LOCAL CHAPTER MEMBERSHIP GUIDELINES

Effective state programs depend upon membership support and growth. Continued membership growth makes possible the expansion of services and materials. Membership recruitment offers a worthwhile experience in public relations and leadership. Recognition is given to those local chapters that have achieved the largest membership in NCPBL.

- ELIGIBILITY** All active local chapters are eligible.
- PROCEDURE:** Because official membership records are audited in the state office, no entry form is required for this event. Winners in this event are determined by the state office after the audit of membership records. The figure used in determining the winners will be the number of paid members at the close of business on date listed on the NCPBL Calendar.
- STATE AWARDS:** Awards are presented at the State Leadership Conference to the top local chapters in each of the state's regions as well as to the top local chapters statewide. A maximum of three regional and three state awards may be given.

SECTION 7 – STATE AWARDS PROGRAM

LARGEST INCREASE IN LOCAL CHAPTER MEMBERSHIP

LARGEST INCREASE IN LOCAL CHAPTER MEMBERSHIP GUIDELINES

Effective state programs depend upon membership support and growth. Increased membership provides resources to local chapters. Recognition is given to those local chapters with the largest increase in Phi Beta Lambda state membership from one year to the next.

ELIGIBILITY All local chapters that have been active for the current and the previous year are eligible.

PROCEDURE: Because official membership records are audited in the state office, no entry form is required for this event. Winners in this event are determined by the state office after the audit of membership records. The figure used in determining the winners will be the increase in the number of paid members at the close of business on date listed on the NCPBL Calendar.

STATE AWARDS: Awards are presented at the State Leadership Conference to the top local chapters in each of the state's regions as well as to the top local chapters statewide. A maximum of three regional and three state awards may be given.

LARGEST PERCENTAGE OF INCREASE IN LOCAL CHAPTER MEMBERSHIP

LARGEST PERCENTAGE OF INCREASE IN LOCAL CHAPTER MEMBERSHIP GUIDELINES

Effective state programs depend upon membership support and growth. Continued membership growth makes possible the expansion of services and materials. Recognition is given to those local chapters that have attained the highest percentage of increase in PBL membership

ELIGIBILITY All local chapters that have been active for the current and the previous year are eligible.

PROCEDURE: Because official membership records are audited in the state office, no entry form is required for this event. Winners in this event are determined by the state office after the audit of membership records. The figure used in determining the winners will be the percentage of increase in the number of paid members at the close of business on date listed on the NCPBL Calendar.

STATE AWARDS: Awards are presented at the State Leadership Conference to the top local chapters in each of the state's regions as well as to the top local chapters statewide. A maximum of three regional awards and three state awards may be given.

WHO'S WHO IN NORTH CAROLINA PHI BETA LAMBDA

WHO'S WHO IN NORTH CAROLINA PHI BETA LAMBDA GUIDELINES

North Carolina Who's Who in Phi Beta Lambda honors Phi Beta Lambda members who have made outstanding contributions to the organization in North Carolina.

- ELIGIBILITY** Any active Phi Beta Lambda member in good standing with the state and national association is eligible. Members who were previously inducted into "Who's Who in NCPBL" are eligible to be considered for the current year's national "Who's Who" designation but must re-submit an entry form.
- REGULATIONS:**
1. Up to two percent (2%) of the total state membership may be selected to receive this honor at the state level. Minimum 50 points must be earned to qualify for this recognition.
 2. State officers and national officers from North Carolina must complete the entry form to be considered for the recognition.
- PROCEDURE:**
1. Each nominee must complete (included in Appendix 3):

...Who's Who in NCPBL Event Entry Form, Page 1

... Judges Rating Sheet, Page 2. List each qualifying item generating points under the appropriate category. Items from the beginning of your PBL (not FBLA) membership as well as attendance and events entered at this year's SLC may be included.

...one letter of recommendation supportive of the nominee's consideration for the award, addressed to "Who's Who Selection Committee, NCPBL State Leadership Conference."

