

2026–2027 Competitive Events Guidelines

Slide Deck Applications

Slide Deck Applications challenges members to demonstrate their ability to convert information into effective visual presentations. Through a production test, members showcase their skills in designing professional slide decks that communicate ideas clearly and creatively.



Event Overview

Division	Middle School
Event Type	Individual
Event Category	Production
Event Elements	Production Test

Event Information:

National Leadership Conference:

- Production Test Time: 1 hour
- The Production Test Reference Guide, available on the Competitive Events section of the FBLA website (www.fbla.org), may be used during the test.

Important Notes:

- Internet Access: Provided during testing
- 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:

Production 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

- Slide Creation & Layout
- Text Formatting
- Media Insertion
- Animations & Transitions
- Linking & Navigating

Production tests are based on the knowledge areas and competencies outlined for this event. Detailed competencies can be found in the study guide included in these guidelines.

National Leadership Conference

Required Competition Items

Items Competitor Must Provide	Items FBLA Provides
• Fully powered device for production test, including all needed programs installed for the production test • Printed Production Test Reference Guide • Conference-provided nametag • Attire that meets the FBLA Dress Code	• Production test tasks • Internet access for submission

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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

- **Production Test Time:** 1 hour
- This event consists of a production test that is proctored and completed on-site at the National Leadership Conference (NLC).
- Competitors will complete a set of tasks aligned to the event knowledge areas and competencies.
- Production tests may be completed using no more than two personal devices, including one primary device and one external screen (laptop, tablet, or monitor).
- The **Production Test Reference Guide**, available on the Competitive Events section of the FBLA website (www.fbla.org), may be used during the test.

Scoring

- **The rating sheet will be provided on-site along with the production test.**
- Normalized production scores (using standard deviation, if multiple sections are used) will determine the top winners.
- If there is a tie, the rating sheet will be used to break the tie. The competitor who earns the highest score earliest in the order of the rating sheet will be ranked higher.

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- All judging decisions are final. 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 their assigned presentation time.

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.

Important FBLA Documents

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

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Study Guide: Knowledge Areas & Competencies

Technical

1. Technical: Slide Creation & Layout
 - a. Create, duplicate, and delete slides
 - b. Apply and modify slide layouts (title, content, comparison, etc.)
2. Technical: Text Formatting
 - a. Use consistent fonts, sizes, and text alignment
 - b. Apply emphasis using bold, italics, underline, or color
3. Technical: Media Insertion
 - a. Insert and appropriately resize images, videos, and audio
 - b. Use shapes, icons, or charts/graphs as visual aids
4. Technical: Animations & Transitions
 - a. Add and customize basic slide transitions
 - b. Use simple object animations for emphasis without distraction
5. Technical: Linking & Navigation
 - a. Insert hyperlinks (internal to slides or external sites)
 - b. Use action buttons or linked images for interactive presentations

Design

1. Design: Visual Consistency
 - a. Use consistent color schemes and fonts throughout the deck
 - b. Align elements using built-in guides or grids
2. Design: Slide Readability
 - a. Limit text per slide (e.g., 5x5 or 6x6 rule)
 - b. Use bullet points and spacing effectively
 - c. Avoid overuse of decorative elements that reduce clarity

Communication

1. Communication: Clear Purpose & Message
 - a. Organize slides in logical sequence (beginning, middle, end)
 - b. Use titles and headings that guide the viewer
2. Communication: Supporting Oral Presentation
 - a. Create slides that complement, not repeat, spoken content
 - b. Highlight key points with visuals or concise text

The Study Guide represents all knowledge areas that may be covered in the production test.