Running a Successful Impact Sub-team

as a small, underfunded, & student led team.

Table of Contents

OUTREACH

Planning and running successful community outreach events.

Choosing an Event

Finding an Event

Facebook Events
- Simply find a local event that might be good to have a robot demo at and then message the page that is hosting the event.

Connecting with People
- If a mentor, parent, or other student want an event planned have them connect you with the event coordinator and send them an email.

Sponsor Presentation
- This is a presentation to gain a potential sponsor or thank a business that already sponsors us. Most of the time these are requested by the sponsor themselves.

Sample Email / Message (ALWAYS use one of the team accounts if possible.)
- Hi my name is Chloe, I'm with FIRST Robotics Team 34 based at the Limestone County Career Technical Center in Athens. We are a high school team that is challenged to design, build, program, and market a robot for competitions. We would love to come demo our robot at your upcoming event. Please let us know if we would be able to do this! Thank you, Chloe & Team 34.

Occasionally an event will say that you need to pay an application fee in order to have a booth, in this case just explain that we are a non-profit organization that will only be demoing and not selling anything, then ask if it would be possible for them to waive or sponsor that fee.

Planning the Event

Once the Date & Time is Set
GroupMe (If you plan on telling the team about the event via GroupMe.)
Example Message
- Hey guys! We are gonna be demoing the robot at the Athens Festival on August 1st from 4-6pm. This will be on the square at 123 Athens St. Athens, AL 35614. Please like this message if you plan to attend!

Google Sheets
- Use the "Presentations/Volunteer Events" google sheet and add all of the event info to it's own column. Then send a message in the group chat as a reminder to sign up via the google sheet.

Google Calendar
- Remember to add the event, time, location, etc to the team's "events" Google Calendar.

All of these must be complete before the team is "set" to go to an event!

Robot Transportation & Loading
If you're planning to demo the robot at this event you'll need to find someone to transport it and then also set a date and time where you will have someone to let you into the building to load.

Make sure if you plan on having the robot there you have someone to drive it and help with any code issues.

Event Prep & Packing

- Always remember to give yourself at least 30 minutes to pack before an event plus the travel time from tech to the event.
- You will also need to remind someone or stop by tech at least a day before the event to charge robot batteries & the drive station if they are needed at the event.
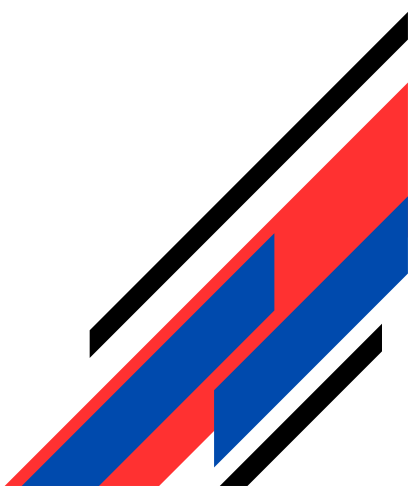
Packing List

Robot

- Robot
- Robot Cart
- 3+ Batteries
- Red Bumpers
- Extra Tools
- Game Piece
- Charged Drive station

Outreach Tote

- Giveaways
- Tablecloth
- Rocket Prop
- Business Cards
- Donation Box
- Square Reader
- Small Tubs & Business Card Holders
- Craft Supplies (glue, scissors, paper, crayons, etc)

If Needed

- Table
- Tent
- Tarp
- Camera

The Event

- Always arrive 10-30 mins before the event starts to set up.
- If you don't already know where you will be setting up find the event coordinator immediately to find that out.

Set Up

- Always set up calmly, organized, and professionally. You are representing the team the entire time you are at the event including set up and tear down.
- If setting up a tent and table always set the table where it is facing the crowd from at least one direction.
- Have the driver be powering on the robot while everyone else is setting up.
- Tuck extra belongings under the table cloth. (keys, boxes, batteries)

Outreach

- Speak to EVERYONE that comes by the booth. Tell them about the team, ask if they wanna see the robot or interact with their children.
- Speak clearly and don't overdo it, if they want to know more they will ask questions. BE PROFESSIONAL, (no eating while speaking, etc)
- Make sure everyone at the event is interacting with people and not just sitting there on their phones/talking to each other.

Make sure to take pictures or have someone take pictures! Even if you don't have the camera, it is perfectly okay to take them on a phone.
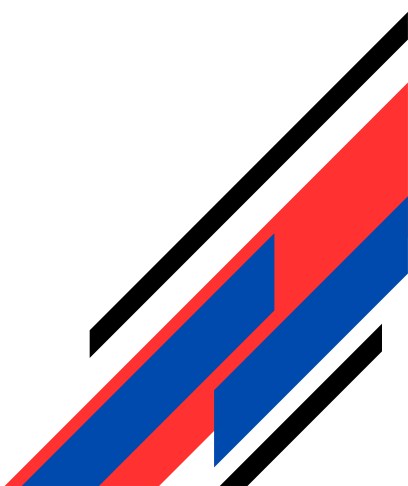
After the Event

Packing Up
- Wait until the event is OVER to start packing up.
- If the event is super dead towards the end you are welcome to do a "soft pack up" where you pack everything you don't need if a person comes by but leave out giveaways & the robot until the event is over.

If you are in charge of the event in place of a mentor/adult, you must stay until all other students have left.

Unloading
- Make sure you have someone to unlock the doors and help you unload before heading back to tech.
- Put everything back exactly where it should be.
- Charge batteries and Drive station.

Documentation
- Always reach out as soon as possible to the event coordinator in order to find out how many people you reached at the event. Then screenshot those messages for documentation.
- Also upload and post any photos or posts that need to be made.

Camps

Planning, running & volunteering at our camps + LCS Camps.

4th & 5th Grade

Lego Robotics Camp

Overview

This camp is for upcoming 4th & 5th graders from any school (LCS, ACS, LLCA, etc.). Students will design, build, and program Lego Spike Prime Robots and then compete with them. Parents are invited to come the last hour–30 mins for final matches and a closing ceremony. The camp is from 8am–12pm and cost $60 before the due date and $70 if late.

Planning

- This camp is always hosted during the summer & in the Big Room.
- <u>Make sure to publish this camp before school gets out so the teachers can send it home to with their students.</u>

Choosing a Date

- Choose a Saturday in June or July that is NOT the same week as the LCS Middle School Camp or LCS Manufacturing Camp.
- When using the big room make sure to contact tech administration to make sure the room is available that day.

Marketing

- As soon as the date/time is chosen make sure to make a flyer with all of the info.
- This flyer should include the date, time, brief explanation, location address, price (& payment due date), and a QR Code to the sign up form and payment area.

The sign up and pay due date should be at least a week before the day of the camp to insure that there is enough supplies for all of the students.

4th & 5th Grade

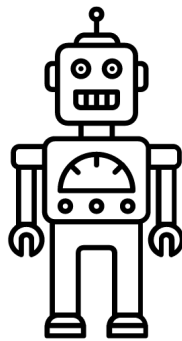# Lego Robotics Camp

Example Flyer & Form

TEAM 34 ROCKET'S

4TH & 5TH GRADE

LEGO ROBOTICS SUMMER CAMP

June 8th 8:00am – 12:00pm

For any rising 4th or 5th grader!

Students will build and compete with LEGO Spike Prime Robots!

Please register at the link below, registration is $60 until June 1st or $70 after June 1st.

Limestone County Career Technical Center
505 E Sanderfer Road Athens, AL

Please fill out the form at the QR code or the site linked below.

https://forms.gle/utx2TtUkVso5oTQY9

Please send any questions to our email, rocketsteam34@gmail.com

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4th & 5th Grade

Lego Robotics Camp

Camp Prep

Groups

- Prior to the event you will need to split all of the signed up students into groups, we normally have around 5 groups with 5-6 kids in each.
- You will also need to have these groups printed out for the registration desk and have each kids group number on their name tag.

Name Tags & Certificates

- Make a name tag and certificate for each of the kids signed up, name tags will be given out at the registration table and certificates will be given at the closing ceremony.
- Get the certificates printed in color and preferably on cardstock.

Robots

- As soon as the date for the camp is set you will need to get in contact with Mrs. Perry or whoever is over the LCS Robotics Camp and get 6-10 Spike Prime boxes.
- Prior to the camp you will need to go through these boxes and assure all the pieces are there and the brain in each of them is charged.

Computers

- You will need 1 computer for each group, Chromebooks are preferred and they should have them at tech but you will need to get in touch with the computer lab prior to the camp.

Robotics Competition

- You will need to borrow pieces for the robotics competition from Mrs. Fowler, she has lots of old FLL challenge pieces.
- When choosing pieces to borrow try to get some of the following challenges, pulling, pushing, pressing up or down, a moving piece that goes off of the table.

4th & 5th Grade

Lego Robotics Camp

Setting Up
Try to have the camp set up 1-3 days before the event itself.
- Set a date for set up and send it in the GroupMe & add it into the calendar as soon as possible to get the most people to come help.
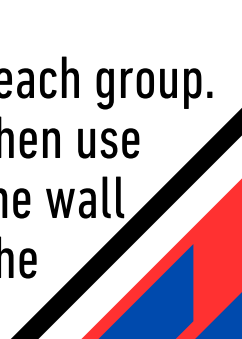
Shopping Before Hand
- A table cloth for the registration table, additional table cloths for group tables (not necessary), prizes for the winning team, balloon arch strip and balloons, and other photo booth props.

Registration Table Setup
- Have the registration table set up in the front office with a table, table cloth, 2 chairs, and our team banner.
- On the registration table should be a list of students names and groups, their name tags, liability forms, and multiple pens/highlighters.

Big Room Set Up
- Have 1 long table set up on each side of the middle column, one for a practice table and one for the competition.
    - Set up the competition table and label each challenge piece with a point value using painters tape, try to have the point value be at an even number if all challenges are completed.
    - Label each table "Challenge" or "Practice"
- Set up one table for each group of students and label each of them with a group number
    - Set a schedule, Lego robotics box, and computer at each group.
- Use the balloon arch strip to make the balloon arch and then use ribbon or fishing line to attach it to the tacks already in the wall (there should be tacks at each of the big pictures above the concrete wall.

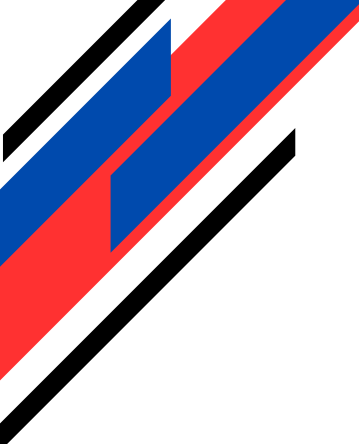# 4th & 5th Grade

Lego Robotics Camp

Example Schedule

Schedule

7:50-8:15am	**Registration**
8:15-8:30am	Introduction
8:30-9:30am	Robot Building
9:30-9:45am	Break Time
9:45-10:30am	Programming
10:30-11:20am	**Practice Matches**
10:30-10:35am	Group 1
10:35-10:40am	Group 2
10:40-10:45am	Group 3
10:45-10:50am	Group 4
10:50-10:55am	Group 5
10:55-11:00am	Group 1
11:00-11:05am	Group 2
11:05-11:10am	Group 3
11:10-11:15am	Group 4
11:15-11:20am	Group 5
11:20-11:45am	**Final Matches**
11:45-12:00pm	Closing Ceremony

WELCOME!

Building Guide

spike.legoeducation.com

4th & 5th Grade

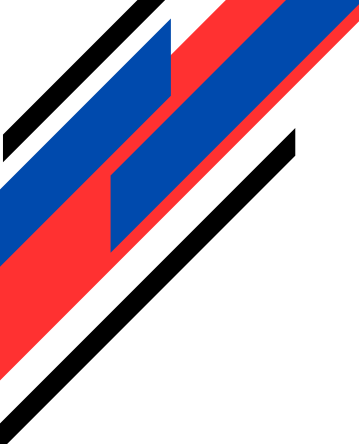# Lego Robotics Camp

Day of the Camp
- Arrive at least 30 minutes before the camp starts to finish setting up
  - Place charged brains and computers at the groups
  - Bring our robot into the big room for the students to see
- Play clean music in the big room throughout the day!!!
- Divide our available team members up throughout each of the groups, make sure there is someone with prior Lego Robotics experience at each table if possible.
- Make sure the camera is out and there is a person prepared to take pictures throughout the day.

