



Today's students. Tomorrow's business professionals.

All Events will take place at the Hyatt Regency

(ML) Middle Level (S) Secondary (PS) Post-secondary

**DRAFT DATED 8/29/11 SUBJECT TO CHANGE**

Day and Date	Time	Event
<b>Tuesday</b>		
24-Apr		General session rehearsals
		Production Load-in
	9:00 am-5:00 pm	Exhibit Hall Load-in
	12:00 pm-6:00 pm	Contest Headquarters
	2:00 pm-10:00 pm	Tour Desk
	3:00 pm-10:00 pm	Registration/Information Desk
		Finance Desk
	7:00 pm:8:00 pm	Intern Orientation
		Officer Rehearsals
	8:00 pm-9:00 pm	Host Committee Reception
	7:00 pm-8:00 pm	Administrator's/Proctor's/Grader's Orientation
<b>Wednesday</b>		
25-Apr	7:00 am-7:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
		Computer Lab Load-in
		Registration Pick Up Available at Hyatt McCormick Place
	8:00 am-8:00 pm	Contest Headquarters/Test Distribution
	7:00 am-8:00 am	Administrator's/Proctor's/Grader's Orientation
	9:00 am-12:00 pm	Middle Level Leadership Orientation (ML) <b>Includes conference tour &amp; teambuilding activities. All ML participants are invited to attend, pre-registration not required: PARTICIPANTS MUST MEET IN Grand Ballroom Foyer</b>
	10:00 am-6:00 pm	Exhibit Hall
		Contestant Photo Booth <b>Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken &amp; displayed on the screen at the Awards Session!</b>
	9:30 am-10:30 am	Intern Orientation
	12:00 pm-1:00 pm	Judge's/Administrator's Luncheon Orientation
	12:00 pm-5:00 pm	National Association of Parliamentarians Exam
	12:00 pm-7:00 pm	Open Events Administrative Support Concepts (S/PS) Business Meeting Management (S/PS) Financial Math & Analysis (S/PS) Information Technology Concepts (S/PS) Management/Marketing/Human Resources Concepts (S/PS) Insurance Concepts (S/PS) Computer Literacy (ML) Business Math (ML) Business Communication Skills (ML) Business Fundamentals (ML) Merit Scholar
	12:30 pm-2:30 pm	C ++ Programming (S/PS)
	1:00 pm-5:00 pm	<b>Success Session</b>
		<b>Success Session</b>
	1:00 pm-5:00 pm	Computer Animation (PS)
		Computer Animation (S)
		Section 1
		Section 2
		Section 3
		Leadership Academy (S/PS)
	2:00 pm-2:50 pm	<b>Success Session</b>
	3:00 pm-3:50 pm	<b>Success Session</b>
	3:00 pm-4:00 pm	Candidate/Head Voting Delegate/Voting Delegate Briefing Meeting <b>All candidates &amp; head voting delegates are required to attend. General Voting Delegates are invited to attend, but not required</b>
	3:00 pm-5:00 pm	National Alumni Business Meeting
		JAVA Programming (S/PS)
	3:00 pm-9:00 pm	Grading Room
	4:00 pm-5:00 pm	Candidate Meeting and Testing
		Parliamentary Procedure Written Event (S)
	5:00 pm-6:00 pm	SAAC Meeting
		CEAC Meeting
		State Presidents Meeting
	5:30 pm-6:30 pm	Intern Orientation
	5:30 pm-7:30 pm	Visual Basic Programming
	6:00 pm-7:00 pm	State Meetings
		Illinois
		Michigan
		Minnesota-PS
		Minnesota-S
		Texas
		Wisconsin

