

**MAKE  
YOUR  
MARK**

**2026 COLLEGIATE  
NATIONAL LEADERSHIP  
CONFERENCE**

 **FBLA**

# Attendee Guide

Las Vegas, Nevada | June 6-8

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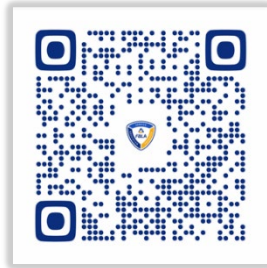
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## Get Ready for Las Vegas!

We're thrilled to welcome FBLA members, advisers, and partners to the National Leadership Conference in Las Vegas, NV this June 6-8, 2026. This guide includes everything you need to know before you go to NLC!

### FBLA Online Helpdesk

Do you have a question? Check out the FBLA Helpdesk where you can search a list of articles for the answer to your questions. Scan or click the QR code to access the helpdesk.



## Make Sure to Access the FBLA App

### Conference App

The FBLA App will be **live on May 23 at 12 PM ET**. Attendees will be e-mailed their login information. The conference app will be your source for the most up-to-date information at the conference, including:












- Full Conference Schedule
- Competitive Event Finalist Lists
- Conference Announcements
- Conference Maps



### App Reminders

- **App Updates:** If there is a red notification in the top right-hand corner, click it! That means there has been an update to the app.
- **Maximize Settings:** Click the gear for settings in the top right-hand corner to enter settings.
  - **Allow Notifications:** Turn notifications on. This is how conference organizers will communicate with attendees.
  - **Download Full Event Content:** Be sure to download content each morning to ensure you can access it with or without Wi-Fi.

## App Navigation Tips

 <b>Announcements</b>	<p>This is where you will find a record of event announcements. Check regularly!</p>
 <b>Conference Schedule</b>	<p>This is your primary schedule – here are some tips for navigating:</p> <ul style="list-style-type: none"> <li>• Search Bar – Use the search bar at the top of your screen for specific sessions.</li> <li>• Date – Be sure to move through each date at the top of your screen.</li> <li>• Upcoming Tab – Highlights activities happening in the next four hours.</li> <li>• Sessions Tab – Breaks down specific workshops and competitive events.</li> <li>• Schedule Tab – Displays the conference schedule at a glance.</li> <li>• My Schedule – Displays all sessions that you have added to your calendar.</li> </ul>
 <b>Speakers</b>	<p>Learn more about the featured speakers and workshop presenters.</p>
 <b>Exhibitors</b>	<p>Plan for which exhibitors you want to visit in the Expo by learning about them before you arrive. You'll also find information on giveaways, discounts, and more!</p>
 <b>Questions?</b>	<p>Do you have a question? Click here for support and the opportunity to contact our team directly if you can't find the answer to your question.</p>
 <b>General Info</b>	<p>Find general information such as:</p> <ul style="list-style-type: none"> <li>• Travel Information</li> <li>• City Discounts</li> <li>• And more!</li> </ul>
 <b>Tracks</b>	<p>Find a list of workshops by the tracks that interest you.</p>
 <b>Sessions</b>	<p>This is where you will find session specific information on workshops and interactive sessions.</p>
 <b>Give Us Feedback!</b>	<p>Find feedback surveys throughout the event. Your feedback is essential as we continue to innovate and improve future events.</p> <ul style="list-style-type: none"> <li>• General Feedback – Please feel free to share your feedback at any time throughout the conference through this survey.</li> <li>• Session Feedback Survey</li> <li>• Future Leaders Expo Feedback Survey</li> <li>• Post-Conference Feedback Survey</li> </ul>
 <b>Document Center</b>	<p>All important documents can be found here including:</p> <ul style="list-style-type: none"> <li>• Attendee Guide</li> <li>• Competitive Event Schedules</li> <li>• Conference Map</li> <li>• And more!</li> </ul>
 <b>NLC Goosechase</b>	<p>Engage! Find missions for you to complete throughout the conference and earn points for your engagement. Prizes will be given!</p>

## Conference Check-In

### Conference Check-In

The conference check-in will be open in the Pavilion area of the Westgate Las Vegas Hotel's convention center starting at 4 PM on June 5.

