





Future Business Leaders of America

COMPETITIVE EVENTS GUIDE

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--> Wondering how you can use this guide to help you and your fellow FBLA members? Here is a great place to start!

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-> This section elaborates on the variety of competitive events that FBLA offers!

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--> Want to know which competitive event might be best for you? This section breaks down the different types of events and how you can use your strengths to succeed in competition!

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--> FBLA events are relevant and useful as they expose you to different career paths. By reviewing this section, you will be able to narrow down which events you might want to do by thinking about your career aspirations!

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--> Sometimes it is hard to start preparing for an event without a resource collection but don't worry, your state officers have your back! Look at this section to see a variety of study resource options.

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--> Reach out to your State Officer Team with any questions!
Be sure to follow @wafbla on Instagram for important updates as well.

How To Use This Guide

Competitive events allow students to explore different careers, build critical skills, and earn awards and recognition. FBLA competitive events are a fantastic way to prepare yourself for a successful career in business or any other career field found in FBLA!

This guide will cover the various competitive event categories and provide competitor analysis. We have included specialized tips for each competitive event category to help you ace your event. Additionally, we have organized the different events in FBLA into various career clusters. So, whether you're interested in a career in business or computer science, we have narrowed down a list of events you might be interested in!

At the end of this guide, we have compiled a list of resources for each event in FBLA to assist you in your studying journey. As you practice and compete this next year, we hope these resources will come in handy. Before you explore this guide, we want to leave you with one final message: you got this. Often, competing against thousands of other students may seem daunting. But, as long as you prepare, practice, and give it your best, you will go far in FBLA.

Step outside your comfort zone, explore different events, meet new people, and expand your understanding of various career fields. You got this!

Sincerely, Your Washington FBLA Resources Program of Work Committee

Competitive events are at the heart of FBLA. It is a part of FBLA that many students look forward to. In this guide, our goal is to help you ace your competitive events. Generally, competitive events can be broken down into five categories: objective tests, performance/role plays, interviews, project-based, and chapter projects or written reports. Some events will overlap to cover more than one category, so when choosing your event, be cautious and read closely to understand what that event is fully!

Objective Tests

Objective tests are 100 question tests that are completed through an online testing platform. Competitors will have 60 minutes to complete the test. Here are some tips to ace your event:

MAKE THE MOST OF YOUR TIME

The speed you take your test is only utilized when there is a tie (very rare). Therefore, it is in your best interest to fully utilize your time (60 mins) to double check your answer to ensure you answer as many questions as possible correctly.

TAKE PRACTICE TESTS

There are a large number of quizlets and practice tests for different FBLA events that can be accessed online. Simply search your "FBLA <u>event name</u> practice test" and a large number of resources will pop up

UTILIZE YOUR RESOURCES

Many objective tests connect to topics that are taught in schools. For example, with events such as Accounting 1 and 2, you could reach out to your accounting teacher and ask them for support or resources you can use to study

ANSWER ALL THE QUESTIONS

For all FBLA tests, incorrect answers will not dock your points. Therefore, even if you don't necessarily know the answer, use the process of elimination to narrow down some potential answers and give it your best guess!

Performance/Roleplays

Performance events, such as public speaking, are great for students who like having a predetermined topic to speak on. If you are ready to speak on the go, consider competing in a roleplay event. For these types of events, members will be given a performance scenario on the day of the conference. Students will then have a specific amount of time to prepare to act out the scenario with a judge. Here are some tips to ace your event:

PRACTICE MAKES PERFECT

For both performance and roleplay events, practicing over and over again is your best friend. You will be graded on your eye contact, projection, and other important public speaking skills, so be sure to practice in front of other people who can help give you feedback and advice

STAY WITHIN THE TIME LIMIT

Each performance event has a time limit, and if you exceed your time limit or go under your time limit, you will be docked points. Going within your time limit is one of the easiest ways to earn points, so be sure to do so!

BE CONFIDENT

For roleplay events, when you are given an unfamiliar topic, it can be daunting. But, as the saying goes, fake it till you make it. Even if you don't entirely know the answer, pretend to know. Do your best!



