

FBLA Jeopardy

Rules and Procedures

FBLA Jeopardy Explanation

FBLA Jeopardy is the Program of Work created to be a roadmap for chapter success. Chapters collect *points* by submitting evidence of completion. Tile values range from 100 to 500; the more points the tile is worth, the more difficult the activity. Tiles that don't include a specific deadline can be completed at any time before the **February 26 deadline**. Exceptions include *Fall Leadership Conference, State Prep Competition, and Attend Region Competition*. Those activities can only be completed on the day of the conference or competition. *Report of Paid Members, American Enterprise Day, State Sponsor, Business Leader Scholarship, and Celebrate FBLA Week* have specific deadlines as well.

Utah FBLA is excited to announce the FBLA chapter that earns the most points will receive the FBLA Program of Work Traveling Trophy and a \$100 cash prize at the State Leadership Conference. In the event of a tie, the chapters tied for first place will be asked to give a *Jeopardy* presentation to the FBLA Board of Directors at the State Leadership Conference. The Board will declare the winner. Chapters completing ALL tiles on the board will be awarded special Utah FBLA lanyards to be worn at the State Leadership Conference.

We hope you will take the time to participate in the activities outlined in the *FBLA Jeopardy* program, as we firmly believe they are critical to chapter success.

***FBLA Jeopardy* Submission Deadline to Submit: February 26 at 5 p.m.**

Tie-Breaker

The *FBLA Jeopardy* tie breaker will be as follows for this year: each chapter involved in the *FBLA Jeopardy* tie will give a presentation (7-minute max.) to the FBLA-PBL Board of Directors (at the SLC) on their chapter's *Jeopardy* activities. One to three representatives from each chapter involved in the tie will be expected to give the presentation. Visual aids, both digital and physical, may be used.

Tiles with Due Dates

October 7 – Fall Leadership Conference
TBD – State Prep Competition
TBD – Region Competitions
November 15 – American Enterprise Day
February 1 – State Sponsor
February 14-20 – FBLA Week
February 4 - Business Leader Scholarship

Activate Your Game Board

Email your chapter president's (or highest ranking officer's) **name** and **email address** to your Region Vice President. Once that information has been received, your game board will be activated. Email addresses can be found here: <https://www.utah-fbla-pbl.org/state-officers/>

Starting Your Success

Chapter Communication - 100

Set up a form of chapter communication your chapter can use to reach all members. Examples include a *Remind* message, a mass email, or any other type of communication. We strongly encourage the use of different social media platforms (Facebook, Instagram, Twitter, etc.) to publicize chapter activities.

Evidence: Submit a screenshot of the form of communication used with an actual message sent to members.

Bulletin Board with Theme and Game Board - 200

**This tile fulfills the requirements for the Future Activity 2 BAA Program.*

Create a bulletin board using this year's FBLA theme: *ASPIRE*. On this bulletin board, be sure to include a copy of the *FBLA Jeopardy* game board (either printed **or** created electronically), basic information about FBLA, and a few pictures of your FBLA chapter.

Evidence: Submit at least two (2) photos **or** screenshots, one (1) of the board being created and one (1) of the finished product for a total of (2) photos. Be sure your board includes the FBLA theme, basic information, and pictures.

Create an FBLA Advertisement - 300

**This tile fulfills the requirements for the Business Activity 2 BAA Program.*

Advertising FBLA to the student body or the community is a fantastic way to generate buzz for your chapter. Create an advertisement promoting FBLA and place it where it can be seen by members and non-members. The advertisement could be in the form of a social media post or a poster describing FBLA.

Evidence: Submit a photo of the advertisement or social media page and a brief description of the advertisement's effectiveness.

Meet with a State Officer - 400

To help local chapters become acquainted with this year's state officer team, the state officers have made themselves available to meet with local chapters. These meetings can cover topics such as State and/or Region prep, *Jeopardy* questions, running for state office, and other questions regarding FBLA. The meeting will occur in person or via video conference at the officer's discretion. The requested officer is required to participate in a speaking opportunity, such as a Question and Answer session. To request an officer please use this link and fill out the form: <https://goo.gl/forms/Rqs3iOagXE0q3q303>

Evidence: Submit the name of the state officer, the date of the meeting, and a brief reflection of what your chapter gained from the meeting. The participating state officer will verify this information.

