

# 2024 Colorado FBLA SLC Survival Guide

General Conference Information		
<b>Packing List</b>	<ul style="list-style-type: none"> <li>• <a href="#">Completed Certification Form</a> (if not uploaded <a href="#">HERE</a> by March 25th)</li> <li>• Competitive Events materials, <b>including a device for taking tests</b></li> <li>• <b>Picture IDs</b> (for competitors &amp; digital badge &amp; certifications)</li> <li>• Conference Outfits (that meet dress code)</li> <li>• Casual clothing for evening activities</li> <li>• FBLA spirit shirt for Opening Session</li> <li>• Money for meals/snacks/donations to Colorado Relief Fund and March of Dimes</li> </ul>	
<b>Conference Dress Code</b>  <b>Conference attendees (students and advisers) are expected to always have on their conference name badge.</b>	<b>Activity</b>	<b>Dress Code</b>
	Monday Lunch	Appropriate casual attire. Example: Jeans and CTSO T-shirt (or another nice shirt) preferred. Longer-length shorts (no short shorts), neat jeans, collared shirts, sweatshirts, appropriate T-shirts, and casual footwear.
	Opening Session	FBLA chapter spirit shirt and appropriate casual attire
	Workshops	<a href="#">FBLA National Dress Code</a>
	Visiting Exhibitors	<a href="#">FBLA National Dress Code</a>
	Yoga	Workout attire
	Tuesday Lunch	<a href="#">FBLA National Dress Code</a>
	Thursday Night (Hypnotist/Comedy Show/Games Room)	Appropriate casual attire
Closing Awards Session	<a href="#">FBLA National Dress Code</a>	
<b>Adviser Dress Code</b>	Advisers and chaperones should model the appropriate dress code for students, including wearing your name badge.	
<b>Parking &amp; Drop Off</b>	<p>Review <a href="#">THIS MAP</a> of the Gaylord. All large and small buses will drop off at location "C1," the Convention Center Veranda, and then park in location "C2." All individual vehicles will use the main guest entry, following directions to the main lodge entry, but take the right to pull up to the Convention Center Lobby for drop offs. Individual vehicles can then park in any regular, self-park lot.</p> <p><b>All individual cars, or small vans, parking on site are subject to the standard rate of \$30/day. You will need to bring a credit card to check-in and mention you have parked a car. Please instruct any student parking on site to do the same.</b></p>	
<b>Shuttle for Off-Site Hotels</b>	<p>Conference attendees at offsite hotels will have shuttles to and from their individual hotel approximately every 30-minutes. ONLY registered attendees at those hotels may ride the shuttles. Shuttle times are:</p> <p>Monday, April 1<sup>st</sup>: 11 am – 11:30 pm            Tuesday, April 2<sup>nd</sup>: 6:30 am – 11:00 pm            Wednesday, April 3<sup>rd</sup>: 7:00 am – 10:00 am</p>	