#### Conference Check-In Hours

- June 5 from 4 PM to 7 PM
- June 6 from 8 AM to 5 PM

## Venue Logistics

### Hotel Reservation Modifications

No hotel cancellations or refunds are allowed after May 12, 2026. All changes must go through FBLA by emailing [conferences@fbla.org](mailto:conferences@fbla.org). A \$50 administrative fee will be charged for any hotel reservation modification.

### Conference Lost & Found

Lost and found will be located at the conference information desk in the Pavilion area.

### Wi-Fi

#### Hotel Wi-Fi

Free Wi-Fi is included in sleeping rooms as part of the FBLA housing block. Wi-Fi information will be provided upon check-in at the hotel.

#### Competitive Events

If internet access is indicated in the event guidelines, connection instructions will be provided upon arrival to the competitive event.

### Dining Options at the Westgate

There are a range of dining options available in the hotel. More information can be [found here](#).

## Safety & Security

### General Safety Tips

- Keep your NLC badge with you as you travel in Vegas, but don't wear it outside the Westgate.
- Sharing your NLC badge is strictly prohibited. Additionally, sharing the badge weakens on-site security and prevents FBLA from reaching your emergency contact(s) if needed.
- Students should never travel alone. Always travel with a partner or in groups.

### Conference Materials

Your check-in packets will include the following:

- Name Badges
- Lanyards
- Ribbons Earned
- Pre-Ordered Items
  - General Session Guest Passes
  - Headshot & Chapter Photo Vouchers
  - T-Shirts & Trading Pins
  - Social Activity Tickets

### Parking

Attendees can self-park at the hotel for \$10 per day.

### Transportation to/from Airport

Please note: FBLA does not provide transportation; attendees are responsible for coordinating their own travel arrangements to and from the airport.

Below are options available in Vegas:

- **LASxpress** – LASxpress of Las Vegas is a ground transportation company that specializes in providing high class luxury chauffeured transportation in limousines, buses and specialty style vehicles. Transportation specials with pickup and drop off service to and from Westgate Las Vegas. To find out more, click [here](#).
- **SuperShuttle** – Reservations can be made by [booking online here](#).
- **GO Airport Shuttle (GO)** – Reservations can be made by [booking online here](#).

\*FBLA has no affiliation with any of the organizations above.

- When walking, stick to well-lit, busy areas. Don't be distracted by your cell phone. Stay alert of your surroundings.
- Project a confident image; walk with a purpose.
- Keep your hotel room secure by always closing and locking your door, even if you're inside.
- Always keep valuables and personal items such as your laptop under close supervision and out of view.
- When in crowds, stay vigilant for thieves such as pickpockets. Maintain close control of handbags and purses and avoid placing valuables such as wallets and cell phones in back pockets.
- When using an ATM, keep a close watch on your surroundings. If possible, use an ATM in a well-lit public area and do not use it alone. Do not count money received while standing near the ATM.
- If you see something, say something. Contact local emergency authorities and FBLA staff.
- Do not give your phone number to anyone.
- Do not go off with anyone you don't know.
- Do not give money to panhandlers.
- If you are the victim of a robbery, it is inadvisable to fight or resist. Hand over cash and valuables and take no aggressive action unless forced to do so.

### Health & Medical Attention

If there is a medical emergency while at the Westgate Las Vegas Hotel:

1. Assess the situation and remove any hazards.
2. Call hotel security directly at 702-732-5911.
3. Do NOT call 911.
4. Do not move the injured person unless there is imminent danger.
5. Call the FBLA Emergency Line at 703-439-1911.
6. Stay until help arrives.

### Nearest Hospitals

- Sunrise Hospital and Medical Center: 3186 S. Maryland Pkwy, Las Vegas, NV 89109-2317 (1.2 miles away)
- Elite Medical Center: 150 E Harmon Ave, Las Vegas, NV 89109 (2.5 miles away)
- Valley Hospital Medical Center: 620 Shadow Ln, Las Vegas, NV 89106 (3.2 miles away)

### Nearest 24-Hour Pharmacy

- Walgreens Pharmacy: 2427 S Las Vegas Blvd Suite 100, Las Vegas, NV 89104 (0.5 miles away)
- CVS Pharmacy: 3300 Las Vegas Blvd S, Las Vegas, NV 89109 (1.6 miles away)

## NLC Experience

### Schedule at a Glance

A full conference schedule can be found in the conference app. Tips for navigating schedule on app:

- Search Bar – Use the search bar at the top of your screen for specific sessions.
- Date – Be sure to move through each date at the top of your screen.
- Upcoming Tab – Highlights activities happening in the next 4 hours.
- Sessions Tab – Breaks down specific workshops and competitive events.
- Schedule Tab – Displays the conference schedule at a glance.
- My Schedule – Displays all sessions that you have added to your calendar.