Membership Mayhem - 500

**This tile fulfills the requirements for the BAA Program.*

Encourage your chapter to actively participate in the national program(s) of Membership Mania and/or Membership Madness. Visit the national website to learn more about the Membership Mania and Membership Madness programs. You can find more information at the link: <https://www.fbla-pbl.org/fbla/programs/recognition-awards/>

Evidence: Submit a screenshot of the Membership Madness or Membership Mania completed form.

Learning to Lead

Officer-Led Chapter Meeting - 100

Ask one or more of your FBLA chapter officers to prepare and host a meeting, which should include chapter announcements, achievements, and an activity.

Evidence: Submit at least one (1) photo of the meeting as well as a PDF copy of the meeting agenda.

State Membership Awards - 200

Retaining and increasing your chapter's membership number from the previous year is important for building and sustaining a strong chapter. Your chapter will be rewarded at the State Leadership Conference for your membership marketing. Ribbons will be awarded to each chapter member based on the highest membership level achieved by your chapter. Please refer to the *Membership Awards* document found on the Utah FBLA-PBL website at <https://www.utah-fbla-pbl.org/documents/?division=fbla#!#Miscellaneous> (under Miscellaneous) for details.

Evidence: Submit the *Membership Awards* form given to advisers from the State Director or found on the Utah FBLA website: www.utah-fbla-pbl.org

State Preparation Competition - 300

Chapters should be preparing for State as soon as possible. The State Prep Competition is an amazing way to prepare and excite your chapter for the upcoming State competition. Have your chapter register for and participate in the State Prep competition.

Evidence: Submit a copy of your chapter's registration for the State Prep Competition. The State Director will verify registration AND participation.

Fall Leadership Conference - 400

The Utah FBLA Fall Leadership Conference is a great opportunity to develop leadership skills within the chapter. The virtual conference will be held on October 7. Register at least five (5) members **or** 20% of your chapter.

Evidence: Submit a copy of your FLC registration. The State Director will verify registration AND attendance.

Run for State Office - 500

**This tile fulfills the requirements for Leader Activity 2*

A major component of Utah FBLA is its student leaders, including the state officers. Each year, the state officers develop changes to the Program of Work, engage with members attending meetings and workshops, and help facilitate Utah FBLA conferences. As a result, Utah FBLA needs the best and brightest leaders each year to continue this strong legacy. To meet the requirements for this tile, chapters must have at least one member run for state office.

Candidates must have achieved the Future level of the BAA's by the state officer application due date.

Evidence: Submit the candidate's name and school. The Assistant State Director will verify this information.

Professional Development

PBL Awareness - 100

Phi Beta Lambda, or Professional Business Leaders (PBL), is the collegiate equivalent of FBLA. Ask a chapter member to give a presentation about PBL to your chapter or invite a PBL state officer to give a presentation to your chapter in person or virtually. Other suggestions include hosting a senior night and discussing PBL.

Evidence: Submit the date, presenter, and one (1) photo of the presentation.

American Enterprise Day - 200

**This tile fulfills the requirements for the Future Activity 3,*

Every year, November 15 is recognized by FBLA-PBL as American Enterprise Day to "salute and publicize the American free enterprise system and to teach others about it". Celebrate American Enterprise Day by organizing an activity and inviting as many participants as possible. They do not all have to be FBLA members—the more involved the better possible activities include:

- Invite an entrepreneur/business person to speak to your chapter
- Host a *Monopoly* tournament
- Create a PSA promoting American Enterprise Day - one winning video will be featured on Utah FBLA's Instagram

Evidence: Submit at least one (1) photo of the activity and one (1) paragraph summarizing the activity. Submission of the PSA is sufficient evidence.

Renew and Recruit a Professional Division Member - 300

The Professional Division is a group of business professionals that help FBLA-PBL run its operations. Renew two current professional members, recruit two new members, or renew one and recruit one new member to the Professional Division. A new member is defined as someone who has not previously been a member of the Professional Division.

Evidence: Submit the name of the renewed or recruited members. The Assistant State Director will verify the information.

Article to *Tomorrow's Business Leader* - 400

Tomorrow's Business Leader is a magazine produced by the national FBLA-PBL association, exclusive to its members about business and leadership. Submit an article for publication about recent local chapter events or activities. Link: fbla.org/news

Evidence: Submit a copy of the article and the date that it was sent.

