**Chapter Chronicles Guidelines**

**Purpose:** To present a summary of the activities of the local DECA Chapter in an interesting and attractive form, suitable for presentation by the chapter and promotion of the marketing, finance, hospitality or management program.

**Procedures:** Entries are limited to one per chapter. Chapters will create a chronicle scrapbook of chapter activities for the year. A team will present the scrapbook to judges at the State Career Development Conference and prepare a 5-10 minute presentation explaining the scrapbook and chapter activities identified. A team will consist of 1-3 chapter members.

**Specifics:** The chapter chronicles may include activities from the close of the previous year’s State Career Development Conference (State CDC) to the day before the start of the present school year’s State CDC.

 Title Page (must be labeled page one (1))

1. Chapter Name, School Address
2. Year
3. Advisor’s Name
4. The number of affiliated members

Table of Contents (must include page numbers)

Activities

 Must contain a minimum of 10. The following 5 must be included

1. A Chapter Promotional Activity
2. A Community Service Activity
3. A Fundraising Activity
4. A Leadership Development Activity
5. A Social Activity

All activities must pertain to DECA related events.

A theme must be developed and presented throughout the chronicles

**Judging:** Students are rated on such factors as chapter promotion, format, organization, illustrations, and development of theme.

The Top 3 teams will be recognized on Stage at State CDC and will receive a medal and trophy

**Chapter Chronicles**

**Rating Sheet**

**Participants Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Evaluation Criteria** | **Points Possible****Superior Excellent Good Fair Poor** | **Points Awarded** |
| Chapter Promotion (How well do the chronicles promote the chapter’s activities?) | **20 16 12 8 4** |  |
| Format (Is the layout interesting, attention grabbing and balanced?) | **20 16 12 8 4** |  |
| Organization (Are the activities properly organized in chronological order/a logical manner?) | **20 16 12 8 4** |  |
| Theme and Creativity (Is the artwork creative and supportive of the theme? Are the pictures neat and creative? Are the photos appropriate for the activity? Does a theme exist? Is it developed and present throughout?) | **20 16 12 8 4** |  |
| **Delivery** |  |  |
| Voice, (pitch, tempo, quality) | **5 4 3 2 1** |  |
| Stage Presence (appearance, poise, posture, eye contact) | **5 4 3 2 1** |  |
| Diction (choice of words, correctness, clearness, and effectiveness) | **5 4 3 2 1** |  |
| Pronunciation (act or manner of uttering officially) | **5 4 3 2 1** |  |
| **TOTAL POINTS** | **100 80 60 40 20** |  |