## Tentative Schedule at a Glance

*\*Below is a tentative schedule at a glance. Please note these times are subject to change between now and the conference.*

### Friday, June 5, 2026 (Day 0)

4:00 PM - 7:00 PM Early Conference Check-In

### Saturday, June 6, 2026 (Day 1)

8:00 AM - 5:00 PM Conference Check-In, Competitive Events Info Desk, and FBLA Shop Open

8:30 AM - 6:00 PM Competitive Events

10:00 AM - 3:00 PM Workshops

12:00 PM - 6:30 PM Future Leaders Expo Hall Open

National Officer Candidate Campaign Booths Open

Member Hub Open

Elections Help Desk Open

7:00 PM - 9:00 PM Opening General Session

*Doors open at 6:30 PM*

### Sunday, June 7, 2026 (Day 2)

5:00 AM Competitive Events Finalists Posted

7:00 AM - 6:00 PM Conference and Competitive Events Info Desk Open

8:30 AM - 6:00 PM Competitive Events

8:00 AM - 9:00 AM National Officer Candidates Q&A Session with Local Voting Delegates and State Presidents

10:00 AM Voting Window for National Officer Candidates Open

10:00 AM - 2:00 PM Future Leaders Expo Hall Open

National Officer Candidate Campaign Booths Open

Member Hub Open

Elections Help Desk Open

10:00 AM - 3:00 PM Workshops

### Monday, June 8, 2026 (Day 3)

5:00 AM Competitive Events Finalists Posted

7:00 AM - 3:30 PM Conference and Competitive Events Info Desk Open

8:30 AM - 4:00 PM Competitive Events

10:00 AM Voting Window for National Officer Candidates Closes

10:00 AM - 3:00 PM Workshops

1:00 PM - 3:00 PM Certification Lab

Resume Review

7:00 PM - 9:30 PM Awards of Excellence General Session

*Doors open at 6:30 PM*

## General Sessions

### Opening Session

Join us for a fantastic, fast-paced opening session to kick off the NLC! Along with favorites like the Parade of States & Territories and the Adviser Wall of Fame recognition, we'll hear from the National Officer Team, keynote speaker, Jared Ebersole, and meet the candidates running for national office.

### Awards of Excellence General Session

At our closing general session, it's time to celebrate our competitive event winners! Plus, you'll meet the new National Officer Team, who will serve as the member voice of FBLA for the 2026–2027 membership year.

## FBLA Shop

Visit the FBLA Shop to get official conference merch, including exclusive ribbons and pins! Purchase the 2026 NLC pin, along with comfy lounge pants, drinkware, decals, and much more. The FBLA Shop accepts credit and debit cards and contactless payments.

## Future Leaders Expo Hall

Step into the Future Leaders Expo Hall—where the energy is nonstop, and the opportunities are endless! Attendees can connect face-to-face with our partners and sponsors and network with hundreds of FBLA members from across the country. The Expo Hall is packed with interactive experiences, including national officer candidate campaign booths and a high-energy Member Hub featuring a spin-to-win prize wheel, an Elections Help Desk, and so much more. And once you've spun the wheel, the fun keeps going—double your chances and triple the hype with a scratch-off ticket for instant prizes or take on the dice-in-the-jar challenge for a chance to win an exclusive Las Vegas FBLA Bear. Big energy. Big prizes. Big connections.

