



The ultimate UX Guide to the State Career Development Conference (SCDC)



Member Experience Guide

Use this guide as your map to help plan for a positive conference experience

BEFORE YOU LEAVE



PLAN WHAT TO BRING

Packing List:

- Professional Outfits (2 award sessions & competition)
- Pajamas
- Shoes (professional & casual)
- Hosiery/Socks/Under Garments
- Toiletries (toothbrush/paste, deodorant, etc.)
- Chargers
- Snacks for your room
- Presentation & Study Materials



PLAN FOR DRESS CODE

Sunday

- Written Events - Professional
- Opening Session - Chapter Spirit Wear

Monday & Tuesday

- Competition & Awards Sessions - Professional
- Exhibit Showcase - Professional
- Workshops - Professional

Arrow indicates a clickable file



PLAN TO ENGAGE



- Use the conference mobile site. This keeps you up to date on all conference announcements (<https://oregondECA.org/m/scdc>)
- Connect on social media so that you are always in the loop with other members **@oregondECA**
- Participate in the conference scavenger hunt thru Goose Chase

DRESS CODE



PROFESSIONAL DRESS:

- Business suit, sport coat, or blazer (DECA blazer optional)
- Dress slacks, dress skirt, or business dress
- Collared dress shirt, dress sweater, or business dress
- Necktie/scarf/ascot (optional)
- Dress shoes (unacceptable types of dress shoes include boat shoes, canvas or fabric shoes, flip flops or casual sandals, athletic shoes, industrial work shoes, and hiking boots)
- For a more polished, professional appearance, it is recommended that attendees wear appropriate hosiery/socks.

DRESS CODE REMINDERS:

- Iron pants, shirts
- Light on make-up, jewelry
- Light nail polish



UNACCEPTABLE DURING DECA ACTIVITIES:

- Skin-tight or revealing clothing
- Midriff-baring clothing
- Swimwear
- Athletic clothing
- Leggings or graphic designed hosiery/tights



AT ANY TIME DURING THE CONFERENCE (INCLUDING AT HOTEL)

- You must be in casual or business attire
- All skirts and dresses must be at or below the knee
- All clothing must be in good repair and proper size
- Undergarments may not show outside of over garments
- No gang related clothing or accessories allowed
- Clothing with printing that is suggestive, obscene, or promotes illegal substances

<https://oregondECA.org/conferences/scdc>

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Holiday Inn, Portland, Columbia Riverfront
909 N Hayden Island Drive
Portland, OR 97217



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CONFERENCE ETIQUETTE

Professionally Responsible, Experienced Leaders



HOTEL

Arrival: Be patient if rooms are not ready. There will be a room designated for luggage storage. (Columbia River A)

Check In: Advisors will get room keys - you do not need to go to the front desk.

Curfew: Means in YOUR room (not in the hallway) and quiet. Advisors will check your rooms at curfew (or earlier as determined by each advisor).

Pool/Hot Tub: Both pool and hot tub are closed and off limits for ALL Oregon DECA participants.



SESSIONS

Be welcoming to those seated around you - take advantage of the opportunity to meet new people - fill in middle seats first.

Cell phones should be on vibrate and dark mode so as not to be distracting.

Seating is assigned for all sessions.

Guest seating will be provided at the Grand Awards at the back of the ballroom.

To go on stage you must be professionally dressed.



PUBLIC

Be kind and respectful to staff at the hotel, in restaurants and to event management staff - be respectful of other guests and in language being used.

Be safety aware - see something, say something.

Seek permission from your advisor/chaperone BEFORE going anywhere - travel in groups.

Do not share your hotel information, room number, etc. with anyone.

Reminder: We are NOT the only guests. Always consider what image you are giving of you, your chapter, and Oregon DECA.

DINNING ETIQUETTE



Going to a sit down restaurant with a party larger than 4 - consider calling ahead for reservations.



Splitting the check - let waiter/waitress know in advance.



Don't forget to tip - 15% if average, 20% if good, up to 25% if excellent - based on pre-tax amount.

COMPETITIVE EVENT STANDARDS

- You will need a photo ID & name tag to check in for events.
- BE FLEXIBLE - if you have a conflict in your event times, team events take precedence.
- Check in there first then go to your individual event.
- Be kind to event workers.
- If you have a concern, express it professionally and with an open mind to event staff.
- Don't forget to charge devices and download files.
- Individual Series Events - will have 2 role plays - all other role play events have 1.

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CONFERENCE JOURNEY

Applies Learning, Academically Prepared

STOPS ALONG THE WAY:



ARRIVAL

- Get oriented to your surroundings - tour the venue and locate competition and session rooms.
- Once registration is picked-up, put on name badge and wear through out conference events.
- Voting delegates - locate meeting rooms.



