



Onsite Testing Guide

- Students are responsible for knowing the information in this document (Onsite Testing Guide)
- Personal items of any kind, other than a testing device, are NOT permitted in the testing center. This includes cell phones, backpacks, purses, etc.
- Food and beverage is NOT permitted in the testing center (clear water bottles are acceptable)
- Smart watches and Smart glasses are not permitted in the testing center
- Please report to the testing center 15 minutes prior to your test's scheduled time
- Any needed accommodations were requested in SBLC registration and will be confirmed or denied to the Adviser by April 1.
- The daily conference Dress Code will be enforced. Any competitor not in Dress Code will not be permitted in the Testing Center. (ie, 4/21- FBLA/Chapter wear or Business Attire, 4/22- FBLA Dress Code, 4/23 FBLA Dress Code)
- Students must have a photo ID to check in and receive testing login cards

Production Tests:

Production Tests will occur on Wednesday, 4/22, during a specific time. This testing will be within the Competitive Events schedule. **subject to change based on scheduling conflicts. Schedules will be posted in Blue Panda and in Conference App*

Role Play Tests:

Role Play Tests will begin at 4 pm on Tuesday, 4/21. This testing will be within the Competitive Events schedule. **subject to change based on scheduling conflicts. Schedules will be posted in Blue Panda and in Conference App*

Accommodations for team events will not be fulfilled.

Objective Tests:

Objective Tests will occur on Wednesday, 4/22, and Thursday, 4/23, during a specific time. This testing will be within the Competitive Events schedule. **subject to change based on scheduling conflicts. Schedules will be posted in Blue Panda and in Conference App*



Accommodations:

Testing accommodations were requested in the SBLC Blue Panda registration. The State Office will contact the adviser to confirm eligibility and accommodation requirements.

All testers with approved accommodations will NOT test in the Blue Testing Center. They are to report to the Gold Testing Center. Advisers will be notified of this, and should ensure their students are aware they are NOT to report to the Blue Testing Center, despite what the schedule says regarding the location of that test.

Accommodations will not be met in team role-play events or parliamentary procedure.

FAQ

Devices

Will FBLA supply a device for my test? No, each student will be responsible to bring their own, fully charged, device

Will there be power access for my device? No. All devices need to run the entirety of the test off battery power.

Can I use a cell phone to test? No. Cell phones are not permitted in the testing center.

Can I use a tablet? No. All devices used for testing must have a permanently attached keyboard.

Can I use a Chromebook? Yes.

Can I use a Mac or a PC? Yes- with a permanently attached keyboard.

What can I do to better prepare my device for my on-site test?

- If using a district device, ensure you are able to connect to a non-school network
- Disable your desktop notifications before arrival
- The recommended browser for e-testing is Google Chrome
- Verify your device can access and bookmark: bpet.gobluepanda.com

Schedule

If there is a conflict with my presentation event, what should I do? Report to the Gold Testing Center **before** your presentation event to receive a scheduled accommodation.

What if there is a conflict with another test? Report to the Gold Testing Center **before** your scheduled tests to receive a scheduled accommodation.