Interview

Interview events include Job Interview and Future Business Leader. For these interview events, you will be interviewed by judges who will ask you questions that you would be asked while interviewing for a job. This event is fantastic for those who want to get better at interviews and prepare themselves for interviews later on when they're pursuing a career. Here are some tips to help you ace your interview:

CONFIDENCE IS KEY

Make sure you speak with confidence, maintain eye contact with your judges, and use effective hand gestures.



PRACTICE

A fantastic way to prepare for interviews is by practicing interview questions beforehand. Common interview questions can be easily found online, and by practicing these interview questions, you will prepare yourself for the actual interview later on

Project Based

Project based events such as Digital Video Production are events that are completed before the competition. These projects may require months of time to complete, so do not wait until the last minute to try to finish these events! Here are some tips to ace your project based events:

PLAN AHEAD

Outline a plan of action with your team (if you have one)!
This is critical to ensure that you complete your project on time

REVISE AND EDIT

Make sure you revise your first draft! Make sure there are no mistakes and things that might dock your points or make you earn less!

COPYRIGHT

If you are using photos or videos from another source, make sure you give them credit and receive approval. Follow copyright laws!

Chapter Project/Written Reports

Chapter projects and reports include events such as Community Service Project and American Enterprise Project. These projects take a large amount of time to finish, so planning ahead is critical! Here are some tips to ace these events:

MAKE A PLAN

Because of how large these projects are, it is vital that you plan ahead with your chapter/team and create a plan of action for the upcoming year.

FOLLOW THE GUIDELINES

Make sure to look at the National FBLA-PBL guidelines for the reports. You must follow the guidelines they set, or you may end up losing points.

Competitive events are a fantastic way to explore new career clusters and fields. Be sure to make the most of your competitive events, my practicing, preparing, and doing your best. You got this!

If you are unsure which event to choose, check out this guide made from the FBLA National Office! This powerpoint will find events that match closely to your personality and those that you will do well in.



Competitor Analysis

Competitive events can be tailored to your interests but also what you are good at already. The following diagram depicts what skillsets might give you an advantage in certain events:

DO YOU WANT TO WORK WITH A TEAM?

If you want to work with a team, presentation events might be a good fit. They allow you to present on a wide variety of topics and gain skills in teamwork/leadership.

EX: Graphic Design, Intro to Business Presentation, Social Media Strategies

ARE YOU A GOOD TEST TAKER?

If you are good at test-taking, then participating in test-taking events might fit your skill set.

EX: Economics, Agribusiness, Accounting 1/Accounting 2

ARE YOU QUICK ON YOUR FEET?

If you are quick on your feet, then roleplays and testing events might be a good fit.

EX: Entrepreneurship, Parliamentary Procedure

DO YOU WANT TO PRESENT ALONE OR SPEAK?

If you are looking to improve your public speaking skills and work alone, FBLA's various public speaking events might be a good fit for you!

EX: Introduction to Public Speaking, Public Speaking, Impromptu Speaking





Choose your Competitive Event Slideshow

Events in Career Fields

We have categorized the events into their respective career fields. Depending on which career fields interest you, you can selected a competitive event better suited towards your interests. Listed below are a few career fields and some popular events that align with them.

Career Field	Event	Type of Event
Computer Science	Coding & Programing	Presentation
	Computer Applications	Production Test
	Computer Game & Simulation Programmation	Presentation
	Computer Problem Solving	Objective Test
	Cyber Security	Objective Test
	Introduction to Information Technology	Objective Test
	Mobile Application Development	Presentation
	UX Design	Objective Test
Arts & Media	Website Design	Presentation
	Broadcast Journalism	Presentation
	Advertising	Objective Test
	Digital Animation	Presentation
	Digital Video Production	Presentation
	Graphic Design	Presentation
	Social Media Strategies	Presentation
	Journalism	Objective Test
	Publication Design	Presentation
Service & Hospitality	Health Care Administration	Objective Test
	Hospitality & Event Management	Case Study
	Human Resource Management	Objective Test
	Community Service Project	Presentation

