FIRST TECH CHALLENGE

Ohio State Championship
Information Packet
2023-2024

CENTERSTAGE℠

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FIRST

FOR INSPIRATION & RECOGNITION OF SCIENCE & TECHNOLOGY

Contents

PLEASE READ THIS PACKET IN ITS ENTIRETY

Tournament Date, Time, Location and Contact

Date: March 7-9, 2024

Location: Hobart Arena, 255 Adams St, Troy, OH 45373

Tournament Contact(s): Bre Holt (bholt@firstpartners.org) & Brenda Ronnebaum (bronnebaum@firstpartners.org)

Preliminary Schedule

Sunday, March 3
Please submit the following materials to FTC Scoring by 11:59pm:
Engineering Portfolio (mandatory)
Control Award Form (optional)

Please email a link to your Promote and/or Compass Award Submission (optional) to bholt@firstpartners.org. Submit this by 11:59pm on March 3.

Thursday, March 7
6:00pm – Judging sessions begin (judging schedule will be emailed to coaches)
9:00pm – Judging sessions conclude

Friday, March 8
6:00-8:00pm – Hobart Arena open for robot inspections (Recommended, but optional, Schedule will be emailed to coaches)

Saturday, March 9

Time	Activity
7:15 am	Team Check-in, Turn in Roster/Consent & Release Forms
7:30 am	Practice Field(s) Open
7:30 am	Robot & Field Inspections
9:00 am	Drivers Meeting with Head Referee
9:40 am	Opening Ceremony
10:15 am	Qualification Rounds 1 & 2
12:00 pm	Lunch Break
1:00 pm	Qualification Rounds 3-5
3:15 pm	Break
3:30 pm	Alliance Selections
3:45 pm	Elimination Rounds & Final Rounds
5:30 pm	Closing Ceremony and Awards

*NOTE: MATCH AND QUALIFICATION ROUND TIMES ARE ESTIMATES FOR GENERAL PLANNING USE ONLY AND SHOULD NOT BE INTERPETED AS ACTUAL FIXED TIMES.

Local Accommodations

There is a group rate for $109/night at Fairfield by Marriott Dayton/Troy. Click the link if you would like to book a stay here. BOOK HERE You may need to call to make your reservations if it says that all rooms are booked.

There are plenty of other hotels in the area, you are welcome to stay at any accommodation that you see fit.

Parking

There is plenty of free on-site parking at Hobart Arena. Please follow signs and avoid parking in the reserved area. A parking map will be sent out separately via email.

Food

Concessions will be available. A menu with pricing will be sent out separately via email.

The venue does not allow outside food. This specifically applies to bringing in lunches from other restaurants, coolers, etc. They are okay with teams bringing in water bottles and light snacks. Lunch needs to be purchased at the venue or teams should leave the facility for lunch.

Dress Code

Dress for all teams is casual. Teams are encouraged to develop and promote team identity. It helps to unite the team and develop a sense of belonging and group pride. It is a great way to help Judges, announcers, and audiences to recognize a team at a competition. It can also help teams create a "buzz" about what they are doing in their own communities.

Please no loud music, whistles, banging sticks, blowing horns, etc. They prevent Teams from hearing important announcements and are not permitted at *FIRST* events.

Safety

ANSI-Approved Safety Glasses and closed toe shoes are mandatory at *FIRST* Tech Challenge Tournaments. They MUST be worn in the pit area, competition floor and queuing areas. Prescription glasses with ANSI-approved Commercial Off-The-Shelf side shields are allowed. Sunglasses or deeply shaded safety glasses used in our indoor tournament environment are not acceptable. Wearing safety glasses on top of the head does not count as wearing them.

All team members and their guests are expected to behave in a safe manner and obey all safety rules. Individuals not acting safely will be asked to leave the event premises and teams may be disqualified. Please notify an Event Crew member if you have any safety issues or concerns. Please report any illness or injuries to the Pit Administration or event organizers.

Safety glasses will not be provided by the tournament host.

Team Size

The maximum number of students on your team is 15. A *FIRST* Tech Challenge team is made up of pre-college students and is designed for students in grades 7-12. Students cannot be older than high school-aged if they are participating team members. College students and others who have completed high school are welcome to participate in the role of mentor or coach.

