

# 2025–2026 Competitive Events Guidelines

## Business Management



Business Management challenges members to demonstrate their understanding of core management principles through an objective test and a role play scenario. Members apply their knowledge to real-world business situations involving planning, organizing, leading, and decision-making within an organizational setting.

### Event Overview

|                |                                          |
|----------------|------------------------------------------|
| Division       | High School                              |
| Event Type     | Team of 1, 2 or 3 members                |
| Event Category | Role Play                                |
| Event Elements | Objective Test and Interactive Role Play |

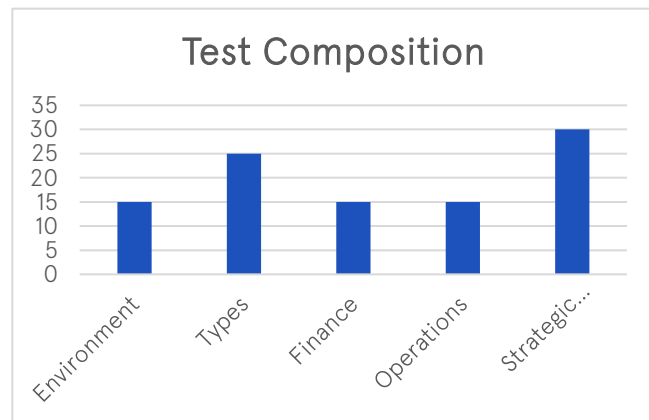
### Educational Alignments

|                                                     |                                                                                                |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------|
| <a href="#">Career Cluster Framework Connection</a> | Management & Entrepreneurship                                                                  |
| <a href="#">NACE Competency Alignment</a>           | Career & Self-Development,<br>Communication, Critical Thinking,<br>Leadership, Professionalism |

### Knowledge Areas

- Business Environment
- Management Types
- Business Finance
- Operations
- Strategic Management

Test questions and role plays are based on the knowledge statements and objectives outlined for this event. Detailed objectives can be found in the study guide included in these guidelines.



### District/Region/Section

Check with your District/Region/Section leadership for District/Region/Section-specific competition information and deadlines.

### State

Check with your State Leader for state-specific competition information and deadlines.

# 2025–2026 Competitive Events Guidelines

## Business Management



### National

#### Required Competition Items

|                | Items Competitor Must Provide                                                                                                                                                                                                                                                   | Items FBLA Provides                                                                                                                                                                              |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Objective Test | <ul style="list-style-type: none"><li>Sharpened pencil</li><li>Fully powered <a href="#">device for online testing</a></li><li>Conference-provided nametag</li><li><a href="#">Photo identification</a></li><li>Attire that meets the <a href="#">FBLA Dress Code</a></li></ul> | <ul style="list-style-type: none"><li>One piece of scratch paper per competitor</li><li>Internet access</li><li>Test login information (link &amp; password provided at test check-in)</li></ul> |
| Role Play      | <ul style="list-style-type: none"><li>Conference-provided nametag</li><li><a href="#">Photo identification</a></li><li>Attire that meets the <a href="#">FBLA Dress Code</a></li></ul>                                                                                          | <ul style="list-style-type: none"><li>Two notecards per competitor</li><li>Pencil</li><li>Secret role play problem/scenario</li></ul>                                                            |

#### Important FBLA Documents

- Competitors should be familiar with the Competitive Events [Policy & Procedures Manual](#), [Honor Code](#), [Code of Conduct](#), and [Dress Code](#).

#### Eligibility Requirements

To participate in FBLA competitive events at the National Leadership Conference (NLC), the following criteria must be met:

- Membership Deadline:** FBLA national membership dues must be paid to the specific division by 11:59 p.m. Eastern Time on March 1 of the current school year.
- Repeat Competitors:** Members may only compete in an event at the NLC more than once if they have not previously placed in the top 10 of that event at the NLC. If a member places in the top 10 of an event at the NLC, they are no longer eligible to compete in that event at future NLCs, unless the event has been modified beyond a name change. Chapter events are exempt from this procedure.
- Conference Registration:** Members must be officially registered for the NLC and must pay the national conference registration fee to participate.
- Official Hotel Requirement:** To be eligible to compete, competitors must stay within the official FBLA housing block.
- State Entry Limits:** Each state may submit up to four entries per event.
- Event Participation Limits:** Each member may participate in:
  - One individual or team event, and
  - One chapter event (e.g., *Community Service Project* or *Local Chapter Annual Business Report*).
- Participation Requirement:** To be eligible for an award, each competitor must complete all components of the event at the National Leadership Conference.
- Team Composition:** All members of a team must be from the same local chapter.