## Expo Hours of Operation

- June 6 from 12 PM to 6:30 PM
- June 7 from 10 AM to 2 PM

## Meet with Exhibitors

- Alzheimer's Association
- Bravo Care
- CLA
- Experience Columbus
- FICO
- Funds2orgs
- Gies College of Business – University of Illinois Urbana-Champaign
- Harvard Business School
- Kendra Scott
- Men's Wearhouse
- National Business Education Association (NBEA)
- Peace Corps
- The American Institute of CPAs (AICPA)
- The University of Kansas – Madison & Lila Self Graduate Fellowship
- Thunderbird School of Global Management – Arizona State University
- United States Army
- United States Coast Guard
- Wharton Academy

## Volunteer Thank You Notes

Did you know hundreds of people volunteer to make the National Leadership Conference possible? Head to the FBLA Member Hub in the FBLA Hub to write a thank you note for a volunteer.

## Lounge

### Location: Future Leaders Expo Hall

Need a break between sessions? Stop by the Lounge—your go-to space to relax, recharge, and connect. Whether you want to play games, meet new people, or just kick back for a bit, the lounge is available for attendees to unwind.

## Headshots & Chapter Photos

Headshots and chapter photos will be completed on June 6 from 1 PM to 3 PM in Future Leaders Expo Hall. Attendees that pre-ordered headshots or chapter photos will have vouchers included in their check-in materials.

**Didn't pre-order?** You can still purchase headshots and chapter photos on-site in the FBLA Shop.

- Headshots: \$15
- Chapter Photos: \$25

## Goosechase

It's time to join the flock, FBLA! Get ready for an adventurous NLC filled with challenges and missions. Use Goosechase to engage with all that the conference has in store.

Missions begin **starting on June 5 at 4 PM PT!** *Winners will be selected on June 8 at 12 PM PT and will be announced during the Awards of Excellence Session.*

### How to Play

1. Download the Goosechase [iOS](#) or [Android](#) app.
2. Log in. New to Goosechase? Sign up for an account or play as a guest.
3. Search for this Experience by code: **7BERI1**
4. Enter the password – **NLC2026**
5. Create your player profile and set yourself apart with a name and photo and click Save.

## Conference Programming

### State Meetings

Some states are hosting state meetings at the conference. Check the conference app for the time, date, and location of your state meeting. If you have any questions, reach out to your State Leader!

### FBLA Professional Foundations Program

#### **Make Your Mark with FBLA's *Professional Foundations Program***

No matter where individuals are in their career journey... preparing for a first job or leveling up professional skills; the FBLA Professional Foundations Program helps sharpen essential abilities and stand out in the workplace. This interactive experience is built around the eight NACE career readiness competencies, equipping members with the tools needed for career success. Information has been emailed to participating students. Make sure to read all about your pre-work and upcoming webinar.

*\*Advance registration required to participate.*

### Résumé Review

Students are encouraged to participate in résumé reviews offered at the National Leadership Conference. These one-on-one sessions with business professionals provide individualized feedback to help refine résumés & cover letters for internships, interviews, & future career opportunities.

No advance sign-up is required. Reviews are available on a walk-in basis, but space is limited. Reviews will take place in the Future Leaders Expo Hall on Monday, June 8 from 1-3 PM. Students should bring printed copies of their résumé and cover letter for review.

### Certification Lab

#### **Southwest Airlines Professional Communications Certification\***

Members attending the FBLA National Leadership Conference can earn the *Southwest Airlines Professional Communications Certification*, hosted on **iCEV**, a credential that proves they've mastered essential communication and soft skills highly valued by employers. **Members must bring their own laptop device.** *\*Advance registration required to participate.*

## Tentative Workshop Schedule

Please note that this schedule is tentative. Attendees should refer to the FBLA App on site for the most up-to-date information.

[Click here for a workshop preview.](#)

## Workshop Tracks

### Make Your Mark...

**In Business & Industry** – Great for students wanting Real-World Insight and Career Clarity

- What's Happening in Business and Industry
- AI in the Workplace
- Emerging Careers
- Industry Certifications
- Employer Expectations

**With Professional Presence** – Great for students Preparing to Enter or Advance in the Professional Workforce

- Résumé Reviews
- Translating CTSO Experiences into Résumé Bullets
- LinkedIn & Personal Branding
- Interview Skills
- Networking Strategies

**With Leadership & Influence** – Great for Chapter Officers and Future Manager

- Leadership Skills
- Team Dynamics
- Communication
- Emotional Intelligence
- Conflict Management

**Through Innovation & Technology** – Great for Students Who Want to be Future-Ready

- AI Tools and Ethics
- Tech Skill Sets
- Automation
- Digital Tools for Productivity
- Data, Cybersecurity, Emerging Technologies

