



Today's students. Tomorrow's business professionals.

Montana Association

2012 State Leadership Conference Highlights



Billings, Montana

March 11-13, 2012

Unmask Your Future

This information is provided for planning purposes only and is subject to change. Additional conference information and conference registration materials will be E-mailed in early 2012. Additional updates will also be posted on the Montana BPA website at www.bpamt.org.

Conference Facilities:

- MSU-Billings College of Technology: All competitive events on Sunday
- Billings Holiday Inn Grand Montana & Convention Center
- Billings Hotel & Convention Center

Hotel/Sleeping Rooms:

Holiday Inn Grand Montana

5500 Midland Road

Billings, MT 59101

Phone: 406.248.7701 or 800.465.4329

Fax: 406.248.2031

Room Rates: \$88.00 + 7% bed tax + \$1.00 TBID

Room Block Ends February 8, 2012

Tower rooms are available at a higher rate.

Billings Hotel & Convention Center

1223 Mallowney Lane

Billings, MT 59101

Phone: 406.248.7151 or 800.537.7286

Fax: 406.859.5338 or 406.248.5054

Room Rates: \$74.00 + 7% bed tax + \$2.75 energy surcharge + 1.00 TBID

Rate also includes a free breakfast buffet each day

Room Block Ends February 27, 2012

Workplace Skills Assessment Program/Competitive Events:

- **Open Events:** Open Events will be offered Sunday at the COT and Monday morning (9 am-12:30 pm) at the Holiday Inn.
- **Non-Repeatable Events:** If students have competed previously in the following six events, **they may not be repeated.** (01) Fundamental Accounting; (06) Fundamental Spreadsheet Applications; (20) Keyboarding Production; (21) Fundamental Word Processing Skills; (25) Basic Office Systems and Procedures; and (64) Interview Skills. This information is listed in the current WSAP guidelines.
- **Pre-submission of Judged Event Materials:** This year all early submitted judged event materials will be submitted by uploading them with the BPA.org pre-submission system used for the National Leadership Conference. More details and directions will disseminated at a later date.
- **Interview and Advanced Interview:** Participants will be required to download the application form from the Montana BPA website (www.bpamt.org), compile it with other application materials and electronically submit everything to the Judged Events Coordinator on or before February 7. Late and/or incomplete entries will be disqualified.
- **State Qualifiers/Limits:** The formula for state competition qualifiers is based on the size of the region as reflected by the official national membership numbers reported to the National Center—not by the number of members attending a regional conference. The Montana BPA State Qualifiers' Formula can be found in the Montana Advisor Manual or downloaded from the Advisor Manual page of the Montana BPA website, http://www.bpamt.org/advisor_manual.html.
- **PLEASE NOTE** each student may participate at state in a **total of three events** in any category; excluding Open Events.
- Please review the 2011-2012 Workplace Skills Assessment Program carefully. The 2011-2012 WSAP can be downloaded from the National BPA website at www.bpa.org.