



Dear Coach,

**Congratulations** to you and your team for advancing from your Qualifying Tournament to the Purdue Fort Wayne **FIRST**® LEGO League Indiana Championship to be held on December 12, 2020!

The Purdue University Fort Wayne College of Engineering, Technology, and Computer Science (ETCS) Outreach Office is coordinating this remote tournament as part of the Indiana Dual Tournament Season held in partnership with **FIRST in Indiana Robotics (FIN)**. We are also pleased to have support from so many faculty, staff, and community volunteers.

### Championship Confirmation

**PLEASE CONFIRM YOUR TEAM'S SPOT AT THE CHAMPIONSHIP TOURNAMENT ASAP!**

**Confirm attendance at the Championship Link:** [https://www.etcs.pfw.edu/~fll/official\\_tourney/teams/confirm.php](https://www.etcs.pfw.edu/~fll/official_tourney/teams/confirm.php)

**Please email me if you will not be participating ASAP so we can offer your spot to the next team on your Qualifier's list.**

**The online confirmation link will require the following information:**

- Identify the Qualifying Tournament that your team(s) advanced from this past weekend
- **FIRST** LEGO League Team Number and Team Name (Team name must be the same as used for the Qualifier)
- 2 Coaches' Names, emails, and preferred phone
- Organizational name (if applicable)
- \*Preferred mailing address **for results packet, medals, AND awards if your team is selected for an award.** Keep in mind that this package may be delivered over holiday break. We intend to mail everything by Dec. 17<sup>th</sup> but we don't know how long it will take to get to your location.
- An accurate list of team members who will participate in the Championship. This list is compared to the list provided for the qualifier. \*

**\*Important Team Member Requirements:** The same team who participated in the Qualifier and was selected for advancement must participate in the Championship; not an alternate team created for this particular event. If it becomes necessary to include an alternate team member due to the original member's inability to attend because of a conflict or illness, that is allowed. If you have team members who drop out due to other situations, that is fine also. Please notify me of any changes. The team members who are on the list a coach provides will be expected to participate in the judging session. These rules are intended for a sense of fair play for all teams. If you have questions or concerns, please contact the tournament director before the tournament.

**Please review the following documents as soon as possible even if you have attended the Championship in the past as there is new information for this year's remote tournament:**

- General Tournament Schedule; individual team assignments and the link for each judging session will be sent mid-week after the Thanksgiving holiday.
- **Team Tournament Information: Please read BEFORE THE TOURNAMENT**
- Robot Game Video Guidelines (same document as received for Qualifier with deadline and link for submission)
- Judge Session PDF Guidelines (same document as received for Qualifier with deadline and link for submission)
- Judge Session for Teams
- Required and Optional Awards
- Rubrics used by Judges

### Coach Meeting

There will be a video conference Coach Meeting held on Monday, November 30, 2020 at 5:00 PM (Eastern). We are holding this meeting much earlier than the usual coach meeting held at the tournament. We will share logistical information about how the remote competition will proceed and reminders of what is needed for the Robot Run recordings to make sure everyone has their questions answered. Please have at least one coach on this web call especially if you have questions. Shane Pickett, Regional Head Referee, will be on there with me in case you have robot game questions you would like him to clarify. This meeting will be recorded for later listening if needed.

### Website Information

**Website Information:** Check the Purdue Fort Wayne Championship website periodically for new information: [www.etcs.pfw.edu/fll](http://www.etcs.pfw.edu/fll)

### **Coach Mentor and Motivation Awards**

Other than the Required Awards described in the attached award document, the only optional awards that will be presented are the Coach Award and the Motivation Award. The Coach Award goes to the coach or mentor whose leadership and guidance is clearly evident and best exemplifies the FIRST Core Values. Teams can nominate their coach for this award. Here is the link for submission of any coach nominations: <https://forms.gle/BstpL1gU67JvL51K7>

The Motivation Award celebrates a team that embraces the culture of *FIRST* LEGO League through team building, team spirit and displayed enthusiasm. This award will be selected by the Core Values judges with approval from the other judges. See the Tournament Information for other details regarding awards.

### **Tournament Confirmation and Fee Payment**

When you submit the online confirmation for attending the Championship, **you will receive a printable confirmation form with directions about fee payment including a link to submit a charge card payment. The registration cost has been reduced this year to \$35 with an additional late fee of \$5.00 if paid after December 11, 2020. There are two options for payment:**

- 1. Credit card using the payment link provided in the confirmation form**
- 2. PO; note that the payment which follows your PO must arrive before January 15, 2020 or is considered late.**

Print/save the confirmation form and follow directions depending on your payment option by **Thursday, December 10, 2020**. This is the form where you can indicate where to have results and medals sent.

**Team Registrations, Media Consent and Release Forms, Privacy:** All coaches must ensure that their team members are registered with *FIRST*. All team members and coaches are required to complete the *FIRST* LEGO League Consent and Release Form online which will be indicated on your Team Roster in your *FIRST* Dashboard. This year, *FIRST* is not accepting a paper version of this form for reasons pertaining to online, remote recordings and images of your team members. We are committed to keeping your information and that of your team members private. We follow all rules pertaining to never posting team member names on pictures or passing on Coach or volunteer emails or personal contact information without consent. These guidelines are required by both *FIRST* and also Purdue University Fort Wayne.

On behalf of the Purdue Fort Wayne Championship Tournament Committee, **I want to extend sincere congratulations to each of you for keeping your teams going during this challenging time. You are really amazing!** We admire your volunteerism and your ongoing **dedication, teamwork, and inspiration as a *FIRST* LEGO League coach** and wish you the best in your upcoming team sessions.

Good luck, keep healthy, and we look forward to your participation in the **Purdue Fort Wayne *FIRST* LEGO League Indiana Championship!**

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