**As an Entrepreneur** – Great for Students Interested in Building, Launching, or Growing Ideas

- Startup Mindset
- Side Hustles
- Freelancing
- e-Commerce
- Innovation & Ideation

**Through Purpose & Impact** – Great for Students Who Want to Connect Passion with Profession

- Ethical Leadership
- Social Responsibility
- Sustainability
- Values-Driven Careers

**As an FBLA Adviser/Educator** – Great for Advisers Who Want to Strengthen Their Chapters, Support Student Leaders, & Grow in Their Role – Whether New to FBLA or Experienced!

- Support and Guiding Student Leaders
- Recruitment, Retention, and Member Engagement
- Using FBLA Experiences to Reinforce Classroom Learning
- Skills Students Need for Careers
- Supporting Student Leadership and Involvement

# Competitive Events

## General Competitive Event Information

### Frequently Asked Questions

Have a competitive events question? Visit FBLA's online [help desk and knowledge base](#) for answers to frequently asked questions.

### Competitive Events Guidelines & Honor Code

The [National Competitive Events Guidelines](#) will be followed at the National Leadership Conference. All competitors must abide by the competitive events [Honor Code](#).

## Competitive Event Schedules

[Click here to see the overall 2026 NLC Collegiate Competitive Events Schedule](#)

### Competitive Event Schedules

- Preliminary Individual Schedules: [Click here](#) to view the competitive events schedule for preliminary presentation rounds and objective testing, posted by May 22.
- Finalists Posting Schedules: [Click here](#) to view availability of finals schedules.
- Finalist Schedules: [Click here](#) to view the finalists' schedules when they are available.

### Have a conflict?

Click [here](#) for information about competitive events conflicts.

Competitive Event	Test	Preliminary Round	Final Round
Accounting Case Competition	N/A	June 7, Morning	June 8
Business Communication (Production Test)	June 6, 9:30 AM	N/A	N/A
Business Ethics	N/A	June 6, Afternoon	June 7, Afternoon
Business Law	June 7, 11 AM	N/A	N/A
Business Presentation	N/A	June 6, Morning	June 7, Afternoon
Community Service Project	N/A	June 6, Morning	June 7, Afternoon
Computer Applications (Production Test)	June 6, 9:30 AM	N/A	N/A
Customer Service	N/A	June 6, Morning	June 7, Afternoon
Cybersecurity	June 7, 9 AM	N/A	N/A
Digital Design & Communications Case Competition	N/A	June 7, Morning	June 8
Emerging Business Issues	N/A	June 6, Afternoon	June 7, Afternoon
Entrepreneurship Pitch Competition	N/A	June 7, Morning	June 8
Finance Case Competition	N/A	June 7, Morning	June 8
Foundations of Accounting	June 6, 2 PM	N/A	N/A
Foundations of Communication	June 7, 9 AM	N/A	N/A
Foundations of Computer Science	June 6, 1 PM	N/A	N/A
Foundations of Digital Design	June 6, 2 PM	N/A	N/A
Foundations of Economics	June 7, 10 AM	N/A	N/A
Foundations of Entrepreneurship	June 7, 9 AM	N/A	N/A
Foundations of Finance	June 7, 11 AM	N/A	N/A
Foundations of Hospitality Management	June 7, 10 AM	N/A	N/A
Foundations of Management	June 7, 9 AM	N/A	N/A
Foundations of Marketing	June 6, 3 PM	N/A	N/A
Foundations of Selling	June 7, 10 AM	N/A	N/A

Competitive Event	Test	Preliminary Round	Final Round
Foundations of Technology	June 7, 11 AM	N/A	N/A
Future Business Executive	June 6, 3 PM	June 6, Morning	June 7, Afternoon
Future Business Facilitator	N/A	June 6, Morning	June 7, Afternoon
Hospitality Management Case Competition	N/A	June 7, Morning	June 8
Impromptu Speaking	N/A	June 6, Morning	June 7, Afternoon
International Business	June 7, 10 AM	N/A	N/A
Job Interview	N/A	June 6, Afternoon	June 7, Afternoon
Management Case Competition	N/A	June 7, Morning	June 8
Marketing & Sales Case Competition	N/A	June 7, Morning	June 8
Organizational Behavior & Leadership	June 6, 2 PM	N/A	N/A
Parliamentary Procedure	June 6, 3 PM	N/A	N/A
Project Management	June 6, 1 PM	N/A	N/A
Public Speaking	N/A	June 6, Afternoon	June 7, Afternoon
Retail Management	June 6, 1 PM	N/A	N/A
Sports Management & Marketing	June 6, 2 PM	N/A	N/A
State of Chapter Presentation	N/A	June 6, Afternoon	June 7, Afternoon
Supply Chain Management	June 7, 11 AM	N/A	N/A
Technology & Computer Science Case Competition	N/A	June 7, Morning	June 8

