

**Pennsylvania FBLA**  
**REGION EDUCATIONAL SERIES**  
**What are the “school-site” competitive events?**

**The goal of this document is to:**

1. What are the competitive events that will be offered at the RLC?
2. What events are school-site events?
3. How many students may I enter in an event at my RLC?
4. What events have grade-level specific restrictions?

The following information will answer multiple questions at a time. Remember, there will be a series of documents that will answer these questions. This document will focus on “school-site” competitive events at your RLC. The following events are open to students in grades 9-12. There may be some specific restrictions attached to these events.

**It is important to remember that there are two parts to these competitive events: (1) a school-site production test which is completed prior to the RLC using a computer, and (2) a 100-question objective test.**

**It is important to remember that local chapter advisers must register students two ways to compete in these school-site events: (1) the students must be registered online for the objective test, and (2) the local chapter adviser must submit the online Wufoo form to the Executive Director’s office by the deadline date for your region. The local chapter adviser must identify a non-FBLA adviser to administer the school-site production test and submit his/her e-mail address to the state office on the registration spreadsheet.**

**WuFoo Form:** <https://pafbla.wufoo.com/forms/m1a4cswx1efzqqv/> (open for submission on November 1)

(must be completed by the chapter adviser before school-site tests will be distributed to test administrators)

**\*\*\*The local chapter adviser must identify a school-site test administrator who will receive the tests; the school-site test administration may not be an FBLA adviser.**

Remember, not all competitive events are listed in this document. In future documents, I will address: performance events, state-only events.

If there is a discrepancy between what I have written here and the PA FBLA Policy/Leadership Handbook, anything that is written in the PA FBLA Policy/Leadership Handbook supersedes anything I have written.

**Your region adviser will provide you specific information regarding deadline dates for these events and when/how they will be judged/corrected.**

## **Computer Applications**

You may register the following number of students to compete in this event: **three (3) individuals**

Test type Part 1: **school-site production test; problems are completed using a computer**

Test type Part 2: **objective (taken during the online testing window determined by your region)**

May student repeat in this event: **no**

# of students advanced from your RLC to the state conference: **1<sup>st</sup>- and 2<sup>nd</sup> place advance to the state conference**

## **Database Design and Applications**

You may register the following number of students to compete in this event: **three (3) individuals**

Test type Part 1: **school-site production test; problems are completed using a computer**

Test type Part 2: **objective (taken during the online testing window determined by your region)**

May student repeat in this event: **no**

# of students advanced from your RLC to the state conference: **1<sup>st</sup>- and 2<sup>nd</sup> place advance to the state conference**

## Spreadsheet Applications

You may register the following number of students to compete in this event: **three (3) individuals**

Test type Part 1: **school-site production test; problems are completed using a computer**

Test type Part 2: **objective (taken during the online testing window determined by your region)**

May student repeat in this event: **no**

# of students advanced from your RLC to the state conference: **1<sup>st</sup>- and 2<sup>nd</sup> place advance to the state conference**

## Word Processing

You may register the following number of students to compete in this event: **three (3) individuals**

Test type Part 1: **school-site production test; problems are completed using a computer**

Test type Part 2: **objective (taken during the online testing window determined by your region)**

May student repeat in this event: **no**

# of students advanced from your RLC to the state conference: **1<sup>st</sup>- and 2<sup>nd</sup> place advance to the state conference**

**If there are any discrepancies between what is written in this document and the PA FBLA Policy/Leadership Handbook's Competitive Event Guidelines, the written guidelines always supersede anything which in this document.**