Business Engagement - 500

**This tile fulfills the requirements for the Business Activity 18 BAA Program*

Tour a business with your chapter **or** meet with a business professional in person or virtually (can be combined with Professional Development - American Enterprise Day) to gain insight into how businesses operate and to learn about a professional environment. At least five (5) members **or** 20% of your chapter must attend the activity. It is recommended that chapters use this opportunity to secure a sponsorship, which also completes a *Jeopardy* tile (see Community Connection - State Sponsor).

Evidence: Submit the date, name of the business or speaker, at least one (1) photo of the business tour or speaker, and a paragraph about how the tour or presentation was beneficial to your chapter.

Community Connection

Region Competition - 100

The region competition provides an excellent opportunity to practice for the State Leadership Conference in March. Register at least five (5) members **or** 20% of your chapter to attend your region competition.

Evidence: Submit at least one (1) photo of your members in attendance at the Region Competition. The State Director will verify registration AND participation.

Joint Activity - 200

Participate in a joint activity with a local CTE organization, a business, or another FBLA chapter. Possible ideas for the activity include a social, service project, school project, etc.

Confirm at least five (5) members **or** 20% of your chapter participate in the activity. This activity can be combined with the Community Connection - Community Service tile.

Evidence: Submit the date of the activity, the organization/business/chapter involved, a list of the members involved in the activity, and one (1) photo of the joint activity.

Community Service - 300

**This tile fulfills the requirements for the Business Activity 5 BAA Program.*

To create a greater bond with your FBLA chapter members and to help your local community, organize a community service event with as many chapter members as possible. Complete any act of community service, large or small, such as serving at a community homeless shelter, assisting a nonprofit organization, raising money for charity, or working with a service organization to assist your community members. This activity could be combined with the Community Connection - Joint Activity tile. This activity can also be used to qualify members for different levels of the national Community Service Awards (CSA) <https://www.fbla-pbl.org/fbla/programs/recognition-awards/csa/>

Evidence: Submit a one-page (double spaced, 12 pt. Times New Roman font) report of the service you completed. Be sure to include who, what, when, and where. Include a reflection on the effectiveness of the event as part of your report. Submit at least one (1) photo of the event with the report.

Chapter Enterprise - 400

Help promote your FBLA chapter by hosting a fundraiser, receiving a grant, or collecting donations. This activity may include working in conjunction with another organization at your school. Include as many chapter members as you can to encourage teamwork within your chapter.

Evidence: Submit a detailed summary of your chapter enterprise. Include a list of members who were involved and how much money was raised/collected.

State Sponsor by February 1 - 500 to 800 (Daily Double)

Recruit an organization, a person, your school or chapter, etc. to sponsor a competitive event at the State Leadership Conference. Funding must be at least \$100. The sponsoring organization/person may specify which event they wish to sponsor. A copy of the sponsorship prospectus and form can be found on the Utah FBLA website: www.utah-fbla-pbl.org. Five hundred (500) points will be awarded for your chapter's first \$100 sponsor. An additional one hundred (100) points will be given for each Daily Double submission (maximum of 300 points). The maximum amount of points earned for both State Sponsor and Daily Double is 800. A separate form must be filled out for each sponsorship. One organization/person may donate the entire amount.

Evidence: Submit a copy of the completed sponsorship form(s). The Assistant State Director must receive a copy of the form(s) and all donations by the February 1 deadline.

Showcase Your Success

Share Your Success - 100

Use local news outlets, school announcements, or social media to highlight the success of your chapter. Send member names and achievements to a local newspaper, write a script for your school's announcements, or make a post on social media detailing the achievements.

Evidence: Submit one (1) photo of the news publication, a copy of the script from the school announcement, or a screenshot of the social media post.

Chapter State Preparation Meeting - 200

Host a chapter pre-State meeting to prepare for State as a team. Make it interesting and engaging by creating fun ways to help prepare members for their events at the State Leadership Conference. General tips for event preparation can be found at:

<https://www.fbla-pbl.org/fbla/competitive-events/general-tips/>

Specific event guidelines can be found at: <https://www.fbla-pbl.org/fbla/competitive-events/guidelines/>

Evidence: Submit the date, one (1) photo of your meeting, and a one-paragraph reflection on the effectiveness of the meeting.

Business Leader Scholarship - 300

The Business Leader Scholarship is an opportunity for students to receive a Utah FBLA-PBL scholarship by highlighting their business and leadership abilities. Have at least one (1) member from your chapter submit an application for the Business Leader Scholarship. A copy of the scholarship form can be found on the Utah FBLA website: www.utah-fbla-pbl.org. The scholarship application must be submitted by the State Leadership Conference registration deadline.