<b>Gaylord Rockies Information</b>	<ul style="list-style-type: none"> <li>• Hotel Registration: Front Desk (by the main doors)</li> <li>• <b>Official Check-in Time is 4:00 pm</b></li> <li>• Luggage storage will be available in Aurora Hall 3</li> <li>• All rooms have refrigerators, and a public microwave is available in the Marketplace</li> <li>• Hotel sleeping rooms will be in close proximity by school</li> <li>• Arapahoe Springs (Pool/Lazy River/Entertainment Area): Several lifeguards are on duty, and hours have been extended on Monday and Tuesday from 9 am – 10 pm</li> <li>• Gaylord Food Options are available <a href="#">HERE</a></li> </ul>
<b>Conference App</b>	<p>Download the conference app for the most up-to-date information:</p> <ul style="list-style-type: none"> <li>• Go to the app store, search for Yapp</li> <li>• Download Yapp, Yapp ID Code: COFBLA24</li> <li>• Direct Link: <a href="https://my.yapp.us/COFBLA24">https://my.yapp.us/COFBLA24</a></li> </ul>
<b>Competitive Events Information</b>	<p>Information to Know:</p> <ul style="list-style-type: none"> <li>• <b>ID REMINDER:</b> All competitors need to have a photo ID available (driver’s license, ID card, school picture ID, transcript with photo ID, gradebook platform – i.e. Infinite Campus – printout with photo ID). If this doesn’t exist, visit Conference Registration for a Competitor ID Verification Form prior to competition.</li> <li>• <b>TESTING REMINDER:</b> Testing will be done on-site online, and <b>each student will need to bring their own fully powered device to testing. Recommended to check for device updates before SLC. Check the app for testing schedules.</b></li> <li>• All registered competitors will present in front of judges (except test only events)</li> <li>• Presentation Finalists (from events with a preliminary round) will be available on conference app by 5 am on Tuesday.</li> <li>• Role Play Finalists will be sent via email and available on conference app by approximately 12:45 pm on Tuesday.</li> <li>• Some events are finals-only, and those will have one presentation time on Tuesday.</li> <li>• Because of space limitations and competition set-up, no observers are allowed in any competitions.</li> <li>• NO projectors are allowed or provided in preliminary or final rounds. Wi-Fi will be available for competitions where Wi-Fi is a part of the guidelines, but have a back-up plan (<i>Coding, Computer Game, Data Analysis, Digital Animation, Digital Video, Electronic Career Portfolio, Intro to Programming, Intro to Social Media Strategy, Mobile App, PSA, Social Media Strategies, Web Coding, Website Design</i>)</li> <li>• Rating sheets will be available for download after the conference.</li> <li>• Judges scores are final</li> </ul>
<b>Leadership Seminar Workshops</b>	<p>Leadership Seminar Workshops will be held in the Summit rooms on Monday and Tuesday. Refer to app for most up-to-date schedule. Students will receive stamps on their name badge for attending workshops. Stamp schedule will be sent out after the conference.</p>

<b>March of Dimes Financial Fundraising</b>	<p>Here's your chance to see a state officer get soaked with ice water and raise money for a good cause!</p> <p>There will be a jar for each state officer for cash or coins. The top 3 officers with the most amount of money will be hit with water balloons! Bring money or send with Venmo, and be a part of fundraising for the Colorado Relief Fund! The Big Splash will occur at 12:30 pm on Tuesday.</p>
<b>Colorado Relief Fund Fundraisers</b>	<p>Activities for students to be active are scheduled. Each one will cost \$2. All money raised will go toward the Colorado Relief Fund.</p> <ul style="list-style-type: none"> <li>• Yoga for Relief – Tuesday morning at 7:30 am, Wednesday morning at 6:30 am (\$2 entry fee)</li> <li>• Cornhole for CRF (\$4/player)– Tuesday night, 8 pm – 10 pm in Aurora Hall 1</li> </ul>
<b>SLC Photo Scavenger Hunt</b>	<p>Participate in a digital scavenger hunt to win prizes from Colorado FBLA! Upload photos from around the conference here:  <a href="https://form.jotform.com/Colorado_FBLA/slc-scavenger-hunt">https://form.jotform.com/Colorado_FBLA/slc-scavenger-hunt</a></p>
<b>Colorado FBLA social media</b>	<p>Make sure to follow Colorado FBLA social media for updates on Facebook, Instagram, and Snapchat. Search for @ColoradoFBLA</p>
<b>Monday, April 1st</b>	
<p>Starting at 9:30 am</p>	<p><b>Conference Registration</b>  <i>Where:</i> Aurora Registration Desk, near the Cocoa Bean coffee shop  <i>What to bring:</i></p> <ul style="list-style-type: none"> <li>• <a href="#">Completed Certification Form</a> (if not uploaded <a href="#">HERE</a> by March 25th)</li> </ul> <p><i>What you will receive:</i></p> <ul style="list-style-type: none"> <li>• Registration Packet (lanyards, nametags, lunch/meal tickets, etc.)</li> <li>• Conference T-shirts (if ordered)</li> </ul>
<p>11:30 am – 1:30 pm</p>	<p>Lunch for Students/Chaperones (casual attire okay)</p> <ul style="list-style-type: none"> <li>• Schools have been assigned lunch times – check <a href="#">HERE</a>. <b>Please share your chapter's lunch time with your students.</b> Schools A-L eat at 12:30; schools M-Y eat at 11:30.</li> <li>• Lunch meal tickets are needed, will be turned in at the door.</li> <li>• Buffet lines will be available around the room, with drink and dessert tables scattered throughout the room. Only one dessert should be taken.</li> <li>• Please leave the room as soon as you are done eating, to allow room for others to come in and eat.</li> </ul>
<p>12:00 pm – 1:30 pm</p>	<p>Adviser Meeting in Willow Lake 3-5  <i>What to expect:</i></p> <ul style="list-style-type: none"> <li>• Lunch (the meal registered for during registration – <b>do not eat</b> at the Exhibit Hall #1)</li> <li>• Conference Updates</li> <li>• Adviser Awards</li> <li>• Meeting about Adviser Assignments</li> </ul>

