

THE BEST



NATIONAL CHAMPIONSHIP

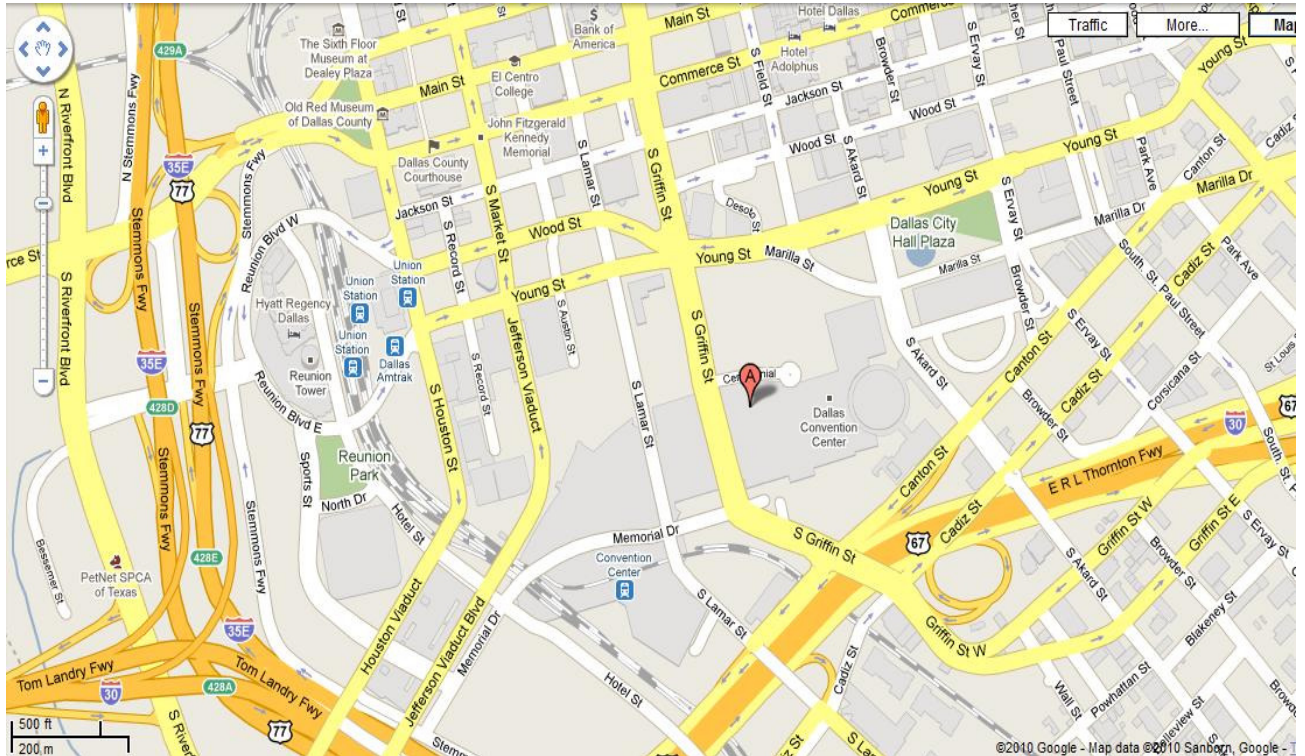
DALLAS CONVENTION CENTER
April 23 - 24, 2010

VOLUNTEER'S CHAMPIONSHIP GUIDE



MAPS AND DIRECTIONS Dallas Convention Center & Arena

All activities will take place at the Dallas Convention Center, **650 S Griffin St Dallas, TX 75202**. We will hold activities on Wednesday, April 21, 2010 through Saturday, April 24, 2010.



Parking

Garage parking is available. Only a limited number of parking passes may be available for those bringing event materials. Remaining volunteers will have to pay for parking in the garage (\$10 per day). I'm still working on the parking passes to relieve some of this expense.

There is a loading dock for any staff volunteers loading/unloading equipment. You should only remain parked at the dock long enough to load/unload your vehicle.

Details on parking can be found at <http://www.dallasconventioncenter.com/services/attendee.html>

Dallas Area Rapid Transit (access to convention center)

There have been some changes in DART schedule/access to the convention center due to construction. Please make note of this:

<http://www.dallasconventioncenter.com/alerts/alert.html>

CONTEST AREAS

The contest will take place in both the Exhibit Halls (combined A/B/C, levels 2 & 3) and the Arena. A general floorplan of the convention center can be found here: <http://www.dallasconventioncenter.com/services/floor.html>

The layout for this event are shown in diagrams here:
<http://best.eng.auburn.edu/national-championship/maps-layouts.html>

BEST Pit Area

The exhibit halls contain the team PITs (for all VEX divisions and BEST), four VEX game fields (1 for each division), practice fields, exhibitors and food court. The area is huge. This area is open to everyone. No passes are required.

BEST will have 3 rows of 8 booth areas, each 10x10 with isle space (see diagram). Every team gets a single 10x10 area partitioned by post and drape. BEST award teams get an additional 10x10 area for their exhibit booth/table display. These will be facing the IFI/Demo Booth in the diagram. All 10x10 areas have power and a table.

The remaining space is for kit support and whatever else we need it for. The exact orientation will likely be determined during setup. One of our teams is bringing a one quadrant practice field as well. Space is being made for that as well.

Our Pit area will be next to the to VEX College Division teams who will also be playing matches the arena.

The Arena

All BEST game activities will occur in the Arena. Teams/Volunteers follow the red carpet in the PITs (exhibit halls) to the Arena entrance. Only team members with appropriate credentials (drivers vest, etc.) and volunteers (BEST t-shirt) will be allowed into the Arena. There are lots of activities going on in the Arena, **we cannot allow everyone onto the Arena floor to stand around and watch.**

There will be four VEX fields and the BEST field in the Arena. Remember that VEX matches are taking place on Thursday and Friday as well so be respectful of that fact.

There are VIP seating sections (accessible from the arena floor) where judges and other VIPs (or volunteers) can sit and watch the matches while not actively working.

VEX will have a dedicated large screen and BEST will have one. These screens will display scoring summaries between matches and live action video during matches. Other information that may be displayed will be coordinated with the A/V team. The A/V team will be providing all audio/video/lighting control for the event.

Since both VEX and BEST matches will be going on simultaneously in the arena, MCs for both will need to coordinate their communications.

Staging and scoring tables will be decided when we arrive in case we need to move them around.

