Pre-Competition Info Packet
Sunday – November 9th, 2008
8:00am – 6:00pm
2008 CSM FLL State Qualifier Pre-Competition Info Packet

Includes:

- Tournament Schedule
- Tournament Info
- Tournament Location Maps
  - Colorado School of Mines Campus (Parking – CTLM Parking Lot)
  - Student Recreation Center (Main Tournament Building)
  - Brown Building (Research Project Judging Building)
- Team Equipment Checklist
- Consent Form
# 2008 CSM FLL Qualifier

## Tournament Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>Coach Check-In &amp; Team Set-Up</td>
<td>Coach Check-In Table</td>
</tr>
<tr>
<td>8:30 AM</td>
<td>Coaches' Meeting</td>
<td>Competition Field (Coaches’ Only)</td>
</tr>
<tr>
<td>8:50 AM</td>
<td>Opening Ceremonies</td>
<td>Bleachers</td>
</tr>
<tr>
<td>9:20 AM</td>
<td>Judging Process</td>
<td>Designated Judging Areas</td>
</tr>
<tr>
<td>1:00 PM</td>
<td>LUNCH</td>
<td>Designated Eating Areas</td>
</tr>
<tr>
<td>1:30 PM</td>
<td>Performance Rounds</td>
<td>Lockridge Arena</td>
</tr>
<tr>
<td>4:00 PM</td>
<td>FTC/FRC Presentation</td>
<td>Lockridge Arena</td>
</tr>
<tr>
<td>4:30 PM</td>
<td>Closing Ceremonies &amp; Awards</td>
<td>Competition Field</td>
</tr>
<tr>
<td>6:00 PM</td>
<td>Event Closes</td>
<td></td>
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</tbody>
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Pre-Competition Preparation/Tips

- Double-Check your “equipment” list on what you need for competition
- All team members, coaches, and mentors consent forms are filled out
- Tournament fee and shirt payment is either already turned in or is ready to be brought in at the registration table
- Review FLL Values
- Have a “good sized” box for robot transportation
- Do not bring your fields – it is not necessary
- Bring a highlighter for Team Judging and Performance Round schedules
- Plenty of water

Arena Rules

- Wear comfortable clothing and bring jackets because travel to another building will be required to get to the research project judging rooms
- Clothes that are unacceptable at your elementary/middle school is not allowed here either
- No running
- No profanity
- No tobacco products
- No alcohol
- No illegal substances
- Lastly, Bring your FLL Core Team Values
- Please always have a child accompanied by a parent if and when the child needs to go the restroom.
- Children are not allowed to be unattended because the staff cannot be personally responsible for them.
- Personal items are at the teams’ own discretion, the venue and crew is not responsible for anything lost or stolen
Parking

- Parking is free.
- Team parking will be located at the CTLM Parking Lot
- If teams have a lot of equipment to unload, then teams may unload in front of the Student Recreation Center but are not allowed to park there under any circumstances.

Food

- Bagged lunches are allowed at the competition
- Food is allowed:
  - Digger Den in Student Center
  - Bleachers in either end of the Lockridge Arena
  - Lounge near the "Juice Lab" *Keep in mind though it might be crowded*
- The Slate Café is available for those who wish to buy their food at the event. Each person would need about $7 for a full meal. Slate Café is located on the second floor of the student center.
- Food and utensils are not allowed to leave the Slate Café.
- Once your team is done with Judging, it is highly recommended that you leave for lunch immediately so that everyone can get a meal in before the performance rounds.

What to do at Arrival

Coach Check-In and Team Set-Up

- Coach Check-In and Team Set-Up occurs at the same time because the team is not needed to check in. Only the coach should be checking in the team and meanwhile the team with a parent/assistant coach/mentor could go and locate their pit area and set-up.
- Doors to the facilities will not open until 8:00 AM Sharp and not any time beforehand.