2:00 – 6:00 pm	<p>Competitions – Preliminary Round</p> <ul style="list-style-type: none"> <li>• <b>PLEASE REVIEW THE POSTED SCHEDULE OF EVENTS. STUDENTS DO NOT NEED TO ARRIVE UNTIL 10 MINUTES BEFORE SCHEDULED TIME.</b></li> <li>• Multiple sections of events (prep and presentations) will be set up in each room.</li> <li>• Review the conference app for the room assignments.</li> <li>• Reminder: Competitors will need to provide ID</li> </ul>
2:00 – 6:00 pm	<p>Tests</p> <ul style="list-style-type: none"> <li>• Review the conference app for the testing times and locations.</li> <li>• Each student needs to provide their own fully powered device to connect to the internet</li> </ul>
6:00 – 7:00 pm	Dinner (Pre-orders only)
Doors Open 8:15 pm 8:30 – 10:30 pm	<p>Opening General Session</p> <ul style="list-style-type: none"> <li>• Wear your best FBLA chapter spirit gear. Attendees must also have on their conference name badge and lanyard.</li> <li>• <i>Agenda:</i> Welcome, officer introductions, national anthem, chapter awards, March of Dimes Awards, Peak Awards, BAA recognition, NLC Promotion, other awards, introduction of special guests, officer candidate introductions, announcements, adjournment</li> </ul>
11:00 pm	<p>Curfew</p> <ul style="list-style-type: none"> <li>• Advisers and Chaperones: It's your duty to ensure your members are in their rooms and observing curfew.</li> <li>• It Takes a Village! Please escort <b>any</b> FBLA members out past curfew back to their rooms.</li> </ul>
<b>Tuesday, April 2nd</b>	
5:00 am	Presentation Finalists Released
7:00 am – 8:30 am	Breakfast (Pre-orders only)
7:30 – 8:30 am	Yoga (\$2 entry fee for CRF)
8:30 am – 12:00 pm	<p>Competitive Events Finals Round</p> <ul style="list-style-type: none"> <li>• View the conference schedule for the competitions and timing</li> </ul>
8:30 am – 12:00 pm	<p>Team Tests</p> <ul style="list-style-type: none"> <li>• Role Play tests happen in the morning.</li> <li>• Teams will need to each take their own test on their own device and the testing system will average the scores.</li> <li>• <b>Check the app for your scheduled testing time. It will not be printed on your name badge.</b></li> </ul>
9:00 am – 3:00 pm	<p>Exhibitors</p> <ul style="list-style-type: none"> <li>• Exhibitors can be found in Aurora Ballroom Pre-function area</li> </ul>
9:00 am – 4:00 pm	<p>Digital Badge Testing</p> <ul style="list-style-type: none"> <li>• Only for students pre-registered for digital badges</li> <li>• Room is open from 9:00 am – 4:00 pm, testing can happen at any point; the last test will begin at 3:00 pm</li> <li>• Bring a fully powered device or phone with data availability</li> </ul>