Special Activity Rooms

BEST will be using banquet rooms A201 and A202 all day Friday and Saturday for activities such as Team Presentations, Mathworks workshop, BEST Showcase & Exhibition, Volunteers room, Judges room, etc.. Note that VEX will be using one of these rooms on Thursday.

The rooms will be used separately and will be combined for the BEST Showcase & Exhibition party on Friday evening 5:00pm – 7:00pm.

Both rooms will have projectors and screens. Laptop will be provided in at least one of the rooms for team presentations. One audio system will be provided as well primarily for the BEST Showcase & Exhibition.

Time of Use	Room A201	Room A202
	projector + screen computer	projector + screen
Thursday, 4/22		Volunteer’s Briefing
Friday, 4/23	Team Presentations	MathWorks Demonstration, Volunteers & Judges Room
Friday, 4/23 5pm-7pm	BEST Showcase & Exhibition	
Saturday, 4/24	Volunteers Room, General Storage	Judges Room

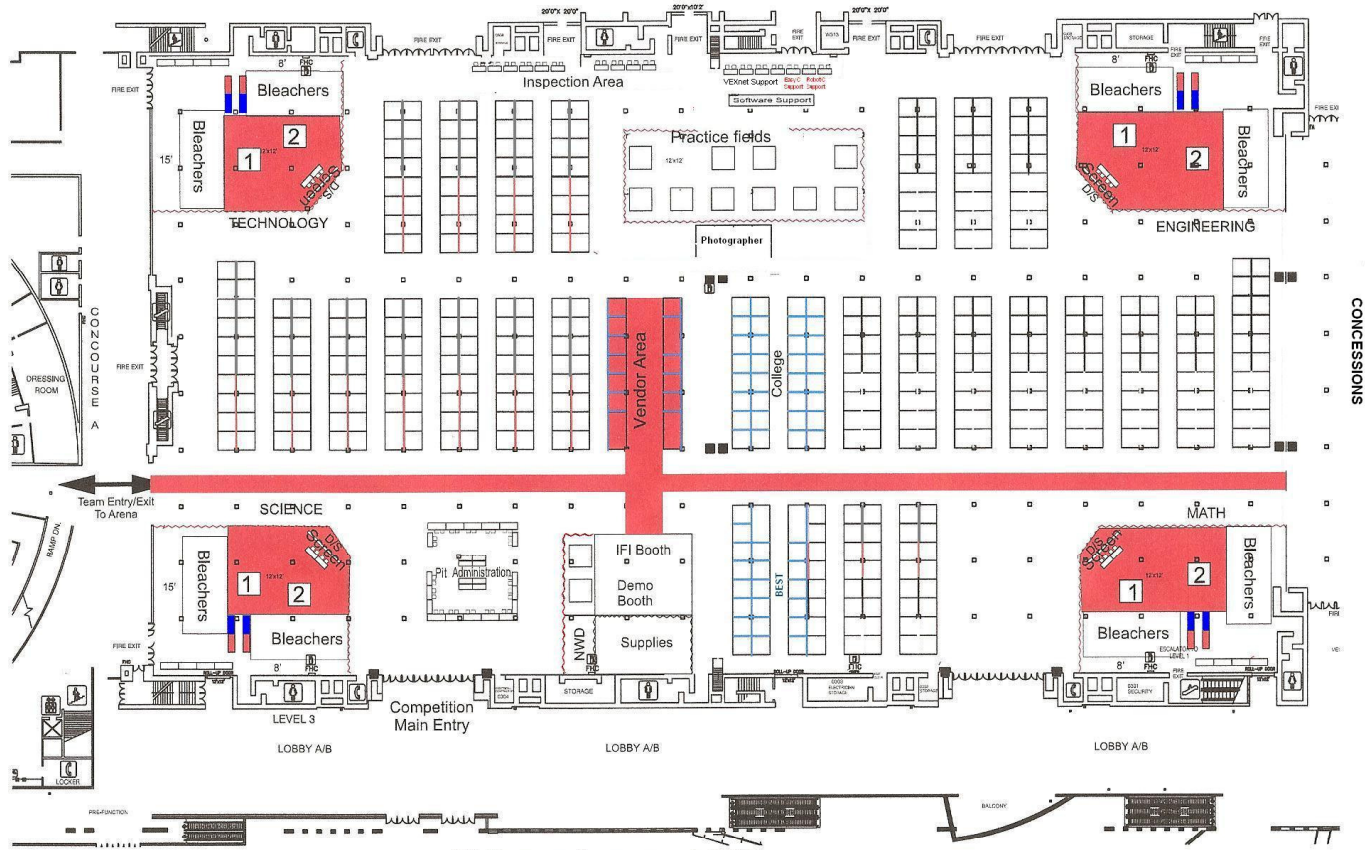
Team Presentation Room

A table will be setup outside room A201 on Friday for team presentation check-in. We are allowing anyone to attend the team presentations (much like a conference) but they must be respectful and quiet and should be on-time. We don’t want folks entering and leaving during the presentation out of respect for the students who will be nervous enough.

Volunteers Room

This room will be stocked with water and a few snacks for all volunteers on Saturday.

