



# UNITED STATES NATIONAL EXPOSITION

MARCH 31 – APRIL 3, 2014 • CINCINNATI, OHIO  
DUKE ENERGY CONVENTION CENTER

## Pre-Event Competing Team Information

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TO: 2014 Enactus United States National Exposition Competing Teams  
FROM: Stephen Robertson, Director, Enactus United States Programs  
DATE: March 18, 2014

SUBJECT: 2014 Enactus United States National Exposition Competition Information

We want to take this opportunity to applaud you for the truly outstanding work your Enactus team has done throughout the year, and to wish your Enactus team the best of luck at the upcoming Enactus United States National Competition. League Pairings will be posted on March 26th, 2013 at [http://www.enactusunitedstates.org/events/national\\_exposition](http://www.enactusunitedstates.org/events/national_exposition). We hope you and your team fully participate in the competition, observing other Enactus teams' presentations, and networking with our sponsors.

Each team is asked to send *ONLY TWO* people to the Enactus Team Registration to check-in the team.

- ▶ **Enactus provided name badges must be worn at all times**
- ▶ **Photo ID** must be presented to receive a **replacement name badge**

### Dress Code

Business professional dress required during all event activities *except* the Opening Ceremony, business casual is appropriate. We encourage you to wear your team apparel during the Opening Ceremony!

### Reminder times for those students already pre-registered to participate in events:

#### Opening Ceremony Rehearsal: Student Flag/Placard Carriers

Student participants meet at 3:00 p.m. on Tuesday, April 1st in the DECC, Grand Ballroom, on the 3rd level. Students will have a special sticker on their name badge. Casual dress is appropriate.

#### Welcome Party

Interact with recruiters, executives, faculty, alumni, and fellow team members at the Welcome Party, sponsored by Unilever. The event will be held on Tuesday, April 1<sup>st</sup> from 3:00 – 5:00 p.m. in the Career Fair area (DECC – Hall A).

#### Top to Future-Top Forum

The event will be on Thursday, April 3rd in the DECC, 3rd level, Junior Ballroom A. Please arrive by 10:00 a.m., as the event will begin promptly at 10:15 a.m. The Top to Future-Top Forum is open to any student wishing to attend. Since seating is limited, attendance is first come, first served.

As a friendly reminder, I wanted to make sure you have completed all of the necessary materials for the **competition** as well as give you a few tips and reminders.

### **Printed Annual Report**

As you prepare for competition, please remember to bring the following items:

- |  |  |
|--|--|
| <input type="checkbox"/> 4 Annual Reports for Registration | <input type="checkbox"/> A/V Equipment (laptop, cart, projector, speakers, etc.) |
| <input type="checkbox"/> Project Verification Form         | <input type="checkbox"/> Annual Reports for Judges                               |
| <input type="checkbox"/> Team Bio (Optional)               |  |

Annual Report Quantity Requirements for judges are listed below:

- ✦ Opening Round – 10
- ✦ Consolation Round - 5
  - NOTE: Only for teams not advancing to the Quarter-Final Round
- ✦ Quarter-Final Round - 10
- ✦ Semi-Final Round – 30
- ✦ Final Round – 75

For specific requirements regarding the format of your Written Annual Report, please refer to the Competition Guidelines section of the Enactus Team Handbook on page 59.

### **Team Member Bios**

Competing teams are encouraged (but not required) to prepare a brief bio on each team member and distribute this, along with the annual reports, to the judges at the beginning of the presentation. The following information should be considered for team member bios: field of study, educational plans, campus leadership activities, role on the Enactus team, internships and other relevant work experience, career goals, etc. **Team bios may not exceed 5 pages (front and back) and are subject to the same dimensions as the annual report.**

### **Project Verification Form**

Please bring one (1) signed copy with you for registration. Refer to page 59 of the Enactus Team Handbook for information on how to complete the Project Verification Form. A sample of the form may be found on page 60 of the same handbook. The actual form may be downloaded from the Enactus United States Competition Resources webpage at [http://www.enactusunitedstates.org/competition\\_resources](http://www.enactusunitedstates.org/competition_resources).

### **Pre-Screening of Project-Related Materials**

Teams are permitted to showcase project-related materials to judges as long as they are not considered offensive or would cause any sort of controversy. These materials/props must be screened and pre-approved at registration by Enactus Staff at check-in. Please understand, teams are allowed to show the items to the judges from the front of the room, but are **NOT** permitted to place items on judges tables, allow judges to touch, hold, keep nor remove from the room. Failure to comply will result in disqualification.