## What to Bring

Category	What to Bring
Tests	<ul style="list-style-type: none"> <li>Sharpened pencil</li> <li>Fully powered <a href="#">device for online testing</a>**</li> <li>Conference-provided nametag</li> <li><a href="#">Photo identification</a>*</li> <li>Attire that meets the <a href="#">FBLA Dress Code</a></li> </ul>
Presentations and Role Plays	<ul style="list-style-type: none"> <li>Technology and presentation items, <i>if allowed</i></li> <li>Conference-provided nametag</li> <li><a href="#">Photo identification</a>*</li> <li>Attire that meets the <a href="#">FBLA Dress Code</a></li> </ul>

**Note:** Competitive Events requirements vary by event. Please review the National Competitive Events Guidelines for your specific event –including allowed materials and technology needs – before packing.

### \*Competitor ID Form

If you do not have a photo ID, please visit [this Help Desk article](#) or the Competitive Events Information Desk for an alternate competitor ID form.

### \*\*Laptop Device Checks

For testing events, [view](#) for instructions to review the sample test to ensure your device can access the online testing platform.

## Competitive Events Logistics

### Competitive Events Dress Code

The Competitive Events Welcoming Committee is comprised of a group of trained individuals. The Welcoming Committee will assess dress code penalty points for students wearing items on the unacceptable area of the [dress code](#). Competitive Events Operations Team (CEOT) members will review all dress code penalty points.

### Arrival Time

The Arrival Time listed in the schedules begins the competitive events check-in process.

Check-in Location: Pavilion 7

- Presentation & Role Play Events: Arrival time in the individual schedule is the time to arrive at the check-in. Please arrive close to your listed arrival time. Due to the small waiting area, DO NOT ARRIVE AT ANY OTHER TIME UNTIL RIGHT BEFORE YOUR ARRIVAL TIME.
- Testing Events: Arrival time is no earlier than 15 minutes prior to the listed start time in the conference app. Please note that the first time listed in the conference app is the start time.

### Internet Access for Competitive Events

Dedicated [internet access](#) is only available for the Digital Design & Communications & Technology & Computer Science Case Competition. It is not provided for any other presentation event.

Internet access will be provided for online tests and production test submission.

### Finalist Information & Schedules

[Finalist schedules](#) will be posted in the FBLA App at 5 AM each day. Finalists will be posted [here](#) and in the conference app.

## Campaigns & Elections

### Student Elections

Get ready to meet the future of FBLA leadership! The Collegiate Elections page on the NLC area of our website is now live and will continue to be updated starting the second week of May with additional candidate information, including photos, bios, resumes, and campaign flyers. This is your go-to resource for getting to know the leaders shaping what's next.

### Awards

[Competitive Events Order of Awards](#) during the Awards of Excellence Session can be found [here](#).

The top ten in each competitive event will be called to stage and each person will receive a trophy off stage. The national champion will receive one banner, intended to be showcased at the school. Find information about purchasing additional banners and trophies [here](#).

[If you will not attend the Closing Awards of Excellence General Session](#), tell your State Leader or another chapter. Another person can be sent to receive the trophy on stage. If a trophy needs to be sent after the National Leadership Conference, the competitor will be charged to cover the shipping and handling of the award.

Thanks to the generosity of our sponsors, competitive events prizes will be given to the top three competitors/teams in each competition. This year, first place will receive \$300, second place will receive \$200, and third place will receive \$100. For teams, the amount will be divided. Example: If a team of two wins first place, each team member would receive \$150. Competitors qualifying for a cash prize will receive instructions during the Awards of Excellence General Session.