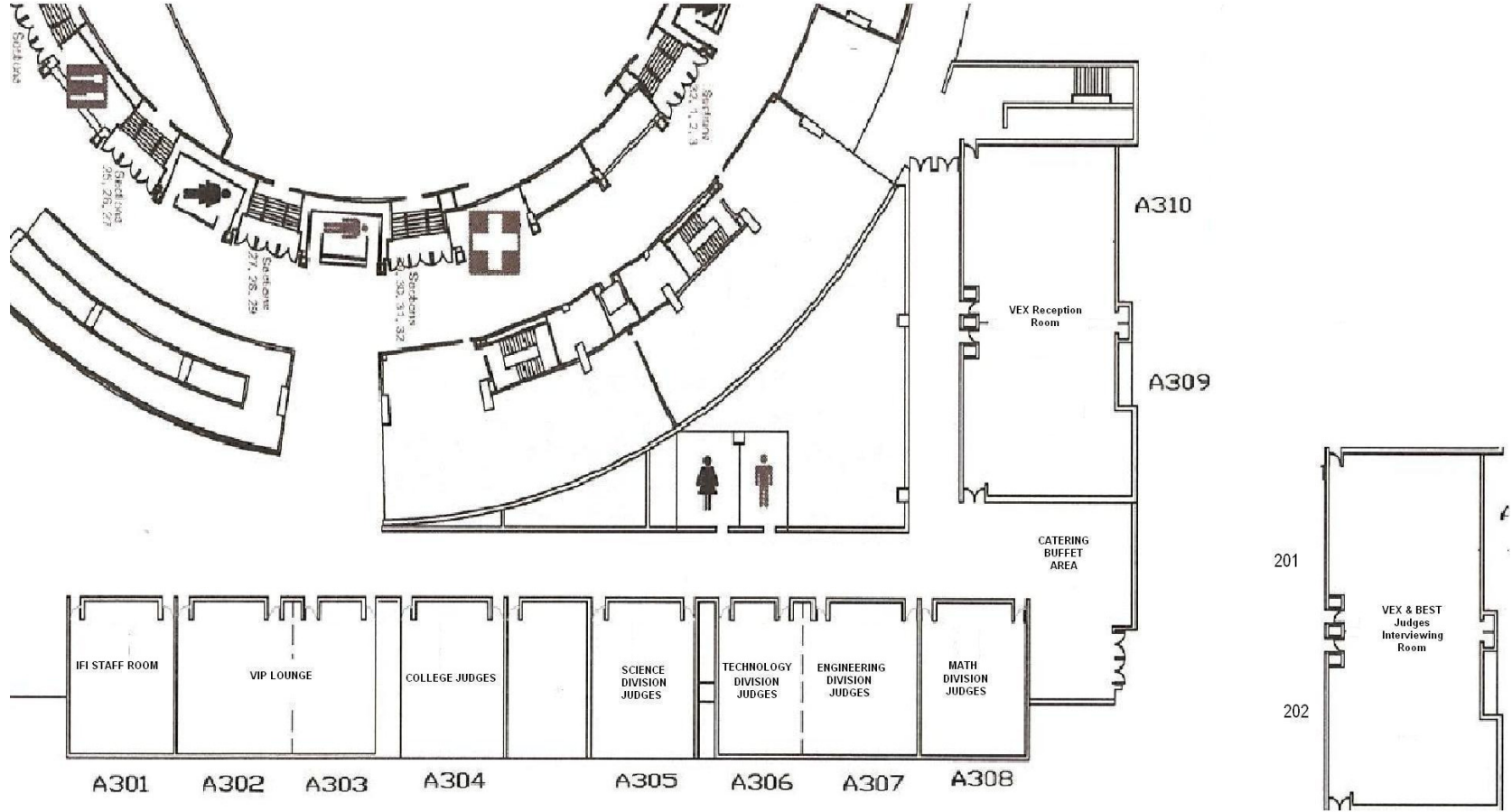
BEST National Championship Volunteer Guide



- ~~~~~ 3' Drape Approx. 1,200'
- ~~~~~ 8' Drape Approx. 430'
- Approx. 2,272' of Carpet
- 384 Pits
- v4.7

	Vex Robotics Dallas Conv. Center Hall AB Saturday April 22, 2010	File Name: Vexrobotics2010 Show Location: Dallas C.C. Hall AB Drawn By: Show Dates: 4-22-10 Date: 2-10-10 Account Executive: Jason Sims Revised: 4-9-10 <small>ALL RIGHTS RESERVED. THIS DOCUMENT IS THE PROPERTY OF VEX ROBOTICS. IT IS TO BE USED ONLY FOR THE PURPOSES OF THE VEX ROBOTICS CHAMPIONSHIP. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.</small>	
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Championship Schedule

Thursday, April 22

8:00 a.m. – 8:00 p.m. Teams may setup PIT and BEST Award Exhibits
6:00 p.m. Volunteer meeting (Room A202)
7:00 p.m. Team Orientation Meeting (Main Arena)

Friday, April 23

8:00 a.m. – 2:00 p.m. **Team Registration / Check-in** (Pit Registration Booth)
Pickup information packets.
Submit CAD drawings for judging by noon

8:00 a.m. – 5:00 p.m. **Volunteer/VIP/Media Check-In** (Pit Registration Booth)
Pickup volunteer/VIP/media packets.

8:00 a.m. – 1:45 p.m. **BEST Award Table Display Set-up** (Pit Area)

2:00 p.m. – 5:00 p.m. **BEST Award Table Display Judging** (Pit Area)

1:00 p.m. – 3:00 p.m. **Compliance / Inspection** (Pit Area)
Machine compliance check.
Submit driver roster, receive driver vests.

9:30 a.m. – 10:00 p.m. **Judges Orientation (Mktg Presentations)** (Room A201)
10:00 a.m. – 3:30 p.m. **Team Marketing Presentations** (Room A201)
3:30 a.m. – 4:00 p.m. **Judges Meeting (final decisions/wrap-up)** (Room A201)

10:30 a.m. – 11:30 a.m. **The MathWorks MATLAB/SIMULINK Workshop**
(Room A202)
Demonstration of new software options for BEST teams. Open to all teams.

1:30 p.m. – 3:00 p.m. **Driving Practice** (Arena)
Pre-scheduled - thirty (30) minutes of practice on the game field.

1:00 p.m. – 3:00 p.m. **Team Photos** (Photography area in Pits)

5:00 p.m. – 7:00 p.m. **Robot Showcase & Exhibition** (Room A201/A202)

- VIP meet & greet
- Team robots on display
- Team table display exhibition
- Student recognition
- Awards (video, CAD, animation, ...)

8:00 p.m.

Pit and Venue Closes

Saturday, April 24

7:30 a.m.	Pit Open Final setup. Random compliance checks.
7:45 a.m.	Drivers Meeting (A201)
8:30 a.m.	National Championship Opening Ceremonies (Arena)
9:00 a.m. – 2:30 p.m.	Team Interviews (Pits)
9:00 a.m. – 12:00 p.m.	Preliminary Seeding Matches (Arena) 8 matches per team.
12:00 p.m. – 1:00 p.m.	Lunch Break
1:00 p.m. – 2:00 p.m.	Preliminary Seeding Matches cond. (Arena)
2:00 p.m.	Table Displays can be dismantled
2:00 p.m. – 2:15 p.m.	BEST Teachers Recognition (Arena Floor) All teachers assemble at playing field area
2:15 p.m. – 3:00 p.m.	Semi-final Matches (Arena)
3:00 p.m. – 3:30 p.m.	Awards Presentations (Arena) Machine awards, team awards.
4:00 p.m. – 6:00 p.m.	Championship Matches & Closing Ceremonies (Arena) Head-to-head competition finals. Awards presentations (competition & BEST award) Team photos.
6:15 p.m. – 10:00 p.m. Halls)	VEX World Championship Celebration Party (Exhibit \$15 per person before April 12.
6:30 p.m.	Pit Area Closes

Staff Assignments (April 23-24)

You should have received an email with your staff assignment already. If not, please check http://www.capitol-best.org/natl_vol_signup.php. If there is any issue with your assignment please contact me ASAP. Below is a table of the current staff assignments. Some of you may need to talk to each other before this weekend (eg., referees, judges, scoring crew, pit crew, staging crew, ...).