Events in Career Fields

Career Field	Event	Type of Event
Business	E-business	Presentation
	Entrepreneurship	Case Study
	Future Business Leader	Presentation
	International Business	Case Study
	Introduction to Business Communication	Objective Test
	Introduction to Business Presentation	Presentation
	Partnership with Business Project	Presentation
	Local Chapter Annual Business Report	Presentation
	Introduction to Business Procedures	Objective Test
Professional Skills	Client Service	Case Study
	Electronic Career Portfolio	Presentation
	Help Desk	Case Study
	Impromptu Speaking	Case Study Events
	Public Speaking	Presentation
	Job Interview	Presentation
	Sales Presentation	Presentation
	Organizational Leadership	Objective Test
	Parliamentary Procedure	Case Study
Economics	Securities & Investments	Objective Test
	Business Financial Plan	Presentation Event
	Introduction to Business Concepts	Objective Test
	Introduction to Financial Math	Objective Test
	Introduction to Marketing Concepts	Objective Test
	Personal Finance	Objective Test
	Political Science	Objective Test
	Business Calculations	Objective Test
	Introduction to Business Procedures	Objective Test

A list of objective practice tests, quizlets, competitive event guidelines, rating sheets, and National Resources to support members in their competitive events and helps them excel to the National level.

National Competitive Event Resources

- Competitive Event Guidelines https://www.fblapbl.org/media/2022/08/FBLA-High-School-CE-Guidelines_8.29.22.pdf
- FBLA High School Objective Test Competency/Task List –
 https://www.dropbox.com/sh/yxms43d47hltcdb/AAB2gUNr2BSJcz0yS WDb1rv-a?dl=0
- Rating Sheets https://www.fbla-pbl.org/media/2022/08/2022-23-High-School-Rating-Sheets-All-8.30.22.pdf
- Choose You Competitive Event Slideshow –
 https://storage.googleapis.com/articulate–
 courses/BAA%20Contributor/Choose%20Your%20Event%20(FBLA)%20
 -%20Storyline%20output/story.html

Compilation of practice tests and study guides

- https://www.bcsd.org/Page/3653
- http://bothellfbla.weebly.com/uploads/1/6/0/6/16067910/fbla_study_ guide_2013-16.pdf
- http://fbla.testfrenzy.com/
- http://www.mdfbla.org/competitive-event-resources.html
- https://www.fatskills.com/fbla/quiz

Accounting 1

- Accounting 1- FBLA
- https://www.fbla-pbl.org/media/accounting_i_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/6008dd872c0769001bdcfecc/fbla-accounting-1-
- https://quizlet.com/search?query=fbla-accounting-1&type=sets

Accounting 2

- https://quizlet.com/search?query=fbla-accounting-2&type=sets
- https://www.fbla-pbl.org/media/ACCOUNTING2011.pdf
- https://www.proprofs.com/quiz-school/story.php?title=accounting-fbla
- https://cherrycreekfbla.org/accounting-2/
- https://quizlet.com/search?query=fbla-accounting-2&type=sets

Advertising

- https://www.fbla-pbl.org/media/Advertising-Sample-Test.pdf
- FBLA Advertising Test
- FBLA Advertising Test Study Guide
- http://www.mafbla.org/wp-content/uploads/2018/02/Advertising-Study-Guide.pdf
- fbla advertising
- https://quizlet.com/search?query=fbla-advertising&type=sets

Agribusiness

- https://www.fbla-pbl.org/media/agribusiness_online_ref_guide.pdf
- FBLA Agribusiness Sample Questions
- FBLA Agribusiness
- FBLA Agribusiness TEST
- https://quizlet.com/search?query=fbla-agribusiness&type=sets

• Banking & Financial Systems

- https://www.fbla-pbl.org/media/Banking_and_Financial_Systems_Case_Study-1.pdf
- https://quizizz.com/admin/quiz/5a329a5b4880391000af98cd/fbla-banking-financial-systems
- FBLA Banking and Financial Systems
- https://quizlet.com/search?query=fbla-banking-%26-financialsystems&type=sets