Registration (7:50-8:15am)
- Have Mrs. Hobson and one outgoing team member at the registration desk to sign in students.
- You will also need at least 1 team member to walk the kids from the front office to the big room.
- During this time have our members making small talk with the kids (have you done robotics before? etc.)

Introduction (8:15-8:30am)
- Do a brief introduction presentation, your name, our team, what they're going to be doing throughout the camp.
- This is also the time where you will point out the restrooms, go over the schedule, and make sure they know to not eat or drink around the robots or the computers.
- Have all of the groups come to the competition table and describe each challenge and its point value.
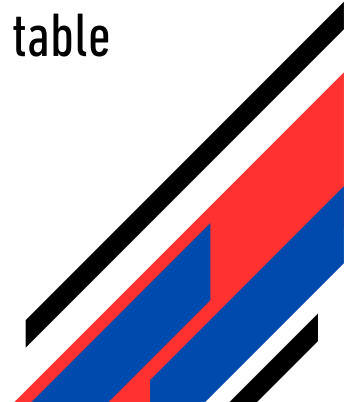
4th & 5th Grade

Lego Robotics Camp

Day of the Camp

Robot Building (8:30-9:30am)

- Have each of the groups go to spike.legoeducation.com
  - Then have them follow a basic building tutorial (make sure they are doing a basic one because they can only use the parts that are in their box).
- Make sure all of the teams go up to the competition table and make a game plan of all of the challenges they want to complete.
- Also make sure that all of our team members are helping their groups but NOT doing the work for them.

Break Time (9:30-9:45am)

- Have all of the students get their snacks and sit in the middle of the floor, they are NOT allowed to touch the robots or computers until they wash their hands after break.

Programming (9:45-10:30am)

- There should be a brief coding section on the spike website however we also have one preprogrammed code to go forward that is on the next page.
- This will be the hardest part so make sure our team is helping where they can.
- If groups get done early they can practice on the practice table or the floor.

4th & 5th Grade

Lego Robotics Camp

Code to go forward
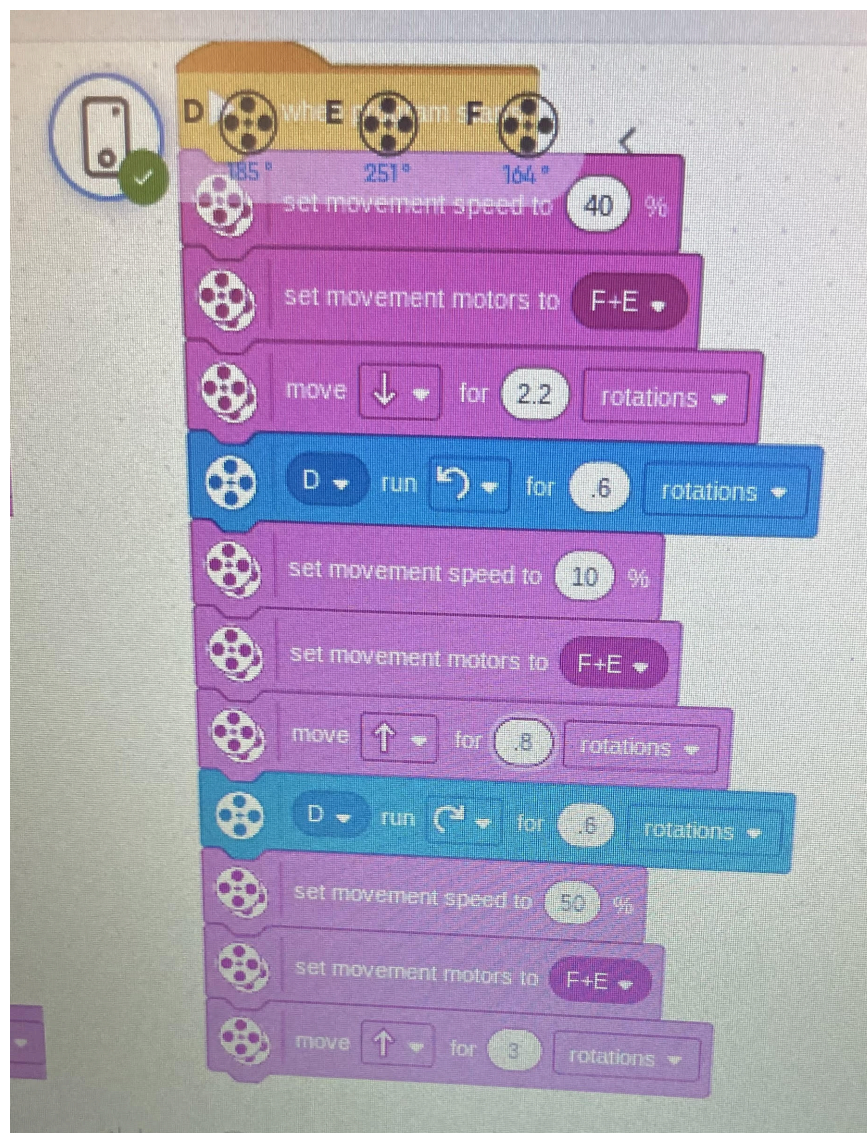
4th & 5th Grade

Lego Robotics Camp

Certificate Example
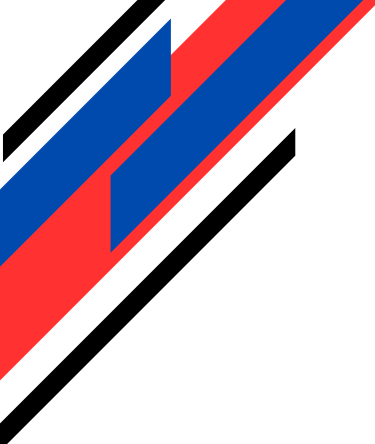
Certificate of Completion

is presented to

Ellen Downing

2025 4th & 5th Grade Robotics Camp

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FIRST
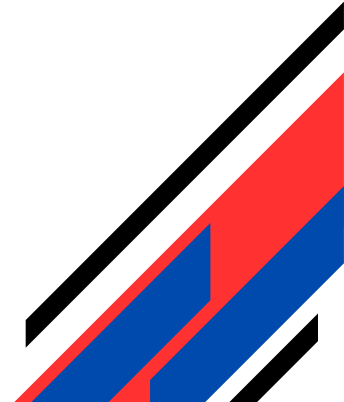
4th & 5th Grade

Lego Robotics Camp

After the Camp

Clean Up

- Wait until all campers and their parents have left until you begin cleaning up.
- Leave the big room exactly how you found it. (with the exception of the balloon arch, this can be left up).
- Don't forget to clean up the front office.
- Make sure that everything that was borrowed gets back to its right place. (Lego kits back to LCS, challenge pieces back to Mrs. Fowler, Chromebooks back to the computer lab.)

Documentation & Post

- Try to make social media post as soon as possible after the event.
- For documentation try to estimate how many family members attended the closing ceremony and add that to the number of campers.
- If parents are asking for pictures or videos sharing the Google Drive folder with them is the easiest way to get those to them.

"In My STEAM Era"
Girls in STEAM Camp

Overview

This camp is for girls ages 6-10 from any school (LCS, ACS, LLCA, etc.) Students will do a Science, Technology/Engineering, Arts, and Math activity. Our camp was Taylor Swift Themed but the themes are interchangeable as long as it contains a S.T.E.A.M Activity. This is an 8am-4pm camp, it was free the year we did it and we provided pizza, chips, and drinks for lunch.

Planning

- This camp is always hosted during the summer & in the Big Room.
- <u>Make sure to publish this camp at least a month in advance to get the word out and have time for registration and prep.</u>

Choosing a Date

- Choose a Saturday in July that is NOT the same week as the LCS Middle School Camp, LCS Manufacturing Camp or the 4th & 5th grade camp.
- When using the big room make sure to contact tech administration to make sure the room is available that day.

Marketing

- As soon as the date/time is chosen make sure to make a flyer with all of the info.
- This flyer should include the date, time, brief explanation, location address, price (& payment due date), and a QR Code to the sign up form and payment area.

The sign up due date should be at least a week before the day of the camp to insure that there is enough supplies for all of the students.

"In My STEAM Era"

Girls in STEAM Camp

Example Flyer & Form

IN MY STEAM ERA

GIRLS IN STEAM CAMP

July 20th | 8am – 4pm

Learn STEM skills with award winning robotics team, Team 34!

Limestone County Career Technical Center
505 E Sanderfer Road Athens, AL, 35614

Learn more information & register at the QR code.

https://forms.gle/yWf4TVZPfX1BPJVD6

"In My STEAM Era"
Girls in STEAM Camp

Camp Prep

Groups

- Prior to the event you will need to split all of the signed up students into groups, we normally have around 5 groups and for this camp we named them based on Taylor Swift Albums. (Red, Speak Now, Evermore, 1989, Debut)
- You will also need to have these groups printed out for the registration desk and have each kids group name on their name tag.

Name Tags & Certificates

- Make a name tag and certificate for each of the kids signed up, name tags will be given out at the registration table and certificates will be given at the closing ceremony.
- Get the certificates printed in color and preferably on card stock.

Robots

- As soon as the date for the camp is set you will need to get in contact with Mrs. Perry or whoever is over the LCS Robotics Camp and get 6-10 Spike Prime boxes.
- Prior to the camp you will need to go through these boxes and assure all the pieces are there and the brain in each of them is charged.

Computers

- You will need 1 computer for each group, Chromebooks are preferred and they should have them at tech but you will need to get in touch with the computer lab prior to the camp.

Robotics Competition

- For this competition we printed eras album covers and made eras themed Lego pieces and the goal of the game was to push each piece into its proper era theme (which were taped to the table). They still got the normal 2:30 mins and 3 rounds. Best score is their final.

"In My STEAM Era"
Girls in STEAM Camp

Camp Prep - Activities

The Alchemy - Borax Crystals
- Link to Instructions
  - https://onelittleproject.com/how-to-make-crystal-stars/

Arts - Paper Rings
- Link to Instructions
  - https://www.wikihow.com/Make-a-Ring-out-of-Paper

Arts - Friendship Bracelets
- Supplies - Beads (color & letter), Stretchy String, Scissors, Plates/Cups
- Pre-cut a variety of stretchy strings to make things go faster.
- Have plates or cups for them to keep their beads in while making them.

Girl Math - Math Decoding
- Printable Decoding sheets will be on the following page.
- Supplies - Pencils with Erasers & Candy or small prizes
- Have everyone start on a simple one, they get candy for each they finish.

Getaway Cars - Technology & Engineering
- Print out 5-10 Album Covers and make corresponding Lego figures to go with each one.
- Tape the album covers in various places on the table.
- Place the Lego figures where they can be pushed into or pulled out of the album cover and use a piece of painters tape to mark where the piece should start each time.
- Use painters table to mark the area where the robot has to start and how many points each era is worth. (The harder the challenge the more points it should be worth but keep it simple since there are younger kids too.