When you arrive Friday or Saturday, go to the registration booth in the Pits to checkin and pick up your volunteer packet.

Volunteer Availability

Volunteer	Status	Event	Assignment
Baltzell, Ian	Confirmed	National Championship	Judge (Notebooks)
Bates, Edwina	Confirmed	National Championship	Judge (Notebooks)
Bates, Edwina	Confirmed	National Championship	Judge (Spirit & Sportsmanship)
Blanks, George	Confirmed	National Championship	VIP Contact
Borgeson, Jacob	Confirmed	National Championship	Staging Crew
Cacciola, Tony	Confirmed	National Championship	Referee
Chandler, Gail	Confirmed	National Championship	PR (Dallas Local)
Cooper, Shaun	Confirmed	National Championship	Judge (Marketing Presentations)
Crenshaw, Mark	Confirmed	National Championship	Judge (Head)
Curtis, Daniel	Confirmed	National Championship	Referee (Head)
Curtis, Paul	Confirmed	National Championship	Judge (Table Display/Interview)
Cutshall, Jon	Confirmed	National Championship	Judge (CAD Design)
Cutshall, Jon	Confirmed	National Championship	Machine Compliance
Cutshall, Jon	Confirmed	National Championship	RC / Kit Support
Cutshall, Wiede	Confirmed	National Championship	Demolition Crew
Cutshall, Wiede	Confirmed	National Championship	Referee
Daniel, Walt	Confirmed	National Championship	Judge (Competition Awards)
Dossman, Aaron	Confirmed	National Championship	Videography
Dossman, Rachel	Confirmed	National Championship	Registration - Friday
Dossman, Rachel	Confirmed	National Championship	Registration - Saturday
Easley, Arlene	Confirmed	National Championship	Judge (Competition Awards)
Easley, Arlene	Confirmed	National Championship	Judge (Marketing Presentations)
Ewald, Mary Lou	Confirmed	National Championship	Judging Administrator

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Fallon, Angela	Confirmed	National Championship	Judge (Competition Awards)
Fallon, Angela	Confirmed	National Championship	Registration - Saturday
Fenton, Robin	Confirmed	National Championship	Judging Administrator
Fitzmaurice, Tom	Confirmed	National Championship	Judge (Marketing Presentations)
Gan, Paulus	Confirmed	National Championship	Timekeeper
Garcia-Rubio, Miguel	Confirmed	National Championship	Judge (Competition Awards)
George, Paul	Confirmed	National Championship	MC
Graber, Joel	Confirmed	National Championship	Judge (Notebooks)
Heiselt, Eric	Confirmed	National Championship	Judge (Marketing Presentations)
Helmick, Mary	Confirmed	National Championship	Staging Crew
Holm, Jennifer	Confirmed	National Championship	Staging Crew
Jones, Peter	Confirmed	National Championship	Judge (Notebooks)
Kelling, Michael	Confirmed	National Championship	Photography
Kelling, Michael	Confirmed	National Championship	Team Photos
Krishnamurthy, Arthi	Confirmed	National Championship	Referee
Maharry, Tim	Confirmed	National Championship	Judge (Competition Awards)
Maier, Steven	Confirmed	National Championship	Staging Crew
Martini, John	Confirmed	National Championship	Media Relations
Martini, John	Confirmed	National Championship	VIP Contact
Marum, Steve	Confirmed	National Championship	Judge (Notebooks)
Meza, Luis	Confirmed		
Meza, Luis	Confirmed	National Championship	BEST Showcase & Exhibition
Meza, Luis	Confirmed	National Championship	Field Electronics
Micheaux, Monique	Confirmed	National Championship	Registration - Friday
Mitchell, Sue	Confirmed	National Championship	Judge (Marketing Presentations)
Morris, Velda	Confirmed	National Championship	Judge (Table Display/Interview)
Nguyen, Connie	Confirmed	National Championship	Judge (Notebooks)
Nguyen, Khanh	Confirmed	National Championship	Judge (Notebooks)
Nguyen, Phuong	Confirmed	National Championship	Judge (Competition Awards)
North, Tom Slick	Confirmed	National Championship	MC
Peterson, Krista	Confirmed	National Championship	BEST Showcase & Exhibition
Peterson, Krista	Confirmed	National Championship	Marketing Presentation Checkin
Phillips, Richard	Confirmed	National Championship	Machine Compliance
Phillips, Richard	Confirmed	National Championship	Setup Crew
Rensink, Jeff	Confirmed	National Championship	Field Electronics
Rich, M. Jason	Confirmed	National Championship	Judge (CAD Design)
Rich, M. Jason	Confirmed	National Championship	Judge (Competition Awards)
Rock, Bill	Confirmed	National Championship	Judge (Competition Awards)
Rose, Mark	Confirmed	National Championship	Judge (Competition Awards)
Seton, Julie	Confirmed	National Championship	Judge (Marketing Presentations)

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Snow, Jody	Confirmed	National Championship	Referee
Spangler, Jon	Confirmed	National Championship	Demolition Crew
Spangler, Jon	Confirmed	National Championship	Staging Crew
Spangler, Jon	Confirmed	National Championship	Team Practice Coordinators
Srivastava, Tina	Confirmed	National Championship	Marketing Presentation Checkin
Tang, Chinpei	Confirmed	National Championship	Judge (CAD Design)
Tang, Chinpei	Confirmed	National Championship	Judge (Notebooks)
Tang, Chinpei	Confirmed	National Championship	Judge(Programming Skills)
Tharp, Gaylen	Confirmed	National Championship	Field Scoring
Tharp, Gaylen	Confirmed	National Championship	Judge (Marketing Presentations)
Ward, Karl	Confirmed	National Championship	Judge (Competition Awards)
Ward, Karl	Confirmed	National Championship	Judge (Notebooks)
Ward, Karl	Confirmed	National Championship	Judge (Table Display/Interview
Weber, Bill	Confirmed	National Championship	Judge (Spirit & Sportsmanship)
Whitmire, David	Confirmed	National Championship	Judge (Competition Awards)
Whitmire, David	Confirmed	National Championship	Judge (Table Display/Interview
Whitmire, Kathryn	Confirmed	National Championship	Judge (Spirit & Sportsmanship)
Whitmire, Kathryn	Confirmed	National Championship	Judge (Table Display/Interview
Williams, Scott	Confirmed	National Championship	Judge (Notebooks)
Wilson, Mike	Confirmed	National Championship	Field Electronics
Wyatt, John	Confirmed	National Championship	Referee
York, Kenny	Confirmed	National Championship	Scoring
Young, Greg	Confirmed	National Championship	Demolition Crew
Young, Greg	Confirmed	National Championship	Event Administration
Young, Greg	Confirmed	National Championship	Setup Crew

