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Preparing for Conference

Packing List

Clothing
- [FBLA Dress Code Attire](#)
- Tennis Shoes
- Sandals/Flip Flops
- FBLA Shirts
- Lounge bottoms/shirt
- Casual bottoms- for exploring Atlanta
- Casual tops- for exploring Atlanta
- Undergarments
- Socks (Black and White)
- Pajamas
- Swimsuit
- Cover Up

Bus/Plane Travel
- Small travel bag
- Small pillow
- Small blanket
- Snacks
- Gum/Mints
- Water Bottle (empty if traveling by plane)

Bathroom
- Toiletries
  - Shower Items (Shampoo/Conditioner, Body Wash, Shaver, Shaving Gel)
  - Tooth Items (toothbrush, mouthwash, toothpaste)
  - Deodorant
  - Feminine Hygiene Products
  - Brush, Hair Tie, and Bobby Pins
  - Contact Solution/Glasses
  - Make-up
  - Face Wash/Make-up Remover
  - Lotion
  - Sunscreen
  - Aloe (in case of sunburn)
  - Hand Sanitizer
  - Neosporin/Anti-Itch Cream
  - Band-Aids
  - Fingernail Polish/Clear for Nylons
  - Wipes
  - Medications (Tylenol), Vitamins, Allergy Pills
  - Chap Stick
- Straightener/Curler
- Tide Stain Stick/Little Laundry Packets/Shout Wipes/Fabric Sheets (for shoes)

Miscellaneous
- [FBLA Competitive Events Items](#) (check the guidelines for specific items needed)
- Small bag to take to sessions with you. A tie bag or shoulder bag are two examples.
- Notebook/pen for notes at sessions
- Computer/Tablet and charger (if needed for competitive event)
- Phone Charger
- Phone (with the FBLA App downloaded!)
• Headphones
• Book/Magazines
• Garbage bags (for garbage on a bus and dirty clothes)
• Money for Food and Souvenirs
• Sewing Kit
• Umbrella
• Sunglasses
• Hat

**FBLA, Inc. App Navigation Tips**

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
- Shuttle Schedules
- Conference Maps
- And more!

The FBLA App will be **live on June 20th at 12:00 PM ET**. Attendees will be e-mailed their login information.

**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**

<table>
<thead>
<tr>
<th>Announcements</th>
<th>This is where you will find a record of event announcements. Check regularly!</th>
</tr>
</thead>
</table>
| Conference Schedule | This is your primary schedule – here are some tips for navigating:
  - **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 four 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. |
| Speakers | Learn more about the featured speakers and workshop presenters. |
| Exhibitors | 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! |
| Ask a Question | Do you have a question? This is where you can ask, and a conference organizer will get back to you as soon as possible. |
| General Info | Find general information such as:
  - Travel Information
  - City Discounts
  - And more! |
<table>
<thead>
<tr>
<th>Tracks</th>
<th>Find a list of workshops by the tracks that interest you.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sessions</td>
<td>This is where you will find session specific information on workshops and interactive sessions.</td>
</tr>
<tr>
<td>Give Us Feedback!</td>
<td>Find feedback surveys throughout the event. Your feedback is essential as we continue to innovate and improve future events.</td>
</tr>
<tr>
<td>• General Feedback – Please feel free to share your feedback at any time throughout the conference through this survey.</td>
<td></td>
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<tr>
<td>• Session Feedback Survey</td>
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<td>• Future Leaders Expo Feedback Survey</td>
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<td>• Post-Conference Feedback Survey</td>
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<td>Document Center</td>
<td>All important documents can be found here including:</td>
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<td>• Attendee Guide (This is important!)</td>
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<tr>
<td>• Competitive Event Schedules</td>
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<tr>
<td>• Food Vendor Hours &amp; Menus</td>
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<tr>
<td>• Shuttle Schedules</td>
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<tr>
<td>• And more!</td>
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<tr>
<td>NLC Goosechase</td>
<td>Engage! Find missions for you to complete throughout the conference and earn points for your engagement. Prizes will be given!</td>
</tr>
</tbody>
</table>

**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 before you arrive starting on June 24!

**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
   - High School Experience: 6XDV74
   - Middle School Experience: QPP5P5
4. Enter the password – NLC2023.
5. Create your player profile and set yourself apart with a name and photo and click Save.

_The experience opens June 24th at 10:00 am and winners will be selected on June 30th at 12:00 pm. Winners will be announced prior to the Awards of Excellence Ceremony._

**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.

**Conference Check-In**

Conference check-in will be open in the Registration Hall of the Georgia World Congress Center (GWCC) for most attendees.

**Conference Check-In Hours**

- June 26 from 2:00 PM to 5:00 PM (Shuttle service not provided)
- June 27 from 8:00 AM to 5:00 PM
- June 28 from 8:00 AM to 5:00 PM
States Distributing Conference Materials - Please note that some states have elected to distribute conference materials themselves. Individuals in those states will need to follow instructions provided by their State Leaders.

Transportation to/from Airport
Don’t forget to make plans for how you will travel from the airport to your hotel! While taxis and rideshares are abundant, below are some additional options to consider.

Dart Airport Transfers
FBLA has partnered with Dart Airport Transfers to offer a discounted rate for airport-to-hotel shuttles for FBLA NLC attendees. Receive a special discount rate when you book online using the promo code “FBLA23”.

[Click here to visit our custom booking portal. Please be sure to book in advance.]

Group Transportation Reservations
For group transportation inquiries during the 2023 NLC, please [click here] to complete a Quick Quote Request Form with details on your transportation needs. The Dart Transportation team will get back to you within 24-48 hours.