# 2025–2026 Competitive Events Guidelines

## Business Management



- **Identification at Check-in:** Competitors must present valid photo identification (physical or digital) that matches the name on their conference name badge. Acceptable forms include a driver's license, passport, state-issued ID, or school ID.
- **Late Arrivals:** Competitors will be allowed to compete until such time that the results are finalized, or participation would impact the fairness and integrity of the event, as determined by Competitive Events staff. If judges have left the competitive event area, it is no longer possible to compete. Five penalty points will be assessed for late arrivals in any competitive event.
- **Event Schedule Notes:**
  - Some events may begin before the Opening Session.
  - All schedules are posted in local time for the NLC host city.
  - Schedule changes are not permitted.

### *Event Administration*

This event consists of two phases: an objective test and an interactive role play.

#### Objective Test

Each competitor will complete a 100-question multiple-choice objective test.

##### Test Duration

- **Test Duration:** 50 minutes

##### Format

- This event consists of an online objective test that is proctored and completed on-site at the National Leadership Conference (NLC).

##### Materials

- Reference or study materials are not permitted at the testing site.

##### Electronic Devices

- All electronic devices, including cell phones, smart watches, and similar technology, must be powered off prior to the start of the competition.

##### Team Tests

- If competing as a team, competitors must begin testing individually within a few minutes of one another. Each competitor's score will be averaged to determine the team's overall test score.

##### Calculators

- Personal calculators are not allowed; an online calculator will be available within the testing platform.

##### Question Review

- Competitors may flag questions within the testing platform for review prior to the finalization of results at the NLC.

#### Interactive Role Play Details

The team-averaged objective test score determines the top 15 teams advancing to role play round.

##### Timing Structure

- **Preparation Time:** 20 minutes (a one-minute warning will be provided)
- **Presentation:** 7 minutes (a one-minute warning will be provided)
- **Question & Answer (Q&A):** None

# 2025–2026 Competitive Events Guidelines

## Business Management



### Role Play Prompt

- Competitors will be provided with a single copy of a management–related scenario or problem at the beginning of their assigned preparation time. This copy must be shared among team members and may only be accessed within the designated preparation area.

### Notecard Use

- Each competitor will receive two notecards for use during preparation and the presentation. Information may be written on both sides. Notecards will be collected after the role play.

### Materials

- No technology, reference materials, visuals, or props may be used.

### Interaction with Judges

- Judges may ask questions during the presentation as part of the interactive role play format.

### Audience

- Role play presentations are closed to all conference attendees.

### Confidentiality

- To maintain fairness, competitors must not discuss or share the role play prompt until the event concludes.

### *Scoring*

- The team-averaged objective test score determines the top 15 teams advancing to role play round.
- The role play round scores only will be used to determine winners.
- Objective test scores will be used to break a tie.
- All judging decisions are final. Results announced at the National Leadership Conference are considered official and will not be changed after the conclusion of the National Leadership Conference.

### *Penalty Points*

- Competitors may be disqualified if they violate the Code of Conduct or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late to their assigned presentation time.

### *Electronic Devices*

- Unless approved as part of a documented accommodation, all cell phones, smartwatches, electronic devices, and headphones must be turned off and stored away before the competition begins. Visible devices during the event will be considered a violation of the FBLA Honor Code.

### *Recognition*

- A maximum of 10 entries (individuals or teams) may be recognized per event.

# 2025–2026 Competitive Events Guidelines

## Business Management



### *Americans with Disabilities Act (ADA)*

- FBLA complies with the Americans with Disabilities Act (ADA) by providing reasonable accommodations for competitors. Accommodation requests must be submitted through the conference registration system by the official registration deadline. All requests will be reviewed, and additional documentation may be required to determine eligibility and appropriate support.

### *Recording of Presentations*

- Unauthorized audio or video recording is strictly prohibited in all competitive events.
- FBLA reserves the right to record presentations for educational, training, or archival purposes. Competitors should be aware that their presentations may be recorded by FBLA-authorized personnel.

### *Sample Preparation Resources*

- Official sample test items and role plays can be found in [CONNECT](#). These sample items showcase the types of questions that may be asked on the test and familiarize competitors with the multiple-choice item options.

