

# 2025–26 On Campus Commerce Guidelines

## State Only Event



School businesses help students develop basic business skills that they then can apply to their future careers. They also allow for the raising of funds that can then be used to help benefit the students in other endeavors such as co-curricular organizations, club activities, or community service. On Campus Commerce provides members with the opportunity to showcase their on-campus businesses and their impact on the school community. This competitive event consists of a presentation component.

**1 entry per business, per chapter**

### Event Overview

**Division:** High School or Middle School

**Event Type:** Team of 1, 2 or 3 members

**Event Category:** Presentation

**Event Elements:** Presentation

**Presentation Time:** 3-minute set-up time, 7-minute presentation time, 3-minute question & answer time

**NACE Connections:** Career & Self-Development, Critical Thinking, Communication, Leadership, Professionalism, Teamwork

**Items Competitor Must Provide:** Technology and presentation items for preliminary and final round presentation, conference-provided nametag, [photo identification](#), attire that meets the [FBLA Dress Code](#)

### State

	Items Competitor Must Provide	Items FBLA Provides
<b>Preliminary Presentation</b>	<ul style="list-style-type: none"> <li>• Technology and presentation items</li> <li>• Conference-provided nametag</li> <li>• <a href="#">Photo identification</a></li> <li>• Attire that meets the <a href="#">FBLA Dress Code</a></li> </ul>	<ul style="list-style-type: none"> <li>• Table</li> </ul>
<b>Final Presentation</b>	<ul style="list-style-type: none"> <li>• Technology and presentation items</li> <li>• Conference-provided nametag</li> <li>• <a href="#">Photo identification</a></li> <li>• Attire that meets the <a href="#">FBLA Dress Code</a></li> </ul>	<ul style="list-style-type: none"> <li>• Table</li> <li>• Projector with HDMI cord</li> <li>• Projector screen</li> </ul>

### Important FBLA Documents

- Competitors should be familiar with the Competitive Events [Policy & Procedures Manual](#), [Honor Code](#), [Code of Conduct](#), and [Dress Code](#).

### Eligibility

- FBLA membership dues are paid by 11:59 pm Eastern Time on March 1 of the current school year.

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- Members must be registered for SBLC and pay the conference registration fee to participate in competitive events.
- Each school may submit one entry per business on their campus.
- Only competitors are allowed to plan, research, and prepare their presentation. They must also set up their presentation by themselves. Advisers may assist in review of the materials but the content must be created by the students.
- All members of a team must consist of individuals from the same chapter.
- Picture identification (physical or digital: driver's license, passport, state-issued identification, or school-issued identification) matching the conference nametag is required when checking in for competitive events.
- If competitors are late for their assigned presentation time, they will be allowed to compete with a five-point penalty until such time that results are finalized, or the accommodation would impact the fairness and integrity of the event.

### *Recognition*

- The number of competitors will determine the number of winners. The maximum number of winners for each competitive event is 10.

### *Event Administration*

- This event consists of a preliminary presentation and final presentation
- Preliminary Presentation
  - **Equipment Set-up Time:** 3 minutes
  - **Presentation Time:** 7 minutes (one-minute warning)
  - **Question & Answer Time:** 3 minutes
  - **Internet Access:** Not provided
  - The presentation is judged at the SBLC. Preliminary presentations are not open to conference attendees. The presentation will take place in a large, open area, with a booth size of approximately 12' x 12'.
  - Competitors/teams are randomly assigned to sections.
  - Timing: The presentation time is exclusive to the allotted times. Once the set-up time has been reached, the presentation time automatically begins. The presentation time shall not exceed the stated time, meaning that the set-up and Q&A time cannot be used as presentation time.
  - Technology
    - Competitors present directly from a device which includes a laptop, tablet, mobile phone, or external monitor (approximately the size of a laptop screen). Competitors can present with one or two devices. If presenting with two devices, one device must face the judges and one device must face the competitors.
    - Projectors and projector screens are not allowed for use, and competitors are not allowed to bring their own.
    - Wireless slide advancers (such as a presentation clicker or mouse) are allowed.
    - External speakers are not allowed. Only device audio can be used.
    - Power is not available.

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- Non-technology Items: Materials, notecards, visual aids, and samples related to the project may be used during the presentation; however, no items may be left with the judges or audience.
- Restricted Items: Animals (except authorized service animals), Food (for display only; may not be consumed by judges during the presentation), Links and QR codes (for display only; cannot be clicked or scanned by judges before, during, or after the presentation)
- Teamwork: If performing as a team, all team members are expected to actively participate in the presentation.
- Research: Facts and data must be cited and secured from quality sources.
- Presentation should cover:
  - Business Concept and Company Profile
  - Marketing Aspects
  - Operations and Management Plans
  - Financial Documents & Projections
  - Risks & Adverse Results
  - Long-Term Goals
- Final Presentation
  - **Equipment Set-up Time:** 3 minutes
  - **Presentation Time:** 7 minutes (one-minute warning)
  - **Question & Answer Time:** 3 minutes
  - **Internet Access:** Not provided
  - An equal number of top-scoring competitors/teams from each section in the preliminary round will advance to the final round. When there are more than five sections of preliminary presentations for an event, two competitors/teams from each section will advance to the final round.
  - Final presentations may be open to conference attendees, space permitting. Finalists may not view other competitors' presentation in their event.
  - Timing: The presentation time is exclusive to the allotted times. Once the set-up time has been reached, the presentation time automatically begins. The presentation time shall not exceed the stated time, meaning that the set-up and Q&A time cannot be used as presentation time.
  - Technology
    - Competitors can present with one or two devices which includes a laptop, tablet, mobile phone, or external monitor (approximately the size of a laptop screen). If presenting with two devices, one device must be connected to the projector or facing the judges and one device must face the competitors.
    - The following will be provided for the final round if it occurs in a conference room: Projector, projector screen, and table.
    - Competitors using laptops or other devices that do not have an HDMI port will need to provide their adapters.
    - It is up to final-round competitors to determine if they wish to use the technology provided.
    - Wireless slide advancers (such as a presentation clicker or mouse) are allowed.

