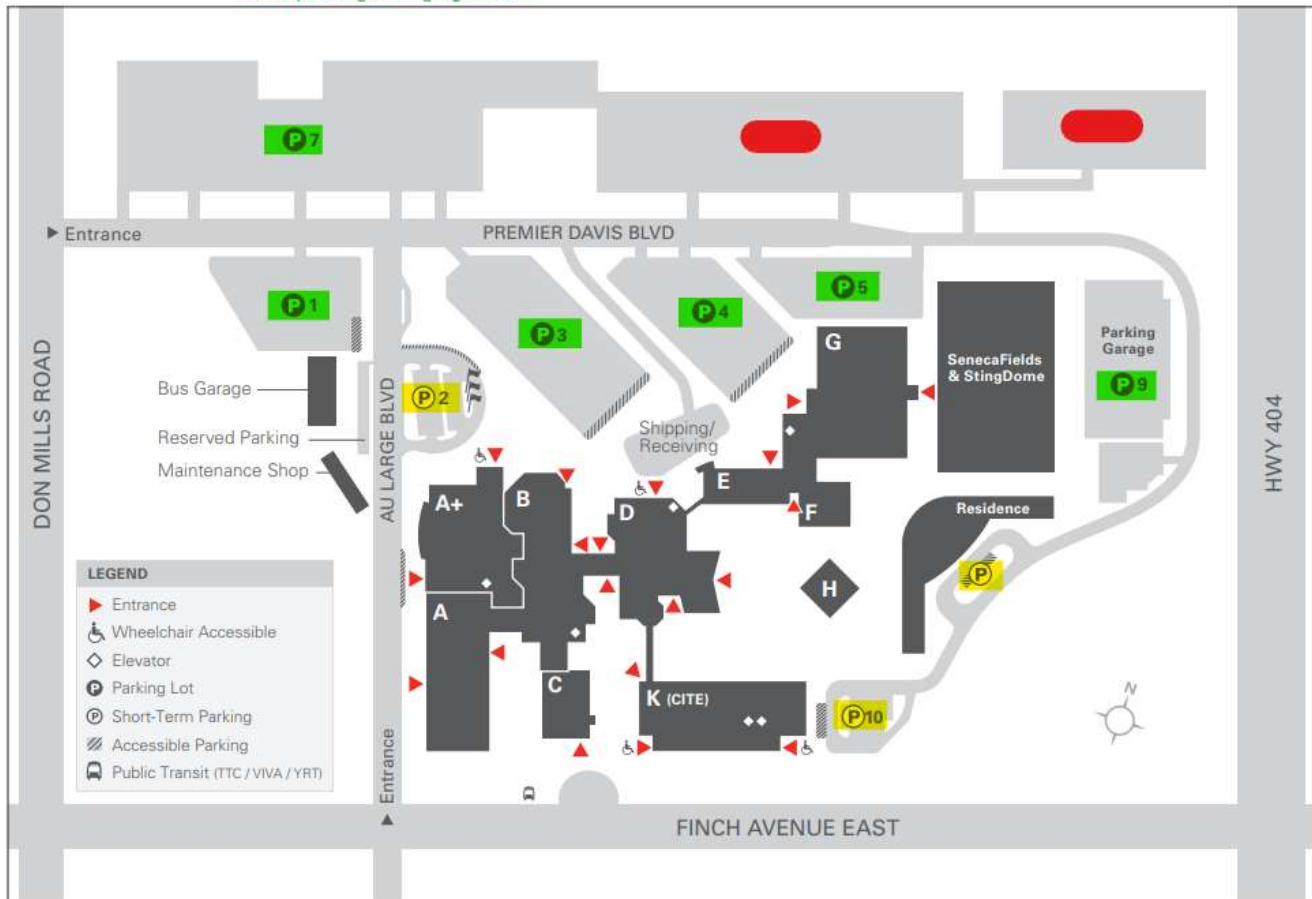


Please park in green highlighted lots



On behalf of DECA and Seneca Polytechnic's Executive Team, Leadership Conference Committee and Staff Advisors, thank you for participating in our 2023 Area 4 Regionals @ Seneca Polytechnic.

We are pleased to announce that over 2 500 DECA members will be competing at the Area 4 (formerly York) Regionals!

Arriving on Campus and Parking

The Newnham campus is located at 1750 Finch Avenue East, just west of the Don Valley Parkway and east of Don Mills Road. Enter Building A+ as that is the main designated entrance. If you are driving, we recommend parking in lot 1, 3, or 4 to be closer to the main entrance. Other parking lots are accessible as well but avoid parking in lots 2, 6, 8, and 10.

Additional information regarding parking instructions and payment are provided in a separate attachment.

WiFi Access

You can connect to the network by choosing **SenecaGuest** from the list of available networks. Enter your name, email address and accept the [Information Technology Acceptable Use Policy](#).

Please review the agenda and procedures below very carefully. On behalf of our entire team, we look forward to seeing you on Sunday, November 12, 2023!

