

2016 NLC DEADLINE DATES -- Atlanta, Georgia

April 29, 2016

01. Event Entry Form for All Competitors.

<https://pafbla.wufoo.com/forms/s1nxx2uy1o8pmq8/>

02. Form A -- Travel Deposit Form

<https://pafbla.wufoo.com/forms/r1r3hy5d1o0cc59/>

03. Form B -- Travel Package Reservation Invoice Form

<https://pafbla.wufoo.com/forms/w1uj59ff0h2q6jq/>

04. Form C -- Airline Passenger Information and Contact Form

<https://pafbla.wufoo.com/forms/wat1co211ax05k/>

05. Form D -- Hotel Rooming List

<https://pafbla.wufoo.com/forms/w3taxny0kgk4h7/>

06. Form E -- NLC Shirt Order Form

<https://pafbla.wufoo.com/forms/wb8gkx2032h5n1/>

07. Form F -- Optional Atlanta Braves Ballgame and Tailgate

coming soon.

08. Form G -- Credit Card Processing Form (credit cards only)

<https://pafbla.wufoo.com/forms/w10d6h2614l05pj/>

Complete this form if the competitor is definitely attending the NLC.

must be submitted with deposit by April 29.

must be submitted with deposit by April 29.

must be submitted with deposit by April 29.

must be submitted with deposit by April 29.

May be submitted as late as May 12.

May be submitted as late as May 19.

must be submitted with deposit by April 29

if using credit card. 3% convenience fee applies.

May 2, 2016

NLC School-site Event Administrator and Test Request Form

<https://pafbla.wufoo.com/forms/r1u688ku0fmbay1/>

Must submit this form to receive school-site tests.

Competitors must upload tests by May 20, 2016.

May 6, 2016

NLC On-site Event Coordinator Form

<https://pafbla.wufoo.com/forms/w19w7zp100n5oqz/>

PA FBLA is responsible for providing event coordinators in the following events:

June 30: Community Service Prelims, 8:15a - 12:30p, 15 advisers needed

J. Skiles is administrator of this event.

June 30: Sales Presentation Prelims, 1:15p - 5:30p, 14 advisers needed

DC/GA staff are administrators for this event.

July 1: Network Design Finals, 7:50a - 12:30p, 5 advisers needed

B. Boncal is administrator of this event.

July 1: Community Service Finals, 8:15a - 12:30p, 2 advisers needed

J. Skiles is administrator of this event.

I will seek volunteers first for these events from PA FBLA advisers/guests/chaperones attend the NLC.

If there are not enough volunteers, I will assign advisers/guests/chaperones who have students in those events.

After that, state officer advisers or BOD members will be assigned; remaining will be randomly assigned.

May 11, 2016, no later than 5:00 pm (received by)

Advisers must ensure that the following materials are received at the state office no later than Wednesday, May 11, 2015, by 5:00 pm.

Use the following links below to submit the necessary materials:

Events Requiring Submission of URLs:

3D Animation*

Digital Video Production*

E-business*

Electronic Career Portfolio

Website Design*

<https://pafbla.wufoo.com/forms/p1oq0hd813vcv1v/>

The * events must also complete the national FBLA online Statement of Assurance:

<https://fblapbl.wufoo.com/forms/zi8yb6m1dxy7lh/>

Events Requiring Submission of Reports

May 11, 2016, no later than 5:00 pm (received by)

American Enterprise Project
Business Financial Plan
Business Plan
Community Service Project
Local Chapter Annual Business Report
Partnership with Business Project
<https://pafbla.wufoo.com/forms/p1kyzj70e1rjh6/>

Events Requiring Submission of Letters/Resumes

Future Business Leader
Job Interview

*Competitors must upload their materials the national office.
Do not send them to the state office.*

<http://go.fbla.org/interviewevents>

Events Requiring Submission of 2CDs/2DVDs/2 USB Drives

Computer Game and Simulation Programming*
Desktop Application Programming*
Mobile Application Development*

**All materials must be shipped to be received by May 11, 5:00 pm.
DO NOT send directly to the national office.**

Ship by FedEx or UPS to:

Bruce E. Boncal, PA FBLA Executive Director
318 High Street, Jersey Shore, PA 17740

The * events must also complete the national FBLA online Statement of Assurance:

<https://fblapbl.wufoo.com/forms/zi8yb6m1dxy7lh/>

The CDs/flash drives must be labeled with the following information. If using a flash drive, it is suggested that a tag with a string be attached (and not a label).

01. Event Name
02. State
03. Participant Names
04. School Name

May 12, 2016

Participants with Special Needs:

<https://fblapbl.wufoo.com/forms/zilpjni13mt4gk/>

May 12, 2016

Final NLC Payment Due (postmark deadline):

Pay by credit card OR mail check(s) to PA FBLA Executive Director
Bruce E. Boncal, PA FBLA Executive Director
PO Box 5085, Jersey Shore, PA 17740

May 13, 2016

Application for NLC Intern:

<https://fblapbl.wufoo.com/forms/z1wbf4xb1wicvru/>

NLC National Anthem Singers:

mmuir@pdcproductions.com

May 20, 2016, no later than 5:00 pm

School-site Tests: There is a **MAJOR** change in the submission of school-site test materials to the national office. The materials are no longer submitted to the state office; all materials are now submitted online directly BY THE COMPETITOR! The event administration must complete an online PROCTOR CERTIFICATION FORM. **See the attached instruction booklet which may require your school system's technology staff to be involved in this process.** There is also a practice submission form to try BEFORE the deadline.

