

VA Emerging Leader Chapter Project

Purpose The Emerging Leader Chapter project provides an opportunity for VA DECA Chapters to demonstrate how their program of leadership plans and chapter activities support DECA's Guiding Principles.

Participants will demonstrate how their chapter has created opportunities for chapter members to be:

- Academically Prepared
- Community Oriented
- Professionally Responsible
- Experienced Leaders

Procedure

- Consists of two major parts: the concept paper and the oral presentation by the participants.
- Teams will be composed of one to three members of the DECA chapter. All participants must present the project to the judges.
- The body of the written entry limited to 10 numbered pages.
- The oral presentation may be a maximum 15 minutes in length, including time for the judge's questions.

Guidelines and Outline for the Presentation Follow this outline when you prepare your entry. Points for each section are included on the Evaluation Form.

WRITTEN EVENT STATEMENT OF ASSURANCES AND ACADEMIC INTEGRITY. This must be signed and submitted with the entry. Do not include it in the page numbering.

TITLE PAGE. The first page of the written entry is the title page. It must include in any order, but is not limited to, the following:

- Name of the event
- Name of high school
- School address
- City, State/Province, ZIP/Postal Code
- Names of participants
- Date
- Title page will not be numbered.

TABLE OF CONTENTS. The table of contents should follow the title page. The table of contents may be single-spaced and may be one or more pages long. The table of contents page(s) will not be numbered.

BODY OF THE WRITTEN ENTRY. The body of the written entry begins with Section I, Executive Summary, and continues in the sequence outlined here. The first page of the body is numbered "1" and all following pages are numbered in sequence. Page numbers continue through the appendix (optional). This outline must be followed. Points for each section are included on the Written Entry Evaluation Form. Each section must be titled, including the appendix.

Please see next page for outline.

VA Emerging Leader Chapter Project

Written Paper Outline

I. Executive Summary

One page description of the project

II. Description of the DECA Chapter and School Community

III. Description of how chapter members demonstrated being Academically Prepared

IV. Description of how chapter members demonstrated being community oriented.

V. Description of how chapter members demonstrated being professionally responsible.

VI. Description of how chapter members demonstrated being experienced leaders.

VII Evaluation of school year and recommendations for next year.

VIII. Appendix

An appendix is optional. If additional material is appended, all pages must be numbered as noted previously. Include in an appendix any exhibits appropriate to the written entry, but not important enough to include in the body.

Penalty Points will be evaluated using DECA's Penalty Point Guidelines.

Presentation Guidelines

- Prior to the presentation, a judge will evaluate the written portion of the entry. The major emphasis of the written entry is on the content. Drawings, illustrations and graphic presentations (where allowed) will be judged for clarity, not artistic value.
- The participants will present to the judge in a 15-minute presentation worth 40 points. (See Presentation Judging.)
- The presentation begins immediately after the introduction of the participants to the judge by the adult assistant. Each participant must take part in the presentation.
- Each participant may bring a copy of the written entry or note cards pertaining to the written entry to use as reference during the presentation.
- Only visual aids that can be easily hand carried to the presentation by the actual participant(s) will be permitted. The participants themselves must set up the visuals. Wheeled carts, moving straps or similar items may not be used to bring visuals into the area. Set up time is included in the total presentation time. Participants must furnish their own materials and equipment. No electrical power or internet connection will be supplied. Alternate power sources such as small generators are not allowed. Sound may be used, as long as the volume is kept at a conversational level.
- Materials appropriate to the situation may be handed to or left with judges in all competitive events. Items of monetary value may be handed to but may not be left with judges. Items such as flyers, brochures, pamphlets and business cards may be handed to or left with the judge. No food or drinks allowed.
- If any of these rules are violated, the adult assistant must be notified by the judge.

Presentation Judging

- Participants will make a 15-minute presentation to you.
- At the beginning of the presentation (after introductions), the participants will begin. Allow the participants to complete this portion without interruption, unless you are asked to respond. Each participant must take part in the presentation.
- If time remains, you may ask questions that seem appropriate, based on your notes.
- At the conclusion of the presentation, thank the participant(s). Then complete the Presentation Evaluation Form, making sure to record a score for all categories. The maximum score for the presentation is 40 points

VA Emerging Leader Chapter Project Written Evaluation

Description	Little	Below	Meet	Exceed	Score
I. Executive Summary	0-1-2	3-4-5	6-7-8	9-10	
II. Description of the DECA Chapter and School Community	0-1	2	3-4	5	
III. Description of how chapter members demonstrated being Academically Prepared	0-1-2	3-4-5	6-7-8	9-10	
IV. Description of how chapter members demonstrated being community oriented.	0-1-2	3-4-5	6-7-8	9-10	
V. Description of how chapter members demonstrated being professionally responsible.	0-1-2	3-4-5	6-7-8	9-10	
VI. Description of how chapter members demonstrated being experienced leaders.	0-1-2	3-4-5	6-7-8	9-10	
VII Evaluation of school year and recommendations for next year.	0-1	2	3-4	5	
Written Entry Total Points (60)					

VA Emerging Leader Chapter Project Presentation Evaluation

Description	Little	Below	Meet	Exceed	Score
Presentation Opening	0-1-2	3-4-5	6-7-8	9-10	
Explain how chapter is academically prepared	0-1	2-3	4-5	6	
Explain how chapter is community oriented	0-1	2-3	4-5	6	
Explain how chapter is professionally responsible	0-1	2-3	4-5	6	
Explain how chapter has developed experienced leaders	0-1	2-3	4-5	6	
Professional Standards (appearance, poise, confidence), presentation technique, effective use of visuals, and participation of all	0-1	2-3	4-5	6	
Written Entry Total Points (60)					
Presentation (40)					
Subtotal (100)					
Less Penalty Points					
Total Score					