Agenda

8:00 am	Judges and Advisors arrive	Great Hall Building A 1531
8:15 am	Judges and Advisors Training	
9:15 am - 9:45 am	Case Training between Series Director and Judges	

Oral Competitions

9:00 am	Individual Oral Events begin	Building B (floors 1 or 3)
12:00 pm	Lunch for Judges	Great Hall Building A 1531
12:30 pm	Team Orals and Principle Events begin	

Award Ceremonies

Building G Gym

1:00 pm - 2:00 pm	Individual Events · Top 10 Overall will be recognized with ribbons in EACH oral event
4:00 pm - 4:30 pm	Principle Events · Top 10 Overall will be recognized with ribbons in EACH oral event
5:00 pm – 6:00 pm	Team Events · Top 10 Overall will be recognized with ribbons in EACH oral event

Dress

Business attire is mandatory for competitors and Advisors. Jackets and blazers are optional.

- Males (dress pants, dress shirt and tie, dress shoes)
- Females (professional shirt/blouse, skirt/dress pants, dress shoes)

Official DECA Dress Code will apply and will be enforced! No school uniforms!

Format

- Competitors will complete one role-play (team event) in front of a judge. Provincial DECA preparation times will be enforced.
- Students should come to Seneca Polytechnic prepared for the day with, for example: lunch money, all DECA materials, books to read, iPod, pencil, calculator, change of shoes (if necessary).

Restrictions

- There **MUST** be teacher supervision. Students are not allowed to compete without an advisor on Seneca property

Behavior for Delegates

We kindly request that all competitors remain mindful & demonstrate the following behavioral conducts:

- Treat others and yourself with respect and dignity
- Refrain from sexist, racist or discriminatory language and/or behavior
- Refrain from smoking within 9 meters of ANY one of Seneca Polytechnic's entrances as per policy

Registration

There will be NO official registration other than for advisors/judges. There will be Seneca Student Ambassadors wearing "red t-shirts" stationed throughout the college where information and/or assistance can be obtained. All students need to do is ensure that you arrive **15 MINUTES** prior to your scheduled testing and oral time slots.

As you are dropped off at Seneca, organize yourself by finding your prep and judge rooms. Pay close attention to the rooms indicated on your timetables; the letter indicates the building, and the number indicates the room within that building. Please use the attached map to help orient yourself.

Not in actual competition!?

1. Visit one of our sponsors – Building A, second floor, near Starbucks
2. Stay in cafeteria

Please note that there **WILL NOT** be an area where personal items can be left unattended. Participants are expected to bring all of their belongings with them to each event so pack smart and ensure that you do not bring anything of high value and/or importance.

Lunch and Snacks

Lunch is NOT provided and we STRONGLY recommend that students stay on campus as there will be locations on campus to purchase food. There are also various vending machines to purchase snacks and drinks around campus.

Note: Cashless Seneca!

All of Seneca's services have moved to cashless payment methods, such as credit cards and debit cards.

WHAT'S OPEN?	
Starbucks Floor 2, Building A	Grill Floor 1, Building D
7:00 am - 4:00 pm	8:00 am - 3:00 pm

What to bring for the Oral Events:

- Pen or pencil, calculator, paper and a clipboard (to use while preparing for your oral event).

Oral Competitions

You have been assigned a call time when you are to report to one of the following prep room according to your category. Please arrive **15 minutes earlier** than your CALL TIME. **If you miss your call time, you will not be able to compete.**

Event Room Allocations		Seneca College 2023	Seneca College 2023
Oral Events	Code	Prep Room	Judge Room
Apparel and Accessories	AAM	B 1020	B 1024
Accounting Applications	ACT	B 1025	B 1027
Automotive Services Marketing	ASM	B 1029	B 1031
Business Finance Services	BFS	B 1068	B 1070
Business Services Marketing Series	BSM	B 1077	B 1078
Entrepreneurship Individual Series	ENT	B 1079	B1080
Food Marketing Series	FMS	B 1081	B 1083
Hotel and Lodging Management	HLM	B 1091	B 1093
Human Resources Management	HRM	B 3038	B 3040
Marketing Communications Series	MCS	B 3041	B 3042
Personal Financial Literacy	PFL	B 3044	B 3046
Restaurant and Food Service Mgmt	RFSM	B 3086	B 3088
Retail Merchandising Series	RMS	B 3089	B 3090
Sports and Entertainment	SEM	B 3092	B 3094
Business Law and Ethics	BLTDM	B 1077	B 1078
Buying and Merchandising	BTDM	B 1020	B 1024
Entrepreneurship Team	ETDM	B 1079	B1080
Financial Services	FTDM	B 1025	B 1027
Hospitality Services	HTDM	B 1091	B 1093
Marketing Management	MTDM	B 3041	B 3042
Sports & Entertainment Management	STDM	B 3092	B 3094
Travel & Tourism Management	TTDM	B 3086	B 3088
Principles of Business Management	PBM	B 3044	B 3046
Principles of Finance	PFN	B 1068	B 1070
Principles of Hospitality	PHT	B 3089	B 3090
Principles of Marketing	PMK	B 3038	B 3040

Awards Ceremonies

There will be THREE (3) awards ceremonies at 1 pm, 4 pm and 5 pm. All awards ceremonies will be held in the South Gymnasium (Student Recreation Centre).

Upon completion of each ceremony, delegates are kindly asked to exit the building and proceed to their means of transportation from the event as soon as possible.