• Business Calculations

- $\circ \ \ https://www.fbla-pbl.org/media/business_calculations_online_ref_guide.pdf$
- https://quizizz.com/admin/quiz/5bfeec6a023f4f001afab3e6/fbla-businesscalculations
- https://quizlet.com/search?query=fbla-business-calculations&type=sets
- FBLA Business Calculations

• Business Communication

- https://www.fbla-pbl.org/media/business_communication_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/5818ee6f3f6874260fae4ce0/fbla-businesscommunications-part-one
- https://quizlet.com/search?query=fbla-business-communications&type=sets
- Business Communication FBLA
- Business Communications FBLA

• Business Ethics

- Business Ethics FBLA
- https://quizizz.com/admin/quiz/5e446b62b296cb001b8f2cfe/fbla-businessethics
- https://quizlet.com/search?query=fbla-business-ethics&type=sets
- FBLA Business Ethics

Business Law

- o https://www.fbla-pbl.org/media/BUSINESS20LAW.pdf
- https://quizlet.com/search?query=fbla-business-law&type=sets
- Business Law FBLA
- FBLA Business Law

• Business Management

Business Management FBLA Quizzes

Computer Applications

- https://www.fbla-pbl.org/media/ccomputer_applications.pdf
- FBLA COMPUTER APPLICATIONS
- https://quizlet.com/search?query=fbla-computer-applications&type=sets

• Computer Problem Solving

- https://www.fbla-pbl.org/media/COMPUTER20PROBLEM20SOLVING.pdf
- https://quizlet.com/search?query=fbla-computer-problem-solving&type=sets

Cyber Security

- https://www.fbla-pbl.org/media/ccyber_security.pdf
- https://quizizz.com/admin/quiz/5c5108f9ea0ffc001a8c5b84/fbla-cyber-security
- https://fblacybersecurity.weebly.com/uploads/3/2/2/6/32263141/fbla_cyber_s ecurity_volume_1.pdf
- https://quizlet.com/search?query=fbla-cyber-security&type=sets

Database Design & Applications

- https://www.fblapbl.org/media/DATABASE20DESIGN20AND20APPLICATIONS.pdf
- https://quizlet.com/search?query=fbla-database-design-%26applications&type=sets

Economics

- https://www.fbla-pbl.org/media/economics_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/5c019b0817bad5001a5f3c3f/fbla-economics
- https://quizlet.com/search?query=fbla-economics&type=sets

• Entrepreneurship

- o https://www.fbla-pbl.org/media/ENTREPRENEURSHIP.pdf
- https://quizizz.com/admin/quiz/5a540356bdf92710007ed873/fblaentrepreneurship
- https://quizlet.com/search?query=fbla-entrepreneurship&type=sets

Future Business Leader

• https://quizlet.com/search?query=fbla-future-business-leader&type=sets

Health Care Administration

- https://www.fblapbl.org/media/health_care_administration_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/5c020785flcae6001aa6fd5f/fbla-healthcare-administration
- https://quizlet.com/search?query=fbla-health-care-administration&type=all

Help Desk

- https://www.fbla-pbl.org/media/help_desk_online_ref_guide.pdf
- https://quizlet.com/search?query=fbla-help-desk&type=all

Hospitality & Event Management

- https://www.fbla-pbl.org/media/hospitality_management_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/5e5ebacf743160001b27c152/fbla-hospitality-management
- https://quizlet.com/search?query=fbla-hospitality-%26-eventmanagement&type=all

• Human Resource Management

- https://www.fbla-pbl.org/media/chuman_resource_management.pdf
- o https://quizlet.com/search?query=fbla-human-resource-management&type=all

• Insurance & Risk Management

- https://www.fblapbl.org/media/insurance_and_risk_management_online_ref_guide.pdf
- https://quizlet.com/search?query=fbla-insurance-%26-risk-management&type=sets
- https://study.com/academy/exam/topic/insurance-risk-management.html