SCHEDULE

- Check the agenda for general session times.
- Talk to your advisor - plan ahead and coordinate an activity for Chapter Time (practice time, study time, social time, etc.).
- Make a plan to attend exhibits and workshops on Monday and workshops on Tuesday.



DEPARTURE

- Know what your advisor wants you to do with luggage.
- Clean all the trash/food etc. in your room and place in garbage cans. Consider leaving a gratuity for your room attendant. \$5 per day is norm.
- If you are leaving Tuesday after Grand Awards, your chapter will be assigned a room for luggage storage. Check with your advisor for your chapter's assigned location.

BE ENGAGED AND IN THE KNOW!

What you need to get into the game:

[Get the App | Apple](#)
[Get the App | Google](#)
Join Code: ZAPT4F

Complete the Missions through:
Being engaged in conference activities, exhibits, workshops, and more!
Top score gets a PRIZE!



Study up on:
DECA History in Oregon
Oregon History
State Officers
Competitive Events
DECA's Mission and Guiding Principles
Other...shhhh...it's a secret!
New missions released daily!

Exhibits and Workshop Series

Be sure to track your progress and participation on your Scorecard then turn in the scorecard by 4:00pm Tuesday to be entered in a drawing for recognition on stage and a great prize! Scorecards in registration packets.

<https://oregondeca.org/conferences/scdc>

[@oregondeca](#)

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Member Experience Guide

SESSIONS AT-A-GLANCE

Promotes Competition, Applies Learning

WHAT TO EXPECT:



SUNDAY

Opening Session:

Show your chapter spirit! This session features each chapter dressed in their school spirit apparel, or themed outfits.

The Enthusiasm Award judging begins with this session. This award is given to the chapter who exhibits enthusiasm, spirit and DECA conference expectations throughout the conference.



MONDAY

Recognition Session #1 (Mini Awards):

This awards session recognizes the top performers in each component of events (exam, role play(s)) that were conducted on Monday.

Over all winners are NOT announced during this session.



TUESDAY

Recognition Session #2 (Mini Awards):

This session recognizes the top performers in each component of events that were conducted on Tuesday.

Grand Awards:

This session immediately follows Recognition Session #2. Overall winners in ALL events are announced.

SESSION AGENDAS

OPENING SESSION



- State Officer Candidate Speeches
- Chapter Campaigns
- VBC Round 1 & 2
- Board of Trustees
- Advisor Recognition
- Membership Awards
- Honorary Life Member

MINI-AWARDS #1



- Monday Events
- Component Awards (Top 3 in exam, role plays)
- State Officer Election Result

MINI-AWARDS #2



- Tuesday Events
- Component Awards (Top 3 in exam, role plays)

GRAND AWARDS



- Enthusiasm Award
- Officer Farewell & Installation
- SBE Recognition
- VBC ICDC Qualifiers
- Cluster Exam Awards
- All Events Overall Winners
- Chapter of the Year

AWARDS & PROCESS

MINI AWARDS

Component Awards (exams & role plays)

- Call 1st – 3rd for all event components
- Each component called with 1st – 3rd stepping forward to receive medallion (**1st Blue Medallion; 2nd Red Medallion; 3rd White Medallion**)

GRAND AWARDS

Cluster Exam Awards

- Call Top 10 in each cluster exam
- 1st - 3rd awarded Blue, Red, or White Ribbon Medallion
- 4th - 10th awarded Yellow Ribbon Medallion

Overall Finalists

- Call Top 10 Overall in each Event
- As enter stage all 1st - 10th receive Red, White, & Blue Ribbon Medallion
- 1st - 3rd Announced and step forward to receive DECA Glass





Member Experience Guide

DINING OPTIONS

Connects to Business, Professionally Responsible



RESTAURANTS



Restaurants Close By: 

- Taco Bell \$
- Burger King \$
- La Quebrada Taqueria \$
- McDonalds \$
- Starbucks \$
- Denny's \$
- Jaybee's Chicken Palace \$\$
- Original Joes \$\$
- Boomers \$\$
- Picasso Pizza Company \$\$
- The Meltdown \$\$



FOOD DELIVERY DOOR DASH



Door Dash Service:

- Flores Taqueria
- Sushi Mo
- Spitz
- Burgerville USA
- Nom Nom
- Peking Garden
- The Pie Hole
- El Burrito Azteca



FOOD DELIVERY UBER EATS



Uber Eats Service:

- Panda Express
- Chipotle
- Panera
- Red Robin
- Foode Cafe
- The Mighty Bowl
- Noodles and Company
- Thai Orchid
- Buffalo Wild Wings

Note: plan ahead on delivery time to not exceed curfew!