M $7-2=$

R $3+3=$

O $3+1=$

B $4+9=$

F $8-5$

T $2-1=$

S $4+5=$

K $3-3=$

D $9+8=$

L $8+7=$

P $8+4=$

E $9+2=$

I $1+1=$

A $10-2=$

H $9+1=$

C $9+9=$

N $5+2=$

"

$\underline{}$ 9 $\underline{}$ 4 $\underline{}$ 5 $\underline{}$ 8 $\underline{}$ 0 $\underline{}$ 11 $\underline{}$ 1 $\underline{}$ 10 $\underline{}$ 11

$\underline{}$ 3 $\underline{}$ 6 $\underline{}$ 2 $\underline{}$ 11 $\underline{}$ 7 $\underline{}$ **17** $\underline{}$ 9 $\underline{}$ 10 $\underline{}$ 2 $\underline{}$ 12

$\underline{}$ 13 $\underline{}$ 6 $\underline{}$ 8 $\underline{}$ 18 $\underline{}$ 11 $\underline{}$ 15 $\underline{}$ 11 $\underline{}$ 1 **!** "

U	T	M	Y	L
56+38=	21-18=	49+87=	32-16=	99-25=

E	S	A	O	W
63+12=	45+33=	87-69=	42-30=	7+77=

C	H	N	P	I
84+55=	32-28=	80-36=	10+78=	31-17=

"___ ___ ___ ___ ___ ___ ___   ___ ___ ___ ___ ___
 16 12 94 139 18 44 3   78 88 75 74 74

  ___ ___ ___ ___ ___ ___ ___
  18 84 75 78 12 136 75

  ___ ___ ___ ___ ___ ___ ___   ___ ___ !"
  84 14 3   4   12 94 3   136 75

✦ GIRL MATH ✦

O 9X3=	**I** 2X9=	**W** 4X4=	**T** 9X5=	**D** 2X11=
A 6X6=	**G** 4X5=	**H** 6X4=	**E** 4X7=	**N** 7X7=
C 5X10=	**M** 2X5=	**L** 8X7=	**V** 3X4=	

"

___ ___ ___ ___   ___ ___ ___ ___   ___ ___ ___
56 27 49 20   56 18 12 28   36 56 56

___ ___ ___   ___ ___ ___ ___ ___   ___ ___
45 24 28   10 36 20 18 50   16 28

___ ___ ___ ___ !"
10 36 22 28
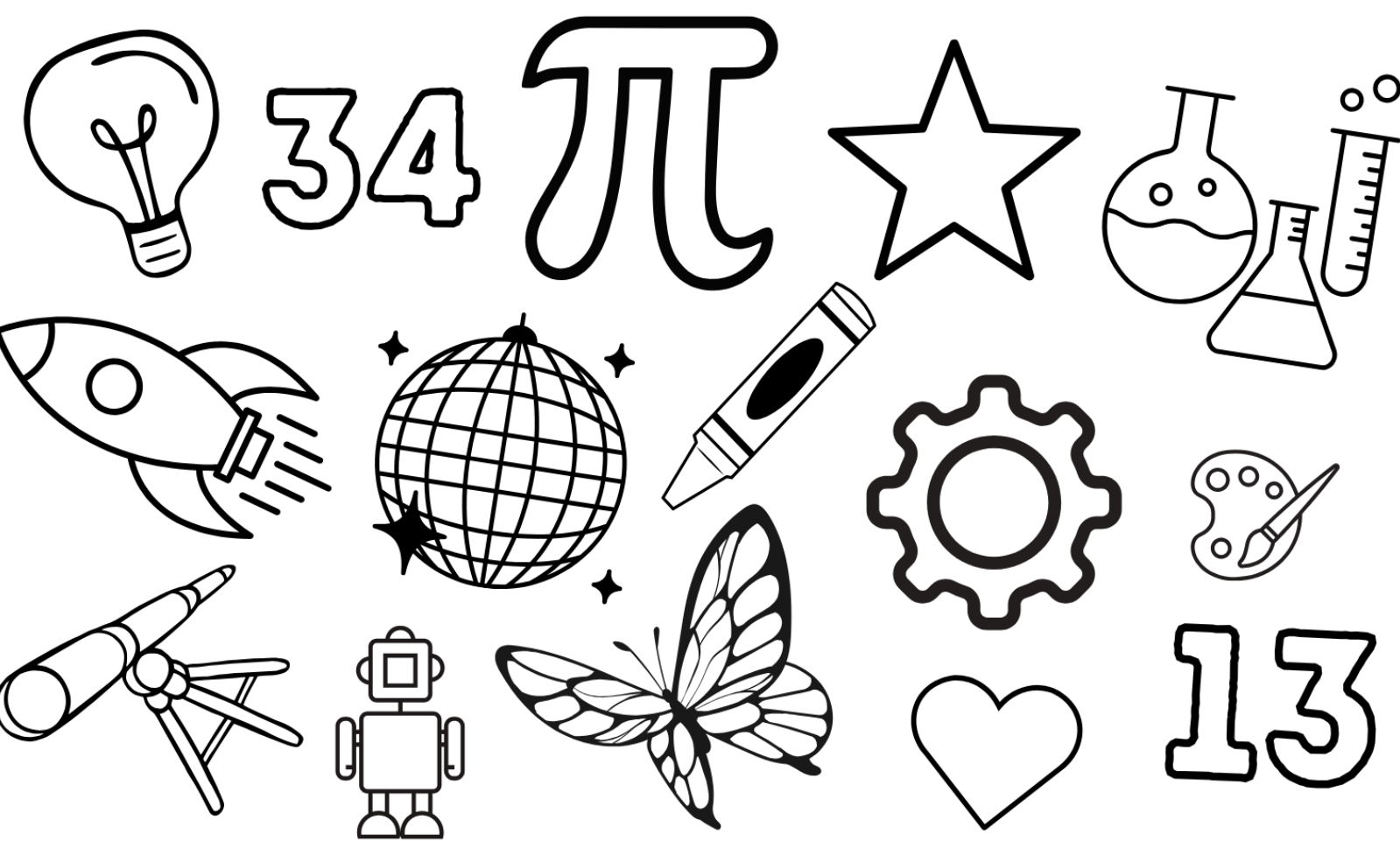
IN MY STEAM ERA

"In My STEAM Era"

Girls in STEAM Camp

Slideshow + Activities

WELCOME TO
TEAM 34 ROCKET'S
IN MY STEAM ERA
GIRLS IN STEM CAMP!

IN MY STEAM ERA
TEAM 34 ROCKETS - SETLIST

7:50-8:15AM REGISTRATION & INTRO	12:15-1:15PM ROBOT BUILDING
8:15-9:00AM BORAX CRYSTALS	1:15-2:15PM PROGRAMMING
9:00-9:45AM DECODE THE LYRICS	2:15-2:30PM BREAK TIME
9:45-10:30AM FRIENDSHIP BRACELETS	2:30-3:15PM MATCHES
10:30-11:15AM PAPER RINGS	3:15-3:30PM EXPO SETUP & CLEANING
11:15-12:15PM LUNCH	3:30-4:00PM CLOSING CEREMONY

IN MY SCIENCE ERA
THE ALCHEMY

Alchemy Definition: The medieval forerunner of chemistry based on the supposed transformation of matter.

The Alchemy
Taylor Swift
0:17 —3:00

IN MY ART ERA
"MAKE THE FRIENDSHIP BRACELETS"

Friendship Definition: A state of mutual trust and support between people; the state of being friends.

You're On Your Own, Kid
Taylor Swift
0:10 —3:04

IN MY MATH ERA
"WHO ELSE DECODES YOU?"

Decode Definition: Convert a coded message into an intelligible language.

The Tortured Poets Department
Taylor Swift
0:03 —4:50

IN MY ENGINEERING ERA
GETAWAY CARS

Engineering Definition: The branch of science and technology concerned with the design, building, and use of engines and machines.

Getaway Car
Taylor Swift
0:02 —3:52

IN MY TECHNOLOGY ERA
GETAWAY CARS

Block Code Definition: A type of programming where a user can drag and drop different commands to create a program.

Getaway Car
Taylor Swift
0:02 —3:52

"In My STEAM Era"
Girls in STEAM Camp

Camp Prep

Groups

- Prior to the event you will need to split all of the signed up students into groups, we normally have around 5 groups and for this camp we named them based on Taylor Swift Albums. (Red, Speak Now, Evermore, 1989, Debut)
- You will also need to have these groups printed out for the registration desk and have each kids group name on their name tag.

Name Tags & Certificates

- Make a name tag and certificate for each of the kids signed up, name tags will be given out at the registration table and certificates will be given at the closing ceremony.
- Get the certificates printed in color and preferably on card stock.

Robots

- As soon as the date for the camp is set you will need to get in contact with Mrs. Perry or whoever is over the LCS Robotics Camp and get 6–10 Spike Prime boxes.
- Prior to the camp you will need to go through these boxes and assure all the pieces are there and the brain in each of them is charged.
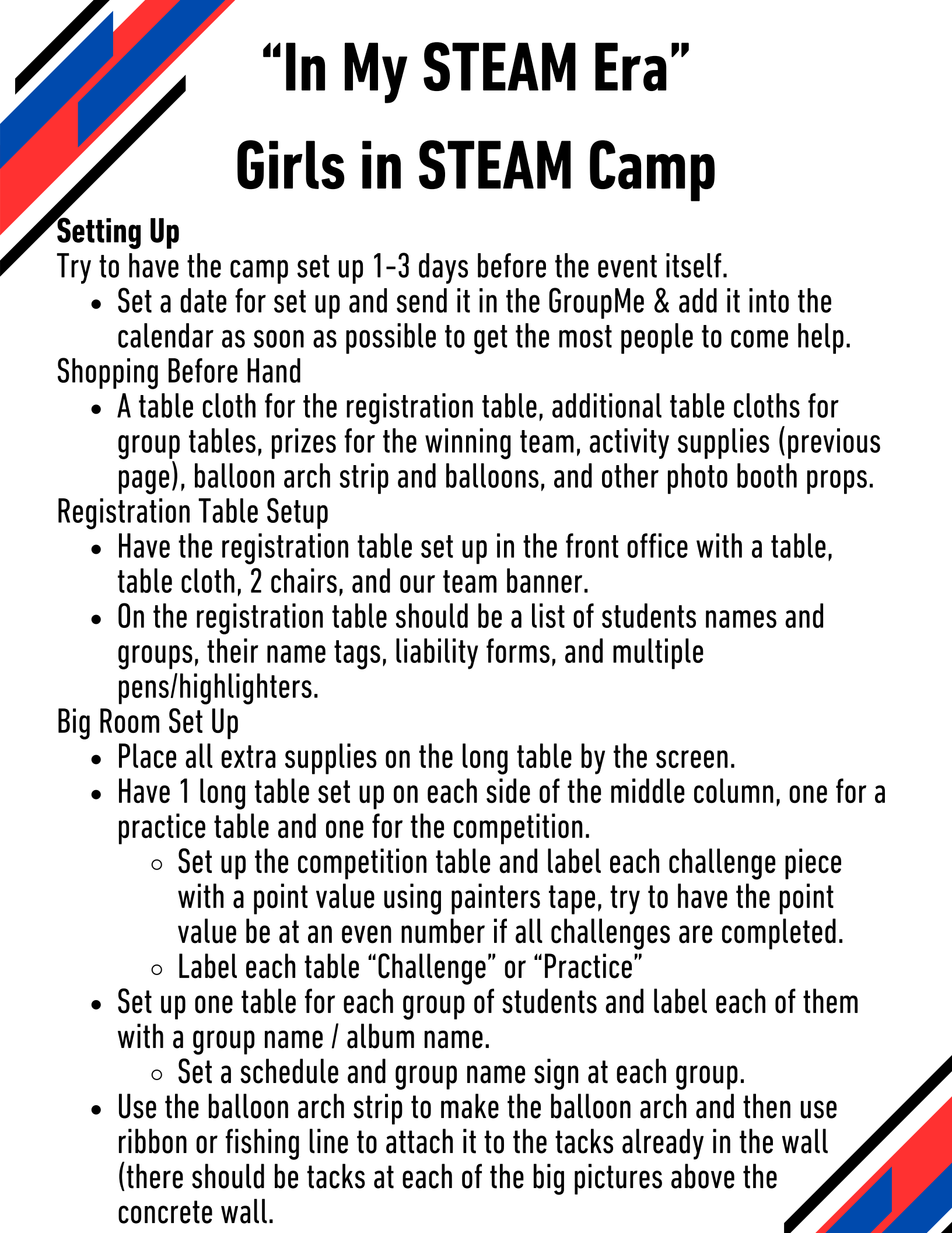
Computers

- You will need 1 computer for each group, Chromebooks are preferred and they should have them at tech but you will need to get in touch with the computer lab prior to the camp.