Team Check-in

Coaches must submit the following for their teams to the team check-in volunteers:

- **Team Roster & Consent Forms:** Download your team roster from the Team Registration System, print a copy, and bring it to team check-in. Staple additional signed *FIRST®* Consent and Release Forms to the Team Roster for any team member or coach who does not have an electronic consent form on file. A *FIRST* Consent form is required for every team member, coach, and mentor who will be with the team during the competition day.

Your team will receive the following at Team Registration:

- **Drive Team Badges:** Teams will be provided with four (4) badges identifying two (2) student drivers, one (1) coach, and one (1) Human Player. These badges are interchangeable within a team between matches. Only student team members wearing a badge labeled as 'driver' may drive the robot during the match. The Human Player must also be a student. Any team representative found not wearing badges will be asked to leave the competition area immediately.
- **Schedule of Events**: Your team will be provided information about the tournament day, including a competition schedule. A detailed match scheduled will be released following final check-in of all teams on Saturday, March 9.
- **Event Information Sheet:** Event information, emergency procedures, practice table information, pit map, food menu, etc.

Pit Area

The pit area will be open Friday, 6-8pm and Saturday 7:15am. This will be the team's home for the day. Your team will have access to:

- An assigned area no smaller than 8' x 8' to use as a base of operations throughout the tournament.
- One standard-sized 6' rectangular table.
- At least two (2) chairs
- Access to one electrical outlet.

Due to fire codes, please do not place anything above 10'. Tent canopy tops are not allowed as they may block the fire sprinklers. No helium balloons. No highly flammable materials. No tools that would generate sparks.

We recommend that your team brings the following to your Pit Area:

- Your robot and all your robot supplies (batteries, chargers, tools, spare parts etc.)
- A rolling cart to transport your robot to the competition area (and serve as a repair station)
- Laptop computers, monitors and power cords.
- An extension cord, power strip and surge protector
- One-page sheet of things your team/robot excels at, for use when other teams are scouting.
- A team banner or other team sign – to hang from your pit table.
- There will be no staffed robot repair facilities – so bring plenty of spare parts.
- A bin or large bags (like trash bags) to store personal belongings, like coats, under your table.

- Items to share with other teams (optional) – Team flyers, buttons, candy etc.

The pits will have two 12'x12' practice game fields set-up. Please be mindful of your time and other teams' needs. Always practice gracious professionalism!

 Some Pit Area Rules for you to keep in mind:

- Family members, friends and guests may only enter the pits when accompanied by a *FIRST* YPP approved adult team member or volunteer.
- All Team members, coaches, and their guests must wear ANSI-approved safety glasses and closed toe shoes while in the Pit.
- Coaches/Mentors should allow the students to do as much of the work as possible. Remember this is the team's opportunity to shine and students need to make decisions, both good and bad.
- If you need help with your robot, programming, or need a spare part, reach out for help from other teams. You can also ask for help at Pit Admin and they will make an announcement in the pits. Teams in this program help one another- that's gracious professionalism and that's the spirit of *FIRST* !.

Robot and Field Inspection

Inspections will be conducted on Friday evening on a first come first served basis. Hobart Arena will be open from 6-8pm for teams who are able to attend or would like to get their inspections done early. All other inspections will be conducted immediately after check-in on Saturday, March 11.

- Each registered Team may enter only one Robot into the FIRST Tech Challenge Competition. It must be built by the Team and pass inspection pass a full inspection in their gameplay configuration before being cleared to compete.
- A team cannot bring an entire second robot to a competition. If the team would like to display unique parts or mechanisms of the robot, and those mechanisms are not being used at the competition, those may be brought as a visual aid during the Judge Interviews or for display in the Team's Pit area.
- The team's *FIRST* Tech Challenge robot will be required to pass robot and field inspections before being cleared to compete. These inspections will ensure that all robot rules and regulations are met.
- Robots, including the Robot Controllers, Driver Stations, Alliance Markers and any Team Supplied Game Elements (i.e. Team Prop and Drone) will be inspected per the Robot Inspection Checklist and Field Inspection Checklist found in [FIRST Tech Challenge Game Manual 1](#), Appendix B and C.
- Teams are encouraged to bring more than one Drone to the Competition as they could easily be damaged during normal game play.
- Teams are highly recommended to conduct a self-inspection of their robot and submit the completed Robot Inspection forms to the Robot Inspectors.
- If your robot does not pass inspection on its first pass, your team can fix the problem and go back in line for a recheck – no schedule needed.
- Ohio *FIRST* Tech Challenge tournament officials have the right to recheck any robots or Team Supplied Game Elements on Saturday that passed on Friday. If your team does not pass inspection during the inspection period, the team will not be allowed to participate in the qualifying rounds.
- We want every team (and their robot) to participate in the tournament, but teams must be prepared and have a safely built robot that meets specifications.