Additional Options
Discover Atlanta lists additional shuttle companies [here].

MARTA Train
The Metropolitan Atlanta Rapid Transit Authority (MARTA) has a train service that connects the airport to downtown Atlanta.

- At Airport - Station located inside Domestic Terminal
- Red & Gold Line travel from Airport Station to Downtown (~20 minutes)
- Cost: $2.50 each way + one-time fee of $2.00 for ‘Breeze Card’


Most conference hotels are within a quick walk of either the Peachtree Center Station, or the GWCC/CNN Center Station.

Parking Instructions
Hotel Parking: For specific hotel parking information, please reach out to your hotel directly.

GWCC: Daily parking is available at the Georgia World Congress Center. The Red Deck is closest to our meeting space.

- Reserve parking by day – do not select multiple date options for day parking (those options apply to overnight parking)
- [Click here to reserve parking]

Additional Options: Hotel parking prices tend to be higher than most other lots downtown. Discover Atlanta has mapped out additional options for parking. Many of those lots can be found on Spothero or similar apps. [Click here for that map].

Bus Parking
Bus parking can be booked through the Georgia World Congress Center Marshalling Yard. Parking can reserve on site or in advance through the GWCC portal.

Reservation Link: https://gwcc.parkingguide.com/

Use the following events to purchase bus parking:
• FBLA, Inc. 6/26 - 6/30/2023 Overnight ($175.00)
• FBLA, Inc. 6/26 - 7/01/2023 Overnight ($210.00)
• FBLA, Inc. 6/27 - 6/30/2023 Overnight ($140.00)
• FBLA, Inc. 6/27 - 7/01/2023 Overnight ($175.00)

Dining Options

At the Georgia World Congress Center (GWCC)

Payment Options: The Georgia World Congress Center is a cashless facility.
• Credit Cards (Visa, Mastercard, American Express)
• Apple Pay
• Google Pay

Locations & Hours of Operations:
• Social Table (Building B Lobby)
  o Tuesday: 7:00 AM to 7:00 PM
  o Wednesday: 7:00 AM to 4:00 PM
  o Thursday: 7:00 AM to 1:30 PM
  o *Breakfast options available 7:00 to 10:30 AM
• Cappuccino Express (Building A Lobby & Registration Hall)
  o Tuesday: 7:00 AM to 2:00 PM
  o Wednesday: 7:00 AM to 2:00 PM
  o Thursday: 7:00 AM to 1:30 PM
• Future Leaders Expo Hall Food Court (Hall A1)
  o Tuesday: 10:00 AM to 4:00 PM
  o Wednesday: 9:00 AM to 4:00 PM
  o Thursday: 9:00 AM to 4:00 PM
• General Session Food Court (Hall B1)
  o Tuesday: 6:00 to 10:00 PM
  o Friday: 5:30 to 10:30 PM

Additional Options in Downtown Atlanta
Dining downtown? Check out the Centennial Park District’s vast array of restaurants to indulge any craving on any budget.

Click here to find a restaurant.

Conference Shuttles

FBLA is pleased to offer shuttle service throughout the NLC to and from designated hotels. Many people will be trying to board the buses at the same time, so there will be a wait. All conference hotels are walkable, and it will likely be faster to walk than to ride the shuttles. Be sure to plan accordingly given your competition time. Consider wearing walking shoes to the conference site and then change into business shoes once you arrive.

Hotels with shuttle service:
• Aloft Atlanta Downtown
• Courtland Grand Hotel (formerly Sheraton Atlanta)
• Courtyard Atlanta Downtown
• Hilton Atlanta
• Holiday Inn Express & Suites Atlanta Downtown
• Home2Suites by Hilton Atlanta Downtown
• Hotel Ellis
• Hotel Indigo
• Hyatt House
• Hyatt Place Downtown
• Hyatt Regency Atlanta
• Marriott Marquis Atlanta
• Residence Inn
• Sheraton Atlanta (now called Courtland Grand Hotel)
• Springhill Suites
• The Candler
• The Ritz Carlton

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<tr>
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<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
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<td>JUNE 27</td>
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<td>JUNE 30</td>
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<td>EVERY 15</td>
<td>7:00 am – 11:30 am</td>
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<td>EVERY 30</td>
<td>11:30 am – 4:30 pm</td>
<td>11:30 am – 3:00 pm</td>
<td>11:30 am – 3:00 pm</td>
<td>7:30 pm – 9:30 pm</td>
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<td>EVERY 15</td>
<td>4:30 pm – Event End</td>
<td>3:00 pm – 6:30 pm</td>
<td>3:00 pm – 6:30 pm</td>
<td>9:30 pm – End</td>
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Last shuttle departs 45 minutes after Opening Session ends.
No shuttle service available for FBLA Night at Georgia Aquarium.
No shuttle service available for the FBLA Block Party.
Last shuttle departs 45 minutes after Award Ceremony ends.

No return shuttles TO the GWCC after 5:00 pm on Wednesday and Thursday.

Safety & Security

Atlanta Ambassadors

If you need help finding where to go or what to do in Downtown Atlanta, you don’t have to look hard to find one of the 67 members of Downtown Atlanta’s friendly and helpful Ambassador Force. They’re the ones in the red jackets and, sometimes, they can be seen riding Segway human transporters or all-terrain bikes.

Ambassadors are trained to provide tourists and meeting attendees with a variety of information and assistance, not only in English, but in French, Spanish, and Hebrew, to name a few languages.

Services Provided by Ambassadors:

• Help finding your destination: We know every inch of downtown and can tell you the best route (by foot, car or MARTA) to any location.
• Activity Suggestions: Whether you have an hour, an afternoon, or an entire weekend to enjoy the sights and sounds of downtown, we can recommend the perfect attraction to entertain you.

