

Presubmitted Contestant Materials to Be Submitted in PDF Format

The following will result in automatic disqualification:

- **Submitting materials online after February 2, 2018 or as otherwise indicated below**
- **Sending materials with a postmark deadline after February 2, 2018 for those events which are sent via U.S. mail**
- **Handwritten documentation or entry forms**

<p style="text-align: center;">Event & Naming Conventions for <i>BPAScheduler.com</i></p>	<p style="text-align: center;">Submit via BPA Scheduler on or before 11:59 p.m. on February 2, 2018</p>	<p style="text-align: center;">Bring to <u>state</u> conference for submission on day of competition to give to administrator or proctor when signing in to the contest (A set of the items listed below is needed for both preliminaries and finals rounds if applicable.)</p>
<p>Administrative Support Research Project <i>ASRP_chapter #_student #</i></p>	<p>Research paper including Works Cited <u>and</u> Individual Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) as one PDF with the entry form as the first page of the PDF</p>	<p>One (1) copy of the completed research paper including Works Cited <u>and</u> one (1) copy of Individual Entry Form with all necessary signatures at both the Preliminary and Final competition</p>
<p>Advanced Interview Skills <i>AIS_chapter #_student #</i></p>	<p>Cover letter with or without signature, résumé, <u>and</u> Individual Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) as one PDF with the entry form as the first page of the PDF</p>	<p>One (1) additional copy of the cover letter with signature, résumé, <u>and</u> Individual Entry Form with all necessary signatures at both the Preliminary and Final competition. The portfolio will not be presubmitted, but the contestant will take the portfolio into the interview to be used to demonstrate job competence. Portfolios must not be left with the judges.</p>
<p>Broadcast News Production Team <i>BNPT_chapter #</i></p>	<p>Team Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) including the URL and applicable passwords to the project (final news production, promo/tease, and script, see <i>WSAP Guidelines</i>) <u>and</u> all Release Forms as one PDF</p>	<p>One (1) copy of the Team Entry Form including the URL and applicable passwords to the project (final news production, promo/tease, and script) <u>and</u> one (1) copy of all Release Forms; signatures must be included on the forms as needed</p>

<p align="center">Event & Naming Conventions for BPAScheduler.com</p>	<p align="center">Submit via BPA Scheduler on or before 11:59 p.m. on February 2, 2018</p>	<p align="center">Bring to <u>state</u> conference for submission on day of competition to give to administrator or proctor when signing in to the contest</p> <p align="center">(A set of the items listed below is needed for both preliminaries and finals rounds if applicable.)</p>
<p>Computer Animation Team <i>CAT_chapter #</i></p>	<p>Team Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) including the URL and applicable passwords to the project (storyboard and video, see <i>WSAP Guidelines</i>) <u>and</u> all Release Forms as one PDF</p>	<p>One (1) copy of the Team Entry Form, including the URL and applicable passwords to the project (a copy of the well-developed storyboard, and video) <u>and</u> one (1) copy of all Release Forms; signatures must be included on the forms as needed</p>
<p>Digital Media Production <i>DMP_chapter #_student #</i></p>	<p>Individual Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) including the URL and applicable passwords to the project (see <i>WSAP Guidelines</i>), <u>and</u> all Release Forms as one PDF</p>	<p>One (1) copy of the Individual Entry Form including the URL and applicable passwords to the project (see <i>WSAP Guidelines</i>), <u>and</u> one (1) copy of all Release Forms at both the Preliminary and Final competition; signatures must be included on the forms as needed</p>
<p>Economic Research Individual <i>ERI_chapter #_student #</i></p>	<p>Research paper including Works Cited <u>and</u> Individual Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) as one PDF with the entry form as the first page of the PDF</p>	<p>One (1) additional copy of the completed research paper including Works Cited <u>and</u> one (1) additional copy of Individual Entry Form with all necessary signatures at both the Preliminary and Final competition</p>
<p>Economic Research Team <i>ERT_chapter #</i></p>	<p>Research paper including Works Cited <u>and</u> Team Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) as one PDF with the entry form as the first page of the PDF</p>	<p>One (1) additional copy of the completed research paper including Works Cited <u>and</u> one (1) additional copy of Team Entry Form with all necessary signatures</p>
<p>Entrepreneurship <i>ENT_chapter #_student #</i></p>	<p>One copy of the completed business plan only as a PDF document <u>and</u> the Individual Entry Form (from <i>Guidelines 2017-2018</i>) with or without signatures as one PDF with the entry form as the first page of the PDF</p> <p>(DO NOT upload supporting documentation)</p>	<p>One (1) additional copy of the completed business plan with supporting documentation and the Individual Entry Form with all necessary signatures at both the Preliminary and Final competition</p> <p>Any additional materials not required for submission must not be left with the judges.</p>