Team Interviews with the Judges

Panel interviews with two or more Judges will start Thursday, March 7 at 6pm. Teams will be assigned timeslots in advance.

- **Format:** Judging will be done remotely via Zoom. Teams will be assigned a specific time slot. Please arrive 5 minutes before your time. Teams will have 5 uninterrupted minutes to give a presentation. Then, judges will have 10 minutes for a Q&A with the team.
- **What to bring:** Teams are asked to bring their robot to the judge interview. This is the best chance for teams to explain and show their robot design to the judges in a quiet and relaxed environment. Teams will submit their engineering portfolio digitally on FTC Scoring by Sunday, March 3. Teams may also submit the Control Award Form and/or Feedback Request form by Sunday, March 3. Both of these are optional. Teams may also send a link to videos created for the Promote Award or Compass Award. These are also optional.
- **Mentor Participation:** Mentors (limit 2) may watch the judges' interview but must not take part in any way.

The Judges are anxious to hear about your team and the work you have done, so please come prepared to make the most of your time.

Judging does not end after the interview. Some judges will visit the team at your pit table and observe the team on the competition field. Judging of some form goes on for the entire tournament. Please have one or more team members staffing the pits until the end of the qualification rounds to talk to the judges.

Opening Ceremony

Prior to the start of the Robot Competition, join us for the Opening Ceremony! This is a fun celebration that opens the spectator portion of the event and will occur after the judging sessions are complete.

Spectators

FIRST Tech Challenge Events are free and open to the public; however, the inspection and judging portion of the event is closed to the public. Come enjoy the opening ceremony and robot competition!

Please be aware of areas that require safety glasses, such as the pits.

In order to avoid interference and to ensure the safe and responsive control of the robots, Wi-Fi hot spots (such as on phones) must be disabled.

Robot Competition

Your team is responsible for knowing and understanding the *FIRST* Tech Challenge Game Rules and Procedures. All of the game and season materials can be found in the *FIRST* Tech Challenge Resource Library.

Up to four (4) team members are permitted in the competition area and each must be wearing a Drive-Team member badge. Any team representative found without a badge, safety glasses or appropriate shoes will be asked to leave the Competition Area immediately.

- **Queuing**
  - The event runs on match <u>order,</u> not match <u>time</u>. Be ready! It is the teams' responsibility not to miss their match. The volunteers who perform Team Queuing will help, but teams must watch the schedule and be ready. It is recommended that someone from the team is assigned to watch the time and match progression.

- **Qualification Matches**
  - Teams will be randomly matched into 2-team alliances for the qualification matches. The schedule will be published once all teams have completed morning check-in and passed inspection.
  - Event volunteers will direct you to staging areas and the proper field and alliance position.
  - At the end of each match, teams will go back to Pit area or watch other teams from the spectator viewing area.
  - At the conclusion of each match, Qualifying Points and Ranking Points are awarded in accordance with *FIRST* Tech Challenge Game Manual Part 1

- **Alliance Selection and Elimination Rounds**
  - Immediately following the qualification rounds, teams are asked to select a team representative for the alliance selection process.
  - The Alliance selection process will lead to four 3-Team Alliances for the Elimination Rounds.

Judged Awards

Criteria for this season's award can be found in this season's FTC Game Manual Part 1.

- Inspire Award
- Think Award
- Connect Award
- Innovate Award, sponsored by RTX
- Motivate Award

- Design Award
- Control Award (Requires Submission Form)
- Promote Video Award (Optional Submittal)
- Compass Video Award (Optional Submittal)
- Judges Choice Award (Optional by Judges)

Note: To be considered for non-video judged awards, a Team must submit an Engineering Portfolio.