• Medical Assistance: We are trained to assist in medical emergencies and have direct radio contact with emergency responders. Ambassadors can also guide you to the nearest 24-hour pharmacy or healthcare provider.

• Maps: We can offer you one of the most useful tools in any city: a detailed map, marked with major attractions, hotels, restaurants and roadways.

• Accompanying: We’re proud to say that downtown Atlanta is extremely safe. However, should you ever feel uncomfortable, please approach your nearest Ambassador, who will be happy to escort you to your vehicle, hotel, or other downtown destination. Don’t hesitate to ask.

Ambassador Information Booth:
Located at the corner of Peachtree Street and International Boulevard

Service Hours for Downtown:
Monday – Saturday: 7 AM – midnight
Sunday: 8 AM – 11 PM

How to Contact:
• Call (404) 215-9600
• Text (404) 732-4200

General Safety Tips
• Stay alert of your surroundings.
• Project a confident image; walk with a purpose.
• Stick to well-lit, busy areas.
• Travel with a partner or in groups at all times.
• Keep your hotel room secure by closing and locking your door at all times, even if you’re inside.
• Don’t leave valuables, especially cell phones and laptops, unattended and in open view on your desk or in your car.
• Keep your NLC badge with you as you travel in Atlanta, but don’t wear it outside the meeting site.
• Do not give money to panhandlers.
• Report suspicious behavior to the police or a Downtown Ambassador.
• Use the wayfinding signs and maps throughout downtown.
• Area police: (404) 614-6544
• Area fire: (404) 546-7000

Health and Medical Attention
In the event of a medical emergency perform the following actions:

1. Immediately call the GWCCA Department of Public Safety at 404-223-4911 to activate emergency response personnel. Provide the GWCCA Department of Public Safety with all available information regarding the patient and situation including the following:
   • Your name
   • Nature of the emergency
   • Location of the ill or injured person
   • Condition of the ill or injured person
   • Any existing dangerous conditions
2. If you are comfortable doing so, administer medical assistance up to the level of your training. Never exceed your level of training in a medical situation. You may do more harm than good if you exceed your level of training.

The above information was shared by the GWCC at gwcca.org/emergency-procedures.
Some locations close to the Georgia World Congress Center:

**Hospitals (24 hrs)**
- Emory University Hospital Midtown. 550 Peachtree St NE, Atlanta, GA 30308. Phone: (404) 686-4411
- Piedmont Atlanta Hospital. 1968 Peachtree Rd NW, Atlanta, GA 30309. Phone: (404) 605-5000
- Grady Memorial Hospital. 80 Jesse Hill Jr Dr SE, Atlanta, GA 30303. Phone: (404) 616-1000

**Pharmacies and Drug Stores**
- Walgreens. Closes at 7 PM. 25 Peachtree St, Atlanta, GA 30303.
- CVS. Closes at midnight. 235 Peachtree St NE, Atlanta, GA 30303.
- Express Food & Pharmacy. Closes at 6 PM. Closed on weekends. 50 Upper Alabama St Ste 92, Atlanta, GA 30303.

**Experience NLC**

**Conference Schedule**
The full conference schedule can be found on the conference app.

**Conference Curfew:** Midnight

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.

**General Sessions (Hall B in the GWCC)**

**Opening Session**
Join DJ Jeffy B and the Shockwave Percussion Group for an electrifying pre-show before the ceremony begins. Doors open at 6 PM!

Then, during the Opening Session, join us for the Parade of States & Territories, presentation of the nation's colors, singing of the national anthem, partner and membership award presentations, National Officer candidate speeches, and our featured speaker, FBLA alumnus Jordan Davis.

**Closing Session**
Head to the pre-show for music by DJ Zook! Doors will open at 5:30 PM to get you pumped for the big event.

During the Closing Session, find out who won and took finalist spots in competitive events, bid a fond farewell to this year's National Officers, and meet your 2023-24 National Officer Team!

**Guest Passes**
Guest passes are available to purchase for $25 per session. If you pre-ordered guest passes, you can pick those up at the time of check-in. If you did not pre-order guest passes, passes will be sold starting one hour before each general session in the entryway of the session.

**Workshops (300 & 400 Level of Hall A in the GWCC)**

Did you know there are more than 100 workshops for you to attend at NLC?

**Workshop Highlights**
Quick Pitch Challenge: Virtual Startup Academy challenges students to create a 1-minute verbal pitch and a visual advertisement on a topic given at the beginning of the workshop. Over $100 in prizes in multiple categories judged by students. Students must attend one of the preliminary workshops on June 28th to qualify for the final round, which will take place in the afternoon of the 28th in the Innovation Theater.

Leadership Labs: Leadership Labs are immersive experiences tailored to aspiring leaders of FBLA chapters. Designed to cultivate their leadership potential, this hands-on program equips participants with essential skills in team collaboration, communication, and strategic thinking, empowering them to excel in guiding and advancing their FBLA chapters to new heights of success. There will be both a Middle School and High School Leadership Lab.

Equity Listening Session: Join Brittany Brady, CEO of the National Alliance for Partnerships in Equity, for time to connect on the equity opportunities here at FBLA. We want to center our equity goals around your voices, so come ready to share, learn, and connect.

Roundtable Discussions: Join the National Officer Team, and their councils, in an open-ended discussion answering any of your questions. Learn about leadership, community service, chapter growth, and more while engaging with other members from across the nation!

Resume Reviews: Looking for feedback on your resumes? Stop in for a chance to have a business professional review your resume and provide feedback and suggestions for improvement.