Robotics Competition

- For this competition we printed eras album covers and made eras themed Lego pieces and the goal of the game was to push each piece into its proper era theme (which were taped to the table). They still got the normal 2:30 mins and 3 rounds. Best score is their final.

Lunch/Pizza – Make sure you call a few days ahead just in case!

"In My STEAM Era"
Girls in STEAM Camp

Setting Up
Try to have the camp set up 1-3 days before the event itself.
- Set a date for set up and send it in the GroupMe & add it into the calendar as soon as possible to get the most people to come help.
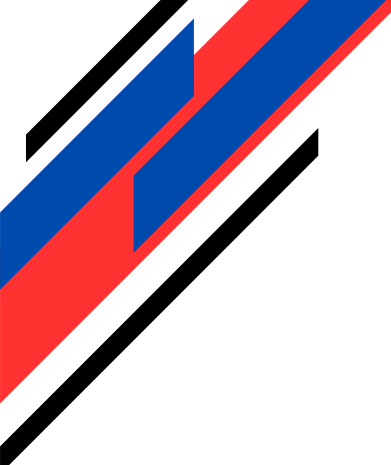
Shopping Before Hand
- A table cloth for the registration table, additional table cloths for group tables, prizes for the winning team, activity supplies (previous page), balloon arch strip and balloons, and other photo booth props.

Registration Table Setup
- Have the registration table set up in the front office with a table, table cloth, 2 chairs, and our team banner.
- On the registration table should be a list of students names and groups, their name tags, liability forms, and multiple pens/highlighters.

Big Room Set Up
- Place all extra supplies on the long table by the screen.
- Have 1 long table set up on each side of the middle column, one for a practice table and one for the competition.
  - Set up the competition table and label each challenge piece with a point value using painters tape, try to have the point value be at an even number if all challenges are completed.
  - Label each table "Challenge" or "Practice"
- Set up one table for each group of students and label each of them with a group name / album name.
  - Set a schedule and group name sign at each group.
- Use the balloon arch strip to make the balloon arch and then use ribbon or fishing line to attach it to the tacks already in the wall (there should be tacks at each of the big pictures above the concrete wall.

"In My STEAM Era"
Girls in STEAM Camp
Schedule Example

IN MY STEAM ERA
TEAM 34 ROCKETS - SETLIST

7:50-8:15AM
REGISTRATION & INTRO

8:15-9:00AM
BORAX CRYSTALS

9:00-9:45AM
DECODE THE LYRICS

9:45-10:30AM
FRIENDSHIP BRACELETS

10:30-11:15AM
PAPER RINGS

11:15-12:15PM
LUNCH

12:15-1:15PM
ROBOT BUILDING

1:15-2:15PM
PROGRAMMING

2:15-2:30PM
BREAK TIME

2:30-3:15PM
MATCHES

3:15-3:30PM
EXPO SETUP & CLEANING

3:30-4:00PM
CLOSING CEREMONY

"In My STEAM Era"
Girls in STEAM Camp

Certificate Example

CERTIFICATE OF COMPLETION

PRESENTED TO

Taylor Swift

ROCKETS TEAM 34

IN MY STEAM ERA CAMP

JULY 20TH 2024

"In My STEAM Era"
Girls in STEAM Camp

Day of the Camp
- Arrive at least 30 minutes before the camp starts to finish setting up
  - Bring our robot into the big room for the students to see.
- Play clean (Taylor Swift) music in the big room throughout the day!!!
- Divide our available team members up throughout each of the groups, make sure there is someone with prior Lego Robotics experience at each table if possible.
- Make sure the camera is out and there is a person prepared to take pictures throughout the day.

Registration (7:50-8:10am)
- Have Mrs. Hobson and one outgoing team member at the registration desk to sign in students.
- You will also need at least 1 team member to walk the kids from the front office to the big room.
- During this time have our members making small talk with the kids (what's your favorite Taylor swift song? etc.)

Introduction (8:10-8:15am)
- Use Slide 1 & 2 of the presentation.
- Do a brief introduction presentation, your name, our team, what they're going to be doing throughout the camp.
- This is also the time where you will point out the restrooms, go over the schedule, and make sure they know to not eat or drink around the robots or the computers.

"In My STEAM Era"
Girls in STEAM Camp

Day of the Camp

Alchemy – Borax Crystals (8:15-9:00am)

- Go over the Alchemy Slide (#3)
- We transitioned to culinary for this part and found that worked well.
- Use the instructions on the activity page to complete the activity.
- **MAKE SURE THEY DON'T TOUCH THEIR EYES OR MOUTH AFTER TOUCHING THE BORAX! Have someone take them to wash their hands after their turn.**

Decode the Lyrics (9:00-9:45)

- Have each girl start with the easiest page and she gets a piece of candy for each one she finishes!
- If they finish early they can use the coloring sheet that is after the math pages.
- If one of the older ones wants to help a younger finish a hard page they can both get a piece of candy afterwards.

Friendship Bracelets – (9:45-10:30)

- Pass out enough pre-cut string for each girl to have 2 and you can cut more for them if needed.
- Put beads at both tables if possible but if not put them on the table in the front and let each group come up and put some in their cup to use. They can come back up if needed.

Paper Rings – (10:30-11:15)

- Use the instructions on the activity page for this one too.
- Let each group come up and each girl can get 2-4 pre-cut papers.
- Make sure each group has at least 1 glue stick depending on size.

Lunch – (11:15-12:15)

- Make sure they clean up after lunch!!!!

"In My STEAM Era"
Girls in STEAM Camp

Day of the Camp

Robot Building – (12:15-1:15)

- Have each group some up to the competition table and show them the task and how many points each is worth.
- Have each group go to spike.legoeducation.com website and build a simple robot using the instructions on there.
- Each groups robot will need a way to push and or pull items.

Robot Programming – (1:15-2:15)

- There is already a basic "move forward" code in this guidebook under the 4th & 5th grade camp section.
- There is also a few coding resources on the spikeprime website that they can use.

Break Time – (2:15-2:30)

- Make sure they do not eat at the tables with their laptops and robots.
- They can eat their break in the floor in the middle of the big room.

Matches – (2:30-3:15)

- Make a match schedule ahead of time based on the number of groups.
- There should be around a minute between each match, matches are 2:30 mins.
- There should be 3 matches and a practice match for each group.
- For the 3 competition matches you need an announcer to announce the group name and their score.
- You will also need a scorekeeper for the matches.

Expo Setup & Cleaning

- Have each of the girls set up their projects at their" group table including their borax crystals that should be done now.
- Have everyone clean up their area and set up chairs for expo.

"In My STEAM Era"
Girls in STEAM Camp

Day of the Camp
Closing Ceremony

- Allow parents to walk around for 5-10 minutes looking at their children's projects.
- Do a brief explanation of what we did throughout the day.
- Announce the winners of the robot game and hand out certificates to all of the girls.
- Explain what FIRST and FLL is and encourage them to start teams and do more research on the importance of STEM.
- Thank everyone for coming and invite them to attend again next year, also mention the 4th & 5th grade robotics camp.
- Have each group dismantle their robot before leaving.

After the Camp
Clean up

- Wait until all campers and their parents have left until you begin cleaning up.
- Leave the big room exactly how you found it. (with the exception of the balloon arch, this can be left up).
- Don't forget to clean up the front office and culinary.
- Make sure that everything that was borrowed gets back to its right place. (Lego kits back to LCS and Chromebooks back to the computer lab.)

Documentation & Post

- Try to make social media post as soon as possible after the event.
- For documentation try to estimate how many family members attended the closing ceremony and add that to the number of campers.
- If parents are asking for pictures or videos sharing the Google Drive folder with them is the easiest way to get those to them.

"In My STEAM Era"
Girls in STEAM Camp
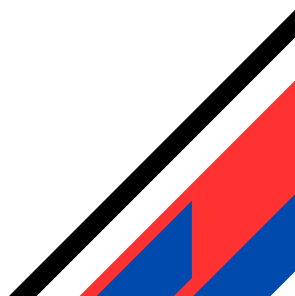
Just in Case

The year that we did this camp for the first time things completely out of our control went very wrong. When we arrived the day of the camp almost all of the power in the tech school was out.

We moved all of the tables into the hallway to use natural light for opening ceremony. We then used culinary to do our borax crystals like planned since the lights were working there. While a few of us were doing that activity we had everyone else move all of the tables and other activities into the graphic design room and we kept the door open in there to let some air in.

We ended up contacting parents and ending the camp at 12:00pm since there was no air conditioner and it was getting pretty hot. We weren't able to do the robot game but all of the other activities went well and we were able to learn what to do when everything goes wrong.

If there is ever an event where something out of our control occurs, try to make the most of it. Never cancel the entire event unless absolutely necessary since people have already worked hard to set up and kids are already planning on attending.

Planning a STEAM Camp

STEAM Camps
The set up that we used for our "In my STEAM Era Camp" is very interchangeable and can be used to make any camp. You just have to find a Science, Technology, Engineering, Arts, and Math activity that coordinates with your theme.

Example – Christmas Themed STEAM Camp
Science
- Making snow globes using jars, water, glitter and baby oil gel.

Technology/Engineering
- Have a robot designed to take little Lego presents from a sleigh to under a Christmas tree.

Arts
- Make cookies, ornaments, or gingerbread houses.

Math
- Find a Christmas decoding math worksheet or make your own.

You can then use the exact same schedule that we used and just insert your own theme and projects into that schedule.

Gifted Mini Camps

Elementary Gifted Mini Camps
Overview
Every few months our team will partner with a local elementary gifted teacher, normally Mrs. Fowler to do a mini camp for their class. These camps are only around 3 hours long, don't need many team volunteers and they occur during the students weekly gifted class time. Ages and abilities vary by each class.

Day of the Camps
- Since these mini camps are part of their gifted class Mrs. Fowler will normally have everything set up before you arrive. Make sure to coordinate with her when you need to be there and send that info to the rest of the team so they can volunteer to help.
- She will probably introduce you and then you will explain to the kids what they're gonna be doing.
- You will then have them pull up the spike prime website and choose a robot from there to build.
- We normally just use tape to create a small maze on one of the Lego tables for them to compete on. If you do this make sure to explain it to them before they start building.
- You will then be there to help them with building and programming their robot.
- Not every group will finish and be able to do the challenge but this is a fun activity not a competition!

Make sure to take pictures throughout the day and its fun to take a group picture with all the kids and their robots afterwards!

Middle School Camp
Tough Truck Challenge
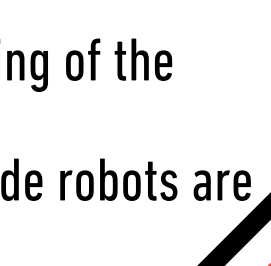
Middle School Camp – Tough Truck Challenge
Overview
Our team has hosted one middle school camp and it was part of the LCCTC ESL camp. We decided that for our middle school camps we can do a set up similar to our tough truck challenge. This camp is from 8-12 but could be extended!

Planning
- If you plan to have this camp during the LCS ESL camp like we did you'll need to coordinate with Dr.Wilson and find out the date and the day that they would like us to come. It is best if we do it during this camp.
- If you do it during the LCCTC camp there will be no need for marketing beforehand but you will need to make sure they know what we are planning to do.
- Once the date is set announce it to the team and make sure that enough build and programming members are going to be there to help.
- You'll then want to set a date for preparation 2-3 days before the camp and announce that to the team as well.

Prep
- You'll need to have at least 4 pre-made vex robots to save time. These need to be just very basic, and the students will learn about gears and use the gears to make it able to pull.
- You'll also need someone set to teach them the programming of the bots.
- Make sure that all of the materials needed and the pre-made robots are in the big room before the camp.

