

Advisor Instructions

SCDC 2023

Please arrive no later than **7:45 am** on Friday February 24th to the Delta Marriott in Hunt Valley 245 Shawan Rd, Hunt Valley, MD 21031. You will go to check your group in at the counter on the lower level by the escalators. Please have your group make their way to the Hunt Valley Ballroom while you check them in. We will only be giving items to the registered Advisor/Chaperone of the group. If you enter through the main lobby you want to go to the left and down the escalator to our main space.

If you have any State Officer Candidates, if they can arrive between 7:15 and 7:30 am they can set up their station on the cocktail tables in the Hunt Valley Foyer. Breakfast will be available starting at 7:45 - 9:15 am. If you and/or your members would like to wear a mask during the duration of the event, please feel free to do so.

Before Arrival

- Review Dress Guidelines and Logistics shared with your members. This will help get the day off to a good start.
- Schedules will be available through the registration portal beginning Thursday Morning. You will also have a copy in your check in materials
- Utilize the Maryland DECA Website throughout. Any and all updates will be posted there and through our Instagram/Discord app
- Collect ALL Covid Forms and turn in when you check in

During SCDC,

- According with Guidelines set forth by National DECA, you may be required to assist during the event.
- Please be sure to be ready and available during the entire event to assist wherever needed
- Assist in keeping track of your members, checking in with them during lunch and making sure all attend the dinner/awards session
- Advisors/Chaperones should NOT be in the Election Session, if attending the session, it is ONLY as an observer. Please do not get involved in the election process
- Assist with workshops when able to do so. There are two you are required to attend if you are able to do so. If you cannot attend, please have your co-advisor, chaperone and/or your chapter officer attend in your place. It may be a good idea to have a chapter officer to attend both sessions with you if they are able to do so.
 - Session One:
 - Session Two:
- Be prepared to help with the following items:
 - Judging an Event (I have had several judges cancel and may need help)
 - Assisting in Preparations/Competition Rooms - This would only be either in the morning or afternoon competition session, but not both.
 - What that looks like: Checking in competitors during their assigned times, timing the preparation times, checking in on judges, timing competition times

Wrapping Up SCDC,

- After competitions have concluded, there is some downtime between the last competition and dinner. You may utilize the Chase or Derby rooms at any point for check-ins with your group or use the space for a club meeting. Please help in supervising members during this period. Members should not be wandering around the hotel or in hotel spaces other than the conference center or use of rooms on the main floor meeting spaces.
- If you have time, I would encourage you to attend the afternoon workshop sessions with others.
- Assist if you are helping in the competition spaces to make sure all judges are completed and making their way to submitting their Rubric Folders directly to me. **DO NOT take the Rubric Folders from judges at ANY point. This is REALLY important so no folder is misplaced!**
- Assist in getting your members to the Hunt Valley Ballroom by 5:45 pm to prepare for dinner
- Please be sure keep track of your members and what place they end up, you will need this information for ICDC preparations

After Awards Ceremony,

- You should make your way to where you checked in, by the escalators on the same floor as the Hunt Valley Ballroom and pick up your School Rubric Folders. Results will also be visible on the Registration Portal after the Awards Ceremony
- Clean up your space and make sure NO valuables are left behind. Maryland DECA nor the Hotel is responsible for any lost or stolen items. So leave any valuables at home or keep on your person at all times.
- Drive Home Safely and start planning for ICDC!

Other Maryland DECA Activities Coming Up!

- DECA at DC UNITED!
 - Come enjoy a Professional Soccer Match and before the game tour and panel about Sports Marketing and Entertainment.
 - Tickets are \$40 and include a \$20 Meal Voucher
 - Game is Saturday April 29th at 7:30 pm
 - Panel will be before the game. Time TBA
- UMD Hospitality and Tourism Conference/Competition.
 - Sign Up at the Conference today with UMD DECA to attend their event on Saturday March 11th 1:00 pm -7:00 pm. [Sign Up Here](#)

Map Layout Shown after Zoom Information

Please attend the following meeting at 4:00 pm on Wednesday February 22nd. If you are unable to attend, please view the recording at a later date. There will not be an “official” Advisor Meeting on the day of due to various schedules.

Kimberly Gustin is inviting you to a scheduled Zoom meeting.

Topic: Kimberly Gustin's Zoom Meeting

Time: Feb 22, 2023 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://mcpsmd.zoom.us/j/3318041235?pwd=MINrdEg2SEhDR2E1eIFpZWIEZFovQT09>

Meeting ID: 331 804 1235

Passcode: Gustin167

One tap mobile

+13017158592,,3318041235# US (Washington DC)

+13052241968,,3318041235# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

Meeting ID: 331 804 1235

Find your local number: <https://mcpsmd.zoom.us/u/kdtDYMIynb>

Hotel Layout