<p align="center">Event & Naming Conventions for BPAScheduler.com</p>	<p align="center">Submit via BPA Scheduler on or before 11:59 p.m. on February 2, 2018</p>	<p align="center">Bring to <u>state</u> conference for submission on day of competition to give to administrator or proctor when signing in to the contest (A set of the items listed below is needed for both preliminaries and finals rounds if applicable.)</p>
<p>Fundamental Desktop Publishing <i>FDP_chapter #_student #</i></p>	<p>Contestant’s jobs created at home school as instructed in the Fundamental Desktop Publishing test <u>and</u> Individual Entry Form (with signatures) in <u>one</u> PDF with the entry form as the first page of the PDF</p>	<p>N/A</p>
<p>Global Marketing Team <i>GMT_chapter #</i></p>	<p>One copy of the completed marketing plan only including Works Cited <u>and</u> the Team Entry Form (from <i>Guidelines 2017-2018</i>) with or without signatures as <u>one</u> PDF with the entry form as the first page of the PDF (DO NOT upload supporting documentation)</p>	<p>One (1) additional copy of the completed marketing plan including Works Cited with supporting documentation and the Team Entry Form with all necessary signatures. Any additional materials not required for submission must not be left with the judges.</p>
<p>Graphic Design Promotion</p>	<p>One copy of the original flyer, one copy of the logo, and one copy of the pin-sized logo <u>and</u> the Individual Entry Form (from <i>Guidelines 2017-2018</i>) with or without signatures as <u>one</u> PDF with the entry form as the first page of the PDF</p>	<p>One (1) original copy of each of the following: the original flyer, the contestant-generated 4”x4” logo, the contestant-generated 2”x2” pin-sized logo, the Individual Entry Form, <u>and</u> one (1) copy of all Release Forms at both the Preliminary and Final competition; signatures must be included on the forms as needed. Any additional materials not required for submission must not be left with the judges.</p>
<p>Interview Skills <i>IS_chapter #_student #</i></p>	<p>Cover letter with or without signature, résumé, <u>and</u> Individual Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) as <u>one</u> PDF with the entry form as the first page of the PDF</p>	<p>One (1) additional copy of the cover letter with signature, résumé <u>and</u> Individual Entry Form with all necessary signatures at both the Preliminary and Final competition</p>

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<p>Video Production Team <i>VPT_chapter #</i></p>	<p>Team Entry Form with or without signatures (from <i>Guidelines 2017-2018</i>) including the URL and applicable passwords to the project (storyboard, script, and video, see <i>WSAP Guidelines</i>) <u>and</u> all Release Forms as one PDF</p>	<p>One (1) copy of the Team Entry Form, including the URL and applicable passwords to the project (a copy of the well-developed storyboard, script, and video) <u>and</u> one (1) copy of all Release Forms; signatures must be included on the forms as needed</p>
<p>Website Design Team <i>WSDT_chapter #</i></p>	<p>Team Entry Form with or without signatures including the URL and applicable passwords <u>and</u> all Release Forms (from <i>Guidelines 2017-2018</i>) as one PDF</p>	<p>One (1) copy of the Team Entry Form including the URL and applicable passwords <u>and</u> one (1) copy of all Release Forms with signatures</p>