National Championship					
Alternate - Fri		Apr 23	Fri	All Day	People required: 4
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :
Alternate - Sat		Apr 24	Sat	PM	People required: 4
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :

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BEST Showcase & Exhibition		Ap 23	Fri	PM	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Meza, Luis	New Mexico BEST	1	lrmeza@nmsu.edu	575-527-7564	915-487-6558	Delete
Peterson, Krista	Cowtown BEST	1	k-pete@sbcglobal.net	817-847-5752		Delete
Demolition Crew		Apr 24	Sat	PM	People required: 10	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cutshall, Wiede	San Antonio BEST	1	wkc@cutshallconsulting.aero	210-317-8533		Delete
Spangler, Jon	Dallas BEST / Raythe	1	j-spangler@raytheon.com	469-693-9168	972-344-8057	Delete
Young, Greg	Capitol BEST	1	greg.young@capitol-best.org	512-947-1649	512-868-8533	Delete
Event Administration		Apr 23-24	Fri-Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Young, Greg	Capitol BEST	1	greg.young@capitol-best.org	512-947-1649	512-868-8533	Delete
Field Electronics		Apr 24	Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Meza, Luis	New Mexico BEST	1	lrmeza@nmsu.edu	575-527-7564	915-487-6558	Delete
Rensink, Jeff	Jubilee BEST	1				Delete
Wilson, Mike	Jubilee BEST (BASF)	1	mike.wilson@basf.com	251-463-4004		Delete
Field Scoring		Apr 24	Sat	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Tharp, Gaylen		1	shakyes@aol.com	972-633-8244	214-770-7805	Delete
Judge (CAD Design)		Apr 23	Fri	PM	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cutshall, Jon	San Antonio BEST	1	jcutshall@satx.rr.com	210-317-8863	210-522-3016	Delete
Rich, M. Jason	MS	1	rich_7j@hotmail.com	601-307-9950		Delete
Tang, Chinpei	Dallas BEST	1	chinpei@utdallas.edu	716-907-0197		Delete
Judge (Competition Awards)		Apr 24	Sat	All Day	People required: 6	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Daniel, Walt	Capitol BEST	1	walter.daniel@mscsoftware.com	512-773-8653 (cell)	512-712-4133 (home)	Delete
Easley, Arlene	Jubilee BEST	1	Arlene.Easley@ngc.com	251-689-4447		Delete
Fallon, Angela	Cowtown BEST	1	angela.n.fallon@lmco.com	8177185198	8178860930	Delete

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Garcia-Rubio, Miguel	Texas BEST	1		940-565-2524	214-906-3152	Delete
Maharry, Tim	Heartland BEST	1	tjmaharry@nwsu.edu	580-327-8583	580-430-1729	Delete
Nguyen, Phuong	Dallas BEST	1	phuong.t.nguyen@lmco.com	313-318-9767		Delete
Rich, M. Jason	MS	1	rich_7j@hotmail.com	601-307-9950		Delete
Rock, Bill	Dallas BEST	1	rock.pile@computer.org	972-297-5817		Delete
Rose, Mark	TN Valley BEST	1	smr@calhoun.edu			Delete
Tulodieski, Christia	Jubilee BEST	1	Christian.tulodieski@austalusa.com	610-459-8585		Delete
Ward, Karl	War Eagle BEST (SABI	1	karl.ward@sabic-ip.com	334-832-5313	334-272-8976	Delete
Whitmire, David	CoCo BEST	1	d-whitmire@raytheon.com	972-877-2667		Delete
Judge (Head)		Apr 23-24	Fri-Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Crenshaw, Mark	Cowtown BEST	1	mark.a.crenshaw@lmco.com	817-925-0639 (c)	817-777-9039(w)	Delete
Judge (Marketing Presentations)		Apr 23	Fri	All Day	People required: 5	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cooper, Shaun	MS	1	scm316@bagley.msstate.edu	601-672-7825		Delete
Easley, Arlene	Jubilee BEST	1	Arlene.Easley@ngc.com	251-689-4447		Delete
Fitzmaurice, Tom	Texas BEST	1	Fitzmaurice@unt.edu	214-762-7621		Delete
Heiselt, Eric	MS	1	nericheiselt@bagley.msstate.edu	662-648-9951		Delete
Mitchell, Sue	TN Valley BEST	1	sue@calhoun.edu	256-345-6241		Delete
Seton, Julie	New Mexico BEST	1	seton_1@msn.com	575-639-3158		Delete
Sharp, Gaylen		1	shakyes@aol.com	972-633-8244	214-770-7805	Delete
Judge (Notebooks)		Apr 10-21	Many Days		People required: 6	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Baltzell, Ian	Jubilee BEST	1	imbaltze@southernco.com	251-331-6049		Delete
Bates, Edwina	Jubilee BEST	1	ebates@technip.com	251-895-2309		Delete
Graber, Joel	Dallas BEST	1	jgraber@ti.com	214-926-9502		Delete
Jones, Peter	War Eagle BEST	1	jonesp1@auburn.edu			Delete
Marum, Steve	NT BEST	1	smarum@cablone.net			Delete
Nguyen, Connie	Jubilee BEST	1	tnbb@chevron.com	251-716-8294		Delete
Nguyen, Khanh	Jubilee BEST	1	knguyen@southerco.com	251-214-4209		Delete
Tang, Chinpei	Dallas BEST	1	chinpei@utdallas.edu	716-907-0197		Delete
Ward, Karl	War Eagle BEST (SABI	1	karl.ward@sabic-ip.com	334-832-5313	334-272-8976	Delete
Williams, Scott	Jubilee BEST	1	vswillia@southernco.com	251-753-4172		Delete
Judge (Spirit & Sportsmanship)		Apr 24	Sat	All Day	People required: 3	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	

