



Today's students. Tomorrow's business professionals.

Montana Association

Pre-Submission Guidelines
2012 State Leadership Conference
March 11-13 Billings, Montana

2012 SLC Judged Event Pre-Submission Guidelines

The following events must be submitted to <http://www.bpa.org/submit> on or before Tuesday, February 7, 2012 to allow time for judges to pre-judge these materials. It is recommended to submit reports and forms in **PDF format** to avoid software conflicts and issues.

Both the Individual and Team Entry Forms/Statement of Originality and Specification Compliance forms are available on the Montana BPA and National BPA websites: www.bpamt.org, www.bpa.org.

Late submissions will **not** be accepted and **no changes** may be made to events after the date of submission.

Administrative Support Research Project—Individual

1. Completed research paper
2. Individual Entry Form/Statement of Originality and Specifications Compliance

Advanced Interview Skills

1. Cover Letter
 2. Résumé
 3. Application Form
- **These three items must be in separate PDF files**

Economic Research Project—Individual

1. Completed research paper
2. Individual Entry Form/Statement of Originality and Specifications Compliance

Economic Research Project—Team

1. Completed research paper
2. Individual Entry Form/Statement of Originality and Specifications Compliance

Entrepreneurship

1. Completed plan

Global Marketing Team

1. Completed plan

Graphic Design Promotion

1. Flyer
2. Logo
3. Individual Entry Form/Statement of Originality and Specifications Compliance

Interview Skills

1. Cover Letter
2. Résumé
3. Application Form
 - **These three items must be in separate PDF files**

Web Application Team

1. Team Entry Form/Statement of Originality and Specification Compliance
2. Written description of the application describing its business use and/or usefulness to the green initiatives (as a PDF file)
3. Source code (as a zipped root folder)

Web Site Design Team

1. Web site URL