



QUICK CHECK LIST

- CREATE YOUR UNIQUE LOGIN**
 - Only one profile is needed per entry/team
 - Enter the **Primary Login Email** (The team leader's email address)
 - Choose a **Password** (Numbers & Letters ONLY)
 - **Make note** of login email and password so that you can return to the site and continue working on your project.
- ENTER PROFILE INFORMATION** (school, advisor, your name, address, phone etc.)
 - If your school is not listed, please email your school information to BIG Idea at (kelly@growsd.org and sbdc@growsd.org)
 - If you are completing this project on your own and not as part of a class project, please select "Independent Study" in the Advisor Field.
 - If you are completing this project as part of a class and your teacher is not listed in the Advisor list, please have your teacher create an Advisor account before proceeding.
- ENTER BUSINESS NAME AND ADDITIONAL TEAM MEMBERS**
- COMPLETE THE **BIG IDEA** ENTRY FORM**
 - See **Rules page at www.BIGideaSD.com** for complete details and instructions
 - Talk to a business owner in your industry or community for input
 - **Save draft** (see Competition Process PDF #1.5)
 - Watch your **word count**
 - Double-check **spelling and grammar**
 - **Do Not** submit your BIG Idea entry until you are complete. You can save your draft and revise until you submit.
- OPTIONAL: CREATE YOUR MARKETING DESIGN**
 - See **Rules page at www.BIGideaSD.com** for complete details and instructions
- OPTIONAL: UPLOAD FILE FOR YOUR MARKETING DESIGN**
 - Click on Marketing Design and upload file.
 - Max file size: 2MB
 - Acceptable formats are .PDF or .JPG
 - **Name file as "your business name" ad**
- SUBMIT YOUR ENTRY**
- DON'T FORGET: COMPLETE THE SURVEY!**

**Be Sure to:*

- Review the **Competition Process document** &FAQ's
- Check out our Resource links on www.BigideaSD.com!
- Any Questions email kelly@growsd.org.