

## STUDENT ROLE PLAY INSTRUCTIONS

This guide will show you how to access the Electronic Role Play System and upload your presentation for scoring.

**INDIVIDUALS/PRINCIPLES EVENTS:** You will log in using your assigned username/password from your advisor.

**TEAM EVENTS:** Only the designated “Team Captain” will log in. Your chapter advisor will let you know who this is.

1. Log into the role play system using your designated link. Your chapter advisor will provide this.

2. Enter your assigned username and password.



3. Once you log into the system, you will see the main screen which lists your name and assigned event. If you are in a team event, this screen will list both team members and your Team Number. Verify that this information is correct. **If it is not correct, do not proceed and contact your chapter advisor for assistance.**



## STUDENT COMPETITION SUBMISSION SITE

### PROJECTS FOR DEMO TEST

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Search:

Event	Scoring Category	Team #	Students	Title	Projects	Confirmation			
Business Services Marketing Series (BSM)	Role Play			Demo Test (9999)			<a href="#">Instructions</a>	<a href="#">Scenario</a>	<a href="#">Upload Files</a>

Pennsylvania DECA Online Judging

4. Click on the **Scenario** button to begin.



5. You will be presented with a screen outlining the instructions. **Please read this carefully!** If you have any questions, contact your chapter advisor *before* you begin.



## STUDENT COMPETITION SUBMISSION SITE

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00:00

**NOTE: Do not refresh your screen or press your back button, otherwise it will automatically submit.**

### PARTICIPANT INSTRUCTIONS

- The event will be presented to you through your reading of the 21st Century Skills, Performance Indicators and Event Situation.
- You will have up to 10 minutes (Individual/Principles) or 30 minutes (Team) to review this information and prepare your presentation.
- After you review the scenario, you will have 60 minutes to upload your presentation. You may make notes to use during your presentation, but you may not use cue cards, teleprompting, or editing in your presentation.
- You will provide a 10-minute (Individual/Principles) or 15 minute (Team) recorded presentation to present to the judge.
- You will be evaluated on how well you demonstrate the 21st Century Skills and meet the performance indicators of this event.
- Discard all of your notes and event materials, including the event situation, when you have completed the event.
- You may not take photos of the event materials, including the scenario.

### ADDITIONAL INFORMATION

*The following guidelines apply to all virtual events at the District conference. Failure to follow these guidelines will result in an automatic 15-point penalty or possible disqualification:*

- The only opportunity you will have to view your scenario & performance indicators is during your prep period. Once your prep time has elapsed, or if you leave the scenario, you will not be able to view it again. Please make all necessary notes during your prep period.
- Your presentation must be in the form of a pre-recorded video. We recommend framing your video like a web meeting, similar to that of Zoom, Webex, etc.
- Your video must fall completely within the allowed time length for presentations:
  - 10 minutes for Individual Series/Principles/Personal Financial Literacy events
  - 15 minutes for Team Decision Making events
- Your video must be **UNEDITED** - no title slides, transitions, sound effects/music, overlay graphics, etc.
- You may possess notes, but you may not use cue cards or teleprompting
- Your video **MUST** be uploaded to Google Drive. The link for your video must be provided. Sharing settings should be set so that the video is viewable to anyone with the link and hidden from public searches (i.e. "Unlisted" or "Viewable by link only"). If your video cannot be accessed by a judge, your role play will not be graded.
  - **Do not upload your video as an attachment to this site.** The system does not support video uploads. Instead, use Google Drive and provide the URL in the appropriate field.
- After viewing your scenario, you will have 60 minutes to record and upload your presentation.

If you encounter any technical issues, please contact your chapter advisor as soon as possible.

Start Scenario

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6. Once you are ready to begin, click on **Start Scenario**.

