

BIG Idea 2019 Student Checklist



CREATE YOUR UNIQUE LOGIN

- Only one profile is needed per entry; choose one student to be primary contact (team leader)
- Enter the **Primary Student 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 Section 1 of Competition Process on the Rules page)
- 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.
- Plagiarism is **NOT ALLOWED**. BIG Idea reserves the right to disqualify entries if plagiarism is found.

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 to agree to the plagiarism agreement before you submit!)

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.