	8:00 pm-9:30 pm	Opening General Session
	9:30 pm-10:30 pm	State Meetings
		Alaska
		Delaware
		Florida
		Florida (Associate)
		Idaho
		Indiana-S
		Indiana-PS
		Iowa-S
		Iowa-PS
		Kansas
		Massachusetts
		Montana
		New Mexico
		Ohio-S
		Ohio-PS
		Oklahoma
	Midnight	Curfew (Secondary & Middle Level)
<b>Thursday</b>	6:30 am-5:00 pm	Contest Headquarters/Test Distribution
<b>26-Apr</b>	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
		Administrator's/Proctor's/Grader's Orientation
	7:00 am-8:30 am	Federal Income Tax Accounting Concepts (PS)
	7:00 am-9:00 am	Fundamental Accounting (S/PS)
	7:00 am-3:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
		Registration Pick Up Available at Hyatt McCormick Place
	7:00 am-11:00 am	Open Events
		Administrative Support Concepts (S/PS)
		Business Meeting Management (S/PS)
		Financial Math & Analysis (S/PS)
		Information Technology Concepts (S/PS)
		Management/Marketing/Human Resources Concepts (S/PS)
		Insurance Concepts (S/PS)
		Computer Literacy (ML)
		Business Math (ML)
		Business Communication Skills (ML)
		Business Fundamentals (ML)
		Merit Scholar
	8:00 am-9:00 am	PS Candidate Interviews
		Intern Orientation Meeting
	8:00 am-10:00 am	Financial Analyst Team (S/PS)
	8:00 am-12:00 pm	Advanced Interview Skills (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Section 5
		Interview Skills (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Graphic Design Promotion (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Web Applications Team (S)
		Section 1
		Section 2
		Web Applications Team (PS)
		Human Resource Management (S)
		Preparation Sections 1-4
		Section 1
		Section 2
		Section 3
		Section 4
		Presentation Management Individual (PS)
		Section 1
		Section 2
		Presentation Management Individual (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Presentation Management Team (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Administrative Support Research Project Ind (S)
		Section 1
		Section 2
		Section 3
		Network Design Team (S)

		Preparation Sections 1-3
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Prepared Speech (ML)
		Leadership Academy (S/PS)
	8:30 am-9:00 am	Candidate Selection Committee Meeting
	9:00 am-11:00 am	Secondary Candidate Interviews
	9:00 am-5:00 pm	Grading Room
	9:00 am-3:00 pm	Exhibit Hall
		Contestant Photo Booth <b>Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken &amp; displayed on the screen at the Awards Session!</b>
	9:30 am-10:30 am	Network Administration Using Microsoft (S/PS)
	9:30 am-11:30 am	Payroll Accounting (S/PS)
	11:30 am-1:30 pm	Fundamental Word Processing Skills (S/PS)
		Database Applications (S/PS)
		Medical Office Procedures (S/PS)
	12:00 pm-1:00 pm	Cisco Systems Administration (S/PS)
	12:00 pm-5:00 pm	Success Sessions
	1:30 pm-3:30 pm	Advanced Accounting (S/PS)
		Computer Network Technology (S/PS)
	12:00 pm-1:00 pm	Judge's/Administrator's Luncheon Orientation
	1:00 pm-5:00 pm	Advanced Interview Skills (PS)
		Section 1
		Section 2
		2D/3D Modeling (S)
		2D/3D Modeling (PS)
		Economic Research Project Individual (S)
		Section 1
		Section 2
		Section 3
		Interview Skills (PS)
		Section 1
		Section 2
		Introduction to Video Production Team (ML)
		Network Design Team (PS)
		Preparation
		Presentation
		Graphic Design Promotion (PS)
		Graphic Design Promotion (ML)
		Human Resource Management (PS)
		Preparation Sections 1-2
		Presentation Section 1
		Presentation Section 2
		Digital Media Production (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Section 5
		Digital Media Production (PS)
		Presentation Management Team (PS)
	2:00 pm-3:00 pm	Campaign Rally Set-Up (S)
	2:00 pm-4:00 pm	Administrative Support Team (S/PS)
	4:00 pm-5:00 pm	Banking & Finance (S/PS)
		Managerial Accounting (PS)
	4:30 pm-5:30 pm	Secondary Campaign Rally
		Campaign Rally Set-Up (PS)
	6:00 pm-7:00 pm	Secondary Second General Session
	7:45 pm-8:45 pm	Post-Secondary Campaign Rally
	9:00 pm-10:00 pm	Post-Secondary Second General Session
	9:00 pm-11:00 pm	Secondary State Caucus
		Alaska
		Delaware
		Florida
		Florida Assoc
		Idaho
		Illinois
		Indiana
		Iowa
		Kansas
		Massachusetts
		Michigan
		Minnesota
		Montana
		New Mexico
		Ohio
		Oklahoma
		Texas
	10:00 pm-11:00 pm	Post-Secondary Caucus
		Florida
		Idaho
		Indiana
		Iowa
		Kansas
		Michigan
		Minnesota
		Montana

