Company of the Year Competition

Competition Guidebook
Junior Achievement Core Purpose
To inspire and prepare young people to succeed in a global economy.

Junior Achievement Core Values
• Belief in the boundless potential of young people.
• Commitment to the principles of market based economics and entrepreneurship.
• Passion for what we do and honesty, integrity, and excellence in how we do it.
• Respect for the talents, creativity, perspectives and background of all individuals.
• Belief in the power of partnership and collaboration
• Conviction in the educational and motivational impact of relevant, hands-on learning.

The Competition
The competition is Junior Achievement Guam’s annual celebration of the achievements of JA Company Program students. At this event, JA Companies proudly present the results of the enterprise and learning experience.

JA Companies appear before a panel of independent judges who determine company performance against the competition criteria as compared with other JA Companies at each stage of the competition process.

The JA Guam Student Company of the Year competition is not simply a business competition for young people. The goal is to balance the business achievements of each team as a whole with the personal development of each individual member.

Therefore, for a team to win this award, it is not sufficient just to run a financially successful JA Company or to have created an exciting product or service. JA Company members also must demonstrate that they understand how and why the company performed as it did.

Judges will be looking for evidence of innovation and the application of new ideas in all aspects of running the company. They also will look for an understanding that continuous improvement through innovation is essential to the success of a business.

Eligibility
Permitted Minimum and Maximum Age of Participants
Students representing their companies in the competition must be attending a high school based on Guam, be least 15 years old and no more than 19 years old on the January of the year of participation. Younger or older students will automatically be asked to withdraw from the competition.
Judging
There are five stages to the competition. These are:
- Company Commercial
- Company report
- Trade booth display
- Interview with the judging panel
- Oral presentation before an audience

Full details follow for each stage of the competition are included below. At each stage, the judges make an assessment of the company. There is no winning formula. Each JA Company is different, and its members must decide how best to convey their understanding and experience to the judges.

Awards
Trophies will be awarded to the winning companies of each category while certificates will be presented to the 1st and 2nd runner up.

Awards will be presented on Saturday, January 25, 2020, at a venue and time to be announced at a later date.

Awards include:
- Vice Presidents of the Year
- Finance
- Marketing
- Production
- Best In Show
- Best Annual Report
- Best Commercial
- Best Financial Practices
- Product of the Year
- President of the Year
- Company of the Year
Stage One – Company Commercial
The Company Commercial should have been submitted to Junior Achievement Guam on November 1, 2019. The commercials will be aired during the Company of the Year Event on January 11, 2020.

Stage Two – Written JA Company Report
The JA Company Report is an opportunity to summarize the team’s business operations and reports. It is an important record of what was learned and achieved.

Criteria
➢ A PDF copy of the report must be submitted electronically to Junior Achievement Guam by the student company on or before Friday, December 27, 2019 at 5:00 p.m. A hard copy of the report must be hand-delivered to Junior Achievement Guam at GCIC Building Room 500C no later than December 31, 2019 at 5:00 p.m.
➢ A maximum of 10 sides (or fewer) of 8.5 x 11 sheets are permitted. No appendices are allowed. The 10 page limit excludes the front and back cover. The minimum font size to be used is 12 point.
➢ The cover is in addition to the 10 pages. It should include:
  o Company name
  o Year of operation
  o Name of adviser, teacher/school, and local JA Area
  o City, state, and country
➢ Page one must be an Executive Summary and include:
  o Company name
  o Mission statement
  o Product/service
  o Summary of financial results
  o Summary statement of JA Company performance
  o Index
➢ The report must include statements of the JA Company financial accounts up to the company liquidation date (i.e. profit and loss, balance sheet). The accounts presented in the report should be verified and signed by the company adviser or an accountant prior to submission.

Guidelines
The report should read as a single business document, not as a series of repetitive directors’ reports. The report should demonstrate the JA Company achievements. The report must be written by company members and should be original and innovative in approach, not based on a template from previous years. A recommended approach is to ask each director to write a brief report of his/her activities and then have one director combine the information into one cohesive document.
➢ There should be a review of members’ development as individuals and as a team.
➢ JA Company membership and structure should be illustrated.
➢ Any special activities undertaken by the JA Company should be included.
➢ Companies are encouraged to include photographs of their product or service.

Key Points Assessed by Judges
Scoring will be assessed on the following basis:
➢ Overall written presentation.
➢ Overall business performance (e.g. marketing, finance).
➢ Learning demonstrated as a team.
➢ Future potential of the JA Company.
Stages Three & Four – Trade Fair Booth & Interview with Judges

This is the first direct encounter that your company’s team will have with the members of the judging panel. We all know that first impressions count. Keep this in mind when preparing for this stage of the competition.

This is a very important aspect of the competition because the judges can ask any questions about the company, its reports and trade fair booth. Judges likely will probe company members on their understanding of how and why the company performed as it did, the general lessons they gained from the experience, and how these lessons might be applied in a new business context.

Criteria

➢ One advisor or teacher is allowed to be at the booth during the interviews with the judges. Members of the judging panel also may interview him or her.
➢ The interviews will last up to 10 minutes.
➢ Judges will visit each booth to examine the display and interview the company members.
Booths should display the following:
   o Name of the company
   o City, state, and country
   o Supporting or sponsoring companies (if any)
   o Names of advisers and teachers
   o Product and/or demonstration of service
   o Highlights of sales and final performance
➢ The booth contents (excluding the provided shell system), should have been produced and funded by the company.

