

BUSINESS *professionals* OF AMERICA

Today's students. Tomorrow's business professionals.

AS OF 2/15/12

Day and Date	Time	Event
Tuesday		
24-Apr-12	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
	4:00 pm-5:00 pm	Administrator's/Proctor's/Grader's Orientation
	7:00 pm-8:00 pm	Intern Orientation
		Officer Rehearsals
	8:00 pm-9:00 pm	Host Committee Reception
Wednesday		
25-Apr-12	7:00 am-7:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
		Computer Lab Load-in
	8:00 am-5:00 pm	Certification Lab
	8:00 am-8:00 pm	Contest Headquarters/Test Distribution
	7:00 am-8:00 am	Administrator's/Proctor's/Grader's Orientation
	10:00 am-6:00 pm	Exhibit Hall
		Contestant Photo Booth <i>Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken & displayed on the screen at the Awards Session!</i>
	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-2:00 pm	Success Session
		Success Session
	1:00 pm-5:00 pm	Leadership Academy (S/PS)
	2:00 pm-3:00 pm	Success Session
	3:00 pm-4:00 pm	Success Session
	3:00 pm-4:00 pm	Candidate/Head Voting Delegate/Voting Delegate Briefing Meeting All candidates & head voting delegates are required to attend. General Voting Delegates are invited to attend, but not required
	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 (S/PS)
		Middle Level Leadership Orientation (ML) Includes conference tour & teambuilding activities. All ML participants are invited to attend, pre-registration not required: PARTICIPANTS MUST MEET IN Grand Ballroom Foyer
	6:00 pm-7:00 pm	State Meetings
		Illinois
		Michigan
		Minnesota-PS
		Minnesota-S
		Texas
		Wisconsin
	7:00 pm-8:00 pm	AICPA Advisor Welcome Reception
	8:30 pm-10:00 pm	Opening General Session
	10:00 pm-11:00 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)
Thursday	6:30 am-5:00 pm	Contest Headquarters/Test Distribution
26-Apr-12	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
		Proctor's/Grader's Orientation
	7:00 am-8:30 am	Federal Income Tax Accounting (PS)
	7:00 am-9:00 am	Fundamental Accounting (S/PS)
	7:00 am-5:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
	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
	7:30 am-8:00 am	Placement Committee Meeting
	8:00 am-9:00 am	Post-Secondary Candidate Interviews
		Intern Orientation Meeting
	8:00 am-10:00 am	Financial Analyst Team (S/PS)
	8:00 am-12:00 pm	Administrative Support Research Project Ind (S)
		Section 1
		Section 2
		Section 3
		Advanced Interview Skills (S)
		Section 1
		Section 2
		Section 3

		Section 4
		Section 5
		Graphic Design Promotion (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Human Resource Management (S)
		Preparation Sections 1-4
		Section 1
		Section 2
		Section 3
		Section 4
		Interview Skills (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Network Design Team (S)
		Preparation Sections 1-3
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Prepared Speaking (ML)
		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
		Web Application Team (S)
		Section 1
		Section 2
		Leadership Academy (S/PS)
	8:00 am-5:00 pm	Certification Lab
	8:30 am-9:00 am	Candidate Selection Committee Meeting

	9:00 am-10:00 am	Success Session: Want to Give Your Students the Recognition They Deserve?-Presented by Maurice S. Henderson-ADVISOR SESSION
	9:00 am-3:00 pm	Exhibit Hall
		Contestant Photo Booth Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken & displayed on the screen at the Awards Session!
	9:00 am-5:00 pm	Grading Room
	9:30 am-10:30 am	Network Administration Using Microsoft (S/PS)
	9:30 am-11:30 am	Payroll Accounting (S/PS)
	9:30 am-12:00 pm	Secondary Candidate Interviews
	11:00 am-12:00 pm	Success Session: Become a Certiport Testing Site- Presented by Dave Hansen, Certiport, Sponsored by Certiport-ADVISOR SESSION
	11:30 am-1:00 pm	Fundamental Word Processing Skills (S/PS)
		Medical Office Procedures (S/PS)
		Success Session: Business Etiquette Luncheon- Presenter: Roger Fulk-BPA Local Chapter Advisor/Certified Etiquette Demonstrator (Ticket Required) ALL
	11:30 am-1:30 pm	Database Applications (S/PS)
	12:00 pm-1:00 pm	Systems Administration Using Cisco (S/PS)
		Placement Committee Meeting
	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
		Computer Animation (PS)
		Computer Animation (S)
		Section 1
		Section 2
		Section 3
		Computer Modeling (PS)
		Computer Modeling (S)
		Digital Media Production (PS)
		Digital Media Production (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Section 5
		Economic Research Project Individual (S)
		Section 1
		Section 2
		Section 3
		Graphic Design Promotion (ML)
		Graphic Design Promotion (PS)
		Human Resource Management (PS)

