

CPABC's Annual Business Case Competition 2018

Rules & Regulations

I. First Round: Video Submission

1.0 – Teams

Teams must consist of three to four team members. All team members must be enrolled in the same post-secondary institution. Each team of four must have at least two members that are in their first or second year of studies in order to participate. If a team of three is participating then at least one member must be in their first or second year of studies in order to participate. *Note: A student who has 60 post-secondary credits, or less, in any subject area by December 31, 2017 will qualify as a 'first/'second' year student.*

There is no limit on the number of teams from each post-secondary institution that are allowed to participate.

Any students enrolled in a post-degree diploma in accounting program will be considered 3rd/4th year and must have representation from students in their 1st/2nd year of a degree program on their team.

If your team is having issues finding first/second year students to join your team, we advise you to reach out to the Accounting Club at your school.

2.0 – Registration

Each team must register [here](#) by **NOON on Wednesday, January 31, 2018**. Each team will be asked to provide a team name, contact details, and information about each team member. **Teams cannot make any reference to the post-secondary school they attend in their team name.**

3.0 – Case Study

The case study is selected by competition organizers, which are the CPABC business development team members.

Each participating team will receive a business case via email and have 48 hours to prepare their case analysis, recommendations and presentation in video format (no written paper is required). **The case will be emailed to the main email address you provided in the registration form at NOON on Friday, February 2, 2018.**

Teams are not required to submit any documents to CPABC. Teams will be judged solely on their video submission which will include analysis, recommendations, and oral presentation. If you wish to use PowerPoint in your video it is permitted but it is imperative that the slides are clearly visible in your recording; you cannot send the PowerPoint file separately. All presentations are to be recorded and uploaded to YouTube with a link provided to CPABC for judging.

4.0 – Oral Presentation (video)

Each presentation is to be **no longer than 10 minutes**.

Teams will be judged on the following criteria:

- Presentation style & professionalism
- Knowledge of the case
- Strategic recommendations; and
- Creativity

5.0 – Video Submissions

Teams are responsible for recording and uploading their presentations to YouTube and sending the link to CPABC by the deadline. **Teams cannot make any reference to the post-secondary school they attend in their presentations or they will be disqualified.** CPABC will view all submissions before they are sent to the judges. To submit your presentation, complete the following steps:

1. All video-presentations must be uploaded to YouTube by **11:59AM on Sunday, February 4th, 2018.** All teams must name the video 'CPABC Annual Business Case Competition 2018 Round



One – *TEAM NAME*'. **All videos must be private so that only people with a link can watch it.** If you have questions about how to change YouTube settings, please refer to the instructions [here](#).

2. Each team must send a link to the presentation uploaded on YouTube, via email, with the subject line 'CPABC Annual Business Case Competition – *TEAM NAME*' to casecompetition@bccpa.ca by **11:59AM on Sunday, February 4, 2018**.

Late submissions will not be accepted.

II. Final Round: CPABC's Annual Business Case Competition – Saturday, March 10, 2018 (out of town teams should plan to arrive the day before)

1.0 - Format

The top 8 teams, as determined by the judges, will be selected to move on to the final round. All teams will be notified via email if they are moving on by noon **on Friday, February 16, 2018**.

The final round is a full-day event held in downtown Vancouver **on Saturday, March 10, 2018**. The teams will receive a business case in the morning, work on their recommendations and presentation for 3 hours and then present in front of the judges. The winner will be announced at the reception later that day.

Further details and schedules will be released at a later date.

2.0 – Prizes

The winning team of the CPABC's Annual Business Case Competition will receive a cash prize of \$2,000. Prizes for first and second runner-up teams will be announced at a later date.

3.0 – Travel & Accommodation

Teams selected for the final round, who reside out of town, may apply for a subsidy to help cover travel and accommodation costs. To receive an application form, please email casecompetition@bccpa.ca.