

2026–2027 Competitive Events Guidelines

Digital Citizenship

Digital Citizenship challenges members to demonstrate their understanding of safe, ethical, and responsible behavior in digital environments through an objective test. This event encourages members to build the skills needed to navigate the online world with confidence and integrity.



Educational
Alignments

Event Overview

Division	Middle School
Event Type	Individual
Event Category	Objective Test
Event Elements	50-multiple choice questions

Event Information:

National Leadership Conference:

Timing Structure:

Test Duration: 30 minutes

Important Notes:

- **Internet Access:** Only provided for testing period
- **Event Schedule Notes:**
 - Some events may begin before the Opening Session.
 - All schedules are posted in local time for the NLC host city.
 - Schedule changes are not permitted.

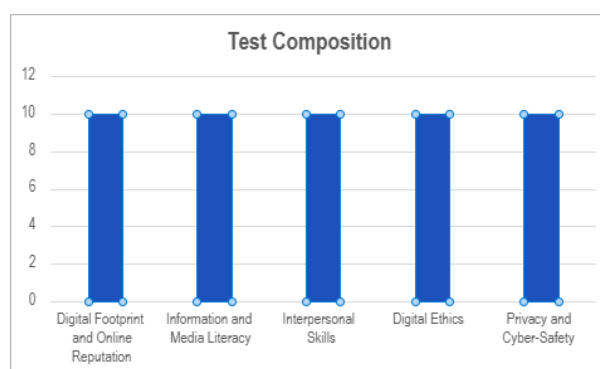
State Leadership Conference:

Testing will take place prior to the State Leadership Conference. Testing must occur at school under the supervision of an adult proctor. Check the SLC Call to Conference for specific instructions and deadlines.

***** Event specifics are continued below. Review the document in its entirety.**

Knowledge Areas

- Digital Footprint and Online Reputation
- Information and Media Literacy
- Interpersonal Skills
- Digital Ethics
- Privacy and Cyber-Safety



Test questions are based on the knowledge areas and objectives outlined for this event. Detailed objectives can be found in the study guide included in these guidelines.

National Leadership Conference

Required Competition Items

<u>Items Competitor Must Provide</u>	<u>Items FBLA Provides</u>
• Sharpened pencil • Fully powered device for online testing • Conference-provided nametag	• One piece of scratch paper per competitor • Internet access

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| <ul style="list-style-type: none">• Attire that meets the FBLA Dress Code | <ul style="list-style-type: none">• Test login information (link & password provided at test check-in) |
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Eligibility Requirements

To participate in FBLA competitive events at the National Leadership Conference (NLC), the following criteria must be met:

- **Membership Deadline:** FBLA national membership dues must be paid to the specific division by 11:59 p.m. Eastern Time on March 1 of the current school year.
- **Repeat Competitors:** Members may only compete in an event at the NLC more than once if they have not previously placed in the top 10 of that event at the NLC. If a member places in the top 10 of an event at the NLC, they are no longer eligible to compete in that event at future NLCs, unless the event has been modified beyond a name change. Chapter events are exempt from this procedure.
- **Conference Registration:** Members must be officially registered for the NLC and must pay the national conference registration fee to participate.
- **Official Hotel Requirement:** To be eligible to compete, competitors must stay within the official FBLA housing block.
- **State Entry Limits:** Each state may submit up to four entries per event.
- **Event Participation Limits:** Each member may participate in:
 - One individual or team event, and
 - One chapter event (e.g., *Annual Chapter Activities Presentation* or *Community Service Presentation*).
- **Participation Requirement:** To be eligible for an award, each competitor must complete all components of the event at the National Leadership Conference.
- **Late Arrivals:** Competitors will be allowed to compete until such time that the results are finalized, or participation would impact the fairness and integrity of the event, as determined by Competitive Events staff. Five penalty points will be assessed for late arrivals in any competitive event.

Event Administration

- **Test Duration:** 30 minutes
- **Format:** This event consists of an online objective test that is proctored and completed on-site at the National Leadership Conference (NLC).
- **Materials:** Reference or study materials are not permitted at the testing site.
- **Calculators:** Personal calculators are not allowed; an online calculator will be available within the testing platform.
- **Question Review:** Competitors may flag questions within the testing platform for review prior to the finalization of results at the NLC.

Scoring

- Each correct answer is worth one point.
- No points are deducted for incorrect answers.

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- Tiebreakers are determined as follows: (1) The number of correct responses to 10 pre-selected tiebreaker questions will be compared. (2) If a tie remains, the number of correct responses to 20 pre-selected questions will be reviewed. (3) If a tie still remains, the competitor who completed the test in the shortest amount of time will be ranked higher.
- Results announced at the National Leadership Conference are considered official and will not be changed after the conclusion of the National Leadership Conference.