2. The entry form for this event must be received by date listed on the NCPBL Calendar.
- JUDGING:** Nominees' information will be reviewed by a panel of judges who will use a point system to determine those deserving top state recognition.
- NATIONAL REPRESENTATIVE:** The national nominee for Who's Who will be that individual receiving the greatest number of points in the judging process.

THE NCPBL FOUNDATION, INC. SCHOLARSHIP

THE NCPBL PROFESSIONAL DIVISION-FOUNDATION, INC SCHOLARSHIP MODIFICATION

Beginning in 2010, The NCPBL Professional Division-Foundation, Inc. Scholarship Award will not be an event at the State Leadership Conference, but will become an event at the Fall Leadership Development Conference. The newly merged NCPBL Professional Division-Foundation, Inc. will continue the scholarship program. The guidelines and form will be provided in the current State Handbook, Section 10 - The NCPBL Professional Division-Foundation, Inc. and online at www.ncblpdfoundation.org.

SECTION 7 – STATE AWARDS PROGRAM

LOCAL RECRUITMENT OF CHAPTERS

LOCAL RECRUITMENT OF CHAPTERS GUIDELINES

This event is designed to recognize those local chapters that charter or reactivate chapters. More chapters provide additional students with the opportunity to become better prepared for careers in business and make possible the expansion of state services and activities.

ELIGIBILITY All active local chapters are eligible.

REGULATIONS:

1. The entry form is included in Appendix 03. The entry form should include the following information for each chapter chartered or reactivated:
 - a. chapter number
 - b. name of school
 - c. city, state, zip code
 - d. activities completed to charter or reactivate
 - e. date chartered or reactivated
2. The chartering or reactivation of FBLA or PBL chapters may be used for this event.
3. Installing officers and inducting members of chapters already active does not qualify a chapter for this award.

PROCEDURE: The entry form for state competition must be received in the State Office by date listed on the NCPBL Calendar.

JUDGING: Event entry forms are reviewed by the state office to determine if chapters have complied with regulations and procedures and are in good standing with the state and national association.

NATIONAL AWARDS: The entry form for National awards in this event is included in the National Leadership Conference Guide, which is mailed to all active local chapters in the spring of each year. All local chapters qualifying for this event are encouraged to complete the National entry form and submit it by the deadline as directed.

LARGEST LOCAL CHAPTER MEMBERSHIP--PROFESSIONAL DIVISION-FOUNDATION

LARGEST LOCAL CHAPTER MEMBERSHIP--PROFESSIONAL DIVISION-FOUNDATION GUIDELINES

Effective state programs depend not only upon the membership support and upon growth of the state chapter but also upon the valued support and growth of the Professional Division-Foundation. Increased Professional Division-Foundation membership provides resources for the expansion of services to local chapters across the state as well as to the state chapter as a whole. Professional Division-Foundation involvement provides continuity for local chapter activities while also allowing for the strengthening of activities sponsored by the state chapter. Recognition is given to those local chapters that provide support to the membership growth and development of the State Professional Division-Foundation.

ELIGIBILITY All active local chapters are eligible.

PROCEDURE: Because official membership records are audited in the Professional Division-Foundation office, no entry form is required for this event. Winners in this event are determined by the State Professional Division-Foundation office after the audit of membership records. The figure used in determining the winners will be the number of paid members at the close of business 30 days prior to state conference.

STATE AWARDS: Awards are presented at the State Leadership Conference to the top local chapters in each of the state's regions as well as to the top local chapters statewide. A maximum of three regional and three state awards may be given.

LOCAL RECRUITMENT OF PROFESSIONAL DIVISION-FOUNDATION MEMBERS

LOCAL RECRUITMENT OF PROFESSIONAL DIVISION-FOUNDATION MEMBERS GUIDELINES

Effective State Professional Division programs depend upon membership support and growth. Continued Professional Division-Foundation membership growth is possible only through the active support of local chapters within the state. Professional Division-Foundation membership provides support for the state chapter as well as continued affiliation with Phi Beta Lambda for members who have graduated. Recognition is given to those local chapters that demonstrate promotion of the association among business professionals and chapter alumni by recruiting at least five new Professional Division-Foundation members.