Guidelines

➢ Judges also will be given the opportunity to interact with company members. Companies are urged to showcase their selling skills to the judges.

Key Points Assessed by Judges

Scoring will be assessed on the following basis:

➢ Visual display
➢ Product/service idea
➢ Team spirit
➢ Sales techniques and product knowledge
➢ Unique features
➢ Development of personal skills
➢ Knowledge and understanding of how businesses function
➢ Ability to apply lessons learned to new situations
Stage Five – Business Presentation

Criteria

➢ Presentations will take place at the Agana Shopping Center on Saturday, January 11, 2020 before a public audience and the judging panel.
➢ The maximum time allocated for each presentation is 4 minutes.
➢ The narrative style should be business-like, but may include the use of some humor.
➢ The presentation team must not at any time exceed five members.
➢ The teams can make use of an official Junior Achievement staff member handling the visual aids from a computer or likewise. Junior Achievement will provide a set of specifications regarding technical support available. This will include reasonable facilities for multimedia enhancements.
➢ Multimedia enhancements are permitted during the stage presentation, but should be kept to a minimum. Notwithstanding the risk of technical failure, there are no additional points for multimedia elements. In no way, should these enhancements overshadow the stage performance or impair the judges’ ability to assess the members’ teamwork and the company’s results. If enhancements are to be used, participating teams are required to advise Junior Achievement at least two weeks in advance. Companies must keep in mind that Junior Achievement may or may not be able to accommodate all requests.

Guidelines

➢ The presentation should summarize the key experiences and achievements of the company. Try to bring to life and include the accomplishments and challenges of your business’s endeavor for the audience. What you have learned from your mistakes and subsequent solutions is as important as your achievements.

Key Points Assessed by Judges

Scoring will be assessed on the following basis:

➢ Structure of presentation
➢ Relevance and content
➢ Delivery technique
➢ Visual aids and hand-outs
Junior Achievement Guam Program
Saturday, January 11, 2020
8:30 a.m. to 5:30 p.m.
Agana Shopping Center

1. Groups will be provided with their area information no later than December 31, 2019.
2. Each team will be represented by their officers or designated proxy officer of not more than four members.
3. Each team will be given fifty-five (55) minutes to set up. Set up will begin at 8:30 a.m. and must be completed by 9:25 a.m.
4. Each team will need to provide their own break down/cleanup crew of not more than four persons other than the officers.
5. Break down/clean up shall commence after the completion of the event.
6. Each group shall be judged by an eight (8) member panel. The judges shall be paired of which they will visit each booth. The judges will be given fifteen (15) minutes per booth to ask questions and interview specific officers.
7. Each company shall present their Business Presentations on stage. The presentation must not exceed four (4) minutes. Set up of their presentation shall be less than two (2) minutes. Question and Answers from the judges will be three (3) minutes and one (1) minute will be provided for break down. All companies must submit their power point presentation to JA Guam no later than January 9, 2019 to be included in their stage presentation. Late submittals will not be entertained.

Schedule of Events
Set Up of Trade Fair Booth 8:30 a.m.
   End of Set up 9:25 a.m.
Welcome Ceremony 9:30 a.m.
Judging of Trade Fair Booth & Interview Session 10:00 a.m.
   End Judging of Trade Fair Booth & Interview Session 12:00 p.m.
Lunch Break 12:15 p.m.
   End of Lunch Break 1:20 p.m.
Business Presentation 1:30 p.m.
   End of Business Presentation 2:30 p.m.
Deliberation of Judges 2:45 p.m.
   End of Deliberation of Judges 4:00 p.m.
Junior Achievement Guam Program
Saturday, January 11, 2020
8:30 a.m. to 4:00 p.m.
Agana Shopping Center

Trade Fair Exhibition Booth

The following information is provided as a guide for the upcoming Trade Fair at the Agana Shopping Center on Saturday, January 11, 2020.

Dimension:
- A 8’ x 8’ space will be provided for each competing team

The following is a list of regulations and restrictions for your booth:
- Companies may not exceed the area provided. All items outside of the 8’ x 8’ x 8’ area will be pushed inside the area or discarded.
- Height restriction shall be limited to 6’ tall.
- Chairs will not be allowed in the booth unless it is a part of the company’s exhibition.
- Team members will not be allowed to sit, eat or drink in the exhibition booth.
- Company’s needing power for their booth must provide their extension cord and utility tape to secure the cord.

The following items will be provided in the booth:
- One (1) 6’ x 3’ table
Junior Achievement Guam Awards Program
Saturday, January 18, 2020
Venue and Time to be determined

Welcome Remarks
Mrs. Beth Lizama, Junior Achievement Guam Executive Director

Blessing of Table

Breakfast

Company Commercials will be shown during the course of the event

Introduction
Sponsored Companies
Junior Achievement Guam Board Members
Junior Achievement Guam 2019-2020 Program Judges
Guests

Junior Achievement Guam Chairperson’s Address
Mrs. Margaret Tyquingco

Presentation of Certificates
Sponsored Companies and Employees
Advisors

Awards Presentation
Vice Presidents of the Year
Finance
Marketing
Production
Best In Show
Best Annual Report
Best Commercial
Product of the Year
President of the Year
Company of the Year

Closing Remarks