International Business

- o https://www.fbla-pbl.org/media/GLOBAL20BUSINESS.pdf
- https://quizlet.com/search?query=fbla-international-business&type=sets

Introduction to Business Communication

- https://www.fblapbl.org/media/INTRODUCTION20TO20BUSINESS20COMMUNICATIONS.pdf
- https://quizizz.com/admin/quiz/5bffdeb151b90f001bee1bec/fbla-introduction-to-business-communication
- $\circ \ \ https://quizlet.com/search?query=fbla-introduction-to-business-communication$

• Introduction to Business Concepts

- https://www.fblapbl.org/media/introduction_to_business_online_ref_guide.pdf
- https://quizlet.com/search?query=fbla-introduction-to-bu

Introduction to Business Procedures

- https://www.fbla-pbl.org/media/business_procedures_online_ref_guide.pdf
- https://quizlet.com/search?query=fbla-introduction-to-businessprocedures&type=sets

• Introduction to Event Planning

 https://quizlet.com/search?query=fbla-introduction-to-eventplanning&type=sets

Introduction to FBLA

- https://quizlet.com/search?query=fbla-introduction-to-FBLA&type=sets
- o https://quizizz.com/admin/quiz/5c63713c2789a1001a265346/intro-to-fbla

Introduction to Financial Math

- https://www.fbla-pbl.org/media/Introduction-to-Financial-Math-Sample-Test.pdf
- https://quizizz.com/admin/quiz/5daa183f80233b001addd791/fbla-introduction-to-financial-math
- https://quizlet.com/search?query=fbla-introduction-to-financialmath&type=sets

• Introduction to Information Technology

- https://quizizz.com/admin/quiz/5dab478488d603001a691fdd/fblaintroduction-to-information-technology
- https://quizlet.com/search?query=fbla-introduction-to-informationtechnology&type=sets

Introduction to Parliamentary Procedure

- https://quizizz.com/admin/quiz/5ccld6d708c2d7001b314336/introduction-to-parliamentary-procedure
- https://quizlet.com/search?query=fbla-introduction-to-parliamentaryprocedure&type=sets

Journalism

• https://quizlet.com/search?query=fbla-journalism&type=sets

• Management Information Systems

- https://www.fblapbl.org/media/Management_Information_Systems_Online_Ref_Guide.pdf
- https://quizlet.com/search?query=fbla-management-informationsystems&type=sets

Marketing

- https://www.fbla-pbl.org/media/MARKETING.pdf
- https://quizizz.com/admin/quiz/5dadb7073424ce001a482a5b/marketing-fbla
- https://quizlet.com/search?query=fbla-marketing&type=sets

Network Design

- https://quizizz.com/admin/quiz/5da9c4fea53905001de7f6a7/fbla-network-design
- https://quizlet.com/search?query=fbla-network-design&type=sets

• Networking Infrastructures

- o https://www.fbla-pbl.org/media/NETWORKING20CONCEPTS.pdf
- https://quizlet.com/search?query=fbla-networking-infrastructures&type=sets

• Organizational Leadership

- o https://www.fbla-pbl.org/media/Organizational-Leadership-Sample-Test.pdf
- https://quizizz.com/admin/quiz/604b792e20d9af00203de106/fblaorganizational-leadership
- https://quizlet.com/search?query=fbla-organizational-leadership&type=sets

• Parliamentary Procedure

o https://quizlet.com/search?query=fbla-parliamentary-procedure&type=sets

Personal Finance

- https://www.fbla-pbl.org/media/personal_finance_online_ref_guide.pdf
- https://quizizz.com/admin/quiz/5fa312a652b047001bba17cb/fbla-personal-finance
- https://quizlet.com/search?query=fbla-personal-finance&type=sets

Political Science

• https://quizlet.com/search?query=fbla-political-science&type=sets

Securities and Investments

- o https://www.fbla-pbl.org/media/Securities-and-Investments-Sample-Test.pdf
- https://quizlet.com/search?query=fbla-securities-and-investments&type=sets