Coaches’ Meeting

- This meeting is for coaches’ only and if there are multiple teams to one coach and the coach has designated assistant coaches/mentors/parents to those extra teams; then they may attend as well.
- The meeting will basically be a briefing on how the tournament day needs to run and to inform coaches’ any last minute detail that may have come up and an e-mail couldn’t be sent out in time.
- The meeting will begin at 8:30 AM Sharp and end at 8:40 AM.

Schedules

- Teams will be provided with a Tournament Schedule, Judging Schedule, and Performance Rounds Schedule. It is advised to bring a highlighter to mark the team’s number on the schedules.
Judging

**Research Project Judging**
- Projector is available
- Location of Judging Rooms will allow for presentation material such as carts and etc.
- Each team will be limited to 5 Min. for Presentation + Prep Time
- 5 min. discussion with Judges after presentation

**What to Bring**
- Presentation Materials

**Teamwork Judging**
- 5 – 10 Min. Challenge & Discussion with Judges

**What to Bring**
- Nothing but your team spirit! 😊
- DO NOT BRING YOUR ROBOT!!! Take it to the Team Photo Robot Queue Line.

**Technical Judging/Practice Rounds**
- Technical Judging will take place at that same time as your practice rounds
- Each team will get a total of 4 Practice Rounds
- Practice rounds will run in 5 min. rotations (1 min. to set, 2 min. 30 sec. of competition, 1 min. to leave the field)
- A Judge will observe one of your practice rounds then follow your team back to your team’s pit area.

**What to Bring**
- Your Robot and any other necessary competition equipment
- A tip would to have your laptop ready to show your programming skills to the judges right away at your pit area.

**Team Photo**
- Team Photo occurs at the same time as Teamwork Judging.
- There is a separate “robot queue” for Team Photo for where teams can drop off their robot so they do not have to carry it up to Teamwork Judging – we will have reliable and competent attendants so do not worry for the safety of your robot.

**Pit Area**
- Each team will have a pre-assigned table at the tournament. Location will be provided day of competition by the Pit Manager or a Pit Runner and they will help you find your assigned pit area.
- All cords must be taped down for the safety of others.
Coaches please pay attention to the amount of congestion around your pit area. Make a reasonable set limit of how many people are allowed at the table. There will be bleachers pulled out for people to sit down at. A recommended amount is you and your team only.

- The Pit Manager has the authority to manage pit congestion, pit conduct, and pit safety.

**Practice Field**

- There will be four practice tables located at the end of the pit area.
- Basically first come, first serve basis
- Please be courteous and respectful to other teams
- Once your team is at the table, each team is only allowed a maximum of 5 min. use of the practice field in so the next team may have the chance to use it.

**Have Volunteers?**

- Have your interested volunteers register to help out the event at this website: [http://coloradofirst.org/pxlist/?p=subscribe&id=60](http://coloradofirst.org/pxlist/?p=subscribe&id=60)
- Please have them state on there if they are a parent, sibling, or whatever relation to the team and what team number it is that they are associated to.
- The minimum age to volunteer at an FIRST Event is 16 years of age. Although some may still volunteer at the discretion of the volunteer coordinator, Sarah Le at sarah.le@coloradofirst.org.
- Please e-mail Sarah Le if you have a potential volunteer who wished to volunteer but is younger than the age of 16 years old.

**Team Info for Emcee and Judges**

- Please provide interesting facts about your team such as fun facts, interesting facts, hardships, and just about any info the Emcee could share with the crowd and the Judges could use for inspiration for writing their award announcements
- Could be about particular members of the team as well like the coach, the mentors, or the team members
- Please e-mail this information to Sarah Le at sarah.le@coloradofirst.org

**Tournament Contact Information**

Tournament Director: Joe Daily – jdaily@mines.edu
Event Organizer/Info: Sarah Le – sarah.le@coloradofirst.org

Location of Event: Lockridge Arena (Do not mail anything to this address – contact Joe or Sarah)
17th and Elm. Street
Golden, CO 80401
2008 CSM FLL Qualifier Tournament Locations

Student Recreation Center
- Main Tournament Location
- Teamwork Judging (Activity Room 2)
- Team Photo

