

# Objective Tests

## Individual

**Overview:** These events consist of a 60-minute objective test. Students must provide their own non-graphing calculators for the objective test portion of this event. Cell phone and PDA calculators are not allowed. Number 2 pencils are required for the objective test portion of this event.

- **Accounting I**
- **Accounting II**
- **Agribusiness**
- **Business Calculations**
- **Business Communication**
- **Business Law**
- **Computer Problem Solving**
- **Cyber Security**
- **Economics**
- **FBLA Principles & Procedures (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Health Care Administration**
- **Insurance & Risk Management**
- **Introduction to Business (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Introduction to Business Communication (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Introduction to Business Procedures (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Introduction to Financial Math (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Introduction to Information Technology (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Introduction to Parliamentary Procedure (9<sup>th</sup> & 10<sup>th</sup> graders)**
- **Microsoft Office Specialist (MOS) Excel**
- **Microsoft Office Specialist (MOS) Word**
- **Networking Concepts**
- **Personal Finance**
- **Securities & Investments**

### Judging

- Ties will be broken based on the order in which the test was turned in.
- All decisions of the judges are final.

### Regulations

- Each local chapter may enter two (2) members.
- *Refer to National Competitive Event Guidelines for description and procedures.*
- A member may enter only one individual or team event and one chapter event. Who's Who in FBLA and Future Business Educator does not count as an event.
- *The following events will require members to complete the objective test taken ONLINE prior to RLC. An onsite testing administrator will need to be submitted with the chapter's registration*
  - *Agribusiness*
  - *Cyber Security*
  - *Economics*
  - *FBLA Principles & Procedures*
  - *Introduction to Business Procedures*
  - *Networking Concepts*
  - *Personal Finance*
  - *Securities & Investments*

# Objective Tests (Continued)

## Individual Events

Event Name	Objective Test Competencies
<b>Accounting I</b> <i>Participants must not have had more than two (2) semesters or one (1) semester equivalent to a full year in block scheduling in high school accounting instruction.</i>	Journalizing   account classification   terminology   concepts and practices   types of ownership   posting   income statement   balance sheets   worksheets   bank reconciliations   payroll   depreciation   manual and computerized systems   ethics
<b>Accounting II</b>	Financial statements   corporate accounting   ratios and analysis   accounts receivable and payable   budgeting and cash flow   cost accounting/manufacturing   purchases and sales   journalizing   income tax   payroll   inventory   plant assets and depreciation   departmentalized accounting   ethics   partnerships
<b>Agribusiness</b>	Economics   finance and accounting   health, safety, and environmental management   management analysis and decision making   marketing   terminology and trends
<b>Business Calculations</b>	Consumer credit, mark-up, and discounts   data analysis and reporting   payroll   interest rates   investments   taxes   bank records   insurance   ratios and proportions   depreciation   inventory
<b>Business Communication</b>	Nonverbal and verbal communication   communication concepts   report application   grammar   reading comprehension   editing and proofreading   word definition and usage   capitalization and punctuation   spelling   digital communication
<b>Business Law</b>	Legal systems   contracts and sales   business organization   property laws   agency and employment laws   negotiable instruments, insurance   secured transactions, bankruptcy   consumer protection and product/personal liability   computer law   domestic and private law
<b>Computer Problem Solving</b>	Operating systems   networks   personal computer components   security   safety and environmental issues   laptop and portable devices   printers and scanners
<b>Cyber Security</b>	Defend and attack (virus, spam, spyware)   network security, disaster recovery   email security   intrusion detection   authentication   public key   physical security   cryptography   forensics security   cyber security policy
<b>Economics</b>	Basic economic concepts and principles   monetary and fiscal policy   productivity   macroeconomics   market structures   investments and interest rates   government role   types of businesses/economic institutions   business cycles/circular flow   supply and demand   international trade/global economics
<b>FBLA Principles &amp; Procedures (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	FBLA organization   bylaws and handbook   national competitive events guidelines   national publications   creed and national goals
<b>Health Care Administration</b>	Managing office procedures   medical terminology   legal and ethical issues   communication skills   managing financial functions   health insurance   records management   infection control   medical history   technology
<b>Insurance &amp; Risk Management</b>	Risk management process   property and liability insurance   health, disability, and life insurance   insurance knowledge   decision making   careers   ethics
<b>Introduction to Business (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Money management, banking, and investments   consumerism   characteristics and organization of business economic systems   rights and responsibilities of employees, managers, owners, and government   career awareness   global business   ethics   insurance
<b>Introduction to Business Communication (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Grammar   punctuation and capitalization   oral communication concepts   reading comprehension   word definition and usage   proofreading and editing   spelling
<b>Introduction to Business Procedures (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Human relations   technology concepts   business operations   communication skills   information processing   decision making/management   career development   database and information management   ethics and safety   finance
<b>Introduction to Financial Math (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Basic math concepts   consumer credit   data analysis   probability   fractions   percentages   discounts   decimals

<b>Introduction to Information Technology (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Computer hardware and software   operating systems   common program functions   word processing   spreadsheets   presentation software   networking concepts   email and electronic communication
<b>Introduction to Parliamentary Procedure (9<sup>th</sup> &amp; 10<sup>th</sup> grades)</b>	Parliamentary procedure principles   FBLA bylaws
<b>Networking Concepts</b>	General network terminology and concepts   network operating system concepts   equipment for network access (firewall, DSU/CSU, T1, Wi-Fi)   OSI model and functionality   network topologies and connectivity   network security
<b>Personal Finance</b>	Credit and debt   earning a living (income, taxes)   managing budget and finance   saving and investing   banking and insurance   financial principles related to personal decision making   buying goods and services
<b>Securities &amp; Investments</b>	Investment fundamentals   personal investing   retirement and estate planning   financial services industry   financial assets & markets   financial services regulation   stock market   mutual funds

# Personal Finance

## Eligibility

- Participants must not have competed in this event at a NLC.

## Administration of Events

RLC	SLC
<b>Objective test taken ONLINE prior to RLC. An onsite testing administrator will need to be submitted with the chapter's registration.</b>	Written objective test taken at SLC.
RLC Testing Window: Refer to the WI FBLA Events Calendar	
Top THREE finishers advance to SLC competition.	Top FOUR finishers advance to NLC competition.

# Securities & Investments

## Eligibility

- Participants must not have competed in this event at a NLC.

## Administration of Events

RLC	SLC
<b>Objective test taken ONLINE prior to RLC. An onsite testing administrator will need to be submitted with the chapter's registration.</b>	Written objective test taken at SLC.
RLC Testing Window: Refer to the WI FBLA Events Calendar	
Top THREE finishers advance to SLC competition.	Top FOUR finishers advance to NLC competition.