		Preparation Sections 1-2
		Presentation Section 1
		Presentation Section 2
		Interview Skills (PS)
		Section 1
		Section 2
		Introduction to Video Production Team (ML)
		Network Design Team (PS)
		Preparation
		Presentation
		Presentation Management Team (PS)
	1:30 pm-3:30 pm	Advanced Accounting (S/PS)
		Computer Network Technology (S/PS)
	2:00 pm-3:00 pm	Campaign Rally Set-Up (S)
	2:00 pm-4:00 pm	Administrative Support Team (S/PS)
	4:30 pm-5:30 pm	Banking & Finance (S/PS)
		Managerial Accounting (PS)
	5:00 pm-6:00 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
		Idaho
		Indiana
		Illinois

		Iowa
		Kansas
		Michigan
		Minnesota
		Montana
		Ohio
		Oklahoma
		Texas
		Wisconsin
	11:00 pm-11:30 pm	Candidate Selection Committee Meeting
	Midnight	Curfew (Secondary & Middle Level)
Friday	6:30 am-7:00 pm	Contest Headquarters/Test Distribution
April 27, 2012	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
		Intern Orientation (S/PS)
		PC Servicing & Troubleshooting (S/PS)
	7:00 am-8:30 am	State Officers Breakfast <i>Must have a ticket to attend</i>
	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-5:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
	8:00 am-9:30 am	Medical Transcription (PS)
	8:00 am-5:00 pm	Certification Lab
	8:00 am-12:00 pm	Entrepreneurship (S)
		Section 1
		Section 2
		Section 3
		Section 4
		Extemporaneous Speech (PS)
		Preparation Sections 1-2
		Presentation Section 1

		Presentation Section 2
		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
		Small Business Management Team (S)
		Preparation Sections 1-4
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Presentation Section 4
		Video Production Team (S)
		Section 1
		Section 2
		Section 3
		Web Site Design Team (S)
		Section 1
		Section 2
		Section 3
		Web Site Design Team (ML)
	9:00 am-12:00 pm	Grading Room
	9:00 am-10:30 am	Success Session: Poker Face-Presented by the 2012 Secondary Division National Officer Team-STUDENT SESSION
	10:00 am-11:00 am	Success Session: Learn Business by Being in Business-Presented by davesbillboard.com, Sponsored by davebillboard.com
	10:00 am-3:00 pm	College Fair
		Contestant Photo Booth Pick up your NLC Commemorative Pin Here! Visit the Photo Booth to have your picture taken & displayed on the screen at the Awards Session!
	10:30 am-12:00 pm	Success Session: Fast Forward to Success-Presented by the 2012 Post-secondary National Officer Team-STUDENT SESSION
	11:00 am-12:00 pm	Success Session: Finding Funding for your CTE Program-Presented by Dave Hansen, Certiport, Sponsored by Certiport-ADVISOR SESSION
	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

