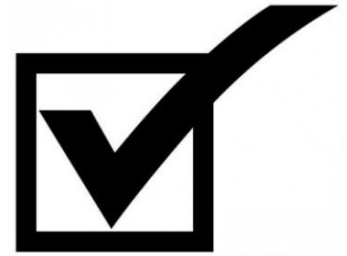


**BUSINESS
PROFESSIONALS
of AMERICA**
Giving Purpose to Potential



FUNDAMENTAL DESKTOP PUBLISHING

(400)

REGIONAL 2026

Production:

Job 1: Logo	_____ (100 points)
Job 2: Place card	_____ (100 points)
Job 3: Flyer	_____ (100 points)
TOTAL POINTS	_____ (300 points)

Test Time: 90 minutes

GENERAL GUIDELINES:

Failure to adhere to any of the following rules will result in disqualification:

1. Contestant must hand in this test booklet and all printouts if any. Failure to do so will result in disqualification.
2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests (handwritten, photocopied, or keyed) are allowed in the testing area.
3. Electronic devices will be monitored according to ACT standards.

EXAM GUIDELINES:

1. Ensure this test booklet contains Jobs 1-3.
2. Key all jobs according to the instructions given.
3. Correct all formatting, spelling, or grammar errors. Use the formatting guide in the *Style & Reference Manual*.
4. Your name or initials should *not* appear on any work you submit. Use your Member ID on any occasion you would normally key your reference initials.
5. In the lower **right-hand** corner of ALL work submitted (unless otherwise specified), key your Member ID and job number.
6. If you complete the event before the end of the time allotted, notify the proctor. Time may be considered a factor in determining a winner when there is a tie score.
7. Place your scoring sheet on top of your jobs. Jobs should be placed in numerical order.

Job 1: Logo			
TECHNICAL SPECIFICATION POINTS (All points or none are awarded for each technical requirement)			
	<i>Points</i>	<i>Score</i>	<i>Total</i>
Logo shown within a 7" x 7" box and a 1.5" x 1.5" box	5		
Logo contains the event name "Soundwave Grand Pointe Music Festival" or a clear representation of the event name	5		
Logo contains a graphic, icon or image representative of the music industry	5		
Accurate spelling, punctuation, and grammar* (*even if words are not used, contestants earn full points)	5		
Contestant ID and Job Number in lower right corner	10		
DESIGN ELEMENTS TO EVALUATE (Points awarded may range from 0 and up for each design element)			
Logo within 1.5" x 1.5" box leaves the logo and all elements still readable and understandable	0 - 10		
7" x 7" logo includes consistent spacing around the perimeter	0 - 10		
Logo effectively utilizes fonts, typestyles and sizing	0 – 10		
Logo applies principles of design and rules for appropriate use of color and proper layout	0 - 20		
Logo creatively incorporates a graphic, icon or image representative of the music industry	0 - 10		
Overall design fits the music festival's vibrant and trendy feel	0 - 10		
Total points possible	100		
<ul style="list-style-type: none"> • Full Points: Exceptional – Fully meets and exceeds expectations • 8-10/18-20: Proficient – Strong work with minor issues • 3-7/13-17: Developing – Missing important technical/design elements • 2 points/12 points or below: Beginning – Needs significant revision to meet expectations 			

Job 2: Place card/ Table Tent			
TECHNICAL SPECIFICATION POINTS (All points or none are awarded for each technical requirement).			
	<i>Points</i>	<i>Score</i>	<i>Total</i>
Place card/able tent is accurately sized to 8.5" x 5.5" with 0.25" margins	5		
Landscape orientation clearly established	5		
Participant's name and role are clearly printed	5		
Logo is present, proportionately scaled, and well-placed	5		
Accurate spelling, punctuation, and grammar	5		
Contestant ID and Job Number in lower right corner	10		
DESIGN ELEMENTS TO EVALUATE (Points awarded may range from 0 and up for each design element)			
Clear distinction between participant name, role, and logo; guides the eye well	0-20		
All text is readable from a distance	0-20		
Brand colors used consistently and effectively	0-15		
Clean, polished, and aligned with festival identity	0-10		
Total points possible	100		
<ul style="list-style-type: none"> • Full Points: Exceptional – Fully meets and exceeds expectations • 8-10/18-20: Proficient – Strong work with minor issues • 3-7/13-17: Developing – Missing important technical/design elements • 2 points/12 points or below: Beginning – Needs significant revision to meet expectations 			

Job 3: Flyer			
TECHNICAL SPECIFICATION POINTS (All points or none are awarded for each technical requirement).			
	<i>Points</i>	<i>Score</i>	<i>Total</i>
Formatted 8.5" x 11" with .25" margin	5		
All required elements included: festival name, location, date (or effective use of event web address), events, sample artists, and contact info	5		
Logo is correctly used, sized, and placed within the design	5		
Text is clear, well-aligned, and legible at all sizes	5		
Accurate spelling, punctuation, and grammar	10		
Contestant ID and Job Number in lower right corner	10		
DESIGN ELEMENTS TO EVALUATE (Points awarded may range from 0 and up for each design element)			
Information is logically organized and easy to navigate; eye flow is natural	0-10		
Fonts are consistent, on-brand, and visually appealing	0-10		
Strong, cohesive use of festival brand colors (teal, orange, purple, yellow)	0-20		
Visually engaging and effectively captures festival's energy and identity	0-20		
Total points possible	100		
<ul style="list-style-type: none"> • Full Points: Exceptional – Professional-quality, print-ready flyer • 8-10/18-20: Proficient – Clear and effective with minor improvements needed • 3-7/13-17: Developing – Missing important technical/design elements • 2 points/12points or below: Beginning – Needs significant revision to meet expectations 			