



CAREER CLUSTER

Marketing

INSTRUCTIONAL AREA

Information Management

PRINCIPLES OF MARKETING EVENT

PARTICIPANT INSTRUCTIONS

- The event will be presented to you through your reading of the 21st Century Skills, Performance Indicators and Event Situation. You will have up to 10 minutes to review this information and prepare your presentation. You may make notes to use during your presentation.
- You will have up to 10 minutes to make your presentation to the judge (you may have more than one judge).
- You will be evaluated on how well you demonstrate the 21st Century Skills and meet the performance indicators of this event.
- Turn in all of your notes and event materials when you have completed the event.

21st CENTURY SKILLS

- Critical Thinking – Reason effectively and use systems thinking.
- Communication – Communicate clearly.
- Creativity and Innovation – Show evidence of creativity.

PERFORMANCE INDICATORS

- Describe the nature of business records.
- Monitor internal records for business information.
- Explain the role of ethics in information management.
- Draw conclusions based on information analysis.

EVENT SITUATION

You are to assume the role of an employee at CAPITAL CITY MOTORS, a local automobile dealership. A co-worker (judge) wants you to explain why the company keeps detailed customer information and how the information can be used.

CAPITAL CITY MOTORS keeps detailed customer records that include each customer's contact information, purchase history, the type of credit or financing the customer was approved for to purchase vehicles, payment history and service appointments at the dealership.

A co-worker (judge) has asked you why the dealership keeps the detailed customer information and how the information can be used. The co-worker (judge) also wants to know if it is ethical to keep customer information.

You will present the information to the co-worker (judge) in a role-play to take place at the dealership. The co-worker (judge) will begin the role-play by asking you about information management. After you have presented the information to the co-worker (judge) and have answered the co-worker's (judge's) questions, the co-worker (judge) will conclude the role-play by thanking you for the information.

JUDGE INSTRUCTIONS

DIRECTIONS, PROCEDURES AND JUDGE ROLE

In preparation for this event, you should review the following information with your event manager and other judges:

1. Participant Instructions, 21st Century Skills and Performance Indicators
2. Event Situation
3. Judge Role-Play Characterization
Allow the participants to present their ideas without interruption, unless you are asked to respond. Participants may conduct a slightly different type of meeting and/or discussion with you each time; however, it is important that the information you provide and the questions you ask be uniform for every participant.
4. Judge Evaluation Instructions and Judge Evaluation Form
Please use a critical and consistent eye in rating each participant.

JUDGE ROLE-PLAY CHARACTERIZATION

You are to assume the role of an employee at CAPITAL CITY MOTORS, a local automobile dealership. You want a co-worker (participant) to explain why the company keeps detailed customer information and how the information can be used.

CAPITAL CITY MOTORS keeps detailed customer records that include each customer's contact information, purchase history, the type of credit or financing the customer was approved for to purchase vehicles, payment history and service appointments at the dealership.

You have asked a co-worker (participant) why the dealership keeps the detailed customer information and how the information can be used. You also want to know if it is ethical to keep customer information.

The participant will present the information to you in a role-play to take place at the dealership. You will begin the role-play by asking about information management.

During the course of the role-play you are to ask the following questions of each participant:

1. How can the company be certain that confidential information is not leaked?
2. How long should the dealership keep customer records?

After the co-worker (participant) has given you the information and has answered your questions, you will conclude the role-play by thanking the co-worker (participant).

You are not to make any comments after the event is over except to thank the participant.

EVALUATION INSTRUCTIONS

The participants are to be evaluated on their ability to perform the specific performance indicators stated on the cover sheet of this event and restated on the Judge's Evaluation Form. Although you may see other performance indicators demonstrated by the participants, those listed in the Performance Indicators section are the critical ones you are measuring for this particular event.

Evaluation Form Interpretation

The evaluation levels listed below and the evaluation rating procedures should be discussed thoroughly with your event director and the other judges to ensure complete and common understanding for judging consistency.

Level of Evaluation	Interpretation Level
Exceeds Expectations	Participant demonstrated the performance indicator in an extremely professional manner; greatly exceeds business standards; would rank in the top 10% of business personnel performing this performance indicator.
Meets Expectations	Participant demonstrated the performance indicator in an acceptable and effective manner; meets at least minimal business standards; there would be no need for additional formalized training at this time; would rank in the 70-89 th percentile of business personnel performing this performance indicator.
Below Expectations	Participant demonstrated the performance indicator with limited effectiveness; performance generally fell below minimal business standards; additional training would be required to improve knowledge, attitude and/or skills; would rank in the 50-69 th percentile of business personnel performing this performance indicator.
Little/No Value	Participant demonstrated the performance indicator with little or no effectiveness; a great deal of formal training would be needed immediately; perhaps this person should seek other employment; would rank in the 0-49 th percentile of business personnel performing this performance indicator.



PRINCIPLES OF MARKETING 2025

JUDGE'S EVALUATION FORM ICDC PRELIMINARY

Participant: _____

ID Number: _____

INSTRUCTIONAL AREA: Information Management

Did the participant:		Little/No Value	Below Expectations	Meets Expectations	Exceeds Expectations	Judged Score
PERFORMANCE INDICATORS						
1.	Describe the nature of business records?	0-1-2-3-4-5	6-7-8-9-10	11-12-13-14	15-16-17-18	
2.	Monitor internal records for business information?	0-1-2-3-4-5	6-7-8-9-10	11-12-13-14	15-16-17-18	
3.	Explain the role of ethics in information management?	0-1-2-3-4-5	6-7-8-9-10	11-12-13-14	15-16-17-18	
4.	Draw conclusions based on information analysis?	0-1-2-3-4-5	6-7-8-9-10	11-12-13-14	15-16-17-18	
21st CENTURY SKILLS						
5.	Reason effectively and use systems thinking?	0-1	2-3	4-5	6-7	
6.	Communicate clearly?	0-1	2-3	4-5	6-7	
7.	Show evidence of creativity?	0-1	2-3	4-5	6-7	
8.	Overall impression and responses to the judge's questions	0-1	2-3	4-5	6-7	
TOTAL SCORE						