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- Teamwork: If performing as a team, all team members are expected to actively participate in the presentation.
- Research: Facts and data must be cited and secured from quality sources.
- Presentation should cover:
  - School Business Concept and Profile
  - Marketing Aspects
  - Operations and Management Plans
  - Financial Documents & Projections
  - Risks & Adverse Results
  - Long-Term Goals

### *Scoring*

- Preliminary rounds will be scored in sections. An equal number from each section will move onto finals.
- All announced results are final upon the conclusion of the State Business Leadership Conference.

### *Americans with Disabilities Act (ADA)*

- FBLA meets the criteria specified in the Americans with Disabilities Act for all competitors with accommodations submitted through the conference registration system by the registration deadline.

### *Recording of Presentations*

- No unauthorized audio or video recording devices will be allowed in any competitive event.
- Competitors in the events should be aware FBLA reserves the right to record any presentation for use in study or training materials.

### *Penalty Points*

- Competitors may be disqualified if they violate the Code of Conduct or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late to their assigned presentation time.

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### On Campus Commerce Rating Sheet

Expectation Item	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Describes school business concept and profile	<i>No evidence of school business concept or profile OR doesn't meet guidelines</i>	<i>School Business concept OR profile described</i>	<i>School Business concept AND profile explained</i>	<i>School Business concept and profile explained including how the concept matches the profile</i>	
	0 points	1-8 points	9-12 points	13-15 points	
Explains marketing aspects of business	<i>No marketing evident</i>	<i>One aspect of marketing explained</i>	<i>Two aspects of marketing explained</i>	<i>Three or more aspects of marketing to increase company presentation explained</i>	
	0 points	1-8 points	9-12 points	13-15 points	
Describes operations and management plans	<i>No evidence of company, operations plan, or management plan</i>	<i>Description of operations OR management plan</i>	<i>Description of operations AND management plan</i>	<i>Detailed description of operations and management with plan for future growth</i>	
	0 points	1-8 points	9-12 points	13-15 points	
Provides information on financial documents and projections	<i>No evidence of financial documents or company projections</i>	<i>Provides information on at least one financial document OR one projection</i>	<i>Provides information on two financial documents and at least one projection</i>	<i>Provides information on at least three financial documents and at least three projections</i>	
	0 points	1-6 points	7-8 points	9-10 points	
Identifies and analyzes risks and adverse results and provides plan to avoid adverse results	<i>No evidence of risks or adverse results</i>	<i>One risk OR adverse result is given: no evidence of planning</i>	<i>Two risks and at least one adverse result identified; includes a plan with at least one step to avoid adverse results</i>	<i>Three risks and at least one adverse result identified; includes a plan with at least two steps to avoid adverse results</i>	
	0 points	1-6 points	7-8 points	9-10 points	
Identifies long-term goals	<i>No goals identified</i>	<i>Only one goal identified</i>	<i>Two goals identified</i>	<i>Three or more goals identified with specific plan to achieve the goals</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Presentation Delivery</b>					
Statements are well-organized and clearly stated	<i>Competitor(s) did not appear prepared</i>	<i>Competitor(s) were prepared, but flow was not logical</i>	<i>Presentation flowed in logical sequence</i>	<i>Presentation flowed in a logical sequence; statements were well organized</i>	
	0 points	1-6 points	7-8 points	9-10 points	
Demonstrates self-confidence, poise, assertiveness, and good voice projection	<i>Competitor(s) did not demonstrate self-confidence</i>	<i>Competitor(s) demonstrated self-confidence and poise</i>	<i>Competitor(s) demonstrated self-confidence, poise, and good voice projection</i>	<i>Competitor(s) demonstrated self-confidence, poise, good voice projection, and assertiveness</i>	
	0 points	1-2 points	3-4 points	5 points	
Demonstrates the ability to effectively answer questions	<i>Unable to answer questions</i>	<i>Does not completely answer questions</i>	<i>Completely answers questions</i>	<i>Interacted with the judges in the process of completely answering questions</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Staff Only: Penalty Points (5 points for dress code penalty and/or 5 points for late arrival penalty)</b>					
<b>Presentation Total (100 max)</b>					

Name(s):	
School:	
Judge Signature:	Date:
Comments:	