



BIG Idea Student Checklist

- CREATE YOUR UNIQUE LOGIN**
 - Only one profile is needed per entry; choose one student to be primary contact
 - Enter the **Primary Student Email**
 - Choose a **Password** (Numbers & Letters ONLY)
 - **Make note** of login email and password for future use.
- 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 & SELECT SPECIAL AWARD CATEGORY (if applicable)**
- 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)
 - Once a draft is saved, you may add team members by clicking on “Team Member” in the menu bar at the top right of the page.
 - Watch your **word count** and double-check **spelling and grammar**.
 - Be sure to answer **ALL** questions from each section. **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 plagiarized.
- OPTIONAL: CREATE YOUR MARKETING DESIGN**
 - See **Rules page** at www.BIGIdeaSD.com for complete details, instructions and software options for creating your design.
 - Upload your file for your marketing design – (Only ONE file Required)
 - **Name file as: “your business name” ad**
 - Max file size: 2MB
 - Acceptable formats are .PDF or .JPG
- SUBMIT YOUR ENTRY** (Don’t forget to agree to the plagiarism agreement before you submit!)
- COMPLETE THE SURVEY!**

Getting Started

- Review the Competition Process document & FAQ’s
- Check out our Resource links on [www.BigideaSD.com!](http://www.BigideaSD.com)
- Any Questions, email kelly@growsd.org.