Middle School Camp

Tough Truck Challenge

Middle School Camp – Tough Truck Challenge
Day of the Camp

- The students may already be split into groups for the LCCTC camp, if this is the case use the groups already made but make sure they all have around the same number of students. If they aren't already in groups split them up based on the amount of pre-made robots we have.

Schedule
8:00-8:15am – Introduction and Groups
8:15-9:45am – Building
9:45-10:00am – Break
10:00-11:15am – Programming
11:15-11:45am – Tractor Pull Competition
11:45-12:00pm – Disassembling and Cleaning
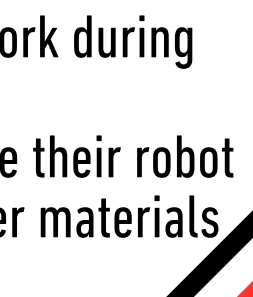
Introduction

- Introduce yourself and tell the students what they'll be doing.
- This is also when you will split them into groups if they aren't already in groups.
- Assign our team members to each of the groups, make sure that a build and programming member is with each group.

Building

- You'll need someone (build leader) to explain how gears work during the first 15 minutes of their build time.
- Then they should be able to use the provided gears to make their robot powerful enough to pull. They are welcome to use any other materials that we have for them.

Middle School Camp

Tough Truck Challenge

Middle School Camp – Tough Truck Challenge
Day of the Camp
Break
- This is a good stopping point for students to grab a snack or use the bathroom. Make sure to let them know not to eat/drink around the robots and they need to wash their hands before getting back to work.

Programming
- This part is a little less student led but make sure that even if a programmer from our team is doing the work that they are explaining what they are doing and why to the students. After you get it going straight show them how to edit the code.
- They will probably want to test their code with the sled and are allowed to, just make sure everyone gets a turn to test.

Tractor Pull Challenge
- Each team gets at least 2-3 attempts to pull. Use painters tape on the floor to set up a starting line, side boundary lines, and mark where each team's robot gets to.
- This should be a fun time where the teams can cheer and make up funny names for their robots.
- Teams are allowed to tweak their robot and code in between attempts.

Disassemble and Clean Up
- Before they leave have each team disassemble their robot and leave the parts on the tables for our team to put back where they belong. Make sure everyone gets their belongings before they leave.

After the Camp
- Do documentation, make a post, clean and organize the parts used and make sure the build room is back the way it was.

Recruitment

Rocket City Regional

Spirit Bus

Overview

Our team has been bringing a spirit bus to the Rocket City Regional for years. This bus usually comes on Friday of the competition so that the students can cheer us on during our qualification matches. This is a great opportunity for us to introduce LCS middle school gifted students to FRC and our team in a way that grasps their attention and excitement.

Planning

- Planning for this event needs to start in January to ensure we have bus drivers, interest, and the proper time to prepare.
- The students always come on the Friday of competition and arrive right before or right after opening ceremony and leave after lunch or around 2:00pm so they can get to their schools in time to ride the bus home.

First Steps

- Decide if we want to charge students a fee to attend ($10-$20) and include their food, drink, and a shirt, or if we want it to be free but they have to purchase their own food and don't get a shirt. (Sometimes we have enough shirts to give them one anyways!)
- After you decide the accommodations we will be giving them Mrs. Hobson will begin sending out permission forms to the Middle School Gifted teachers.

- Based on interest we will decide how many busses we need and where they should all meet.
    - Normally we do a bus at the Tech School and then a bus for Ardmore and East Limestone!

Rocket City Regional
Spirit Bus

Prep
Groups
- After we have the number of students and teachers attending we will need to split them into groups, these groups can be large so we will only need 2-3.
- After these groups are decided you will need some of our team members signed up to help out.
  - We will need someone to lead, a photographer, and 1-2 people to stay with each group during the day.

Giveaways
- If the students are getting T-shirts you will need to get all of their sizes from their forms and grab those shirts before packing the trailer. Remember to keep them organized by sizes.
- If they aren't getting T-shirts or we have enough to go around then we will make them goodie bags of our giveaways.
  - These include 2+ buttons, and one of each of our other giveaways.
  - Make sure there is enough for everyone on the spirit bus and that they are relatively all equal.

Make sure we have a designed box of safety glasses set aside for them to use to get into the pits!

Prior to the competition day make sure that everyone knows who is working the spirit bus so that they don't get double booked into scouting or other duties during the time of the spirit bus.

Rocket City Regional
Spirit Bus

Day of Spirit Bus
Before They Arrive
- 5-10 Minutes before they arrive have everyone who is helping meet by the doors of the south hall.
- Also have all of the t-shirts and giveaways here and ready for them.

Introduction
- Ideally they will arrive right after opening ceremony (although it never happens this way and they always arrive in the middle of it.)
- If they arrive before opening ceremony is over then you will need to hold them in the lobby until it's finished.
- When they arrive the group will need to meet them on the bus to do a brief introduction. If there are 2 busses you can bring them into the lobby for this discussion.

Introduction Example
"Hey guys! So today you guys are at the 2024 First Robotics Competition Rocket City Regional! Teams from around the globe have been working since January to build robots to compete in this competiton. There are 2 areas inside the competition, the field and the pits. The pits are where all of the teams have their own area to work on their robot, you MUST have safety glasses to enter. The field is where the robots will be competing and you guys will be cheering us on! *Explain Game* You guys will take turns sitting in the stands watching matches and exploring the pits. However everyone needs to be in the stands when we have our matches at *times*. Have fun!"

Rocket City Regional
Spirit Bus

Day of Spirit Bus
Introduction
- Before you release them make sure they have their t-shirts or goodie bags.
- The easiest way to give them their t-shirts is to have them line up in different lines for each size and have the shirts in front of them to grab on their way out.

Schedule
- Make sure you have a set time for each group to be in the pits and stands to avoid confusion.
- Make sure that everyone knows the times of our matches!

In the Pits
- EVERYONE MUST HAVE SAFETY GLASSES BEFORE ENTERING THE PITS!
- The first thing you or their group leader is going to do in the pits is take them to our pit. Here you will give a brief overview of our robot and team and let them ask questions.
- They're then free to roam around until the designated time where they need to meet back with the group at our pit or head to the stands to watch matches.

During Matches
- They will be able to watch lots of matches even some that aren't ours so let them watch, get snacks, and encourage them to cheer for all teams.
- During our matches is when they need to be LOUD! Explain that they need to be very loud when our team is introduced.

Rocket City Regional
Spirit Bus

Day of Spirit Bus

Lunch

- If the spirit bus is eating lunch with the team we will order their pizza when we order ours but we will need their group leaders to lead them to the trailer to eat.
- Even if they aren't eating with the team use this break as a time to talk to them and answer any questions they might have.

After Lunch

- After lunch is pretty much free time and up to their teachers, continue to talk to them about the team and make sure they know when our matches are so they can cheer for us.

Closing

- The time that they leave is subjective to their school schedule and their teachers but they normally leave after lunch or after our last match before 2:00pm.
- Make sure that they all return any borrowed safety glasses before they leave.
- You and their group leaders will need to walk them back to their bus, give them a brief closing speech, and make sure that all of their teachers have applications to give to them.

Closing Example

"Hey guys I hope that all of you had fun, learned a little about robotics and collected some cool goodies! Just to let you know that our application process will open at the end of April or beginning of May and all of your teachers have applications if you're interested!. We will also be having a robotics tractor pull recruitment day in May and we'll send that out to your teachers closer to time! We would love to have yall on our team soon!"
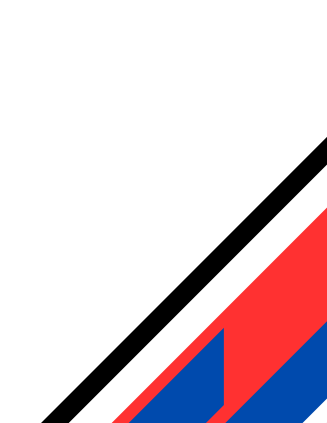
Tough Truck Challenge Recruitment Day

Overview
This is a 1 day recruitment event where students who are interested in applying to our team can come and are challenged to design, build, and program a VEX robot to compete in a pulling competition. This event is usually the first Saturday in May from 8am-4pm. It is primarily a build/design run event but impact is in charge of marketing and connecting with the students who sign up.

Planning
- Work with the other subteam leaders and mentors to set a date for the event and designate task.
    - Who is making the schedule? Who is getting the supplies? Who is in charge of programming their robots?
- Once a date is chosen make a flyer and have them posted at all schools including tech and on all of our social media.
- On the flyer you'll need to include a google form so we can be prepared for the number of students who plan to attend.

Tough Truck Challenge
Recruitment Day
Example Flyer

TEAM 34 ROCKET'S

TOUGH TRUCK CHALLENGE

Robotic Tractor Pull - Recruitment Day

MAY 4TH
8AM-4PM

LUNCH WILL BE PROVIDED!

**Limestone County Career Technical Center
505 E Sanderfer Road Athens, AL, 35611**

Come spend a day building robots with an award winning team! Attendees will be challenged to use their teamwork and STEM skills to design and build a robot that will compete in a robotic tractor pull.

Open to all LCS & ACS current 8th-10th graders who attend the LCCTC, the AHS Engineering Academy, LCS Gifted or are a member of a LCS Middle School STEM or Robotics club.
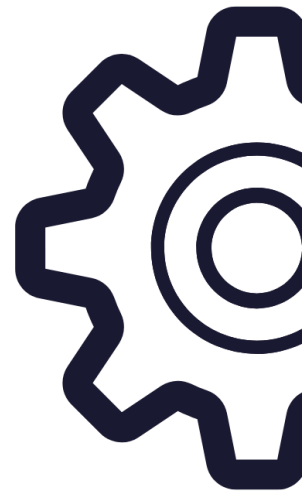
Tough Truck Challenge Recruitment Day

Day of The Tough Truck Challenge
Set Up
- Since this is a build focused event they should have the schedule ready and the room prepped for the event.
- The team will arrive 15-20 mins before the event starts to make sure everything is ready.
- When you arrive have 1-2 outgoing team members stand at each door ready to greet the students as they arrive.

Build/Programming should handle the introduction and splitting up of teams.

During the Day
- Throughout the day you will need to get each attendant's T-shirt size and place a T-shirt at the place where they were sitting.
- Also put an application and a small goodie bag of giveaways there for them.
- You also need to be there to help Mrs. Hobson and the other sub-team leaders with anything they need throughout the day.
- If anyone is interest in Impact/Media make sure to take time to talk to them about it and answer any questions.

Recruitment Presentations

Overview
Each year after our last competition our team does recruitment presentations at all LCS schools including the Tech School. These presentations are only to 8th-10th graders who are eligible for our team and they are normally in the gifted room.

Planning
- In order to plan these you or Mrs. Hobson will need to get in contact with the gifted teachers and tech principals to see what day and time would be the best for us to present to the eligible students.
- Once the date and time is set you need to contact the students at each school and give them the presentation and script. (Each presentation only includes team members from that school unless there is a school that isn't represented on the team.)
- For tech presentations they will probably be in the big room and you'll do them both in one day (AM/PM).
    - For these you will need to get in touch with whomever makes the announcements and have them announce it whenever it is time.

Day of The Presentations
- Arrive a few minutes prior to the presentation to get the screen set up.
- There are a few options for presentations to use and they're all in our google drive in the "Presentations" Folder
    - 2024 Recruitment Folder, or you can create a new recruitment presentation.
- These presentations will only last 15-20 mins and the scripts will be left below.
- Make sure to count the attendants for documentation!

Recruitment Presentations

Presentation Scripts – Using "2024 Recruitment Presentation"
FIRST & Our Team
- First stands for "For Inspiration and Recognition of Science and Technology". FIRST has multiple leagues for different age groups but our team is part of the FIRST Robotics Competition League also known as FRC. FRC challenges high school students to design, build, program, and market a robot in a 6-10 week time frame. Those students then take their robot to competitions at the end of the season.
- Our team is based at the Limestone County Career Tech Center and we work in the Engineering room. We also just finished our 28th year competing in FRC. Each year our team designs, builds, and programs a robot which we then compete with. We also do a lot of work in our community and we enjoy helping other teams in our organization. Our team helps students learn life skills such as public speaking, leadership, and teamwork.