		Ohio
		Oklahoma
		Rhode Island
		Texas
		Wisconsin
	11:00 pm-11:30 pm	Candidate Selection Committee Meeting
	Midnight	Curfew (Secondary & Middle Level)
<b>Friday</b>	6:30 am-7:00 pm	Contest Headquarters/Test Distribution
<b>27-Apr</b>	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
	7:00 am-8:00 am	Intern Orientation (S/PS)
	7:00 am-8:30 am	State Officers Breakfast <b>Must have a ticket to attend</b>
	7:00 am-11:00 am	Open Events
		Administrative Support Concepts (S/PS)
		Business Meeting Management
		Financial Math & Analysis (S/PS)
		Parliamentary Procedure Concepts (S/PS)
		Information Technology Concepts (S/PS)
		Management/Marketing/Human Resources Concepts (S/PS)
		Insurance Concepts (S/PS)
		Merit Scholar
		Computer Literacy (ML)
		Business Math (ML)
		Business Communication Skills (ML)
		Business Fundamentals (ML)
	7:00 am-1:30 pm	PC Servicing & Troubleshooting (S/PS)
	7:00 am-5:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
		Registration Pick Up Available at Hyatt McCormick Place
	8:00 am-9:30 am	Medical Transcription (PS)
	9:00 am-12:00 pm	Grading Room
	8:00 am-12:00 pm	Web Site Design Team (S)
		Section 1
		Section 2
		Section 3
		Web Site Design Team (ML)
		Prepared Speech (S)
		Section 1
		Section 2
		Section 3
		Parliamentary Procedures (S)
		Preparation Section 1
		Presentation Section 1
		Preparation Section 2
		Presentation Section 2
		Preparation Section 3
		Presentation Section 3
		Extemporaneous Speech (PS)
		Preparation Sections 1-2
		Presentation Section 1
		Presentation Section 2
		Small Business Management Team (S)
		Preparation Sections 1-4
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Presentation Section 4
		Entrepreneurship (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Video Production Team (S)
		Section 1
		Section 2
		Section 3
	9:00 am-9:50 am	<b>Success Session</b>
		<b>Success Session</b>
	10:00 am-3:00 pm	<b>College Fair</b>
		Contestant Photo Booth <b>Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken &amp; displayed on the screen at the Awards Session!</b>
	11:00 am-11:50 am	<b>Success Session</b>
	11:30 am-1:00 pm	<b>Success Session: Business Etiquette Luncheon-Presenter: Roger Fulk-BPA Local Chapter Advisor/Certified Etiquette Demonstrator (Ticket Required)</b>
	11:30 am-1:30 pm	Fundamentals of Web Design (S/PS)
		Fundamental Spreadsheet (S/PS)
		Spreadsheet Application (ML)
	12:00 pm-1:00 pm	Judge's/Administrator's Luncheon Orientation
	12:00 pm-5:00 pm	<b>Certification Lab</b>
	1:00 pm-5:00 pm	Web Site Design Team (PS)
		Prepared Speech (PS)
		Section 1