Computer Applications

<http://go.fbla.org/ProductionTests>

Database Design and Applications

<http://go.fbla.org/ProductionTests>

Spreadsheet Applications

<http://go.fbla.org/ProductionTests>

Word Processing

<http://go.fbla.org/ProductionTests>

Proctor Online Certification Form

<http://go.fbla.org/ProctorCertification>

Instruction Handbook for Submission:

http://www.fbla-pbl.org/files/1514/6005/7337/Production_Test_Submission_Handbook.pdf

Practice Submission Form:

<https://fblapbl.wufoo.com/forms/online-test-practice/>

May 20, 2016, no later than 5:00 pm

Pay NLC Registration Fee for all NLC participants:

https://members.fbla-pbl.org/members_online/members/login.asp

NLC Online Registration Step-by-Step Procedures:

http://www.pafbla.org/downloads/16_NLC_Compétitor_Packet_Files/16_NLC_Form_10--Online_Registration_Info.pdf

Information Needed:

1. Chapter #

2. National Password: service

Up to and including May 20: \$105/person

May 21-June 10: \$115/person

June 11 or later (onsite): \$150/person

Registration Refund Form <https://fblapbl.wufoo.com/forms/m9jdpno0r6loup/>

Registration Change Form <https://fblapbl.wufoo.com/forms/m19yg68h0akx5rj/>

Payment was be mailed directly to the national office; do not send payment to the state office.

National Conference Registration Guest registration fee is \$50 per person.

FBLA-PBL, Inc. >>>>spouses, children, parents

PO Box 79130

Baltimore, MD 21279-0130

Guests not registered for the NLC may purchase a ticket to the NLC Awards Program onsite only for \$25/ticket.

May 20, 2016

Judges Interest Form <http://www.fbla-pbl.org/partners/volunteer/>

Bank on It Tournament <http://startheregoplaces.com/students> 1st student step

limited to first 64 participants

<http://go.fbla.org/nlc> 2nd student step

Free Certification Exams <http://web.fbla-pbl.org/conferences/NLC2016/certify/free/>

Paid Certification Exams <http://web.fbla-pbl.org/conferences/NLC2016/certify/>

May 22, 2016 (fax or email)

Adviser/Guest/Chaperone Emergency Form

http://www.pafbla.org/downloads/16_NLC_Compétitor_Packet_Files/16_NLC_Adviser_Guest-Chaperone_Emergency_Form.pdf

Student Emergency Form

http://www.pafbla.org/downloads/16_NLC_Compétitor_Packet_Files/16_NLC_Student_Emergency_Form.pdf

Accompanying Form with Administration Information

http://www.pafbla.org/downloads/16_NLC_Compétitor_Packet_Files/16_NLC_Accompanying_Form.pdf

August 1, 2016 (no later than)

Signed Attendance Card

Mail by postal service to:

Bruce E. Boncal, PA FBLA Executive Director

PO Box 5085, Jersey Shore, PA 17740

Online Request for Reimbursement

<https://pafbلا.wufoo.com/forms/pgt4lyr0h1r97h/>

Online Test Evaluation Form

<https://pafbلا.wufoo.com/forms/p1dr6h8e11y4j0u/>

Supporting Materials

01. Complete NLC Guide

http://www.fbla-pbl.org/files/4714/5874/5743/2016_NLC_Guide-Web.pdf

02. PA FBLA Travel Package Brochure

http://www.pafbلا.org/downloads/16_NLC_Competitor_Packet_Files/16_NLC_Brochure.pdf

03. FBLA NLC Promo Video

<https://www.youtube.com/watch?v=pqDqdeR40hY>

04. FBLA NLC Schedule at a Glance

look in Complete NLC Guide

05. FBLA Competitive Events Schedule

look in Complete NLC Guide

06. FBLA Competitive Events Guidelines

http://www.fbla-pbl.org/files/4914/5564/5356/07_FBLA_Competitive_Events_updated_2-16-16.pdf

07. FBLA Online Events Reference

<http://www.fbla-pbl.org/fbla/competitive-events/guide/>

Make sure all competitors review the National FBLA competitive events guidelines and rating sheets.

DO NOT refer to PA FBLA competitive events guidelines; there may be differences that do not apply to the NLC.

Internet access will be provided in the following events:

1. 3D Animation

2. Digital Video Production

3. E-business

4. Electronic Career Portfolio

5. Mobile Application Development

6. Public Service Announcement

7. Social Media Campaign

8. Website Design

Equipment for Competitive Events:

LCD projectors with VGA and HDMI ports will be provided for all performance events requiring PCs. However, participants must bring their own computer/device for all events. Participants may also bring their own LCD projectors. Participants using Apple products or other devices that do not have a VGA or HDMI port must provide their own adapters. There is no practice time for any of these events.

National and Region Voting Procedures -- Delegate Must Have Data-enabled Device (phone, tablet, etc.)

All regional voting will be conducted via electronic ballot. Voting delegates should bring a data-enabled device (phone, tablet, etc.) to cast their votes. Delegates may share devices.

WiFi connections will not be provided!

Standard message and data rates may apply.