Purdue Fort Wayne Indiana Championship Team Tournament Information

Congratulations on advancing to the ***FIRST*® LEGO® League Purdue Fort Wayne Indiana Championship Tournament!** The following guidelines will help your team have a positive tournament experience. See this document online at: www.etcs.pfw.edu/fll

A. Registration Procedure: Team Registration, Fee Payment, Judge//Ref sessions
B. Judging Procedure, Deliberation and Award Distribution
C. Robot Run Scores/Ref Session (optional)
D. Coach Meeting
E. Award Celebration

REGISTRATION: Team Registration, Fee Payment, and Zoom Registration

A. Register: There are three steps to complete your registration for the Championship Tournament.

1. *Participation Confirmation*: When you confirm participation in the Championship Tournament using the link provided in the letter, you are also registering because all the information you entered when applying for a tournament transfers to the Championship Tournament. Once you submit your confirmation, you will see this information and have the opportunity to make any changes and **confirm the address where you would like the results, medals, and awards to be delivered most likely the week after the tournament**. **Print a copy of the confirmation form (adding any of your changes) and mail this form to us at the address provided by the deadline. We cannot take personally identifiable information with minor names over email.**

2. *Fee payment:* The confirmation information described above **also contains a payment link** where you can either charge your registration fee of $35 or indicate you have a PO number and enter that number. This year the tournament will not be taking personal checks. Please complete this process by the deadline or you will need to pay an additional $5 late fee.

3. ***Important*** *Zoom Registration Directions:* Only team members and two coaches are allowed to be on the Zoom judging session or the Referee session (if one is needed). All team members and coaches using different emails to access the Zoom link, must register. In order to preserve privacy and not identify minors by last name with their visual image and to assist our technical coordinator in moving your team members and you quickly from the Wait Room to Main Session and Main Session to your assigned judge Zoom room, we need each email accessing the link to do the following when they complete the Zoom registration: **Enter first name in the appropriate Zoom box. For last name insert your team's FIRST LEGO League Team Number. Coaches should include the word Coach before their first name. Use an last initial with same names.**

Coach Example:	First Name	Last Name (use your team number)
	Coach Bill	00150
Team member:	Ashley N.	00150

B. Judging: Online Procedure, Judge Deliberation, and Awards

1. *Online Procedure*
   a. Enter the Zoom link during Check-In in the schedule. Please DO NOT enter before the designated check-in time.
   b. ***Check-In/Wait Room***: When entering the Zoom link, team members and coaches will be in the Zoom Wait Room until the Technical Coordinator confirms your email and first name on the registration link. There will be multiple teams in the Wait Room so this may take a few minutes…be patient.
   c. ***Main Session Admittance***: Either Janet North for Judging or Kevin Daily for the Referee Sessions will admit you to the Main Session with all the team members from 4 different teams being judged at the same time. **Please remember, there are other teams in this Main Session at this point.**
   d. ***Judge Room Invitation***: When the time is right, you will be invited to enter your team's pre-assigned judging room. Make sure you (coach) and team members on different computers (if that is the case) accept the invitation to their assigned room. This will put you all in the online room with the judges. You will be greeted by either the Lead Judge or the Judge Assistant at the start of your session. The Lead Judge will guide your team through the online judging session. *Note the Judge Session document in your Championship Packet with a diagram of how the session will "flow". The only change may be your session's Feedback time if the judges complete their feedback early.
   e. ***Exit the Zoom Session***: Once the session is concluded, your team will be invited to leave the Zoom session. Make sure everyone **selects "Leave the Session" and does not select "Leave the Room"**.