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Bates, Edwina	Jubilee BEST	1	ebates@technip.com	251-895-2309		Delete
Weber, Bill	Emerald Coast	1	wweber@uwf.edu			Delete
Whitmire, Kathryn	CoCo BEST	1	Kathryn.Whitmire@raytheon.com	808-780-8297		Delete
Judge (Table Display/Interview)		Apr 23	Fri	PM	People required: 5	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Curtis, Paul	Dallas BEST / T-Syst	1	pcurtis@tssystem.com	214-893-1181	972-633-2331	Delete
Morris, Velda	Philadelphia BEST	1	vmorris@philasd.org	856-905-6923	215-400-4130	Delete
Tulodieski, Christia	Jubilee BEST	1	Christian.tulodieski@austalusa.com	610-459-8585		Delete
Ward, Karl	War Eagle BEST (SABI	1	karl.ward@sabic-ip.com	334-832-5313	334-272-8976	Delete
Whitmire, David	CoCo BEST	1	d-whitmire@raytheon.com	972-877-2667		Delete
Whitmire, Kathryn	CoCo BEST	1	Kathryn.Whitmire@raytheon.com	808-780-8297		Delete
Judge (TBD)		Apr 23-24	Fri-Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Judge (Programming Skills)		Apr 23	Fri	PM	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Tang, Chinpei	Dallas BEST	1	chinpei@utdallas.edu	716-907-0197		Delete
Judging Administrator		Apr 23-24	Fri-Sat	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Ewald, Mary Lou	War Eagle / South's	1	ewaldml@auburn.edu			Delete
Fenton, Robin	Jubilee BEST	1	rrfenton@comcast.net			Delete
Machine Compliance		Apr 23	Fri	PM	People required: 4	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cutshall, Jon	San Antonio BEST	1	jcutshall@satx.rr.com	210-317-8863	210-522-3016	Delete
Phillips, Richard	CoCo BEST	1	kb5ybyq@arr1.net	972-824-7946	972-423-1632	Delete
Marketing Presentation Checkin		Apr 23	Fri	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Peterson, Krista	Cowtown BEST	1	k-pete@sbcglobal.net	817-847-5752		Delete
Srivastava, Tina	Dallas BEST	1	tina.p.srivastava@raytheon.com	972-344-9937		Delete
MC		Apr 24	Sat	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
George, Paul	Blazer BEST	1	pgeorge@uab.edu	205-934-8481 (o)	205-482-7003 (c)	Delete
North, Tom Slick	DC BEST	1	tomslick@spareparts racing.com			Delete
Media Relations		Apr 23-24	Fri-Sat	All Day	People required: 2	

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Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Martini, John	River Valley / Front	1	jmartini@uafortsmith.edu	479-788-7772	479-648-0337	Delete
Photography		Apr 23-24	Thu - Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Kelling, Michael	Kelling Photography	1	michael@kellingphotography.com	979-277-0411		Delete
PR (Dallas Local)		Mar 15 - A	Many Days		People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Chandler, Gail	TI	1	g-chandler1@ti.com	214-793-3021		Delete
RC / Kit Support		Apr 24	Sat	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cutshall, Jon	San Antonio BEST	1	jcutshall@satx.rr.com	210-317-8863	210-522-3016	Delete
Referee		Apr 24	Sat	All Day	People required: 5	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Cacciola, Tony	Capitol BEST	1	tony.cacciola@leanderisd.org			Delete
Cutshall, Wiede	San Antonio BEST	1	wkc@cutshallconsulting.aero	210-317-8533		Delete
Krishnamurthy, Arthi	Dallas BEST - TI	1	arthi@ti.com	214-677-6484	214-677-6484	Delete
Snow, Jody	Cowtown BEST	1	jody.snow@lmco.com	404-395-0782	817-777-5939	Delete
Wyatt, John	Dallas BEST	1	jewyatt2@juno.com	214-662-6877 (cell)	972-242-6131 (hm)	Delete
Referee (Head)		Apr 24	Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Curtis, Daniel	Capitol BEST	1	oneforlogic@yahoo.com	903-271-7642		Delete
Registration - Friday		Apr 23	Fri	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Dossman, Rachel	BEST Robotics, Inc.	1	dossman@sbcglobal.net	469-952-6380	214-862-7350	Delete
Micheaux, Monique	Galveston BEST	1	drmoniquegordon@gmail.com	281-935-7742		Delete
Registration - Saturday		Apr 24	Sat	AM	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Dossman, Rachel	BEST Robotics, Inc.	1	dossman@sbcglobal.net	469-952-6380	214-862-7350	Delete
Fallon, Angela	Cowtown BEST	1	angela.n.fallon@lmco.com	8177185198	8178860930	Delete
Scoring		Apr 24	Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
York, Kenny	Jubilee BEST	1	kennyyork@centralite.com	251-422-4592		Delete
Setup Crew		Apr 21	Tue	All Day	People required: 5	

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Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Phillips, Richard	CoCo BEST	1	kb5ybq@arr1.net	972-824-7946	972-423-1632	Delete
Young, Greg	Capitol BEST	1	greg.young@capitol-best.org	512-947-1649	512-868-8533	Delete
Staging Crew		Apr 24	Sat	All Day	People required: 4	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Borgeson, Jacob	Dallas BEST	1	j-borgeson@ti.com	469-235-5593	214-567-6677	Delete
Helmick, Mary	Dallas BEST	1	mary_helmick@yahoo.com	214-395-6279	972-517-8716	Delete
Holm, Jennifer	Dallas BEST	1	j-holm@ti.com	214-597-9995	214-567-5648	Delete
Maier, Steven	Heartland BEST	1	SJMaier@nwosu.edu			Delete
Spangler, Jon	Dallas BEST / Raythe	1	j-spangler@raytheon.com	469-693-9168	972-344-8057	Delete

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Team Photos		Apr 23-24	Fri-Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Kelling, Michael	Kelling Photography	1	michael@kellingphotography.com	979-277-0411		Delete
Team Practice Coordinators		Apr 23	Fri	PM	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Spangler, Jon	Dallas BEST / Raythe	1	j-spangler@raytheon.com	469-693-9168	972-344-8057	Delete
Timekeeper		Apr 24	Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Gan, Paulus	Dallas BEST	1	pgan3@yahoo.com	(214) 526-8556	(214) 826-4517	Delete
Unassigned		Oct 24	Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Videography		Apr 23-24	Fri-Sat	All Day	People required: 1	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Dossman, Aaron	BEST Robotics, Inc.	1	bri.rachel@gmail.com			Delete
VIP Contact		Apr 24	Sat	All Day	People required: 2	
Name :	Company :	Number :	Email :	Phone1 :	Phone2 :	
Blanks, George	BEST Robotics, Inc.	1	blankgw@auburn.edu			Delete
Martini, John	River Valley / Front	1	martini@uafortsmith.edu	479-788-7772	479-648-0337	Delete

Championship Setup (April 21)

We'll be **setting up at the convention center all day on Wednesday, April 21**. If you have some time, come on out and help get things ready. I'm still in need of some folks to pick up items and bring to the convention center on Friday, primarily food items that we are arranging. Please contact me (greg.young@capitol-best.org, 512-947-1649) ASAP if you can help with this.