FIRST Impact
- Our team is split into multiple sub-teams in order to manage our work efficiently. The first of those is the FIRST Impact Team. Impact is unique because you can be heavily involved in another sub-team while also being involved in our teams impact.
- Impact does alot of work in the community. We do things such as walk in the Athens Christmas parade, help with middle school lego camps, and demonstrate our robot at many local events. Although we focus laregly on community work its also important for us to help people and teams in the FIRST community. We mentor multiple elementary and middle school teams and we also help teams at competiton. We've evem had the opportunity to help teams from other countries such as Brazil.
- At each competition FIRST Impact teams are judged based on student written essays and a presentation. The FIRST impact award is known as the most prestigious award in FRC.

Show Impact video if possible.

Recruitment Presentations

Presentation Scripts – Using "2024 Recruitment Presentation"
Build & Design

- Build and design is another sub-team that we have. We combined these two since they work so closely together. The build aspect of this team works mainly on manufacturing and assembling the robot. Our team manufactures the majority of our parts in house using a CNC machine and lathe. Members of this sub-team learn how to use a variety of tools such as a drill press, numerous saws, and many other hand tools. They also learn how to do things like measure metric and standard bolts and they assemble the drive train and wheels of our robot each year. (explain swerve drive)
- The design part of this sub-team works with a CAD software called SolidEdge. They use this software to design every aspect of our robot. They then print drafts of the robot parts so that the build team can assemble them. They also design things like mounts and certain wheels for the robot that they use a 3-D Printer to print.

Programming & Controls

- Another one of our sub-teams is the programming team. They are in charge of the programming of the robot and all of its subsystems using the language C++. C++ is a complex programming language widely used in video games but also in other software.
- The programming team also covers most of the wiring aspects of the robot. They route and solder wires and make a control panel that serves as the robots brain.
- At competition a drive team is composed of 4 different people including a programmer, this is because they work closely with not only the programs but also the controller of our robot. We use an Xbox controller to move our robot but some teams use joysticks.

Recruitment Presentations

Presentation Scripts – Using "2024 Recruitment Presentation"

Multimedia

- Another sub-team is multimedia. Their job is to keep the website and social media updated and also take pictures and videos of the team and create the content that goes on those sites. Multimedia also designs our T-shirts and all of the giveaways that we hand out at competition. Each year our team makes a mission patch based on that years game and members of our team purchase them to wear at competition. Multimedia is in charge of designing this patch each year.
- The members of our media team get a lot of experience with adobe software and they also learn how to work cameras and take quality photos and videos. Then main camera that we use is a Cannon DLSR with a cannon zoom lens.
- Show regional video & explain which regional/how we did.

Safety & Scouting

- There are a couple of sub-teams that really only exist at competition. One of those is Safety. While safety is important year round competitions require each team to designate a member as safety captain. This role involves helping keep our team, other teams, and spectators safe. This could be by making sure everyone is wearing safety glasses or by ensuring that a fire extinguisher is reachable at all times.
- Another competition sub-team is scouting. Our team has both a pit and a stand scout. The pits are a big area at competition where each team has their own space to work on their robot. The job of a pit scout is to go around and talk to all of the teams to see how their robot is made and how it is supposed to perform.
- Everyone on the team participates in stand scouting. This is where a scout will focus on a single robot during a match and keep notes on how they do. They note things such as scoring ability, defense skills, and how well they work with other teams.
- Scouting is important so we can know who we are playing with and against and their strengths and weaknesses.

Recruitment Presentations

Presentation Scripts – Using "2024 Recruitment Presentation"
Member Benefits
- There are many benefits of being on Team 34. The first benefit is learning real life job ready skills such as public speaking and leadership. You also get to experience fun competitions as a reward for all of your hard work during the build season.
- The last benefit is meeting new people. Aside from making friends with your teammates you'll also meet people from all over the U.S and other countries. Our team has met people from Brazil, Mexico, The Dominican Republic, Israel, and many other countries at our competitions.

Be part of an Award Winning Team
- This is where you will discuss some of the awards our team has won.
- This past year we discussed the FIRST Impact award. This award is the most prestigious award in FIRST which highlights the team that best inspires science and technology leaders in their community. We won this through lots of hard work, volunteering, participating in community events, mentoring and starting teams, and helping other communities outside of our own.
- We also won the Team Spirit Award, the award that highlights the team that best shows team work through exceptional partnerships with other teams. We won this by hosting teams from out of the country such as Brazil and allowing them to use our facility. We also made friendships with these teams and bonded with them.

Tough Truck Challenge
- Normally during recruitment presentations we push our tough truck challenge so use this opportunity to tell them what it is and invite them.

Recruiting Through Our Pipeline

Overview

Our team has worked incredibly hard to create a sustainable pipeline of students to flow into our team. Students from our elementary teams/camps, flow into our middle school teams/camps and then they join our team. However they can't do this unless they know this opportunity is available.

Opportunities to Engage the Eligible Students

- Spirit Bus – Make sure to include the students who participate in our pipeline programs in our spirit bus.
- Recruitment Presentations – Even if they are not eligable this year its still important to start building relationships with them as soon as they start middle school. I encourage you to give a recruitment presentation to each middle school team each year.
- Invite them to the Tough Truck Challenge and other camps put on by our team. It super fun to connect with these groups outside of their/our practices, encourage them to attend whatever camp we have available for their age groups.

LCS Middle School Robotics

- The LCS middle school clubs, expo, and camp are our biggest recruitment opportunities.
- LCS middle school clubs – Include these students in the spirit bus and any recruitment presentations done at their schools.
- LCS middle school expo – Have the team be veryy active during this expo, volunteering, speaking to childern, and of cource give a presentation during it. They love to see the comparision betwwen our robots and theirs.
- LCS middle school camp – Have our students work this camp and give a detailed presentation on the last day.

Volunteering

FIRST Volunteering

Overview
Make it a point to have at least 2 students volunteering at each FIRST Competition to qualify for supporting that event! Sometimes competitions land on our monthly meeting day and these are an exception.

Organizing the Volunteers
- Add all of the FIRST competitions to the google sheet early in the year so that people can sign up.
- Send a reminder in the Groupme about a week before each competition reminding them to sign up via the google sheet and their FIRST dashboard so they can get their roles.
- Make sure to let them know that carpooling is a great option and all meals during the competitions are provided to volunteers.

Day Of
- Take pictures or have someone take pictures throughout the day for documentation.
- Engage with the other teams at these events! Often we will volunteer at competitions where the teams we mentor are competing, if this is the case make sure to take time to support them by asking about their project or watching their matches.
- Remember to email/text the PDP or volunteer coordinator after the event to verify that we were there for documentation.

Rocket City Regional Ambassadors
- This is one of our biggest event volunteering efforts and we normally have the most students from 1 team as ambassadors.
- They should send out applications a few weeks prior and you need to explain to the team what this role includes and encourage as many students as possible to sign up,

We can also volunteer as ambassadors at other competitions!

Community Volunteering

Overview
This is very similar to outreach events however instead of us getting the word out about our team, volunteering is an opportunity to serve the community that helps us so much.

Annual Volunteering
Athens Kiddie Carnival
- Each year our team members volunteer at the Athens Kiddie Carnival. This is a summer kids carnival where we volunteer as cooks, ride operators, and ticket booth personnel.
- There is no need to sign up for this event but if the whole team is attending it would be beneficial to email the Athens Lions Club to see which day they need the most volunteers.
- This is almost every Thursday, Friday, and Saturday of the summer so the team doesn't have to all volunteer on the same day. Make sure to let the team know they are welcome to volunteer any time they wish as long as they let us know so we can document it.
- Take pictures and reach out to the Lions Club after for documentation.

Sippin Cider Festival
- This is a Christmas Festival put on by Athens Main Street where our team members help local business owners had out cider for a competition.
- Reach out to Athens Main Street or Tere Richardson a few weeks prior to see how many volunteers they need and make sure to let her know once you have a final number of the team members attending.

Camp Hope
- Each year students volunteer at their grief camp for children, the contact will be in the contacts section.

Community Volunteering

Finding Other Events to Volunteer At
- Athens Main Street Events – Most Main Street Events need some sort of volunteers so make sure to reach out to them often so they know we are available to help when needed.
- TRAIL – TRAIL is one of our partner organizations and they volunteer very often in the community. Keep in close contact with them and invite our team to volunteer at the community events that they annually volunteer at.

Past Volunteer Events
- Empty Bowls Fundraiser for the Homeless
- 4-H County Round up
- Family Resource Center
- LCCI Food Bank
- Athens Limestone Library
- Undies for Change Fundraiser
- LCCTC Events
- Rocket City Regional Clothing Drive for Family Resource Center
- Volunteering at school events/sporting events

Another example of volunteering in the community is unplanned service. The team needs to be ready to help and serve with whatever is needed at any events they attend. In 2023 a bad storm hit while we were demoing our robot at the farmers market. Our team immediately packed our belongings but then also stayed to help all of the other vendors clean up. This is a true service to our community.

Advocacy

Local Advocacy

During Outreach and Volunteering
- Very often our team will run into community leaders while we are doing outreach or volunteering. This is a crucial opportunity to speak to these leaders while they see that we are active in the community.
- Take time out of whatever you're doing to speak to them about FIRST programs in the community (or lack there of) and also discuss any problems that the team is facing that the community could help with (funding).
- Let them know that we would love to speak to them more and even give them a presentation about our team. Give them business cards!

Limestone County School Board Advocacy
- It's very important to give yearly presentations to the school board so they know how well our team is doing and especially if the programs that we have started are positively impacting their students.
- Advocate for the programs that we work with!
  - In the past we had to advocate through various meetings to get the LCS Middle School Robotics Clubs up and running and to keep funding for these programs.
  - We work with the skyrockets FLL team to advocate for more FIRST programs in LCS by doing presentations alongside them to the school board.
- Advocate against any issue that affects the people that help us!
  - In 2024, the LCS board made a decision that was going to negatively affect the teachers and students at the LCCTC. Our team members showed up to the LCS Board Meeting alongside these teachers to support them while they expressed their concerns about this change.
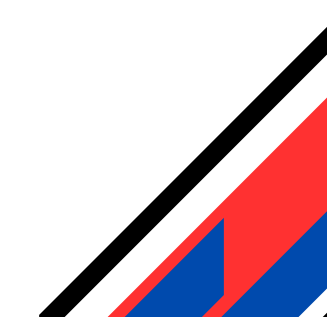
State Advocacy

FIRST in Alabama Youth Advisory Council
- This is a group of students from FTC and FRC teams throughout Alabama. They work to lead the growth of FIRST in Alabama by volunteering, starting teams, advocating, and supporting teams.
- It is CRUCIAL to have at least 1 team member on this council each year in order to maintain our statewide advocacy.
- Applications for the YAC go out in May. We really need to stay represented on this council so encourage as many students as possible to apply.

SASA National Advocacy Conference
- Through the Youth Advisory Council, our team was represented at the 2024 Student Association for STEM Advocacy National Advocacy Conference in Washington D.C.
- There we spoke to offices of all Alabama Senators and Representatives about funding for FIRST, VEX and STEM in general

- Our team is welcome to attend SASA by ourselves if we aren't represented on the YAC or prefer to go alongside them as a team.
- The signup process for this can be done on mysasa.org

Fundraising

Past Sponsors

If they gave before they will probably give again!