Start Scenario

7. You will now be presented with your role play. At the top are the 21<sup>st</sup> Century Skills and Performance Indicators you will be judged on. Below that is your event scenario. You will see a timer in the right hand corner of your screen. This timer indicates how much time you have remaining to view the scenario. Once this timer has expired, or if you click “Finished Reading Scenario”, you will no longer be able to view the scenario and will transition to the upload page

**09:46****STUDENT COMPETITION SUBMISSION SITE**

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**09:49****21st Century Skills**

- Critical Thinking – Reason effectively and use systems thinking.
- Problem Solving – Make judgments and decisions, and solve problems.
- Communication – Communicate clearly.
- Creativity and Innovation – Show evidence of creativity.

**Performance Indicators**

- Explain the nature of marketing plans.
- Explain the concept of market and market identification.
- Explain the concept of marketing strategies.
- Communicate core values of product/service.
- Explain factors that influence customer/client/business buying behavior.

**Event Situation**

You are to assume the role of director of marketing for UPRIGHT BUSINESS SOLUTIONS, a company that manufactures and markets specialty desks and chairs for office space. The senior vice president (judge) wants you to create a marketing plan that will promote the company's flagship products to business travelers.

UPRIGHT BUSINESS SOLUTIONS has a variety of unique office desks and chairs for businesses. The desks are stand-up desks that allow employees to have a fully functioning adaptable workspace while standing up rather than sitting down. The office chairs marketed by UPRIGHT BUSINESS SOLUTIONS are all ergonomic, providing support to a variety of areas depending on personal choice. UPRIGHT BUSINESS SOLUTIONS is the first company to offer unique, personalized office space products.

The senior vice president (judge) feels that a great place to market the office products is at major airports. Major airports see a large number of business travelers, all that could be influenced to pass the UPRIGHT BUSINESS SOLUTIONS brand on to decision-makers.

The senior vice president (judge) wants you to create a marketing plan that will promote UPRIGHT BUSINESS SOLUTIONS' flagship stand-up desks and ergonomic chairs at the major airports. The senior vice president (judge) wants you to detail the business traveler market, provide specific marketing strategies, and explain how your proposed strategies will influence sales.

You will present your ideas to the senior vice president (judge) in a recorded presentation/virtual meeting to be reviewed by the senior vice president (judge). The senior vice president (judge) has provided you with the following questions that must also be addressed in your presentation:

1. What other locations, besides airports, will reach a large number of the target market?
2. Do you think stand up desks are a trend or a fad? Explain.

Once you have answered the questions and the presentation is complete, you will conclude the role-play by thanking the director of marketing (judge) for their time.

**Finished Reading Scenario**

8. When you are ready to proceed to upload, click **Finished Reading Scenario**. A warning message will appear asking if you are ready to proceed to the upload page. Click **Confirm**.

9. You will now see the upload screen. From here, you will need to paste the link to your Google Drive public video containing your presentation. A timer will be located in the upper right corner of the screen outlining how much time you have remaining to upload your presentation. If this timer expires, the system will quit out and you will not be able to submit your video. To add a URL, paste the link into the system and click **Add**. You will see that the system now contains your uploaded URL.

**59:52**



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**59:35**

PROJECT URL(S) FOR BUSINESS SERVICES MARKETING SERIES

Demo Test (9999)

You can only add a combination of 1 URL(s)

**URLs**

**URL**

https://www.google.com/ ✕ Delete

**Add New URL**

Add

Finished Uploading Files

10. Once you have finished uploading your link, click **Finished Uploading Files**. A warning message will appear asking you to confirm. Click **Confirm**.
11. You will now be taken back to the main dashboard. You can see that the role play has been submitted because the Scenario & Upload Files buttons are greyed out. You also have the option of printing a confirmation of your upload. Once you are finished, click **Logout**.



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Business Services Marketing Series (BSM)	Role Play		Demo Test (9999)		<a href="https://www.google.com/">https://www.google.com/</a>	<span style="border: 1px solid #34495e; padding: 2px 5px; border-radius: 3px;">? Instructions</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px; opacity: 0.5;">⌂ Scenario</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px; opacity: 0.5;">⌂ Upload Files</span>