Volunteer Meeting (April 22)

We are planning on having a volunteer meeting on **Thursday evening, April 22, 6pm, in room A201**.

We will walk through the entire flow expected for Friday/Saturday to get everyone acquainted with their jobs and give instruction details about each job. There are some things that will be different from your normal hub/regional contests because of our sharing with VEX and the venue itself.

You can ask questions and we can resolve any issues before we get started rather than the day off. This is important especially if you have not volunteered before because you will find that there is very little time on Saturday to go over details of jobs with every individual. If you are unable to make the Volunteer meeting on Friday night, please contact me (**Greg Young**) **by Tuesday** if you need instruction. I will be unavailable most of Wednesday setting up at the convention center.

Volunteer Registration/Check-In (April 23-24)

A registration booth exists in the exhibit halls (PIT); BEST will have a portion of this booth. Everyone working the event must checkin at this registration desk and pickup a volunteer packet and t-shirt. You **must wear** the BEST National Championship volunteer t-shirt ... it gives you access to the arena floor and other controlled access areas. A daily schedule will also be provided in your volunteer packet.

Machine Compliance Check (April 23)

Check-in of the machines will take place **Friday, 4/23/10, 1:00 pm to 3:00 pm** at Westlake High School. There will be no machine check-in prior to 1:00pm. Volunteers should arrive by 12:00pm to help setup the area and get instructions

from the Compliance boss (Jon Cutshall). We still need volunteers to help with machine compliance so let me know if you are willing to help out.

The machine compliance procedure will consist of several steps. We need a few people to handle crystal pulling, weight/size check, and machine kit & construction compliance. A set of tables will be setup in the PITs to support this activity. There will be a compliance sheet (hardcopy) created for all participating teams. If a team does not complete check-in/compliance due to failure to meet all requirements, they may return after correcting the problems but they should always return to Machine Compliance area to repeat the process.

The Compliance boss will keep a record of which teams have successfully completed their machine compliance and those which have not. Machines will not be required to stay overnight at the convention center. Remind the teams that spot checks are likely on Saturday morning.

Marketing Presentations (April 23)

Team marketing presentation will be held **Friday, April 23, in room A202**, using the following schedule.

Requirements for Friday presentations:

Teams check in 20 minutes prior to their scheduled time in front of Room A201 at the Dallas Convention Center. Presenters will be escorted into the presentation room at the appropriate time. Teams will be provided with a laptop computer and LCD projector and screen. Teams may opt to use their own equipment, but should account for set up time.

25-minute presentation slot:

- 5 minutes: Set-up
- 12 minutes: Presentation
- 5 minutes: Q&A with judges
- 3 minutes: Break-down and clear room

5 minutes between each presentation is for judges consultation

Time Slot	Team
10:00am – 10:25am	Circle High School
10:30am – 10:55am	Texoma Home Educators

11:00am – 11:15am	Judges Break
11:15am – 11:40am	McFadden School of Excellence
11:45am – 12:15pm	W.P. Davidson High School
12:15pm – 1:00pm	Lunch Break
1:15pm – 1:40pm	Wichita Homeschool
1:45 pm – 2:10pm	Metro Homeschool
2:15pm – 2:30pm	Judges Break
2:30pm – 2:55pm	United Engineering & Technology Magnet
3:00pm – 3:25pm	Wetumpka High School
3:30pm – 4:00pm	Judges convene for final decisions

Team Practice (April 23)

Team practice will occur on the **arena floor on Friday, April 23, 1:00pm – 3:00pm at the BEST field**. Practice times are scheduled and teams will not be allowed on the arena floor before their scheduled time. The number of students allowed on the field at one time may be limited. There will be VEX matches going on in the arena so let's please be respectful of that fact and maintain some order.

Practice Etiquette

Volunteer will be supervising the practice sessions and teams should follow their directions explicitly.

Do not interfere with another team's activities during the practice session.

Please treat the field and game pieces with the same respect that you would during the actual contest.

Leave the field at the end of your practice time....there are other teams that need to get on.

Time Slot	Team
1:00pm – 1:30pm	Circle High School Milton High School Conway High School

1:30 pm – 2:00pm	United Engineering Technology Magnet Wetumpka High School
2:00pm – 2:30pm	McFadden School of Excellence Texoma Home Educators Whitewright High School
2:30pm – 3:00pm	Metro Homeschool W.P. Davidson High School Wichita Homeschool Academy of Science and Technology

Lunch Breaks (April 23-24)

Lunch on Friday and Saturday will be on your own due to our limited funding. A large food court will be available in the back of the pit area. It is unlikely that there will be sufficient time to go elsewhere. Lunch is prepared through convention center catering and variety & pricing will be similar to the following. Please be prepared for this.

Breakfast & Snack Items

Breakfast Pastry	\$ 3.00
Handmade Sausage & Egg Burrito**	\$ 4.00
Hot Breakfast **	\$ 8.00
Cookies	\$ 2.75
Chips	\$ 2.25
Pretzel	\$ 3.00
Nachos	\$ 4.25
Nacho Supreme	\$ 7.00
Popcorn – Small	\$ 3.75
Popcorn – Large	\$ 5.00
Whole Fruit	\$ 1.25
Garden Vegetable Cup	\$ 5.00
Yogurt	\$ 2.75
Fresh Fruit & Honey Yogurt Cup	\$ 3.50

** Go Gourmet Only

Lunch Items

Hot Dog ¼ lb	\$ 5.50
Hamburger	\$ 6.75

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Loaded Baked Potato	\$ 8.00
Personal Pan Pizza – Cheese	
Personal Pan Pizza – Pepperoni	
Soup – Assorted flavors	\$ 5.00
Fruit Salad	\$ 6.25
Garden & Pasta Salads	\$ 7.25
Specialty Salad \$ 8.50	
Wrapped Sandwiches	\$ 7.50
Wedge Sandwiches	\$ 7.75
Hoagie Sandwiches	\$ 8.50