Evidence: Submit a copy of the completed scholarship form. The Assistant State Director will verify the submission.

Local Chapter Annual Business Report - 400

The Local Chapter Annual Business Report (LCABR) is a competitive event at the state and national leadership conferences and is an effective tool to highlight a chapter's activities throughout the year. Create the LCABR and compete in the event at the State Leadership Conference. Adhere to the submission deadline posted by the State Director. More information about the LCABR can be found at:

<https://www.fbla-pbl.org/competitive-event/local-chapter-annual-business-report-fbla/>

Evidence: Submit the date and time the report was submitted. The State Director will verify submission of the report in the LCABR event at the State Leadership Conference.

Business Achievement Awards - 500

Have at least five (5) members **or** 20% of your chapter complete at least one additional level of the FBLA Business Achievement Awards (BAA) during the 2020-2021 FBLA year. Detailed instructions for completing the Business Achievement Awards can be found at:

<http://fbla-pbl.org/fbla/membership-benefits/education-curriculum/baa/>

Evidence: Submit a list of the members who achieved an additional level of the BAA's. For each of the five (5) or 20% of members, include their name, previous level, and highest level earned this year. The State Director will verify levels.

Program Participation

Honor Your Adviser – 100

Show your chapter's appreciation for your adviser's hard work. Create a sincere way to recognize your adviser's involvement in your chapter activities.

Evidence: Submit at least one (1) photo of the activity, which includes your adviser and their award/gift/recognition emblem.

Go to State - 200

The State competition is the time to highlight all of the hard work and dedication of your chapter's members. Complete the *Go to State* form by: increasing attendance to SLC 2021 by 10% from last year, 50% of your local chapter members attending SLC 2021, or 25 local chapter members attending SLC 2021.

Evidence: Submit the *Go to State* form given to advisers from the State Director. The form is also located on the Utah FBLA website: www.utah-fbla-pbl.org

Participate in National FBLA Chapter Awards - 300

**This tile fulfills various requirements for the BAA Program.*

Utah FBLA strives to be one of the most energetic and involved state chapters in the country. Participate in one of the three national FBLA chapter awards: Super Sweeps, Non-Stop November, or Action Awareness. Involvement in any one of these three national programs will earn 300 points. An additional one hundred (100) points will be given for participation in each additional national program (Super Sweeps, Non-Stop November, or Action Awareness) for a maximum of five hundred (500) points. <http://www.fbla-pbl.org/fbla/programs/recognition-awards/>

Evidence: Submit a screenshot(s) of the completed submission(s) of the National FBLA Chapter awards.

March of Dimes Promotion or Fundraiser - 400

**This tile fulfills the requirements for the Future Activity 5, BAA Program.*

FBLA-PBL is annually the largest supporter of the March of Dimes, and each chapter's contributions make a crucial difference in the lives of premature babies. Participate in a promotional or fundraising project for the March of Dimes in your community/school. The completion deadline is February 26 at 5 p.m. For more information or ideas, visit the March of Dimes website: <https://www.marchofdimes.org/volunteers/volunteer-opportunities.aspx>

Evidence: Submit a paragraph with details about your March of Dimes promotion or fundraiser, at least one (1) photo from the event, and a screenshot of the completed March of Dimes donation form.

Celebrate FBLA Week - 500

**This tile fulfills the requirements for the Future Activity 3.*

National FBLA-PBL Week takes place during the second full week of February each year, and is a great opportunity for chapters to publicize their activities and successes. Celebrate FBLA week with at least five activities during the week, including at least five (5) members **or** 20% of your chapter. Potential activities are listed at the following links:

<https://www.fbla-pbl.org/cmh/celebrations/fbla-pbl-week/>

<https://docs.google.com/document/d/192NvKo51RQcl-0XchgeoE0-pAY1abFbOXVtdLKycGYY/edit?usp=sharing>

Evidence: Describe the five activities and submit a photo of each activity (5 photos total), with at least five (5) members **or** 20% of your chapter celebrating FBLA week.

Replacement Tile

FBLA Outstanding Chapter Award - 100-500

This tile will replace any one tile worth any corresponding value up to 500 points.

Complete the requirements for the FBLA Outstanding Chapter Award: <https://web.fbla-pbl.org/focrp/>

Evidence: Submit a copy or screenshot of the completed Outstanding Chapter Award application in the corresponding submission box of the tile being replaced.