Sharing with a Purpose (SWAP): SWAP is an interactive workshop provided to leaders by leaders. With the purpose of helping members share their ideas and learn from other leaders, participants are given the opportunity to ‘SWAP’ knowledge with other FBLA members at the national level and get something out of the session as well. We welcome everyone--get ready to learn from members just like you!

Ethics Certification Opportunity

* FBLA thanks MBA Research & Curriculum Center and the Daniels Fund for making this opportunity possible.

High school students can take the A*S*K Fundamentals of Ethics certification exam, and middle school students can take the Middle School Ethical Leadership exam. Students who earn passing scores will receive a digital badge to share on their resumes, LinkedIn profiles, and other social media. Click here for more information.

How to Participate:

- **When?** Testing will take place on June 29th from 1:30 PM to 3:00 PM or 3:00 PM to 4:30 PM
- **Where?** Testing will take place in the Grand Ballroom at the Omni Atlanta Hotel at CNN Center (attached to the Georgia World Congress Center)
- **How?** Sign up today! Spaces are limited.
- *Walk-ins will be accepted pending availability.

Adviser Programming

Did you know there is plenty for advisers to do, too?

- **FBLA Connect Orientation:** Attend this session for an introduction to FBLA Connect, our innovative new database launching in August. Discover the features that will streamline your chapter management, provide networking opportunities, host a resource library, and house the new FBLA Learning Center. Get acquainted with this powerful tool to enhance your chapter’s impact and empower your members. Don't miss this chance to be among the first to explore FBLA Connect and pave the path to success in your FBLA community!
- **Adviser Tracks:** Look for sessions tagged as Best Practices for FBLA Advisers and Education Trends and Resources for adviser specific sessions.
- **Adviser Roundtables:** Roundtable discussions aim to collect best practices and unique perspectives to develop future resources for FBLA members and advisers. Our goal is to enhance the FBLA experience and empower students and advisers nationwide through collaborative dialogue.
- **Adviser Lounge:** This Adviser-Only exclusive space is the perfect place to network with other advisers, share best practices, relax in a message chair, charge your phone, answer emails or take a break from the hustle and bustle of the conference.
**Future Leaders Expo**

**Hours of Operation:**
- June 27th from 10:00 AM to 4:00 PM
- June 28th from 9:00 AM to 4:00 PM
- June 29th from 9:00 AM to 1:30 PM

**Meet with Exhibitors**

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Booth Number</th>
<th>Company Name</th>
<th>Booth Number</th>
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<td>all fly</td>
<td>507</td>
<td>Missouri State University</td>
<td>718</td>
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<tr>
<td>American University</td>
<td>726</td>
<td>Mountain Plains</td>
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<td>George Mason University</td>
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<td>Southern Region Booth</td>
<td>204</td>
</tr>
<tr>
<td>Georgia FBLA Photo Booth</td>
<td>553</td>
<td>TKS Worldwide</td>
<td>638</td>
</tr>
<tr>
<td>Company</td>
<td>Booth</td>
<td>Location</td>
<td>Booth</td>
</tr>
<tr>
<td>---------------------------------</td>
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</tr>
<tr>
<td>G-W Publisher</td>
<td>400</td>
<td>United States Army Booth</td>
<td>208</td>
</tr>
<tr>
<td>Innovation Theater</td>
<td>936</td>
<td>United States Army Experience</td>
<td>214</td>
</tr>
<tr>
<td>Institute of Real Estate Management</td>
<td>515</td>
<td>University of Kentucky</td>
<td>720</td>
</tr>
<tr>
<td>Johnson &amp; Wales University</td>
<td>728</td>
<td>University of Missouri</td>
<td>818</td>
</tr>
<tr>
<td>Kendra Scott</td>
<td>501</td>
<td>University of Wyoming</td>
<td>719</td>
</tr>
<tr>
<td>Knowledge Matters, Inc.</td>
<td>402</td>
<td>US Air Force</td>
<td>350</td>
</tr>
<tr>
<td>Lead4Change</td>
<td>509</td>
<td>USG eCampus</td>
<td>723</td>
</tr>
<tr>
<td>Leangap</td>
<td>644</td>
<td>VGCD GAMEPLAN Academy</td>
<td>612</td>
</tr>
<tr>
<td>Long Island University</td>
<td>625</td>
<td>Virginia Military Institute</td>
<td>824</td>
</tr>
<tr>
<td>Map Your Chapter</td>
<td>554</td>
<td>Visit Orlando</td>
<td>309</td>
</tr>
<tr>
<td>MBA Research and Curriculum</td>
<td>335</td>
<td>Wella's Way</td>
<td>448</td>
</tr>
<tr>
<td>Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Men's Wearhouse</td>
<td>313</td>
<td>Western Michigan University</td>
<td>729</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Western Region Booth</td>
<td>235</td>
</tr>
</tbody>
</table>

**Highlights of the Future Leaders Expo:**

- **Innovation Theater** – This interactive theater offers hands-on experiences for attendees to learn about new products and services in the business world. Expect demos, games, and plenty of prizes.
- **Regional Lounges** – Visit your region’s lounge to relax, network, and play games with others from your region.
- **Visit a Photobooth** – Grab some friends for a photo in the photobooth!
- **Play ‘Chuck a Duck’** – Play ‘Chuck a Duck’ to raise money for FBLA’s Scholarship Fund.
- **Visit the FBLA Shop** – Visit the FBLA Shop to get official conference merch, including exclusive ribbons and pins!
- **Pin trading** – Want to show off your FBLA pride and meet new people at the same time? Then make sure to visit the pin trading area! Here, you’ll be able to connect with other FBLA members from across the country, trade lapel pins, and build your collection.
- **Grab Food** – Visit one of the many food vendors for lunch.
- **Visit Campaign Booths** – Stop by a campaign booth to meet the candidates for the 2023-24 National Officer Team.
- **Visit the Member Center**
  - Advisers, if you have not updated your membership record, be sure to visit a Membership Department Staff member who will help you.
  - FBLA members, attend and participate in National Officer workshops. Officers will be distributing tickets for a spin on the prize wheel in the Member Center.