Concept Carts

Top Dog Hot Dog ¼ lb	\$ 5.75
Enchiladas Plate – Cheese, Beans & Rice	\$ 8.50
Tortilla Soup	\$ 5.00
Taste of the East Beef w/ Rice	\$ 8.25
Taste of the East Pork w/ Rice	\$ 8.00
Taste of the East Chicken w/ Rice	\$ 7.50
Taste of the East Shrimp w/ Rice	\$ 8.25
Sandwich Zone – Turkey	\$ 8.50
Sandwich Zone – Roast Beef	\$ 8.50
Al Fresco Pasta Plate	\$ 8.50
Al Fresco Cheese Pizza	\$ 7.50
Al Fresco Pepperoni Pizza	\$ 8.00
Al Fresco Specialty Pizza	\$ 8.50
Flipside Grill Hamburger	\$ 7.75
Flipside Grill Chicken Sandwich	\$ 7.75
Flipside Chicken Tenders	\$ 7.25
Flipside French Fries	\$ 3.25

Beverages

Starbucks Coffee	\$ 3.50
Bottled Juice	\$ 3.50
Monster Energy Drink	\$ 4.75
Fountain Soda	\$ 3.25
Canned Soda	\$ 2.25
Bottled Soda	\$ 3.25
Bottled Water	\$ 3.00
Milk	\$ 2.00
Sports Drink	\$ 3.50

SPECIAL VOLUNTEER INSTRUCTIONS

Referees

Be sure to read a copy of the rules at at <http://www.bestinc.org/MVC/FileManagement/list?dir=25> (**2009 Game Specific Rules Rev 2.02.pdf**). Referees should also go through the latest Q&A at <http://www.bestinc.org/cgi-bin/bestqna.pl> to get a good understanding of any changes/clarifications to the rules. There are hundreds of questions so do it early. You can select just the Game Related questions. Some answers to Q&A **may have** actually changed a rule or two (but not usually); mostly it is clarification of rules/interpretation.

We will have scorecards on hand for you to use. It may be a good idea to **meet on Friday**, to review the scorecards & scoring procedures to be used on game day. All referees should be at the school by **7:15am** on Saturday, April 24. There will be a driver's meeting in room A201 for all teams hosted by the Head Referee at **7:45am**. Referees should attend. This meeting should be to the point and quick. We need them to be back in the stands **before** 8:30am sharp. This meeting will not cover over rules per se, but more procedure.

For example,

- The team is responsible for getting to staging on time (1 match prior to theirs) and having the right drivers there.
- Only 2 students are allowed on the field; you don't need any more than this to setup your machine
- All traffic to/from the field will use the designated hallways. Other members or observers must enter through the spectator entrances.
- Every student on the drivers list must wear a driver band / vest. They are numbered and must only be worn (not removable) by the student designated on the team driver list. We handed out numbered "concert" bands to each team in your team packets.
- Driver must be wearing a driver band that matches the driver's list at staging. That is, #1 driver drives in the team's first match, #2 driver drives in the team's second match, etc. Your team must keep track of your driver's list and order of drivers so that the proper student is sent to staging.
- Only move from staging to the field when instructed by a referee or staging boss.
- Driver (with RC) should not leave after the match until they have reviewed and initialed the scorecard.
- The spotter may be any student the team chooses. A driver's vest is still required for the spotter in order to gain access to the arena floor.
- Staging will provide you with a field receiver which you must connect to your machine. DO NOT bring your own receiver box (the numbered black box in your kit) to staging.

- Upon reaching the field, driver and spotter must wear the safety glasses provided.
- Ensure that your transmitter is **turned off. LEAVE IT OFF. Then CAREFULLY** connect the field tether connector to your transmitter or ask for help from the referee.
- Your machine must remain in the compliant (2x2x2) shape until the whistle blows to begin the match.
- Once the whistle blows the machine may not be touched by either driver or spotter again or a 20-second penalty will be assessed.
- When horn sounds ending the match, drivers should remove hands from their RC (use your neck strap; that's why you have it!).
- Review what scenarios result in a 20-second penalty. Let them know that they must hand their transmitter to the referee for the 20-sec penalty period.
- Discuss any specific issues/questions/concerns from Q&A (e.g., blocking).
- Let them ask any **quick** questions.

Judges

Coordinate your activities with Marc Crenshaw (mark.a.crenshaw@lmco.com), Head Judge. There will be judges briefings at various times throughout the day prior to your activity. Please see the schedule. You should already have your judging assignments. Room A202 will be the designated judges room on Friday and Saturday.

Pit Crew/Staging Crew

The PIT is open to the public; teams will be on their own in the PITs. The staging crew is responsible for getting teams staged and ready for their upcoming matches. This may involve movement between the arena (staging area) and the Pits (BEST pit area). There is a great distance between these two areas. I hope to have radios for the staging crew to help this effort. A Kit support area will be available in the BEST Pit. This area can be used for pre-staging as necessary. When semi-finals and finals begin, most teams will need to stay in or near the arena since they will likely not have time to return to their pit area. We'll likely setup a battery charging and repair station in the staging area during this time. We are also planning on providing teams with a 3rd battery to compensate for shorter time between matches (due to only 12 teams) and the long distance to the pits. Only students with driver wristbands will be allowed on the arena floor. Only students with driver vests will be allowed in the game area.

Scorekeepers & Field Scoring

There will be a field computer for resetting the field only; real-time scoring will not be implemented. All scoring will be done at the main scoring table. The team

rankings and match results will be displayed on the main screen between matches. Additional displays showing rankings/inventory, match results and teams up next will be available in the staging area.

Photographer

Team photographs are scheduled as show below. Each team has been allocated 15 minutes for the shoot. The team schedules for presentation, practice and photos have been arranged so they should have plenty of time to arrive for photos.

Videography

Please arrive in time to prepare and become familiar with the video camera. I have a professional Sony DV camera to use for videography of the entire weekend. Please treat it with extra care. We especially want video of the Friday night BEST showcase and Saturday activities. The A/V team will handle all video for the main arena screens and will be capturing video at key moments throughout the day as well. Most video captured by the A/V team will be action video and awards. We are relying on you to capture the BEST experience; talk to me for additional information.

Media/VIP Relations

You will be asked to interface with all media and VIPs who may attend. Media can get media passes at the registration booth for access to the arena floor. VIPs can receive credentials at the registration booth as well. We intend on having special VIP packets with BEST goodies at registration. There is special VIP seating accessible from the arena floor. There is a VIP lounge on the 3rd level (see meeting rooms layout) that can be used for media interviews and mild refreshments for VIPs. This room is for VIPs and media only....BEST volunteers should utilize room A201 for breaks. We have scheduled a VIP tour for 1:30pm. Please let the volunteers at the registration desk know where you'd like to begin the tour.