11:30 am – 1:30 pm	<p>Lunch</p> <ul style="list-style-type: none"> <li>Schools have been assigned lunch times – check <a href="#">HERE</a>. <b>Please share your chapter’s lunch time with your students.</b> Schools A-L eat at 12:30; schools M-Y eat at 11:30.</li> <li>Lunch meal tickets are needed, will be turned in at the door</li> <li>Buffet lines will be available around the room, with drink and dessert tables scattered throughout the room. Only one dessert should be taken.</li> <li><b>Lunch attire on Day 2 is full FBLA Conference Dress Code</b></li> </ul>
~12:30 pm	Role Play Finalists Posted
1:00 – 5:00 pm	<p>Competitive Events Finals Round</p> <ul style="list-style-type: none"> <li>View the conference schedule for the competitions and timing</li> </ul>
1:00 pm	Splash a State Officer - Veranda
2:15 – 4:00 pm	<p>Service Activity for Gladys Love Project</p> <ul style="list-style-type: none"> <li>Join the state officers for a community service activity creating cards for seniors and caregivers in Aurora Hall 1</li> </ul>
2:45 – 4:30 pm	<p><a href="#">Voting Delegate Orientation and Business Meeting</a></p> <ul style="list-style-type: none"> <li>Voting delegates are required to attend this meeting.</li> <li>Voting delegates will be listening to FBLA updates and voting on three bylaws and the NLC shirt design – make sure the chapter has met before this meeting to discuss these items.</li> </ul>
6:00 – 7:00 pm	Dinner (Pre-orders only)
8:00 – 10:00 pm	<p>Entertainment Options (preorder only – tickets required)</p> <ul style="list-style-type: none"> <li>Hypnotist in Aurora Ballroom A</li> <li>Comedy Show in Willow Lake 3-5</li> </ul>
8:00 – 10:00 pm	<p>Games Room &amp; Cornhole Tournament</p> <ul style="list-style-type: none"> <li>No presale tickets needed for room entry; spaces available until the room reaches capacity. <b>Bring Your Own Games!</b></li> <li>Cornhole is \$4/player to raise money for Colorado Relief Fund. Sign up your team <a href="#">HERE</a>.</li> </ul>
11:00 pm	<p>Curfew</p> <ul style="list-style-type: none"> <li>Advisers and Chaperones: It’s your duty to ensure your members are in their rooms and observing curfew.</li> <li>It Takes a Village! Please escort <b>any</b> FBLA members out past curfew back to their rooms.</li> </ul>
<b>Wednesday, April 3rd</b>	
Hotel Check-out	<p>Check out is 11:00 am</p> <ul style="list-style-type: none"> <li>Put luggage in vehicles/buses before the Closing Session</li> </ul> <p>Luggage storage will be available – check app for location</p>
6:30 – 7:30 am	Yoga (\$2 entry fee for Colorado Relief Fund)
7:00 – 8:00 am	Breakfast (Pre-orders only)

<p>Doors open at 8:30 am 9:00 am – 12:00 pm</p>	<p>Grand Awards Session</p> <ul style="list-style-type: none"> <li>• FBLA National Dress Code is in effect, including name badges. Top Ten winners are allowed to remove their name badge while on stage.</li> <li>• Top ten will be shown on screen for each event – top 4 will receive a plaque (top ten placings will be sent out after the conference)</li> <li>• <i>Agenda:</i> President’s welcome, adviser recognition, state officer farewells, new state officer team installation, chapter awards, event sponsor recognition, competitive event awards (in random order), conference in review, closing remarks and adjournment</li> </ul> <p>There are no seats available for guests. All attendees must have on their conference name badge to enter.</p>
<p>NLC Intent Form</p>	<ul style="list-style-type: none"> <li>• An <a href="#">intent form</a> is to be completed by <b><i>EACH</i></b> person in the Top Ten by April 16<sup>th</sup>.</li> </ul>
<p>SAFE TRAVELS HOME!</p>	

