



Testing
DECEMBER 4th-8th
Must Be
Proctored by
Non-DECA Adult
ONLY

Registration payments should be sent to:

District 3 DECA
C/O Mike Miller
George Ranch HS
8181 FM 762 Rd
Richmond, TX 77469

- Registration for students = \$50; for teachers = \$0; for chaperones/guests = \$15.
- Register on-line at <https://www.decaregistration.com/tx-d03>.
- You may begin entering registration on November 3, 2023.
- **THE FINAL REGISTRATION CLOSE is DECEMBER 1, 2023 at 5pm. ALL registration submissions are due at that time and no adjustments will be made after this time.**
- **Payment for District CDC MUST be made by January 5, 2024 – NO PAYMENTS WILL BE ACCEPTED ONSITE. Per Texas DECA policy, failure to pay in full on time will prevent a chapter from registering for State CDC.**
- Be sure to print a copy of your registration for your records AND one to include with your payment.
- Any chapter with outstanding Texas DECA balances (such as Statewide Advisor Training or Fall Leadership) has a financial hold placed on their account and will be unable to register for District CDC until the balance is paid.

NOTES TO REMEMBER FOR JANUARY 13:

- ✓ ID-Students must bring a picture ID (school or state issued ID)
- ✓ Permission Slip: Bring with you to the conference for emergency purposes
- ✓ Students will have their schedule on their badge to assist them
- ✓ Most prepared events will be in classrooms with a large holding area nearby (but away from the Commons).
- ✓ Role play/team decision-making events will prep in the small gym and present in the competition gym
- ✓ We plan on having the RPHS ROTC & NHS to assist with getting competitors to prep areas and other duties, but you are ALWAYS encouraged to bring your own adult helpers. Some helpers and chaperones will be assigned duties per the District Director as well.

- ✓ **District and State Officer candidates need to complete the officer exam and their applications need to be postmarked by December 1, 2023.**

<https://www.texasdeca.org/officer-resources>

- ✓ **Texas DECA Scholarship Applications need to be postmarked by December 1, 2023.**

<https://www.texasdeca.org/scholarships>

TESTING

The District 3 testing window will be December 4th-8th from 7am – 7pm. (The Board of Directors is well aware of the timing of testing hovering near final exams and the STAAR Retesting window – that’s why we’re working to make it available for the whole week.)

- **Everyone in the chapter that’s testing in a certain cluster area (ex.: Marketing) MUST all test at the same time. Many chapters all test at the same time and/or same day if possible**
- **Advisors may NOT proctor their own chapter’s exams.**
- Testing start/stop times are monitored for abnormalities; your proctor will have full instructions on “fixing” certain issues (most common: password) in their proctor information – and who to contact if they can’t.

PREPARED EVENT WRITTEN ENTRIES

- *Written Event Entries may be SUBMITTED ELECTRONICALLY December 4-8. Do NOT wait until the last minute to submit, as the site will be locked down at 6:00pm on the 8th.*
- *The website link and detailed instructions for written event submission WILL BE SENT ON TUESDAY, NOVEMBER 28. The submission process will be the same as last year.*

PREPARED EVENT WRITTEN ENTRIES: 10-page Events

Participants competing in an event with **10 pages** must submit one copy of their written project online. **Any scoring that is seen through the online submission site for these events after the conference ARE NOT COUNTED towards the final score;** ONLY the scoring done onsite will be used toward determining final scores. These events are a COMBO score – meaning the presentation and written scores are all part of the same evaluation score.

These events include:

- Innovation Plan – EIP
- Integrated Marketing Campaign – Event – IMCE
- Integrated Marketing Campaign – Product – IMCP
- Integrated Marketing Campaign – Service – IMCS
- Start-Up Business Plan – ESB

PREPARED EVENT WRITTEN ENTRIES: 20-page Events

Participants competing in an event with **20 pages** must submit one copy of their written project online where it will be penalty-pointed and judged. A printed copy of the Executive Summary will be given to the judge at the time of presentation at CDC for review and reference during the presentation.

NOTE: Feedback from the written submission will be given online, while feedback from the presentation will be made available for pick-up following Closing Awards Session.

These events include:

- All Operations Research Projects – BOR, BMOR, FOR, HTOR, SEOR
- All Project Management Events – PMBS, PMCD, PMCA, PMCG, PMFL, PMSP
- Business Growth Plan - EBG
- Franchise Business Plan – EFB
- Independent Business Plan – EIB
- International Business Plan – IBP

JUDGES

Veteran advisors will probably admit the most essential part of having a successful CDC – District, State or ICDC – is having ample judges. Below is a link that you can share with people that are willing and available to judge – both virtually (written papers), in-person, or both. Each chapter is responsible for a minimum of 3 *confirmed* judges for the competition for each 50 members they bring to competition, so be sure to get some dependable folks! Our Judge Coordinator will also be sending out information shortly about recruiting judges. For those that want to get a jump on judge recruitment, here's the link for them to register:

<https://txdeca.wufoo.com/forms/s1h2jeuh1whdvqg/>

District 3 CDC's Tentative Schedule:

7:30-8:30 am: Chapter Registration

(8:15-9:00 am: Judges Registration, Breakfast & Training)

8:15-9:00 am: Advisor Event Briefing/Materials pick-up

8:30-9:00 am: Opening Session (students)

9:00 am–1:30 pm: Competition

10:30 am-1:30 pm: Food trucks (Menus TBA week of CDC)

1:45-2:00 pm: District 3 Business Meeting PRE-Roll Call begins *(If a chapter is absent from the Business Meeting they WILL NOT qualify for State CDC per Texas DECA Policy)*

2:00-2:45 pm: Business Meeting/ Candidate Speeches/ District Officer Elections/etc.

2:00-3:00 pm: Final Events Tabulations / Officer Tabulations

3:00-4:00 pm: Closing Session = '24-'25 Officer Election Results, Awards

****Schedule subject to change after registration is completed****

****Maps of the facility, parking lots and the Advisor Work Assignments will be sent the week of CDC****

Sincerely,

Mike Miller

District 3 Director

mike.miller@lcisd.org

W: 832-223-7370 (Voicemail – but email is a better option)

C: 832-444-0097 (Conf. period 9:20-10:00; school dismisses at 3:50)