ELIGIBILITY All active local chapters represented by at least five (5) new Professional Division-Foundation members during the membership year are eligible.

PROCEDURE: Because official membership records are audited in the State Professional Division-Foundation office, no entry form is required for this event. Winners in this event are determined by the State Professional Division-Foundation office after the audit of membership records. The figure used in determining the winners will be the number of new paid members at the close of business 30 days prior to state conference.

STATE AWARDS: Awards are presented at the State Leadership Conference to the local chapters in the state represented by at least three new Professional Division-Foundation members for the current membership year. Awards are presented to all qualified local chapters.

PROFESSIONAL DIVISION-FOUNDATION CHAPTER OF THE YEAR

PROFESSIONAL DIVISION CHAPTER OF THE YEAR GUIDELINES

The Professional Division-Foundation Chapter of the Year award recognizes the local chapter that has recruited the most new Professional Division-Foundation members during the year. The award provides recognition by the State Professional Division-Foundation to that chapter for its support of Professional Division-Foundation membership growth.

ELIGIBILITY All active local chapters represented by new state Professional Division-Foundation members during the membership year are eligible.

PROCEDURE: Because official membership records are audited in the State Professional Division-Foundation office, no entry form is required for this event. The winner of this event is determined by the State Professional Division-Foundation office after the audit of membership records. The figure used in determining the winner will be the number of new paid members at the close of business 30 days prior to state conference.

STATE AWARD: The award is presented at the State Leadership Conference to the local chapter in the state that has recruited the most new Professional Division-Foundation members for the current membership year. A certificate is presented as well as possession of a rotating plaque for one year.

SECTION 7 – STATE AWARDS PROGRAM

NORTH CAROLINA PHI BETA LAMBDA PROFESSIONAL DIVISION-FOUNDATION DISTINGUISHED SERVICE AWARD

NORTH CAROLINA PHI BETA LAMBDA PROFESSIONAL DIVISION-FOUNDATION DISTINGUISHED SERVICE AWARD GUIDELINES

The purpose of the Distinguished Service Award is to provide recognition for outstanding contributions by a Professional Division-Foundation member to the State Professional Division-Foundation /National Professional Divisions and to the State/National Phi Beta Lambda chapters.

- ELIGIBILITY** A member must be in good standing with the State Phi Beta Lambda Professional Division-Foundation and with the National FBLA-PBL, Inc., Professional Division.
- REGULATIONS:** Nominations may be submitted by either a local chapter or a Professional Division-Foundation member. Only one nomination per chapter or Professional Division-Foundation member will be accepted. This award is similar to the NCPBL Who's Who Award; those members who have previously received this recognition are not eligible for nomination. This award is considered a lifetime achievement.
- PROCEDURE:** The nomination form (found in Appendix 4 of the *State Handbook*) must be completed and submitted to the State Professional Division-Foundation to be received by date listed on the NCPBL Calendar.
- JUDGING:** The award recipient will be selected by a committee appointed by the State Professional Division-Foundation President and the Professional Division-Foundation Vice President. Selection criteria will be based on the extent of outstanding contributions as presented on the nomination form.

NORTH CAROLINA PHI BETA LAMBDA HONORARY LIFE MEMBERSHIP

NORTH CAROLINA PHI BETA LAMBDA HONORARY LIFE MEMBERSHIP GUIDELINES AND HONOREES

Honorary Life Members may be elected to the state chapter by a majority vote of the North Carolina Phi Beta Lambda State Executive Council. They shall be persons who are assisting in the advancement of business and office education and/or who are rendering outstanding service to Phi Beta Lambda. Honorary Life Members shall not vote or hold office and shall not be required to pay dues. A listing of Honorary Life Members is available in Appendix 1.

- PROCEDURE:** Honorary Life Membership may be awarded to educators, business, or civic leaders who have given support and encouragement for the further development of Phi Beta Lambda and who are not actively engaged in business and office education. Educators with previous service in Phi Beta Lambda may be eligible after termination of their service.

State chapter honorary life membership(s) will be determined by a majority vote of the North Carolina Phi Beta Lambda State Executive Council.