Video Submission Guidelines:
Send video link to Bre Holt at bholt@firstpartners.org by Sunday, March 3 at 11:59pm. Please send us a YouTube link to your video. Please ensure that the privacy setting will allow for judges with the link to view the video.
Only one video submission per Team will be considered. Teams must have permission from the copyright owners for music used in the video. Music and permissions must be listed in video credits.

World Championship Advancement

Three (3) teams from the Ohio FIRST Tech Challenge Championship will be invited to advance to the *FIRST* Tech Challenge World Championship to be held on April 17-20, 2024, in Houston, TX.

What is Gracious Professionalism®?

Gracious Professionalism® is part of the ethos of *FIRST®*. The idea and phrase are found throughout *FIRST*, but no one has been a stronger champion than *FIRST* Executive Advisory Board Co-Chair & Distinguished Advisor, Dr. Woodie Flowers. "*Gracious Professionalism* is a way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community. With *Gracious Professionalism*, fierce competition and mutual gain are not separate notions. Gracious Professionals learn and compete like crazy but treat one another with respect and kindness in the process."

We expect all team members, volunteers, coaches, and families to behave as Gracious Professionals.

Tournament Cancellation Policy

The decision to reschedule or cancel an event is not taken lightly. The situations most likely to cause this include, but are not limited to:

- Severe weather conditions
- Exceptional circumstances (including extended power outage, loss of heating/air conditioning, loss of water, fire, natural disaster, etc.)
- Significant illness that might involve the closing of a facility prior to an event.

The Ohio *FIRST* Tech Challenge Program Delivery Partner will determine if there will be a delay, early dismissal, or cancellation of the event. Cancellation of the event will be announced in emails sent to the team's main and alternate contacts as designated in the team's registration with *FIRST*, and the Ohio FTC Facebook.

Competition Preparation

Students…

- Understand the rules competition rules in Game Manual 1 and Game Manual 2 and also review the updates and clarifications in the FTC Q&A Forum .
- Practice the judge presentation, practice answering potential questions, practice driving the Robot (with other robots on the field if possible); test the programming, test the autonomous mode, test every part of the Robot. Practice and Testing are how top teams prepare for their events.
- Complete a robot self-inspection using the available robot and field inspection checklists
- Complete your Control Award submission form
- Build a pit display to share your Team accomplishments with Judges, Teams, and other Volunteers.
- Practice and understand the alliance selection process. Understand how other teams fared at other competitions https://ftc-events.firstinspires.org/ or www.ftcstats.org/2024/ohio.html and establish a scouting process for Championship day,
- Publicize your team and event in your school or community.
- Get excited and make sure to have fun!

Mentors…

- Review the Mentor Manual, and documents/checklists in the FTC Competition Preparation Library.
- Ensure that each team member is registered and has obtained parent consent in the online Youth Team Member Registration System.
- Consider ordering team t-shirts, spirit items and sufficient safety glasses for everyone on the Team

Packing Short List (a few suggestions)

- ☐ Team Paperwork (incl. emergency contacts)
- ☐ Team Roster
- ☐ Consent & Release
- ☐ Event Specific Paperwork
- ☐ Robot Wheeled Cart / Container(s)
- ☐ Basic tools for repairs
- ☐ Duct Tape and Hot Glue
- ☐ Spare robot electrical & mechanical parts
- ☐ Power Strip with Surge Protected Outlets
- ☐ Phone chargers
- ☐ Extra Robot Batteries and Battery chargers
- ☐ Driver Station Gamepads
- ☐ Motorola Android Phones (if using)
- ☐ REV Driver Hub (if using)
- ☐ Laptops and Cords
- ☐ Team swag and pit display
- ☐ Food, Drinks and Snacks
- ☐ Gracious Professionalism
- ☐ Team Designed Game Elements
- ☐ Your red and blue alliance markers
- ☐ Your Engineering Portfolio
- ☐ Your Engineering Notebook
- ☐ Scouting Forms (if using)
- ☐ Safety Glasses and Closed-Tie Shoes
- ☐ THE ROBOT!