	12:30 pm-1:30 pm	Placement Committee Meeting
	1:00 pm-2:00 pm	Success Session: Empowering Diversity: Women in the Workplace-Sponsored by Accenture-ALL
	1:00 pm-5:00 pm	Broadcast News Production Team (PS)
		Broadcast News Production Team (S)
		Career Research Project Team (ML)
		Economic Research Project Team (S)
		Section 1
		Section 2
		Section 3
		Entrepreneurship (PS)
		Section 1
		Section 2
		Extemporaneous Speech (ML)
		Preparation
		Presentation
		Extemporaneous Speech (S)
		Preparation Sections 1-5
		Presentation Section 1
		Presentation Section 2
		Presentation Section 3
		Presentation Section 4
		Presentation Section 5
		Global Marketing Team (PS)
		Global Marketing Team (S)
		Section 1
		Section 2
		Section 3
		Prepared Speech (PS)
		Section 1
		Section 2
		Small Business Management Team (PS)
		Preparation Sections 1-2
		Presentation Section 1
		Presentation Section 2
		Video Production Team (PS)
		Web Site Design Team (PS)
	1:30 pm-2:30 pm	Computer Security (S/PS)
	2:00 pm-3:00 pm	Success Session: Why Certify?-Presented by Dave Hansen, Certiport, Sponsored by Certiport-ALL
	2:00 pm-4:00 pm	Advanced Word Processing Skills (S/PS)
		Integrated Office Applications(S/PS)
		Computerized Accounting (S/PS)
	3:00 pm-4:00 pm	Honor Recipient Celebration Honor Advisors and Ambassador Award Recipients are invited to attend. Ticket required.
	4:30 pm-6:30 pm	Advanced Spreadsheet (S/PS)

		Desktop Publishing (S/PS)
		Keyboarding Production (S/PS)
	7:00 pm-9:00 pm	Advanced Office Systems & Procedures (S/PS)
		Basic Office Systems & Procedures (S/PS)
		Legal Office Procedures (S/PS)
	Midnight	Curfew (Secondary & Middle Level)
Saturday	6:00 am-12:00 pm	Contest Headquarters/Test Distribution
April 28,2012	7:00 am-8:00 am	Judge's/Administrator's Breakfast Orientation
	7:00 am-12:00 pm	Grading Room
	7:00 am-2:00 pm	Registration/Information Desk
		Finance Desk
		Tour Desk
	7:30 am-12:00 pm	Computer Security-Application Event (S/PS)
		Extemporaneous Speech Finals (PS)
		Preparation
		Presentation
		Extemporaneous Speech Finals (S)
		Preparation
		Presentation
		Human Resource Management Finals (PS)
		Preparation
		Presentation
		Human Resource Management Finals (S)
		Preparation
		Presentation
		Network Design Team Finals (S)
		Preparation
		Presentation
		PC Servicing and Troubleshooting-Application Event (S/PS)
		Parliamentary Procedure Team Finals (S)
		Preparation
		Presentation
		Small Business Management Team Finals (PS)
		Preparation
		Presentation
		Small Business Management Team Finals (S)
		Preparation
		Presentation
	8:00 am-9:30 am	Walk for Special Olympics Registration (All participants must be checked in by 9:30 am)
	8:00 am-12:00 pm	Administrative Support Research Project Individual Finals (S)
		Advanced Interview Skills Finals (PS)
		Advanced Interview Skills Finals (S)

		Broadcast News Finals (S)
		Computer Animation (S)
		Digital Media Production Finals (S)
		Economic Research Project Individual Finals (S)
		Economic Research Project Team Finals (S)
		Entrepreneurship Finals (PS)
		Entrepreneurship Finals (S)
		Financial Analyst Team Finals (PS)
		Financial Analyst Team Finals (S)
		Global Marketing Team Finals (S)
		Graphic Design Promotion Finals (S)
		Interview Skills Finals (PS)
		Interview Skills Finals (S)
		Prepared Speech Finals (PS)
		Prepared Speech Finals (S)
		Presentation Management Individual Finals (PS)
		Presentation Management Individual Finals (S)
		Presentation Management Team Finals (S)
		Video Production Team Finals (S)
		Web Application Team Finals (S)
		Web Site Design Team Finals (S)
	10:00 AM	Walk for Special Olympics Kick-Off
	11:00 am-5:00 pm	<i>BPA DAY AT NAVY PIER (Exclusive entrance for Walk for Special Olympics participants from 11 am-12 pm)</i>
	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)
	Immediately following S Awards Session	New National Officer Team Meeting
	Midnight	Curfew (Secondary & Middle Level)
SUNDAY	April 29, 2012	
	7:00 am-8:00 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