**Ribbon Locations**

New this year! There are special ribbons that can be earned throughout the conference. See below for their locations, but don’t wait: Ribbons are first come, first served.

- **Graduate Ribbon** – Did you graduate this year? Visit the FBLA Collegiate Booth in the Future Leaders Expo to complete a survey and earn your Graduate ribbon.
• *Donor* Ribbon – Head to the Future Leaders Expo and play the ‘Chuck a Duck’ carnival game (tickets must be purchased) to raise money for the FBLA Scholarship Fund – you might even win a prize!

• *FBLA Delta* Ribbon – Did you know hundreds of people volunteer to make the National Leadership Conference possible? Head to the Volunteer Appreciation booth in the Future Leaders Expo and write a thank you note for a volunteer to earn a *FBLA Delta* ribbon.

• *Local Voting Delegate* Ribbons – Are you a local voting delegate? Head to the Member Center in the Future Leaders Expo to confirm your e-mail address is correct to receive your *Local Voting Delegate* Ribbon.

• All other ribbons including LEAD, BAA, and Champion Chapter ribbons can be picked up when you check in for the conference.

**Lost & Found**
Lost and found will be located at the conference info desk.

**Wi-Fi in the Georgia World Congress Center**
Wi-Fi is available in all meeting rooms in Building A of the Georgia World Congress Center. It will not work in the Future Leaders Expo Hall or during General Sessions.

• **Network SSID:** FBLA2023
• **Password:** nlc2023!

**Social Events**

**FBLA Night at the Aquarium** – June 28th from 5:00 PM to 9:00 PM
Georgia Aquarium is excited to welcome all FBLA attendees from near and far with a special discounted admission rate. The Aquarium is located within three blocks of the GWCC venue and all major downtown hotels. Take advantage of this exclusive discount to explore one of downtown Atlanta’s most iconic attractions. Experience our newest gallery – SHARKS! Predators of the Deep.

• Last entry is at 8:15 PM.
• Please note: some school districts block online ticket orders; please try to purchase tickets using a personal device.
• Online ticket order is a maximum of 14 tickets; for groups larger than 14, split your order into multiple orders.
• For event questions and group orders, please email: jwalker@georgiaaquarium.org

*Shuttle service not available for this event.*
**All students must be chaperoned.**

Scan the QR code above to access the aquarium’s special ticket portal.

Pre-ordered tickets were delivered in confirmation emails. If you do not have your tickets, please reach out directly to the aquarium.

**FBLA Block Party in Centennial Olympic Park** - June 29 from 6:00 PM to 10:00 PM
Join us for an unforgettable evening of fun and networking at the FBLA Block Party! This year’s party is being held at Atlanta’s Centennial Olympic Park, and it's going to be epic. Enjoy music from our DJ, play lawn games, compete against your friends in the inflatable world of sports, and make new friends from across the nation. We'll also have delicious food available for purchase, so come hungry!

**Order Tickets Today** at $25 per person. Space is limited and this event is likely to sell out! Transportation is not provided.

**Pre-Order Tickets?** You can pick up your wristbands at check-in or at the conference information desk.
**Inclement Weather:** In case of inclement weather, the party will be moved into the Georgia World Congress Center.

**Competitive Events Prep Room (New this year!)**
Need to spend some time studying for your test or prepping for upcoming event? Head to room A301 for some space to prep for your event!

**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!

**Regional Meetings**
All meetings for state presidents and local chapter voting delegates will take place in the International Ballroom on the M2 Level of the Omni Hotel. Come hear the speeches for the candidates for Regional Vice President.

<table>
<thead>
<tr>
<th>Region</th>
<th>Meeting Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eastern Region</td>
<td>9:00 AM – 9:45 AM</td>
</tr>
<tr>
<td>Mountain Plains Region</td>
<td>10:15 AM – 11:00 AM</td>
</tr>
<tr>
<td>Southern Region</td>
<td>11:30 AM – 12:15 PM</td>
</tr>
<tr>
<td>North Central Region</td>
<td>12:45 PM – 1:30 PM</td>
</tr>
<tr>
<td>Western Region</td>
<td>2:00 PM – 2:45 PM</td>
</tr>
</tbody>
</table>

**Things To Do in Atlanta**
Besides the Block Party and Georgia Aquarium mentioned previously, there are plenty of other attractions in Atlanta. Several have extended discount options to NLC attendees, so be sure to take full advantage of them! Here are a few.

**National Center for Civil and Human Rights**
This museum is dedicated to the achievements of the civil rights movement in the United States and the broader worldwide human rights movement. Exhibits include interactive displays and artifacts from people and places important to civil rights, including Atlanta native Dr. Martin Luther King, Jr.

All FBLA attendees are eligible for discounted admission at the cost of $14 plus tax. Attendees are required to show their FBLA Badge at the ticket window during normal operating hours to receive this discount. This offer cannot be combined with any other offer. The discount is valid June 22-30. The museum is closed June 26.

See [civilandhumanrights.org](http://civilandhumanrights.org) for full details.

**World of Coca-Cola**
This museum showcases the history of The Coca-Cola Company. The soft drink superpower has a long history since the recipe was formulated over 125 years ago. See what makes Coke so remarkable, from its global marketing to its effect on pop culture.