Sports & Entertainment Management

- https://www.fbla-pbl.org/media/sports_entertainment___management.pdf
- https://quizizz.com/admin/quiz/5728afd071d491296532abc7/sports-and-entertainment-marketing-i-exam-review-100-questions
- https://quizlet.com/search?query=fbla-sports-%26-entertainmentmanagement&type=sets

Spreadsheet Applications

- o https://www.fbla-pbl.org/media/SPREADSHEET20APPLICATIONS.pdf
- https://quizlet.com/search?query=fbla-spreadsheet-applications&type=sets

• Supply Chain Management

• https://quizlet.com/search?query=fbla-supply-chain-management&type=sets

UX Design

https://quizlet.com/search?query=fbla-UX-Design&type=sets

Word Processing

- https://www.fbla-pbl.org/media/word_processing.pdf
- https://www.proprofs.com/quiz-school/story.php?title=word-processing-i-fbla
- https://quizlet.com/search?query=fbla-word-processing&type=sets

MIDDLE-LEVEL EVENTS

Business Ethics

- https://quizlet.com/20904945/business-ethics-fbla-flash-cards/
- https://quizizz.com/admin/quiz/5e446b62b296cb001b8f2cfe/fbla-businessethics

• Elevator Speech

- https://www.floridafbla-pbl.com/middle-level-event-ml-elevator-speech
- o https://quizlet.com/281139828/state-fbla-elevator-speech-flash-cards/

• Exploring Business Issues

- https://www.floridafbla-pbl.com/middle-level-event-ml-exploring-business-issues
- https://quizlet.com/547695076/fbla-exploring-business-and-marketing-flashcards/

• Multimedia and Website Development

- https://www.pafbla.org/middlelevel/17-18_ML_Policy_Handbook/Pages_073-075_Multimedia_and_Website_Development.pdf
- https://www.floridafbla-pbl.com/middle-level-event-ml-multimedia-websitedevelopment

Video Game Challenge

• https://www.floridafbla-pbl.com/middle-level-event-ml-video-game-challenge

CONTACT PAGE

Follow the WAFBLA and FBLA social media accounts to keep up with all the latest updates and events. In addition, make sure to follow your region's Instagram account to keep up with all the things related to your region!

STATE OFFICER EMAILS

Position	Name	Email
President	Cindy Chen	president@wafbla.org
Secretary	Ben To	secretary@wafbla.org
Public Relations	Charlotte Curry	publicrelations@wafbla.org
VP of Middle Level	Aubrey Hegner	middlelevelvp@wafbla.org
Parliamentarian	Jean Lin	parliamentarianewafbla.org
Alumni & Business Relations VP	Karina Kejriwal	alumniandbusinessvpewafbla.org
Capital VP	Dwija Adamala	capitalvp@wafbla.org
North Central VP	Lexie Fennell	northcentralvp@wafbla.org
Northeast VP	Hailey Bronec	northeastvp@wafbla.org
Northwest VP	Venya Pillai	northwestvp@wafbla.org
Southeast VP	Elizabeth Allen	southeastvp@wafbla.org
Puget Sound VP	Preeti Maroju	pugetsoundvp@wafbla.org
Southwest VP	Joanne Lin	southwestvpewafbla.org
West Central VP	Samara Wijesekera	westcentralvp@wafbla.org

CONTACT PAGE

REGION INSTAGRAMS

Region	Instagram Username
Capital	@capitalregionwafbla
North Central	enorthcentralwafbla
Northeast	ewanortheastregion
Northwest	ewafbla_northwest
Southeast	esoutheastwafbla
Puget Sound	@pugetsoundfbla
Southwest	ewafbla_southwest
West Central	ewestcentralfbla

Washington FBLA

Instagram: ewafbla

Facebook: Washington State FBLA

Twitter: ewafbla

National FBLA

Instagram: efbla_pbl

Facebook: FBLA

Twitter: FBLA_National