2024-2025

Leidos
Boeing
HATS/STEDTRAIN
Limestone County Legislative Delegation
Willbrook Solutions Inc
Crimson Glass
PPG Foundation
Redstone Federal Credit Union
Alabama Credit Union
Toyota Boshoku AKI USA
TN Valley Robotics
FIRST
Ramona J's
Athens Aluminum
Harbor Freight
Gulf Coast Siren Services
Mud Creek Pottery
Jonathon & Hanah Hicks
Hawkins Groundwork
Dennis Bartolotta
Suski's Auto Sales Inc
Tire Discounters
National Space Club
FIRST in Alabama

2023-2024

AUVSI Pathfinder Foundation
Leidos
Boeing
LC Legislative Delegation
FIRST in Alabama
Redstone FCU
Willbrook Solutions Inc
Athens Lions CLub
HATS/STEDTRAIN
Lockheed Martin
PPG Foundation
Pharmacy Marketplace
Asahi Kasei Plastics
Jestis Custom Woodworking LLC
Nippon Express USA
SCS Worx
4Imprint
Snap-On Tools
Leonardo DRS
Morell Engineering
Madison Orhodontics
BelloSorto Inc
Athens Aluminum
Durham Orthodontics
The Blackbaud Giving Fund
BAE Systems
Dixie Auto Parts
Eastside Pharmacy
Adtran

Past Sponsors

Complete List of Past/Current Sponsoring Businesses

2022-2023
Boeing
Midway Machine Shop
LC Legislative Delegation
Gene Haas Foundation
Town of Elkmont
Carpenter Technology
HATS
Strategypoint
PeopleTec Inc
Quality Vinyl Wholesalers
Redstone FCU
McNatt Real Estate & Auction
Industrial Process Solutions, Inc
Metal Roofing Screws
Asahi Kasei Plastics
Morell Engineering
First National Bank
Mallette Dermatology
North AL LaserFab
Town & Country Animal Hospital
Dyson Construction
William G Mathews Attorney at Law
Athens Aluminum
Sides Auto Body
Athens Eye Clinic
Friendly Lawn Pros

2021-2022
Lockheed Martin
Boeing
LC Legislative Delegation
Midway Machine Shop
Redstone FCU
Athens Aluminum
Asahi Kasei Plastics
PeopleTec
ChickFilA Athens
Morell Engineering Inc
Dixie Auto Parts
Bill Mathews Attorney at Law
First National Bank
Durham Orthodontics
North AL Laser Fab
Eagle 1 Products
Winter Homes
Athens Eye Clinic
Polk Machinery
Salem Springs Baptist Church

Past Sponsors

Complete List of Past/Current Sponsoring Businesses

2019-2020

LC Legislative Delegation

Dr. Penny L Taylor DMD

Boeing

Mp Apps

Synovus Mortgage Corp

AUVSI

Athens Lions Club

Redstone FCU

Chick-Fil-A Athens

North AL LaserFab Inc

Brindley Construction

Hargrove Engineers

The Battery Store

Morell Engineering

Magnolia River Services Inc

RG Jones LLC

T&C Stamping Inc

Durham Orthodontics

Scout Pest Control

Butler Realty

Aegis Technologies Group

First National Bank

2020-2021

Boeing

Redstone FCU

Chick-Fil-A Athens

TVA

Leuf of Florida Inc

Eagle 1 Roofing

Athens Utilities

Morell Engineering Inc

PeopleTec Inc

NASA

Jan King Keller Williams Realty

Church of the Living God

First National Bank

Magnolia River Services

Christ Carpentry

Durham Orthodontics

Carol Reeder Atlantic Wig Sales

JJ's Coffee and More

Calendar / Color My Rocket

Calendar Fundraiser

- These are very popular, simple, and efficient.
- Print a copy of the Calendar for the month your fundraising in, add the logo and that we take cash, check, and online payments.
- People choose a day and donate that amount – (May 5 = $5 donation)

Color My Rocket Fundraiser

- Very similar to the calendar fundraiser.
- People choose a spot/number on the page and pay that amount.
- The page for this will be below and raises $300 if completely filled out.

These are the 2 easiest fundraisers! Encourage every student to reach out to family, friends, teachers and even small businesses. If a business can't donate $250 as an official sponsor they can still support our team with $20 through one of these fundraisers.

Silent Auction

Better World
- Our team uses the Better World software to run in person and online silent auctions.
- It has all of the things needed to run it, share it, sell tickets to the event, receive payment, etc.
- We have an account using the team email and our usual password.

Getting Donations
- Mass DMing, emailing, or texting.
  - This seems so simple but its one of the most productive ways.
  - Use the team email/social media accounts to reach out to every local business you can find. Try looking at the local community pages such as Athens Main Street, and the Chamber to find business's to reach out to.
  - Don't be afraid to reach out to small businesses, or business that arent super popular, these are normally more eager to donate to get their name out.
- Handouts
  - Use handouts to walk around to local businesses soliciting tangible auction donations.

Silent Auction

Gaining Traction

- Do "item drops" on our social medias to show off the items we're going to be auction off and keep people interested in it.
- Item drops are also an opportunity to mention the donors.

Make sure that we assign the proper starting bid, normally around 75% off of the estimated value. This allows people to have the fun of bidding. Make sure to push that these funds go to a GOOD CAUSE people are generous and are so willing to donate more than the items are truly worth.

After the Auction

- If it's an in person event give the people who purchased items their items before they leave.
- If its solely online, label each item with the person's first and last name and leave them in the engineering room for pickup.
- If people are related to any of the team members their items can be sent home with their team member.

Support Robotics Team 34
Color My Rocket

$5
$10
$5
$15
$20
$20
$30
$5
$10
$15
$10
$20
$10
$15
$10
$5
$20
$5
$5
$15
$10
$50
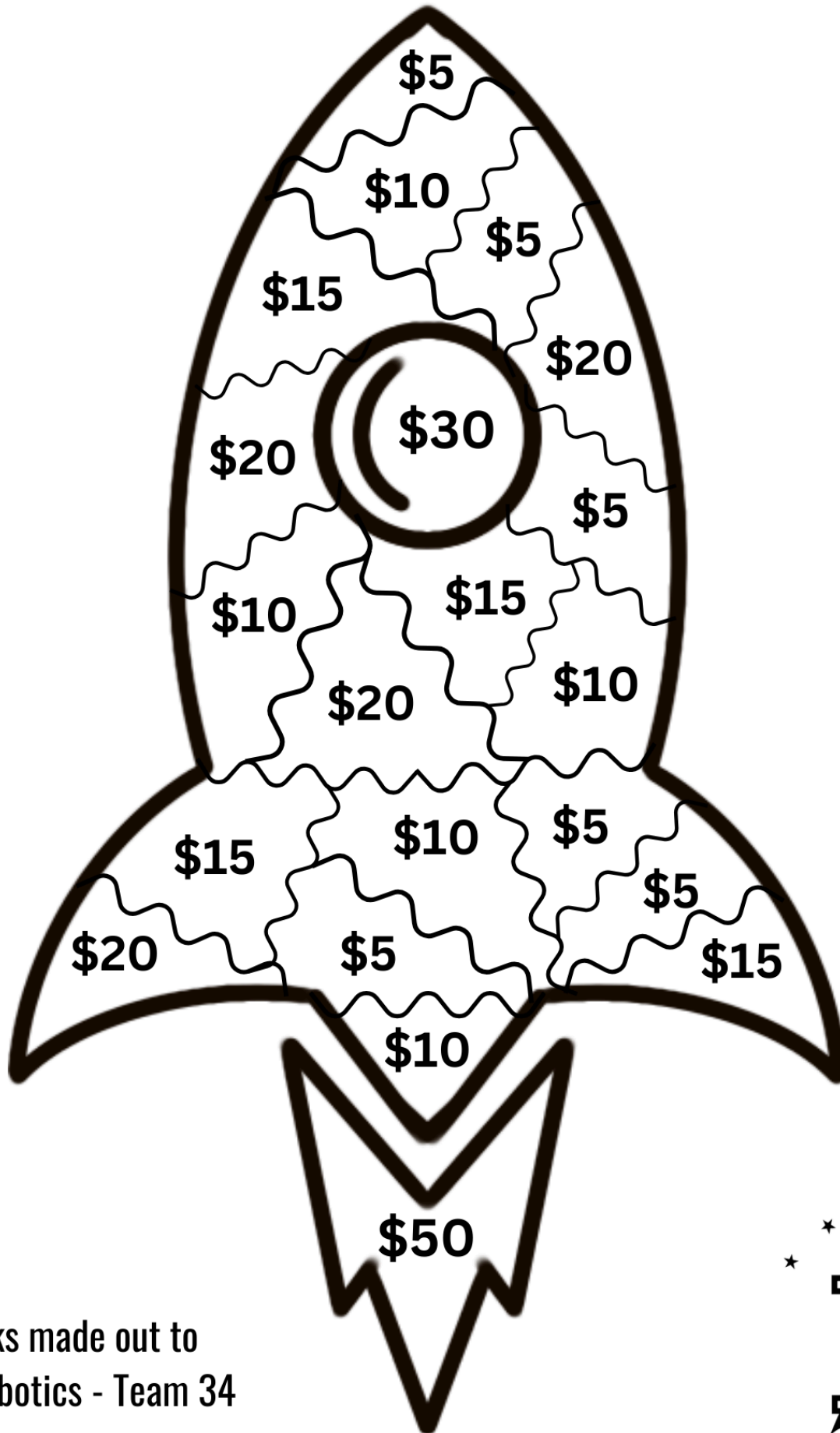
Cash or checks made out to
Limestone Robotics - Team 34

34

Essay & Presentation

Essay & Executive Summaries

Theme

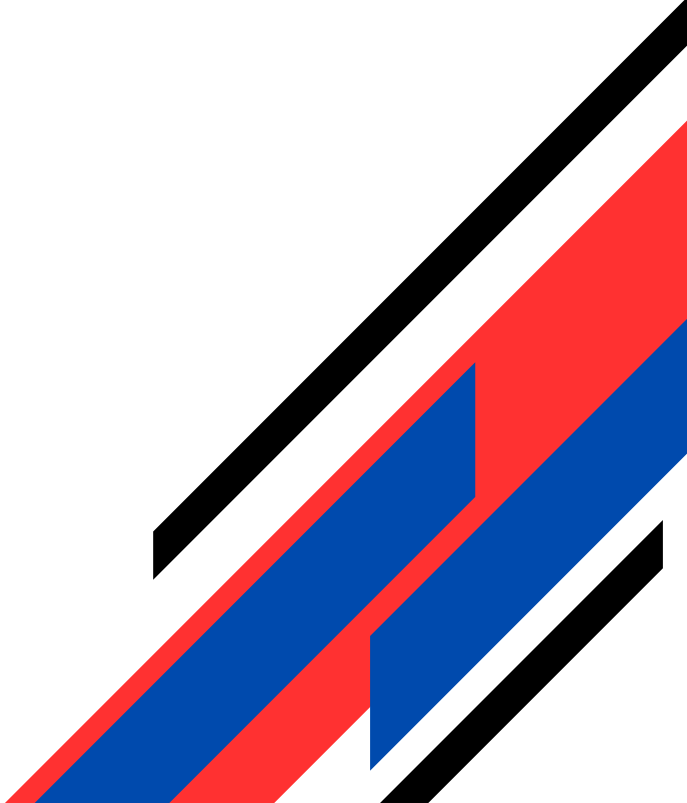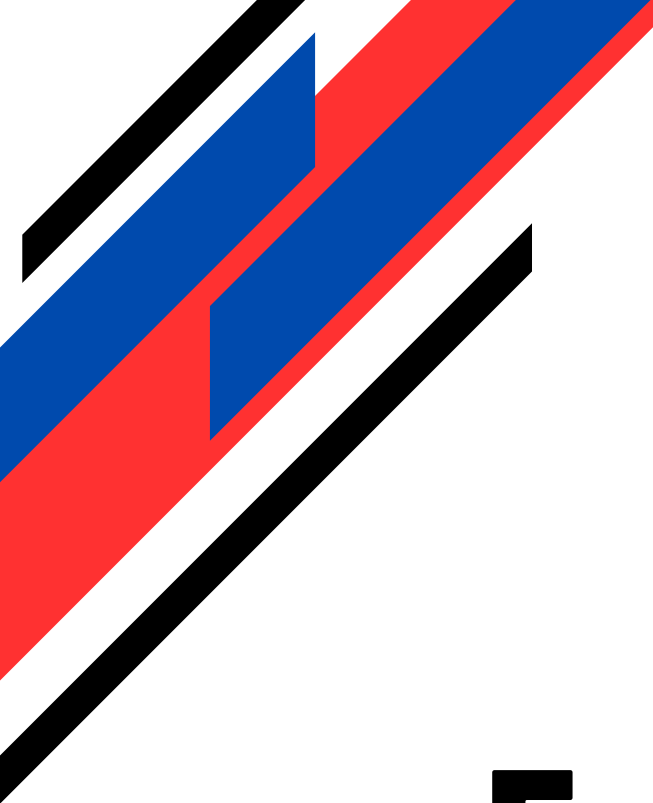- Each year we'll come up with a general theme for our impact, we've had growth, legacy, blasting off, water themed, etc.
- This will be the theme of your essay and presentation so it could be easier to come up with the theme before you get started.
- You'll throw details of your theme into your essay introduction and conclusion.