### Rating Sheets & Scores

Judge rating sheets and scores will be available to advisers for downloading through the conference registration system by the beginning of August. Only the top ten rankings will be released, along with the high and low score.

Don't stop online—bring the excitement to the Expo Hall! Make sure to visit the campaign booths during Expo hours to meet the candidates face-to-face, ask questions, and feel the energy of election season in action.

Suspected campaign violations should be brought to the attention of local advisers or state leaders. If review is needed, a local adviser or state leader must submit a ticket through the ticketing system (click [HERE](#) and select *National Conference Support*). Tickets submitted by individuals other than advisers or state leaders will not be addressed.

Questions about voting? We've got you covered. For help with local voting delegates, lost voting delegate ribbons, or voting procedures, stop by the Elections Booth—located in the Member Hub in the Expo Hall.

### National Officer Candidate Q&A Sessions

The Q&A session for the candidates for elected office (not to total more than 15 minutes in length for each office) will take place during the State Presidents and Local Voting Delegates Q&A Session on June 7.

Official campaigning for elected positions is restricted to campaign booth hours in the Future Leaders Expo.

All FBLA Local chapter voting delegates will be provided with voting instructions and voting delegate ribbons in the chapter registration packets.

### Campaign Speeches

Candidates for Collegiate National Office will deliver their speeches live during the NLC Opening General Session.

### Voting

Voting plays a critical role in shaping the leadership and future direction of the organization. All eligible voting delegates are strongly encouraged to participate to ensure their chapter's voice is represented.

National Officer elections will take place over a 24-hour period starting at 12 PM PT on June 7 and ending at 12 PM PT on June 8. All voting will be conducted online using a ranked voting electoral system. For all offices, candidates must receive a majority vote to win.

Each local chapter in good standing shall be entitled to send up to four (4) voting delegates from its active membership, in addition to one (1) alternate for each delegate, to the NLC in accordance with the following:

- **Up to 50 members:** two (2) voting delegates
- **51–100 members:** three (3) voting delegates
- **More than 101 members:** four (4) voting delegates

## Conference Policies

### Conference Code of Conduct

FBLA members have an excellent reputation. Your conduct at every FBLA function should make a positive contribution to extending that reputation. Listed here are rules of conduct for FBLA national conferences.

### Attendee Expectations

1. Behave in a courteous and respectful manner, refraining from language and actions that might bring discredit upon themselves, their school, other attendees, advisers, or FBLA.
2. Obey all local, state, and federal laws.
3. Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the businesslike atmosphere, association with non-conference individuals, or activities that endanger self or others (running in the General Sessions, standing on chairs, etc.)
4. Keep their advisers informed of their activities and whereabouts at all times. Accidents, injuries, and illnesses must be reported to the local or state advisers immediately.

5. Refrain from using or possessing alcoholic beverages (for those under 21 years of age) and controlled or illegal substances at any time or under any circumstances.
6. Act as guests of the hotel and conference center. Attendees must obey the rules of these facilities. The facilities have the right to ask an attendee or attendees to leave. Do not throw anything out of windows or over balconies. Do not run. Noise should

be kept at a reasonable volume, especially in the hotels. Remember there are other guests in the hotels who have rights as well. Trash (this includes pizza boxes, bottles, cans, etc.) must be placed in the proper receptacles and not left on guest room or meeting room floors. Individuals or chapters will be responsible for damage to any property or furnishings and their repair or replacement.

Local and state advisers are responsible for the supervision of attendee conduct.

### Code of Conduct Violations

Should an attendee violate the Code of Conduct, the FBLA staff member on duty will meet with the attendee and/or state and local adviser/chaperone. Attendees could face the following consequences pending the outcome of the meeting:

1. Attendee is given a warning for behavior that violates the code of conduct and their adviser/chaperone is notified.
2. Attendee is remanded to the custody of their adviser/chaperone and banned from all conference activities and facilities.

FBLA will require that the adviser/chaperone notify a student attendee's parents/guardians.

3. If an attendee's behavior or actions violate the law, FBLA will notify local security and authorities immediately.

### FBLA Honor Code

The Future Business Leaders of America (FBLA) Honor Code embodies principles of integrity, trust, respect, and responsibility essential for fostering excellence and ethical leadership in a community devoted to learning.