Inside Student Recreation Center
- Team Photo Area (after 9am)

Brown Building
- Research Project Judging (Room 1-A201, Room 2-A204)

Student Center
- Slate Café – 2nd Floor
- Digger Den (Eating Location) – 1st Floor
Inside Student Center – 2nd Floor
-Slate Café Entrance

Inside Student Center – 1st Floor
-Digger Den
<table>
<thead>
<tr>
<th>Team Equipment Check-List</th>
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<tbody>
<tr>
<td>Robot</td>
</tr>
<tr>
<td>2 Laptops</td>
</tr>
<tr>
<td>Extra parts</td>
</tr>
<tr>
<td>USB Cable</td>
</tr>
<tr>
<td>Flash Drive</td>
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<tr>
<td>Robot Transportation Unit</td>
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<tr>
<td>Housekeeping Box</td>
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<tr>
<td>Pencils/Pens</td>
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<tr>
<td>Paper</td>
</tr>
<tr>
<td>Highlighter</td>
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<tr>
<td>Bagged Lunches/Money for Lunch</td>
</tr>
<tr>
<td>Consent Forms</td>
</tr>
<tr>
<td>Pre-Competition Info Packet</td>
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<tr>
<td>Tournament Dues Already Paid or check ready to hand in at registration</td>
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<tr>
<td>Extension cords</td>
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<tr>
<td>Team T-Shirts Already Paid or bring check ready to hand in at registration</td>
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<tr>
<td>Jackets for cold weather</td>
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<tr>
<td>Rulebook</td>
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<tr>
<td>Parents</td>
</tr>
<tr>
<td>Spirit Gear</td>
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<tr>
<td>FLL Values</td>
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There are risks inherent in participating in FIRST Events, including the risks inherent in the construction of robots and LEGO structures, as well as in working with electrical connections, traveling to and from events, and participating in public competitions. These risks include the risk of bodily harm (including without limitation, death) and property damage. Being fully cognizant of the risks in participating in an Event, I hereby assume those risks. Except to the extent due to the gross negligence or willful misconduct of FIRST or FIRST's Cooperating Entities, to the fullest extent permitted by applicable laws, I HEREBY WAIVE ANY CLAIMS OR CAUSES OF ACTION which I may now or hereafter have against FIRST and FIRST's Cooperating Entities arising out of my participation in any FIRST Event, and I will indemnify and hold harmless FIRST and FIRST's Cooperating Entities against any and all claims resulting from such participation.

I HEREBY RELEASE FIRST and FIRST's Cooperating Entities and their respective successors, affiliates, licensees and assigns from all claims, demands, liabilities, damages, costs and expenses attorneys' fees, other professional fees and expenses, and any claims including, without limitation, claims for compensation, defamation, or invasion of privacy, or other infringements or violations of personal or property rights of any sort whatsoever that I may now or hereafter have against FIRST and FIRST's Cooperating Entities arising in connection with my participation in any FIRST Event. In the event I should sustain injuries or illness while involved in an FIRST Event, I hereby authorize FIRST and FIRST's Cooperating Entities to administer, or cause to be administered, such first aid or other treatment and medications I may bring as may be necessary under the circumstances, to include treatment by a physician or hospital of FIRST's or FIRST's Cooperating Entities' choice. This Release shall be binding upon my heirs, personal representatives and assigns, and me and shall be governed by and construed under the laws of the State of New Hampshire, which shall be the venue for any legal action. This Release constitutes the entire agreement among the parties hereto with respect to the subject matter of this Release and supersedes any and all previous agreements among the parties, whether written or oral, with respect to such subject matter. FIRST strongly believes in confidentiality of all contact information. FIRST promises that it will not rent, sell or distribute this contact information to any organization other than those directly involved in the operation and support of FIRST programs. FIRST will be using the personal contact information provided here as part of its participant database and to contact the FIRST participant and/or the participant's guardian as part of its research, program evaluation, or alumni outreach efforts, or other related outreach activities as they may occur.

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I understand that this form involves a release of legal rights.