Writing the Essay

- The easiest way to get started with the outline of your essay is with a mind map. An example photo will be left below. This will help you to create your sections and the things that fall into those sections.
- After making your mind map figure out what order you want the sections to be in and make sure they flow nicely.
- Include the important information of all of our outreach efforts within the past 3 years.

Executive Summaries

- These can be done by multiple people since each section is different.
- Have impact members choose a topic they want to do and work with them to make sure the paragraphs cover the appropriate stuff.
- You may have to edit them after! Make sure there isn't 5 paragraphs covering one topic, etc.

Presentation
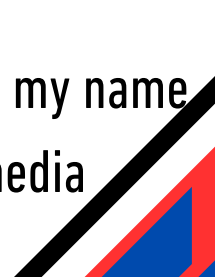
Theme

- Make sure the presentation has a good theme that goes along with the essays and video.
- Make sure the theme includes a physical model that we can use during the presentation.

Planning

- Have an impact meeting to discuss the ideas for the presentation and the model for the presentation.
- Once the idea is finalized its time to decide who will be speaking in the presentation. It's best to ask who wants to speak first and choose them since they will probably have the most strive to do a good job. If possible try to have 1 person from each sub-team represented on the presentation team to show our teams dedication to impact.

Script

- If you've already written a video script and your essays this should be easy. Take the already written script for the video and add much more details to each section.
- Make sure to add the spots where they will use the model. (Flip Zimbabwe Switch) Etc.
- Don't forget to have the intro, "Hi, we're team 34 the rockets my name is chloe this is my 4th year on the team ad im on the multimedia team."

Presentation

Practice

- After the script is finalized the presenters will need to practice for at least an hour at each meeting before competition.
- We've found the most productive way to practice is to do a few meetings just reading off of the script and then for the rest of the practices start over each time that someone messes up until you can do the entire presentation with no mess ups.
- During Competition you'll need to find a spot and time to practice each day for at least an hour if not longer.
- Make sure to have people watch, give feedback, and ask questions.

Day of the presentation

- The full presentation team needs to block their schedule off for the hour before they are supposed to present to judges. This will give them time to breathe, practice, and shake off all of the nerves.
- This is a good time to implement the start over until the presentation is perfect strategy.
- Have everything that can be set up, set up before hand to limit the set up time once you're in the room.
- When you first walk in the room 2 people should work on set up while the other person gives the judges the documentation books and introduces themselves by shaking the judges hands.

Don't let them know if you mess up! Just keep going!

Documentation Forms & Books

Documentation Sheets

Google Doc

- There is a standard documentation sheet on FIRST's website
- You're welcome to simply add the newer documentation to our already developed documentation sheet to avoid missing anything.

Team Name: Rockets
Team Number: 34

FIRST Impact Award Documentation Form

How to use this form
- In the chart, list all teams/events/items that you have documentation for. Please refer to the Official *FIRST* Impact Award Definitions for more information on the required/recommended documentation types.
- Label each piece of documentation with a "documentation ID". Attach the pieces of documentation to this form, in order of Documentation ID, and be sure to label each with its document id.
- **Please only turn in documentation for activities within the past 3-5 years.**

Team Number or Type of Activity & Location (i.e. *FIRST* Lego League Team 9999 or 2019 District Event - Salem, MA)	Date of Activity (i.e. Fall 2022)	Choose one of the Official *FIRST* Impact Award Definitions:	Type of Documentation (letter, screenshot, photo, thank you card, etc)	Documentation ID (use numerical numbers i.e. ID-001)
Volunteered at Empty Bowls, a benefit that raises thousands of dollars in support of our local food banks and backpack programs.	February 28, 2025	Reached	Photo	ID-187
Hosted a benefit including a meal, silent auction and dessert dash to help a community in Zimbabwe build a much needed community well. We raised almost $7,000 which was $2,000 more than our initial goal. 65 people - purchased tickets for this event.	February 22nd, 2025	Reached	Photo	ID-186

* Teams can use as many sheets as they need but all should have team name & number.

- The doc should look like this and you'll put the information from each event in its appropriate column.
- To organized the photos we use ID-000 identification numbers, you can put your photos in a google drive folder and rename each of them based on their ID # to keep them organized for the documentation book. Every 5 years you'll need to redo these numbers to get rid of the outdated events.

Documentation Sheets

FIRST Impact Award Definitions

You'll use these to make sure that we are labeling each of our events correctly. Find the whole list here:

Started (an FLL, FTC, or FRC team)

Must meet <u>one</u> of the following requirements:

- Funded or sourced funding of at least 50% of their registration fee.
- Made the team aware of FIRST and/or the specific program and helped the team with the official registration process.

Mentored (an FLL, FTC, or FRC team)

Must meet <u>all</u> of the following requirements:

- Providing consistent communication, either in person or via phone/email/video, to the Mentored team helping with technical or non-technical FIRST program specific issues.
- The Mentored Team agrees that the team did in fact mentor them.

Assisted (an FLL, FTC, or FRC team)

Must meet <u>all</u> the following requirements:

- Providing communication, either in person or via phone/email/video conference, to the team helping with technical or non-technical program specific issues or providing funding or supplies to the team.
- The Assisted Team agrees that the team did in fact assist them.

Documentation Sheets

FIRST Impact Award Definitions

Provided Published Resources (to a FLL, FTC, or FTC team)

Must meet <u>all</u> of the following requirements:

- The team has created resources designed to aid teams with technical or non-technical FIRST program specific issues.
- The resources have been published or presented publicly. We publish ours on the "Resources for Other Teams" page on our website.

Ran a FLL, FTC, or FRC Event

Must meet <u>all</u> of the following requirements:

- Team members are involved in the majority of the event planning.
- Team members are involved in the majority of the on-site event execution or have arranged for and are supervising the volunteers to handle the majority of the on-site event execution.

Hosted a FLL, FTC, or FRC Event

Must meet <u>all</u> of the following requirements:

- The event takes place at a team facility
- The event takes place at a facility arranged for by the team

Supported a FLL, FTC, or FRC Event

- Multiple team members are involved in part of the event planning.
- Multiple team members volunteered for the entirety of the event.

Documentation Sheets
FIRST Impact Award Definitions

Reached

This requires tangible interaction with the people.

- A team has Reached someone if someone has interacted with or observed the team in some capacity whether it be digitally or in person, regarding the team's program

Advocated

Must meet <u>one</u> of the following requirements:

- Met with government officials, community leaders, school administration, or business leaders (or their staff) to discuss and engage with and promote public policy changes towards the promotion of STEM/FIRST.
- Developed relationships with government officials, community leaders, school administration, or business leaders (or their staff) to promote public policy changes towards the promotion of STEM/FIRST.
- Served as a resource for government officials, community leaders, school administration, or business leaders (or their staff) as they create public policy changes towards the promotion of STEM/FIRST

We take these definitions very seriously. If it doesn't fall under one of these categories or we don't have proper documentation for it
DO NOT put in on the sheet.

Documentation Book

Each year we make a book that includes photos and definitions from all of the events listed on our documentation sheet.

- The categories should be the same or similar to those in your essay and presentation. You could also organize it by the Impact Award definitions.
- Photo documentation MUST be included for it to go on the sheet and in the book. Make sure to add a label with the events coordinating documentation ID listed on the sheet for each photo. This will help the judges verify the information listed on the sheet.

Here are our past 2 documentation books. They definitely don"t all have to look the same or be arranged the same. It would be great if we could find a better way to organize it with bigger descriptions for each event. We have copies of our older documentation books in the container or outreach tote.

2024   **2025**

Contacts

Our current contacts for outreach events, volunteering, camps, etc.

Contacts

EVENT OR SPONSOR	NAME	E-MAIL/PHONE
Athens Farmers Market – Outreach	Kat Greene	kat@athensmainstreet.org
Ardmore Crape Myrtle Festival – Outreach	Yolandia Eubanks	yeubanks@greaterardmorechamber.com
North AL Zoo Fest – Outreach	Christie Woodruff	kidsfestival@nalz.org
Trash Pandas STEM Night – Outreach	Jill McCann	jmccann@trashpandasbaseball.com
AUVSI Symposium – Outreach & Sponsor	Richard Collins	gamecokphd@att.net
NASA Challenge – Outreach	Naveen Vetcha	naveenvetcha@nasa.gov
Doomsday Haunted Attraction – Outreach		931 637 7537
ASFL Career Day – Outreach	Valena Agee	valena.agee@hsv-k12.org
Tanner STEM Club – Outreach	Christy Leopard	christy.leopard@lcsk12.org
Athens Main Street – Volunteering	Tere Richardson	tereannr@aol.com
Athens Kiddie Carnival – Volunteering		Facebook @ Athens Lions Club Kiddie Carnival
Camp Hope – Volunteering	Emily Sandlin	256 777 2807
Empty Bowls – Volunteering	Karan Baker	256 656 3438
4H County Round Up – Volunteering	Chloe Wilson	256 614 9386
Mayor Ronnie Marks	Ronnie Marks	rmarks@athensal.us
FIRST in AL / FRC Team 538	Taylor Whisenant	256 431 1340
FIRST in AL	Dana Hobbs	256 529 9230
FIRST in AL	Anna Strutzenberg	256 656 9087

Contacts

EVENT OR SPONSOR	NAME	E-MAIL/PHONE
LCCTC Graphic Design Printing	Lanise Oligee	lanise.oligee@lcsk12.org
Nails by Bri – Auction Sponsor	Brianna Morrow	931 292 0802
Doris Day Spa – Auction Sponsor		Facebook @ Doris Day Spa
KC Creates – Auction Sponsor	KC Carter	Facebook @ KC Creates
Epiphany Boutique – Auction Sponsor	Dawne Douthit	info@epiphanyclothes.com
Graham Knifeworks – Auction Sponsor	Gary Graham	garygraham2@hotmail.com
Athens Jiu Jitsu – Auction Sponsor		Facebook @ Athens Jiu Jitsu
Empire Nutrition – Auction Sponsor		256 434 1751
Vickie's Floral Creations – Auction Sponsor	Vickie Long	Facebook @ Vickie Long
Luxecraft Permanent Jewelry – Auction Sponsor		Facebook @ Luxecraft Permanent Jewlery
LCCTC Culinary – Zimbabwe Event Sponsor	Tabor Edgecombe	tabor.edgecombe@lcsk12.org
Cottontown Concessions – Dessert Dash Donor	Alexis	256 795 7099
Newton's Cake Pad – Dessert Dash Donor	Ike & Renee Newton	Facebook @ Newtons Cake Pad
The Flour Elise – Dessert Dash Donor		205 807 6523
Mimzie's Coffee & Curiosities – Dessert Dash Donor		Facebook @ Mimzie's Coffee & Curiosities
Kakes by Kori – Dessert Dash Donor		Facebook @ Kakes by Kori
Sweets with Jesus Bakery – Dessert Dash Donor	Kylie Hargrove	256 874 0051
Tona Haggermaker – Dessert Dash Donor	Tona Haggermaker	tona.haggermaker@lcsk12.org

Contacts

Here is a google sheet of all of our past sponsors and their contact information.