World of Coca-Cola has group rates, which require reservations. Make your reservation at [worldofcoca-cola.com/groups](http://worldofcoca-cola.com/groups), or by calling the Group Sales team at 404-676-6074.

See [worldofcoca-cola.com](http://worldofcoca-cola.com) for full details.

**Chick-Fil-A College Football Hall of Fame**
The Chick-Fil-A College Football is the home of all things college football. Throw, kick a field goal and experience 94,000 square feet of the storied tradition of college football. Enjoy more than 50 engaging and interactive exhibits. This is a shrine to the greatest to play or coach the game.
The College Football Hall of Fame has extended the following discounts to FBLA attendees. Tickets can be purchased at the College Football Hall of Fame. FBLA badges must be shown to receive discounts.

- Adult Tickets
  - Standard Price: $24.99
  - Discounted Price with FBLA Badge: $20
- Youth Tickets (ages 3-12)
  - Standard Price $17.99
  - Discounted Price with FBLA Badge: $14.50
- Student Tickets
  - Standard Price: $20 (already includes a built-in 20% discount from the adult ticket)
  - No additional discount for student tickets. Price: $20
- Sales tax is charged on top of the listed prices

See [cfbhall.com](http://cfbhall.com) for full details.

See also: Atlanta Convention & Visitor’s Bureau
Scan or click the QR code below to see all recommendations from the City of Atlanta!

**Competitive Events**

**Competitive Event Helpdesk**
Have a question? [Click here for answers to your most frequently asked questions.](#)

**Middle School Competitive Event Schedules**
[Click here to see the 2023 NLC Middle School Competitive Events Schedule](#)

<table>
<thead>
<tr>
<th>Competitive Event</th>
<th>Test</th>
<th>Preliminary Round</th>
<th>Final Round</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Chapter Activities Presentation</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Business Ethics</td>
<td>June 28, 8:00 am</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Business Etiquette</td>
<td>June 28, 9:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Career Exploration</td>
<td>June 28, 10:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Career Research</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Community Service Presentation</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Critical Thinking</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Digital Citizenship</td>
<td>June 28, 11:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Elevator Speech</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Exploring Business Issues</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Exploring Computer Science</td>
<td>June 28, 1:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Exploring Economics</td>
<td>June 28, 2:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Exploring Technology</td>
<td>June 28, 3:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>FBLA Concepts</td>
<td>June 28, 4:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>FBLA Mission &amp; Pledge</td>
<td>N/A</td>
<td>June 27, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Financial Literacy</td>
<td>June 28, 10:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
### Interpersonal Communication
- June 28, 11:00 am
- N/A
- N/A

### Leadership
- June 28, 1:00 pm
- N/A
- N/A

### Learning Strategies
- June 28, 2:00 pm
- N/A
- N/A

### Marketing Mix Challenge
- N/A
- June 27, Afternoon
- June 29, Afternoon

### Multimedia & Website Development
- N/A
- June 27, Afternoon
- June 29, Afternoon

### Running an Effective Meeting
- June 28, 3:00 pm
- N/A
- N/A

### Video Game Challenge
- N/A
- June 27, Afternoon
- June 29, Afternoon

#### Open Events

*no pre-registration required, first come, first served seating, members can compete in one test during each time slot*

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing Concepts</td>
<td>June 29, 8:30 am</td>
</tr>
<tr>
<td>Business Management</td>
<td>June 29, 9:30 am</td>
</tr>
<tr>
<td>Basic Coding</td>
<td>June 29, 10:30 am</td>
</tr>
<tr>
<td>Business Math</td>
<td>June 29, 11:30 am</td>
</tr>
</tbody>
</table>