# 2025–2026 Competitive Events Guidelines

## Business Management



### Study Guide: Knowledge Areas and Objectives

*This study guide outlines the skills and knowledge assessed for this event. Objectives followed by a two-letter, three-digit code in parentheses are aligned to the National Business Administration Standards from MBA Research and Curriculum Center. Some objectives reference MBA Research’s Learning Activity Packages (LAPs), which are instructional resources with readings, activities, and assessments available **exclusively to teacher advisers**. For more information, visit [MBAResearch.org/FBLA](http://MBAResearch.org/FBLA).*

#### **Important Notice Regarding Test Preparation**

*MBA Research materials are **not required** to study for or prepare for FBLA competitive event tests. MBA Research provides curriculum and instructional resources directly to teachers and does not administer or manage individual student testing or competition participation.*

***Note for members and parents:** All questions related to tests, study materials, scores, or competition guidelines should be directed to the local FBLA adviser. Only teacher advisers should contact MBA Research directly.*

#### **Business Environment (15 test items)**

1. Explain the role of business in society (EC:070, LAP-EC-070) (CS)
2. Describe types of business activities (EC:071, LAP-EC-071) (CS)
3. Describe types of business models (EC:138) (SP)
4. Discuss the global environment in which businesses operate (EC:104) (SP)
5. Describe legal issues affecting businesses (BL:001) (SP)
6. Explain the organizational design of businesses (EC:103) (SP)

#### **Management Types (25 test items)**

1. Discuss the nature of human resources management (HR:410, LAP-HR-410) (CS)
2. Explain the nature of project management (OP:158, LAP-OP-158) (SP)
3. Discuss the nature of information management (NF:110, LAP-NF-110) (CS)
4. Discuss the nature of customer relationship management (CR:016, LAP-CR-016) (SP)
5. Discuss the nature of supply chain management (OP:303, LAP-OP-303) (SP)
6. Explain the nature of change management (SM:095) (SP)
7. Explain the nature of knowledge management (KM:001, LAP-KM-001) (SP)
8. Explain the nature of quality management (QM:001, LAP-QM-001) (SP)
9. Explain the nature of risk management (SM:075, LAP-SM-075) (SP)

#### **Business Finance (15 test items)**

1. Explain the nature of balance sheets (FI:093, LAP-FI-093) (SP)
2. Describe the nature of income statements (FI:094, LAP-FI-094) (SP)
3. Describe the nature of budgets (FI:106, LAP-FI-106) (SP)
4. Describe the nature of cash flow statements (FI:091, LAP-FI-091) (SP)
5. Develop company’s/department’s budget (FI:099, LAP-FI-099) (MN)
6. Interpret financial statements (FI:102) (MN)

#### **Operations (15 test items)**

1. Explain the nature of operations (OP:189, LAP-OP-189) (CS)
2. Discuss the nature of business analysis (OP:327) (SP)
3. Discuss business process thinking and its impact (OP:474) (SP)
4. Explain the concept of supply chain (OP:443, LAP-OP-443) (CS)

# 2025–2026 Competitive Events Guidelines

## Business Management



5. Explain the impact of supply chains on business performance (OP:477, LAP-OP-477) (SP)

### Strategic Management (30 test items)

1. Explain the concept of management (SM:001, LAP-SM-001) (CS)
2. Explain factors that affect management (SM:100) (SP)
3. Discuss the nature of managerial planning (SM:063) (SP)
4. Explain managerial considerations in organizing (SM:064, LAP-SM-064) (SP)
5. Describe managerial considerations in staffing (SM:065, LAP-SM-065) (SP)
6. Discuss managerial considerations in directing (SM:066, LAP-SM-066) (SP)
7. Describe the nature of managerial control (control process, types of control, what is controlled) (SM:004, LAP-SM-004) (SP)
8. Explain the nature of managerial ethics (SM:002, LAP-SM-002) (MN)
9. Explain the nature of business plans (SM:007, LAP-SM-007) (MN)
10. Select and apply metrics for measuring organizational success (SM:074) (MN)

### References for Knowledge Areas & Objectives

MBA Research and Curriculum Center. *National Business Administration Standards*.