Penalty Points

- Competitors may be disqualified if they violate the Code of Conduct or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late to the testing site.

Recognition

- A maximum of 10 entries (individuals or teams) may be recognized per event.

Americans with Disabilities Act (ADA)

- FBLA complies with the Americans with Disabilities Act (ADA) by providing reasonable accommodations for competitors. Accommodation requests must be submitted through the conference registration system by the official registration deadline. All requests will be reviewed, and additional documentation may be required to determine eligibility and appropriate support.

Electronic Devices

- Unless approved as part of a documented accommodation, all cell phones, smartwatches, electronic devices, and headphones must be turned off and stored away before the competition begins. Visible devices during the event will be considered a violation of the FBLA Honor Code.

Sample Preparation Resources

- Official sample test items can be found in [CONNECT](#). These sample items showcase the types of questions that may be asked on the test and familiarize competitors with the multiple-choice item options.

Important FBLA Documents

- Competitors should be familiar with the [Competitive Event Operations Manual](#), [Honor Code](#), [Code of Conduct](#), and [Dress Code](#).

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Study Guide: Knowledge Areas and Objectives

Digital Footprint and Online Reputation (10 items)

1. Describe the impact of a person's social media brand on the achievement of organizational objectives (CO:205) (CS)
2. Distinguish between using social media for business and personal purposes (CO:206) (CS)
3. Describe the responsible use of social media
4. Assess risks of personal decisions (EI:091, LAP-EI-091) (PQ)
5. Take responsibility for decisions and actions (EI:075, LAP-EI-075) (PQ)

Information and Media Literacy (10 items)

1. Evaluate quality and source of information (NF:079) (CS)
2. Draw conclusions based on information analysis (NF:278) (CS)
3. Demonstrate basic web-search skills (NF:006) (PQ)
4. Obtain needed information efficiently (NF:078) (CS)
5. Describe the scope of the internet (NF:086) (PQ)
6. Explain ethical considerations in providing information (EI:038, LAP-EI-038) (SP)
7. Discuss basic media literacy skills (e.g., locating credible sources, creating responsible content, identifying misinformation)

Interpersonal Skills (10 items)

1. Demonstrate self-control (EI:025, LAP-EI-025) (PQ)
2. Exhibit cultural sensitivity (EI:033, LAP-EI-033) (CS)
3. Demonstrate collaborative/groupware applications (NF:011) (CS)
4. Identify ways that technology impacts business (NF:003, LAP-NF-003) (PQ)
5. Demonstrate responsible behavior (EI:021, LAP-EI-021) (PQ)
6. Digital Ethics (10 items)
7. Describe the nature of ethics (EI:123, LAP-EI-123) (CS)
8. Explain reasons for ethical dilemmas (EI:124, LAP-EI-124) (CS)
9. Recognize and respond to ethical dilemmas (EI:125, LAP-EI-125) (CS)
10. Discuss ethical considerations in online environments
11. Demonstrate honesty and integrity (EI:022, LAP-EI-138) (PQ)
12. Demonstrate ethical work habits (EI:004, LAP-EI-004) (PQ)

Privacy and Cyber-Safety (10 items)

1. Respect the privacy of others (EI:029) (PQ)
2. Maintain the confidentiality of others (EI:103) (CS)
3. Adhere to company protocols and policies (PD:250, LAP-PD-250) (CS)
4. Follow rules of conduct (PD:251, LAP-PD-251) (CS)
5. Discuss the nature of information management (NF:110, LAP-NF-110) (CS)
6. Describe basic digital security measures (e.g., passwords, authentication, VPNs)
7. Identify common scams and attacks (e.g., phishing, scam emails, viruses)

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References

- MBA Research and Curriculum Center. *National Business Administration Standards*. <https://www.mbaresearch.org/local-educators/teaching-resources/standards/>
- Computer Science Teachers Association. *K-12 Computer Science Standards*. <https://k12cs.org/>
- Media Smarts. *What is digital citizenship?* <https://mediasmarts.ca/digital-media-literacy/general-information/digital-media-literacy-fundamentals/what-digital-citizenship>
- iCEV. *What is digital citizenship & how do you teach it?* <https://www.icevonline.com/blog/what-is-digital-citizenship>
- Boston Children’s Digital Wellness Lab. *Family guide to digital citizenship*. <https://digitalwellnesslab.org/family-guides/parents-guide-to-digital-citizenship/>