**Adviser Monthly Implementation Guide (FBLA Middle School Division)**

**MEMBERSHIP MANAGEMENT**

* Register returning and new members for your chapter at my.FBLA.
* Sign the [***Data Usage Agreement***](https://leadershipcommunity.fbla.org/communities/community-home/digestviewer/viewthread?GroupId=211&MessageKey=0267a249-ce61-4585-bbc3-accd80612cb3&CommunityKey=58f838ed-3aa3-48ad-bed9-d706dbfed27d&tab=digestviewer)
* Share chapter news or an article pitch for a future issue of Tomorrow’s Business Leader. We are particularly interested in stories and article ideas surrounding the topics of community service projects, leadership, and career exploration

[***Submit Chapter News***](https://fblapbl.wufoo.com/forms/ws6d2a1v5v1qy/)

* Register for NFLC and/or state-sponsored fall leadership conferences
  + A special Middle School Track is being officer at both NFLCs
  + Don’t for to make housing accommodations!

[***NFLC Details***](https://www.fbla-pbl.org/conferences-and-programs/student-conferences/fbla-fall-conference/)

**MERIT AWARD**

* Set an action plan to participate in the [Merit Award Program](https://www.fbla-pbl.org/divisions/fbla-middle-level/member-benefits/) which is a membership engagement focused challenge in where chapters build a basic program of Work through a calendar of activities throughout the year

**RECRUITMENT**

* Plan a social activity to help recruit and retain members
* Share the digital copy of the September issue of [Tomorrow’s Business Leader](https://www.nxtbook.com/fbla/fbla/fbla-tbl-september-22/index.php) with your students

**LEAD AWARDS**

* Get students connected and acclimated with the [FBLA Learning Center](https://learn.fbla-pbl.org/)

**STUDENT CHALLENGES**

* Register for Stock Market Game [Registration Begins on October 10](https://www.fbla-pbl.org/portfolio-items/stock-market-game/)

**MARCH OF DIMES**

* [Register](https://marchofdimes.zoom.us/webinar/register/WN_XncVH1WhQLyPkka5ot0UAQ) for and attend the October 19 March of Dimes Kickoff Webinar
* Create a March of Dimes Project Planning Committee
* Plan an event for a chapter meeting to educate your members about the March of Dimes

**COMPETITIVE EVENTS**

* Work with members to identify their [competitive event](https://www.fbla-pbl.org/divisions/fbla-middle-level/competitive-events/) focus

OCTOBER