HOLIDAY INN DECA MEMBER MENU

Available through the
Janzen Beach Grill:

Grab and Go Menu with student-friendly
prices!

Menu coming soon to this location and
via email to Chapter Advisors!

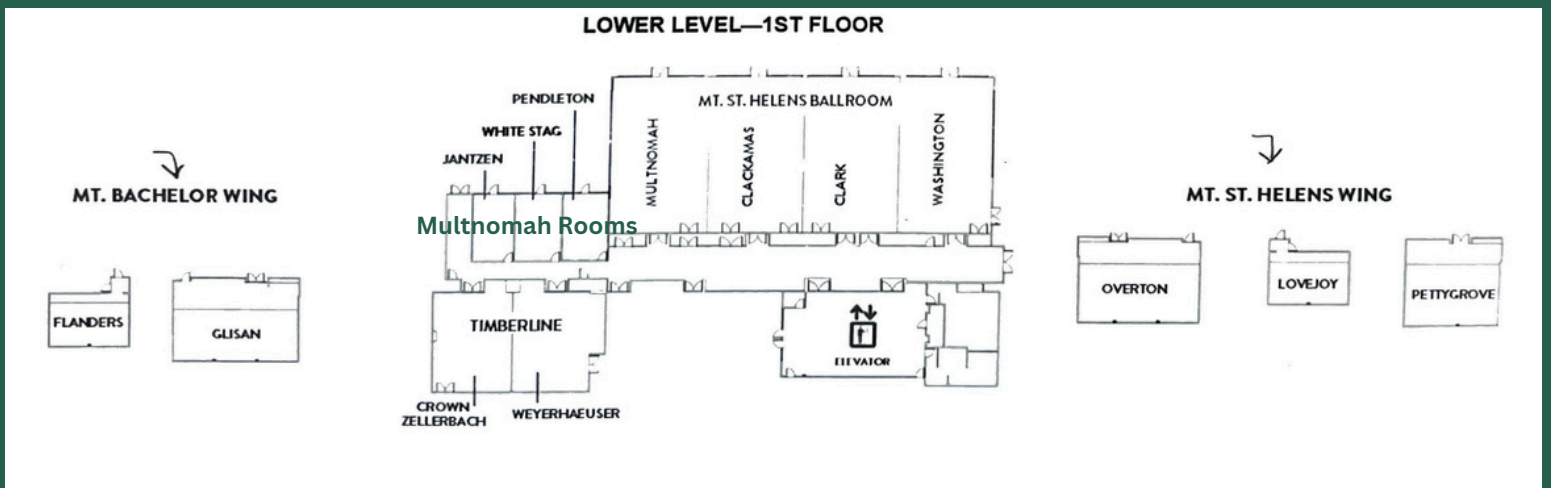
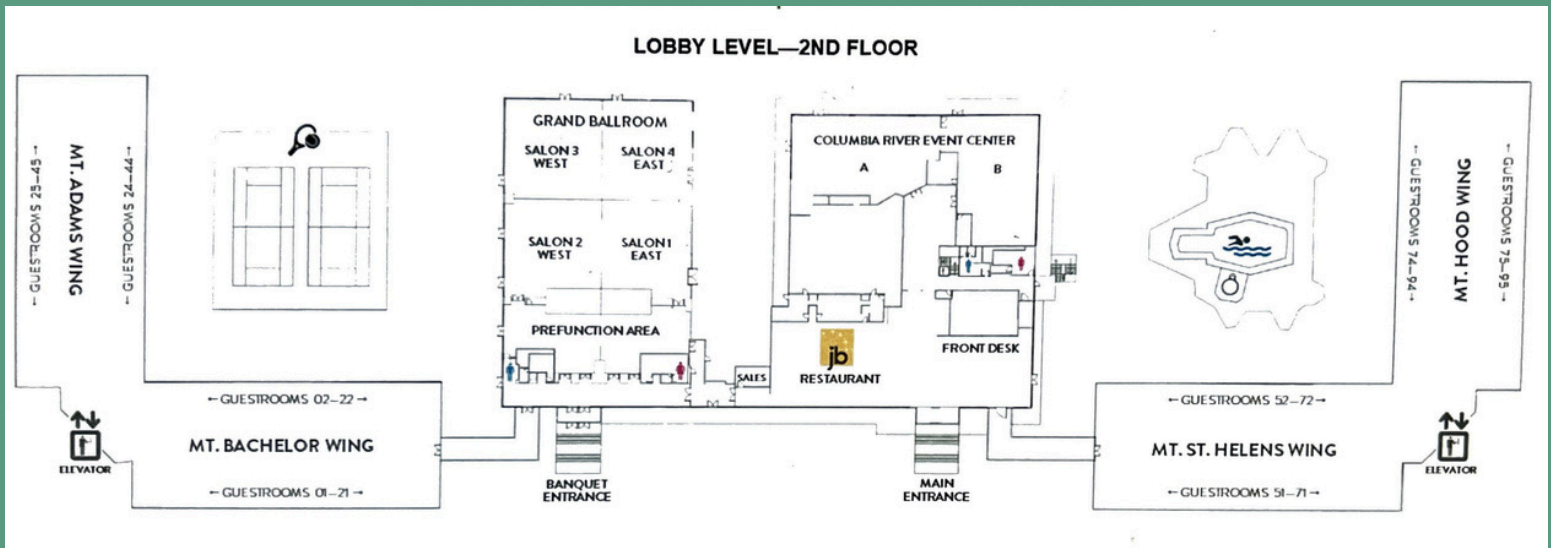