<https://www.mbaresearch.org/local-educators/teaching-resources/standards/>

Asana. *How to implement a strategic management process*. <https://asana.com/resources/strategic-management-stages>

Business.com. *8 branches of business management*. <https://www.business.com/articles/8-branches-of-business-management/>

ProofHub. *What is business management? A comprehensive guide*. <https://www.proofhub.com/articles/business-management>

# 2025-2026 Competitive Events Guidelines

## Business Management



### Business Management Role Play Presentation Rating Sheet

| Expectation Item                                                                                                                                                                                | Not Demonstrated                                                          | Below Expectations                                                                                         | Meets Expectations                                                                                       | Exceeds Expectations                                                                           | Points Earned |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------|
| <b>Demonstrates understanding of the role play and defines problem(s) to be solved</b>                                                                                                          | <i>No description or role play synopsis provided; no problems defined</i> | <i>Describes and provides role play synopsis OR defines the problem(s)</i>                                 | <i>Describes and provides role play synopsis AND defines the problem(s)</i>                              | <i>Demonstrates expertise of role play synopsis AND definition of the problem(s)</i>           |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-6 points                                                                                                 | 7-8 points                                                                                               | 9-10 points                                                                                    |               |
| <b>Identifies alternatives and the pro(s) and con(s) of each</b>                                                                                                                                | <i>No alternatives identified</i>                                         | <i>Alternative(s) given but pro(s) and/or con(s) are not analyzed</i>                                      | <i>At least two alternatives given, and pro(s) and con(s) are analyzed</i>                               | <i>Multiple alternatives given and multiple pros and cons analyzed for each</i>                |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-9 points                                                                                                 | 10-16 points                                                                                             | 17-20 points                                                                                   |               |
| <b>Identifies logical solution and aspects of implementation</b>                                                                                                                                | <i>No solution identified</i>                                             | <i>Solution provided, but implementation plan not developed</i>                                            | <i>Logical solution and implementation plan provided and developed</i>                                   | <i>Feasible solution and implementation plan developed, and necessary resources identified</i> |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-9 points                                                                                                 | 10-16 points                                                                                             | 17-20 points                                                                                   |               |
| <b>Demonstrates knowledge and understanding of the event knowledge areas:</b><br><br>Business Environment /<br>Management Types /<br>Business Finance /<br>Operations / Strategic<br>Management | <i>No knowledge areas demonstrated</i>                                    | <i>One or two knowledge areas are demonstrated</i>                                                         | <i>Three knowledge areas are demonstrated</i>                                                            | <i>Four or more knowledge areas are demonstrated</i>                                           |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-9 points                                                                                                 | 10-16 points                                                                                             | 17-20 points                                                                                   |               |
| <b>Presentation Delivery</b>                                                                                                                                                                    |                                                                           |                                                                                                            |                                                                                                          |                                                                                                |               |
| <b>Statements are well-organized and clearly stated</b>                                                                                                                                         | <i>Competitor(s) did not appear prepared</i>                              | <i>Competitor(s) were prepared, but flow was not logical</i>                                               | <i>Presentation flowed in logical sequence</i>                                                           | <i>Presentation flowed in a logical sequence; statements were well organized</i>               |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-6 points                                                                                                 | 7-8 points                                                                                               | 9-10 points                                                                                    |               |
| <b>Consistently displays confidence, poised body language, engaging eye contact, and effective voice projection.</b>                                                                            | <i>Did not demonstrate any of the listed skills</i>                       | <i>Demonstrated 1-2 of the listed skills (confidence, body language, eye contact, or voice projection)</i> | <i>Demonstrated 3 of the listed skills (confidence, body language, eye contact, or voice projection)</i> | <i>Demonstrated all skills, enhancing the overall presentation</i>                             |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-6 points                                                                                                 | 7-8 points                                                                                               | 9-10 points                                                                                    |               |
| <b>Demonstrates the ability to effectively answer questions</b>                                                                                                                                 | <i>Unable to answer questions</i>                                         | <i>Does not completely answer questions</i>                                                                | <i>Completely answers questions</i>                                                                      | <i>Interacted with the judges in the process of completely answering questions</i>             |               |
|                                                                                                                                                                                                 | 0 points                                                                  | 1-6 points                                                                                                 | 7-8 points                                                                                               | 9-10 points                                                                                    |               |
| <b>Staff Only: Penalty Points (5 points for dress code penalty and/or 5 points for late arrival penalty)</b>                                                                                    |                                                                           |                                                                                                            |                                                                                                          |                                                                                                |               |
| <b>Presentation Total (100 points)</b>                                                                                                                                                          |                                                                           |                                                                                                            |                                                                                                          |                                                                                                |               |
| Name(s):                                                                                                                                                                                        |                                                                           |                                                                                                            |                                                                                                          |                                                                                                |               |
| School:                                                                                                                                                                                         |                                                                           |                                                                                                            |                                                                                                          |                                                                                                | Section:      |
| Judge Signature:                                                                                                                                                                                |                                                                           |                                                                                                            |                                                                                                          |                                                                                                | Date:         |
| Comments:                                                                                                                                                                                       |                                                                           |                                                                                                            |                                                                                                          |                                                                                                |               |