2. *Judge Deliberation*: Your team's three-person judge team will work together in completing the team's three rubric scoresheets. Each will complete a rubric and they will deliberate on their impressions particularly for Core Values. At the conclusion of all judging sessions, judges who completed a specific rubric (Robot Design, Innovative Project, and Core Values) will meet with other judges in that category to select award winners. Tools they will use to make these decisions include rubric ratings, overall team rankings in that category based on rubric ratings, and sharing their impressions with the other judges not in their session. **Teams may only win one award unless they also win a robot game award.**

3. *Awards*: This year all tournaments will use the same awards for their teams. All FIRST LEGO League Challenge Tournaments will award an overall award in Robot Design, Innovative Project, Core Values, Robot Game, and Championship. The Championship Tournament will give a first and second place award in each of these categories. These are considered the "core awards" for tournaments. The Championship tournament will use the FIRST guidelines to determine the Championship and Runner Up team and additional ranked teams considered for national/international tournament invitations. These guidelines indicate that the four main components of the competition receive equal weight: Robot Design, Project, Core Values and Robot Game. Judges strive to identify the most well rounded team with the highest quality performance in their ratings and rankings with all aspects of the Challenge. The Season 1 Champion Award winner will be invited to compete against the Season 2 Champion Award Winner for the one Indiana invitation to the World Festival. This online competition will occur after the Season 2 Championship in February; exact date to be determined. Other invitations for national or international events may come to Indiana and these will be divided between the Season 1 and Season 2 championship high ranking teams. In following FIRST LEGO League guidelines, teams are eligible for one award recognition except if a team also wins the Robot Game or a local award. A Coach award will also be given if there are nominations. The Championship will also give one award called Motivation Award for the team displaying team spirit, enthusiasm, and energy in their judging sessions.

C. Robot Match Scores and Optional Referee Session

1. *Robot Game Rules and Scores*: Referees will follow official Robot Game Rules and use Score Sheets when they review each team's recorded robot run. Each robot run for the Championship will be reviewed by two referees and any question or concern will be directed to one of two Head Referees for a third review. Coaches will receive a copy of the completed scoresheets on or before Friday, Dec. 11. Please review the scoresheets immediately in case action is needed. (see #2)

2. *Action Needed: Referee Question/Concern Session (Optional):* Championship referees will not be discussing each of the recorded robot runs with teams during a requested session. Please focus your question (if your team member(s) have one) on the BEST of the robot runs (the score that really counts); not all of them. Online time is limited similar to what it would be at a face to face tournament and the Head Referees want to focus on the robot run that will make a difference for a team during your referee session.

   * Important! **If you would like to use your pre-assigned referee session, you are required to complete a short online survey in which you indicate the following: team number, name, robot run in question, link to that run, check the mission(s) in question from the list provided and write a short sentence or two in the appropriate box in the survey explaining your complaint, question, or concern about each mission if there are more than one in question. This survey must be submitted by 8:00 PM (Eastern) on Friday night. If you submit this form, the refs will be online at your designated time in the schedule. If you do not complete this form, there will no referee online at your team's designated time and your team will forfeit that session. Only one or two team members may ask the referee the question or state the concern; this is not a discussion between coach and referee although a coach may listen to the conversation**

D. Coach Meeting:

Instead of holding the usual coach meeting at the event, we are holding a meeting online on **Monday, November 30 from 5:00-6:00 (Eastern).** Please have one of your coaches listening to this meeting. We will review what is needed on the robot run recordings to avoid referee questions or concerns. We will briefly review the judging session procedures and answer questions. If you cannot be on this web meeting, it will be recorded for you to listen to at your convenience. **A link will be sent to all coaches for this meeting on Monday morning.**

E. Award Ceremony

Season 1 FIRST LEGO League Challenge Celebration and Championship Award Ceremony will be offered online on Wednesday, December 16th from 7:00-8:00 PM (Eastern) hosted by FIN (FIRST in Indiana Robotics). It will be a celebration identifying all teams from Season 1, recognizing the winners of the Champions Award from each Season 1 Qualifier and announcing all results from the Purdue Fort Wayne Indiana Championship. A Twitch link will be given to all teams after the Season 1 Championship Tournament.

Purdue Fort Wayne Indiana Championship website: **www.etcs.pfw.edu/fll**