### High School Competitive Event Schedules

*Click here to see the 2023 NLC High School Competitive Events Schedule*

<table>
<thead>
<tr>
<th>Competitive Event</th>
<th>Test</th>
<th>Preliminary Round</th>
<th>Final Round</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting I</td>
<td>June 28, 8:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Accounting II</td>
<td>June 28, 9:00 am</td>
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</tr>
<tr>
<td>Advertising</td>
<td>June 28, 10:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Agribusiness</td>
<td>June 28, 11:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>American Enterprise Project</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Banking &amp; Financial Systems</td>
<td>June 27, 9:00 am</td>
<td>N/A</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Broadcast Journalism</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Business Calculations</td>
<td>June 28, 1:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Business Communication</td>
<td>June 28, 2:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Business Ethics</td>
<td>June 27, 3:00 pm</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Business Financial Plan</td>
<td>N/A</td>
<td>June 28, Morning</td>
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</tr>
<tr>
<td>Business Law</td>
<td>June 28, 3:00 pm</td>
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<tr>
<td>Business Management</td>
<td>June 27, 1:00 pm</td>
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<td>June 29, Morning</td>
</tr>
<tr>
<td>Business Plan</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Client Service</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Coding &amp; Programming</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Community Service Project</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Computer Applications</td>
<td>June 28, 4:00 pm</td>
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<td>N/A</td>
</tr>
<tr>
<td>Computer Game &amp; Simulation Programming</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Computer Problem Solving</td>
<td>June 28, 8:00 am</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Cyber Security</td>
<td>June 28, 9:00 am</td>
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<td>N/A</td>
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<tr>
<td>Data Analysis</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Database Design &amp; Applications</td>
<td>June 28, 10:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Event</td>
<td>Date</td>
<td>Time</td>
<td>Location</td>
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<tr>
<td>Digital Animation</td>
<td>June 28, Afternoon</td>
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<tr>
<td>Digital Video Production</td>
<td>June 28, Morning</td>
<td>N/A</td>
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<tr>
<td>E-Business</td>
<td>June 28, Afternoon</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Economics</td>
<td>June 28, 11:00 am</td>
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<td>N/A</td>
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<tr>
<td>Electronic Career Portfolio</td>
<td>June 28, Afternoon</td>
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<td>N/A</td>
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<tr>
<td>Entrepreneurship</td>
<td>June 27, 10:00 am</td>
<td>N/A</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Future Business Leader</td>
<td>June 27, 1:00 pm</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Graphic Design</td>
<td>June 28, 2:00 pm</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Health Care Administration</td>
<td>June 28, 1:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Help Desk</td>
<td>June 27, 9:00 am</td>
<td>June 28, Afternoon</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Hospitality &amp; Event Management</td>
<td>June 27, 4:00 pm</td>
<td>N/A</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>June 28, 2:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Impromptu Speaking</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Insurance &amp; Risk Management</td>
<td>June 28, 3:00 pm</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>International Business</td>
<td>June 27, 11:00 am</td>
<td>N/A</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Introduction to Business Communication</td>
<td>June 28, 4:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Business Concepts</td>
<td>June 28, 8:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Business Presentation</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Introduction to Business Procedures</td>
<td>June 28, 9:00 am</td>
<td>N/A</td>
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<tr>
<td>Introduction to Event Planning</td>
<td>June 27, 11:00 am</td>
<td>N/A</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Introduction to FBLA</td>
<td>June 28, 10:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Competitive Event</td>
<td>Test</td>
<td>Preliminary Round</td>
<td>Final Round</td>
</tr>
<tr>
<td>Introduction to Financial Math</td>
<td>June 28, 11:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Marketing Concepts</td>
<td>June 28, 2:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Information Technology</td>
<td>June 28, 1:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Parliamentary Procedure</td>
<td>June 28, 3:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduction to Public Speaking</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Introduction to Social Media Strategy</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Job Interview</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Journalism</td>
<td>June 28, 4:00 pm</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Local Chapter Annual Business Report</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Management Information Systems</td>
<td>June 27, 11:00 am</td>
<td>N/A</td>
<td>June 29, Afternoon</td>
</tr>
<tr>
<td>Marketing</td>
<td>June 27, 4:00 pm</td>
<td>N/A</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Mobile Application Development</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Network Design</td>
<td>June 27, 10:00 am</td>
<td>N/A</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Networking Infrastructures</td>
<td>June 28, 8:00 am</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Organizational Leadership</td>
<td>June 28, 9:00 am</td>
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<tr>
<td>Parliamentary Procedure</td>
<td>June 27, 2:00 pm</td>
<td>N/A</td>
<td>June 29, Morning</td>
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<tr>
<td>Partnership with Business Project</td>
<td>N/A</td>
<td>June 28, Afternoon</td>
<td>June 29, Afternoon</td>
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<tr>
<td>Personal Finance</td>
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<tr>
<td>Political Science</td>
<td>June 28, 11:00 am</td>
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<td>N/A</td>
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<tr>
<td>Public Service Announcement</td>
<td>N/A</td>
<td>June 28, Morning</td>
<td>June 29, Morning</td>
</tr>
<tr>
<td>Event</td>
<td>Time</td>
<td>Date</td>
<td>Date</td>
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<tr>
<td>Public Speaking</td>
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<td>June 28, A</td>
<td>June 29, A</td>
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<td>Publication Design</td>
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<td>Sales Presentation</td>
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<td>June 29, A</td>
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<tr>
<td>Securities &amp; Investments</td>
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<td>Social Media Strategies</td>
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<tr>
<td>Sports &amp; Entertainment Management</td>
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<td>N/A</td>
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<tr>
<td>Spreadsheet Applications</td>
<td>June 28, 2:00 pm</td>
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<td>Supply Chain Management</td>
<td>June 28, 3:00 pm</td>
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<td>UX Design</td>
<td>June 28, 4:00 pm</td>
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<td>Website Design</td>
<td>N/A</td>
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<td>June 29, M</td>
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<tr>
<td>Word Processing</td>
<td>June 28, 9:00 am</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Open Events**

No pre-registration required, first come, first served seating. Members can compete in one test during each time slot.

**Open Test**

<table>
<thead>
<tr>
<th>Test</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral Economics</td>
<td>June 29, 8:30 am</td>
</tr>
<tr>
<td>Financial Services &amp; FinTech</td>
<td>June 29, 9:30 am</td>
</tr>
<tr>
<td>Artificial Intelligence</td>
<td>June 29, 10:30 am</td>
</tr>
<tr>
<td>Computer Science &amp; Technology</td>
<td>June 29, 11:30 am</td>
</tr>
<tr>
<td>Retail Management</td>
<td>June 29, 11:30 am</td>
</tr>
</tbody>
</table>

**Finalist Schedules**

Finalist schedules will be posted in the FBLA App as they become available. Look out for the button labeled *Finalist Schedules*.

**Campaigns & Elections**

**Campaign Speeches**

Candidates for elected FBLA High School national offices (president, secretary, and treasurer) will deliver their speeches live during the NLC Opening General Session. Candidates for region vice president will deliver their speeches live during a Regional Meeting.

**National Officer Candidate Q&A Sessions**

The Q&A session for the offices of president, secretary, and treasurer (not to total more than 15 minutes in length for each office) will take place during the State Presidents and State Voting Delegates Q&A Session on June 29.

The Q&A session for the offices of the regional vice presidents (not to total more than 15 minutes in length) will occur during the Regional Meeting.