### **Equipment**

Remember, for all rounds of competition, Enactus only provides a screen and extension cord. Please bring all other equipment needed (e.g., laptop, projector, speakers, etc.). You may rent equipment. Visit [here](#) to access the Equipment Rental Order Form on our website. For immediate assistance, please call 513.419.7326. Please pick up your rented equipment in the DECC, 1<sup>st</sup> Level, Room: 6<sup>th</sup> Street Coat Check.

## National Champion Audit

All National Champion teams will be audited prior to attending the Enactus World Cup. I will visit the National Champion team within 30 days of the 2014 Enactus United States National Competition.

## Individual Team Evaluation Forms

All Quarter Final teams progressing to the Semi-Final Round will receive copies of the Individual Team Evaluation Forms at the team meeting following the Quarter Final on Wednesday evening. All other Enactus United States competing teams will receive their Individual Team Evaluation Forms within two weeks of the National Competition via email.

## Enactus Mobile App



US Expo 2014 is the official interactive mobile app for the Enactus United States National Exposition 2014. We will announce on our EnactusUSA Facebook page as soon as we launch the new app!

Features include:

- View schedules/agendas, see competition results, sponsors information and a list of Career Fair exhibitors
- Share photos and post comments
- Create your personal schedule, access location and speaker information
- Check in at competitions, forums and the Career Fair
- View an entire feed of the event activities
- Expand your professional network and have fun!

## Career Fair

Your Enactus experience is an inside pass to career opportunities with Enactus partner companies. Don't miss your chance to spend time getting to know the companies that make Enactus possible. With over 50 companies participating this year in the Career Fair, your future employer is ready to meet you!

- Tuesday, April 1<sup>st</sup> from 9:00 a.m. to 5:00 p.m. and Wednesday, April 2<sup>nd</sup> from 9:00 a.m. to 3:00 p.m. in the DECC, Exhibit Hall A

## KNOW BEFORE YOU GO

Research the companies and apply for their posted job opportunities through the Enactus United States Career Marketplace. **Login/Register** by clicking [here](#).

## Microsoft Interactive Technology Lounge

Connect, relax, and recharge thanks to Microsoft's Interactive Technology Lounge that will be featuring Surface tablets, XBOX, and more! Free WIFI will also be available throughout the Career Fair.

## Photographs

Walmart/Hewlett Packard will be taking team photos at the 2014 United States National Competition. Please stop by the photo booth in the Career Fair to have your team photo taken on April 1st or 2nd. Photos will be digital and teams will receive a coupon with a link to the Walmart site where the images can be retrieved online within 48 hours of the event.

### **Let's Can Hunger**

Teams raising more than 5,000 pound of non-perishable food and/or funds for Urgent Hunger Relief have been invited to send three students along with their advisor to attend the exclusive Silver Spoon Reception with Campbell Soup Company immediately following the Quarter Final Award Ceremony on Wednesday, April 2nd. Participating teams should assemble at the Hyatt, 4th level, Sungarden Room. RSVP is required to attend.

### **Sam's Club Reception**

Team's participating in the Sam's Club Step Up for Small Business Project Partnership have been invited to send four members that worked directly with their Step Up for Small Business project to attend a celebratory reception. Guests will network with Sam's Club executives, associates, and other teams. The event will be held on Tuesday, April 1st from 7:30 p.m. to 8:45 p.m. at the Hyatt, 3rd level, Regency A. RSVP is required to attend.

### **Graduating Student Ribbons**

Graduating students will receive a ribbon that can be added to their name badges. (Please note: graduation date information is pulled from student profile data. Please make sure your graduation date is correct on your profile.)

### **Service Leadership Award Ribbons**

Students that have applied and been approved by their advisor for the 100, 500, and 1000-hour Service Leadership awards will receive ribbons in their team packet. These ribbons can be affixed to your student badges.

### **Experience Cincinnati**

We encourage teams to explore Cincinnati! Although we will not have an officially sponsored Enactus post party, we have connected with some local venues to offer our guests discounted food and beverages. To receive these discounts, guests must display their Enactus name badge at the establishments. [Click here](#) to view a flyer detailing those businesses that are providing discounts, as well as a map of the area with a list of other local restaurants and businesses. Take some time to decompress and EXPERIENCE CINCINNATI!

### **Enactus Media Guide**

Attached is a media packet put together as a resource for teams in the U.S. to use in conjunction with their participation at the 2014 U.S. National Exposition. Inside this packet you will find a schedule for press outreach, press release template, media alert template about progress in competition and a media alert template about placement in competition. [Click here](#) to access the Enactus Media Guide for the 2014 U.S. National Exposition.