TIPS FOR PLANNING MEALS

- Know your competition schedule
- Consult your advisor for chapter plans
- ALWAYS get permission from an advisor or chaperone before making any orders or reservations
- Service Reminders:
 - Plan ahead and be patient
 - Order ahead for carry-out



VENUE LAYOUT



Member Experience Guide

EVENTS BY DAY

Sunday Events | All Presentation/Written Events

Mt. Saint Helen's Ballroom | 1st Floor | Lower Level

BUSINESS OPERATIONS RESEARCH EVENTS

- BMOR Buying & Merchandising Operations
- BOR Business Services Operations
- FOR Financial Operations
- HTOR Hospitality and Tourism Operations
- SEOR Sports and Entertainment Operations

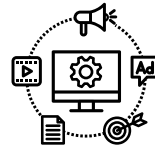


ENTREPRENEURSHIP WRITTEN EVENTS

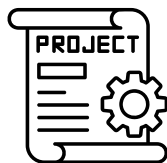
- EBG Business Growth Plan
- EFB Franchise Business Plan
- EIB Independent Business Plan
- EIP Innovation Plan
- ESB Start-Up Business Plan
- IBP International Business Plan

INTEGRATED MARKETING CAMPAIGN EVENTS

- IMCE Integrated Marketing Campaign - Event
- IMCP Integrated Marketing Campaign - Product
- IMCS Integrated Marketing Campaign - Service



SBE SCHOOL-BASED ENTERPRISE EVENT



PROJECT MANAGEMENT EVENTS

- PMBS Business Solutions Project
- PMCA Community Awareness Project
- PMCD Career Development Project
- PMCG Community Giving Project
- PMFL Financial Literacy Project
- PMSP Sales Project

PROFESSIONAL SELLING EVENTS

- FCE Financial Consulting Event
- HTPS Hospitality & Tourism Professional Selling
- PSE Professional Selling Event





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EVENTS BY DAY

Monday Events

Grand Ballroom | 2nd Floor | Lobby Level

- ASM Automotive Services Marketing
- BFS Business Finance Series
- ENT Entrepreneurship Series
- FMS Food Marketing Series
- HLM Hotel & Lodging Management
- HRM Human Resources Management
- QSRM Quick Serve Restaurant Management
- SEM Sports and Entertainment Marketing

Timberline | 1st Floor | Lower Level

- PFN Principles of Finance
- PEN Principles of Entrepreneurship
- PHT Principles of Hospitality & Tourism

Mt. Saint Helen's Ballroom | 1st Floor | Lower Level

- MTDM Marketing Management Team Decision Making
- HTDM Hospitality Services Team Decision Making
- BTDM Buying and Merchandising Team Decision Making

Tuesday Events

Grand Ballroom | 2nd Floor | Lobby Level

- AAM Apparel & Accessories Marketing
- ACT Accounting Applications
- BSM Business Services Marketing
- RMS Retail Merchandising
- MCS Marketing Communications
- RFSM Restaurant & Food Service Management

Timberline | 1st Floor | Lower Level

- PBM Principles of Business Management and Administration
- PMK Principles of Marketing
- PFL Personal Financial Literacy

Mt. Saint Helen's Ballroom | 1st Floor | Lower Level

- ETDM Entrepreneurship Team Decision Making
- FTDM Financial Services Team Decision Making
- TTDM Travel & Tourism Team Decision Making
- STDM Sports and Entertainment Team Decision Making