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

All FBLA High School voting delegates will be provided with voting delegate ribbons.

Local chapter advisers may pick up the local chapter delegate voting ribbons at the Elections Booth in the Member Center.
State Leaders may also pick up State Voting Delegate ribbons at the Elections Booth in the Member Center.

**Voting**

National Officer elections will take place over a 24-hour period starting at 12:00 PM ET on the third day of the NLC and ending at 12:00 PM ET on the final day of NLC.

Delegates will receive an email with the link to the online ballot.

All voting will be conducted online using a ranked voting electoral system. For elected offices, candidates must receive a majority vote to win.

State voting delegates cast ballots for the election of the national president, national secretary, national treasurer, and any Bylaws amendments.

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

Local voting delegates will vote for their Regional Vice President.

**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. Observe the curfew of 12 PM. Local and state advisers as well as security personnel will enforce curfews. Curfew is defined as being in your own assigned room by the designated hour.

6. 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.

7. 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**
Integrity and honor are integral elements of ethical, responsible leadership. In a community devoted to learning, a foundation of integrity and honor among individuals must exist if that community is to thrive with respect and harmony among its members. Great care must be taken in maintaining academic integrity and honor while preparing students/members for their future careers, and as they grow into future leaders.

It is the individual responsibility of every member, local adviser, and State Leader to maintain and enforce these standards. To administer such a high standard across our organization, every competitor must agree and certify to the compliance of the following guidelines for any competitive event into which they are registered:

- The contents of any FBLA competitive event entry, and any answers or solutions provided, are solely the work of the competitor and/or any team members.
- The FBLA competitive event guidelines related to this event were read and followed.
- No help was sought beyond that allowed in any FBLA competitive event instructions or guidelines.
- No textbooks, reference materials, electronic devices, or other aids not specifically allowed in the FBLA Competitive Events Guidelines will be used.
- Cell phones and smart watches are not allowed in the objective testing area unless required by a pre-approved accommodation. If these devices are visible or reported, it will be seen as a violation of the Honor Code.
- No FBLA competitive event or test materials provided by the National Center, or a state organization, will be or have been saved to any storage device remaining in the possession of the competitor(s) or that of any other person; nor has it been saved to any cloud storage.
- No materials, ideas, or components of this competitive entry have previously been entered into FBLA national competition, either by this competitor or by another.
- Participation of the competitor in this, and any, FBLA competitive event will take place in an honest fashion.

In the event of an alleged violation to one or more of these guidelines, the National Competitive Events Committee (formerly NAP) for the designated FBLA division will have the authority to make an official decision to settle the allegation. If a violation is determined to have occurred, the entry will be subject to disqualification at the determination of the Competitive Events Committee, and information will be forwarded to the appropriate state FBLA organization for potential action of academic integrity violations.

*By registering for the 2023 National Leadership Conference, you acknowledge your understanding of the consequences of violating this Honor Code.*

**Chaperone Policy**
Future Business Leaders of America, Inc. (FBLA) has set forth its Chaperone Policy to align with National Association of Secondary School Principals (NASSP). Please be advised that your local school or school district
may have specific rules that require a higher adult adviser/chaperone-to-student ratio. You should follow the rules of your school district if the requirements are more restrictive than those set forth by FBLA. If your school district or state does not have a chaperone policy or is less restrictive, you must follow the minimum FBLA Chaperone Policy outlined below.

Adviser/Chaperone Requirements

- All chapters attending national conferences are required to have a 15:1 ratio of students to advisers/chaperones for High School groups and a 12:1 ratio for Middle School groups.
- All advisers/chaperones must register for the conference, pay the required registration fee, and attend the conference for supervision of the student(s), or be in close proximity if they are an additional chaperone.
- Chaperones can be advisers, parents, or guardians, but they should be at least 21 years of age.
- This policy applies to Middle School and High School only, including graduated seniors who are completing the current program year.

Registration
All chapters must have at least one fully registered adult chaperone.

Conference Check-In
The school’s adviser must be present at conference check-in. Students will not be provided conference materials without an adult chaperone present.

On-Site Expectations of Advisers/Chaperones
Advisers/Chaperones are assuming a 24-hour-a-day responsibility from the time they leave until they return. Therefore, advisers/chaperones should:

- Be attentive to the needs of the students and be the students’ primary adult contact.
- Know the locations and whereabouts of each student assigned to them during the trip.
- Keep an accurate check of their students at all times during the conference; students should not be left unattended, including outside of the conference.
- Promote FBLA as a positive student experience and therefore act as a positive role model for students in dress, voice, attitude, actions, and demeanor.
- Follow the FBLA Dress Code themselves during all conference activities, including the Future Leaders Expo, workshops, and opening/closing sessions.
- Ensure all students are checked into their hotel room for the night at curfew and remain quiet and respectful of other hotel guests.

Housing Policy

Housing Requirement
FBLA members, advisers, and parents/guardians/chaperones/guests are required to stay in a hotel that is part of the FBLA housing block of hotels. FBLA requires full conference registration from student members, advisers, and school-approved chaperones. Student members who are not staying in an official FBLA hotel will not be considered full conference registrants and therefore not permitted to compete. The availability of a preferred room type will not provide an exemption from this policy.

Eligibility for Housing
Only registered conference attendees are eligible to take advantage of the FBLA-negotiated conference room rates within the FBLA housing block. To accommodate FBLA members and for the safety of all attendees, every guest staying within the FBLA conference block must be registered for the conference. Housing blocks will be audited against the official registration roster to ensure that attendees comply with the policy.
Extenuating Circumstances
If there are extenuating circumstances, a written request for a waiver may be submitted through the State Leader to the FBLA conference registrar.