Every member, local adviser, and state leader must maintain and enforce these principles. To ensure a high standard across FBLA, every competitor registered in any competitive event must agree and certify to comply with the following guidelines:

- **Compliance:** Competitors are required to read and adhere to the FBLA Competitive Event Guidelines relevant to their event.
- **Original Work:** Competitors must ensure that all content submitted for FBLA competitive events is their own work or that of their team members. Proper citation of sources is mandatory.
- **Use of Materials:** Only items and materials explicitly allowed by FBLA Competitive Event Guidelines may be utilized.
- **Independence:** No external assistance beyond what is explicitly permitted in FBLA event instructions or guidelines is allowed.
- **Cell Phones, Smart Watches, Smart Devices, & Headphones:** Unless a pre-approved accommodation is in place, all cell phones, smart watches, smart devices, and headphones must be turned off and put away before testing or role play competition begins. Any report of


these devices being visible or in use will be considered a violation of the Honor Code.

- **Data Storage:** Competitors are prohibited from saving any FBLA competitive event or test materials provided by the FBLA National Center or a state organization to any storage device or cloud storage.
- **Originality:** Competitive entries must be entirely original and not previously entered in FBLA national competition by the competitor or others. (It is the intent to preclude local chapters from rewriting the same event, and it is recognized that chapters may utilize the same or similar activities on an annual basis in some events. In this case, chapters may use these activities, ensuring that the project or portions of projects are not rewritten and therefore plagiarized.)
- **Honest Participation:** Competitors must engage in all FBLA competitive events with honesty and integrity.

In the event of an alleged Honor Code violation, the National Competitive Events Operations Team for the designated FBLA division will investigate. If a violation is confirmed, penalty points, including disqualification, may be imposed at the discretion of the National Competitive Events Operations Team. Additionally, information regarding the violation may be forwarded to the appropriate state FBLA organization for future action regarding academic integrity.

**By registering for the National Leadership Conference, participants acknowledge their understanding of the Honor Code and the consequences of violating it.**

## Dress Code






# DRESS CODE

Projecting a professional image is vital for business leaders to demonstrate respect for clients, colleagues, and others. This policy is to provide guidance for conference attendees—students, advisers, and guests. Professional business attire is required at all general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise indicated in conference materials.

Conference name badges are considered part of the dress code and must be worn at all conference functions. For safety reasons, do not wear conference badges outside of the conference area. The dress code is gender neutral.

ACCEPTABLE ITEMS

**BUSINESS PROFESSIONAL**

**Business Suit**

- Suit pants and jacket
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots

**Blazer**


- Dress pants, including khakis, (or) dress (or) skirt
- Blazer
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots


**Dress**

- A business dress
- Dress shoes (or) dress boots

**Other Professional**

- Dress pants, including khakis, (or) skirt
- Blouse (or) collared dress shirt
- Neckwear such as tie or scarf
- Dress shoes (or) dress boots






**BUSINESS CASUAL**

- Dress pants, skirt, (or) khakis/chino-style pants
- Blouse, collared dress shirt, (or) polo shirt
- Dress shoes (or) dress boots

NOTE: Business Casual is only permitted during sessions specifically noted in conference materials.

UNACCEPTABLE ITEMS

The following items are prohibited in all conference areas, including competitive events.



- ⊘ Denim or flannel clothing
- ⊘ Shorts
- ⊘ Athletic clothing
- ⊘ Leggings or graphically designed hosiery/tights

- ⊘ Skintight or revealing clothing, including tank tops, spaghetti straps, and mini/short skirts or dresses more than 1" above the knee
- ⊘ Swimwear
- ⊘ Flip flops or casual sandals

- ⊘ Athletic shoes
- ⊘ Industrial work shoes
- ⊘ Hiking boots
- ⊘ Hats
- ⊘ Graphically printed clothing

No dress code can cover all contingencies, so FBLA members must use a certain amount of judgment in their choice of clothing to wear. Members who experience uncertainty about unacceptable attire should ask their local adviser, state leader, or conference staff.

FBLA recognizes that exceptions may need to be made and will work with advisers on a case-by-case basis to accommodate requests. Advisers should indicate the need for exceptions on the special accommodation portion of the registration form. Requests made after registration closes must be made in writing.

June 2023