		Section 2
		Extemporaneous Speech (S)
		Preparation Sections 1-5
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Presentation Section 4
		Presentation Section 5
		Extemporaneous Speech (ML)
		Preparation
		Presentation
		Economic Research Project Team (S)
		Section 1
		Section 2
		Section 3
		Small Business Management Team (PS)
		Preparation Sections 1-2
		Presentation Section 1
		Presentation Section 2
		Career Research Project Team (ML)
		Entrepreneurship (PS)
		Section 1
		Section 2
		Video Production Team (PS)
		Global Marketing Team (S)
		Section 1
		Section 2
		Section 3
		Global Marketing Team (PS)
		Broadcast News Production Team (S)
		Broadcast News Production Team (PS/S)
	1:30 pm-7:00 pm	Computer Security (S/PS)
	2:00 pm-2:50 pm	<b>Success Session</b>
	2:00 pm-4:00 pm	Advanced Word Processing Skills (S/PS)
		Integrated Office (S/PS)
		Computerized Accounting (S/PS)
	3:00 pm-4:00 pm	Honor Recipient Celebration <b>Honor Advisors and Ambassador Award Recipients are invited to attend. Ticket required.</b>
	4:30 pm-6:30 pm	Keyboarding Production (S/PS)
		Desktop Publishing (S/PS)
		Advanced Spreadsheet (S/PS)
	7:00 pm-9:00 pm	Advance Office Systems & Procedures (S/PS)
		Basic Office Systems & Procedures (S/PS)
		Legal Office Procedures (S/PS)
	Midnight	Curfew (Secondary & Middle Level)
<b>Saturday</b>	6:00 am-12:00 pm	Contest Headquarters/Test Distribution
<b>28-Apr</b>	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
		PC Servicing and Troubleshooting-Written Event (S/PS)
	7:00 am-2:00 pm	Registration/Information Desk
		Finance Desk
	7:00 am-12:00 pm	Grading Room
	7:00 am-2:00 pm	Tour Desk
	7:30 am-12:00 pm	Human Resource Management Finals (S)
		Preparation
		Presentation
		Human Resource Management Finals (PS)
		Preparation
		Presentation
		Network Design Team Finals (S)
		Preparation
		Presentation
		Parliamentary Procedure Team Finals (S)
		Preparation
		Presentation
		p
		Preparation
		Presentation
		Small Business Management Team Finals (PS)
		Preparation
		Presentation
	8:00 am-9:00 am	Computer Security-Written Event (S/PS)
	8:00 am-12:00 pm	Administrative Support Research Project Individual Finals (S)
		Advanced Interview Skills Finals (S)
		Advanced Interview Skills Finals (PS)
		Computer Animation (S)
		Digital Media Production Finals (S)
		Economic Research Project Individual Finals (S)
		Economic Research Project Team Finals (S)
		Entrepreneurship Finals (S)
		Entrepreneurship Finals (PS)
		Extemporaneous Speech Finals (S)
		Preparation
		Presentation
		Extemporaneous Speech Finals (PS)
		Preparation
		Presentation
		Financial Analyst Team Finals (S)

		Financial Analyst Team Finals (PS)
		Global Marketing Team Finals (S)
		Graphic Design Promotion Finals (S)
		Interview Skills Finals (S)
		Interview Skills Finals (PS)
		Prepared Speech Finals (S)
		Prepared Speech Finals (PS)
		Presentation Management Individual Finals (S)
		Presentation Management Individual Finals (PS)
		Presentation Management Team Finals (S)
		Video Production Team Finals (S)
		Web Applications Team Finals (PS)
		Web Site Design Team Finals (S)
	9:00 am-10:00 am	National Officer Reception (by invitation only)
	10:30 am-11:30 am	National Officer Candidate Social
	11:00 am-5:30 pm	<b><i>BPA DAY AT NAVY PIER/WALK FOR SPECIAL OLYMPICS</i></b>
	12:00 pm-1:00 pm	SAAC Meeting
		CEAC Meeting
		Contest Review
	1:00 pm-2:00 pm	Joint CEAC/SAAC Meeting
	6:00 pm-8:00 pm	Third General Session – Awards (PS)
	8:30 pm-11:30 pm	Third General Session – Awards (S/ML)
	Midnight	Curfew (Secondary & Middle Level)
<b>Sunday</b>	7:00 am-7:30 am	New National Officer's Meeting
<b>29-Apr</b>	7:45 am-8:50 am	Board of Trustee's Meeting
	9:00 am-11:00 am	Corporate Meeting
	11:10 am-11:45 am	New Board of Trustee's Meeting
		STORAGE FROM PLAZA BALLROOM