

## FIRST Robotics Competition 2009 Chairman's Award Criteria

### About the Chairman's Award

The *FIRST* Robotics Competition is about much more than the mechanics of building a robot or winning a competitive event. It is about the partnership among people who are part of the *FIRST* community and the impact on those who participate in *FIRST* programs with a united goal of achieving *FIRST*'s mission. *FIRST*'s mission is to change the way young people regard science and technology and to inspiring an appreciation for the real-life rewards and career opportunities in these fields.

The concept of the Chairman's Award includes Regional Chairman's Awards, which enable *FIRST* to recognize more teams for their exemplary efforts in spreading the *FIRST* message, as well as their talents in organizing materials for their presentations.

The winning entries of the Regional Chairman's Awards and three winners from the Michigan State Championship will travel to the Championship for the continuing process of consideration for the most prestigious 2009 Chairman's Award.

### Overview

The Chairman's Award was created to keep the central focus of the *FIRST* Robotics Competition as our ultimate goal for transforming the culture in ways that will inspire greater levels of respect and honor for science and technology, as well as encourage more of today's youth to become scientists, engineers, and technologists.

The Chairman's Award represents the spirit of *FIRST*. It honors the team that, in the judges' estimation, best represents a model for other teams to emulate, and which embodies the goals and purpose of *FIRST*. It remains *FIRST*'s most prestigious award.

*FIRST* will present a Regional Chairman's Award at each regional competition. Only the winners of the Regional Chairman's Award will be eligible to compete for the Chairman's Award presented at the *FIRST* Championship.

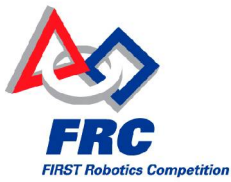
Hall of Fame members, a/k/a teams that have already won the Chairman's Award are ineligible to compete for the Regional Chairman's Award.

### First-Year (Rookie) and NASA Grant Teams:

Because the Chairman's Award recognizes sustained excellence and impact, not just a oneyear team effort, it is not possible for a first-year (rookie) team to receive this honor. However, *FIRST* invites and encourage rookies to develop a Chairman's Award submission which may be evaluated by the judges determining the winner of the **Rookie All-Star Award**. This submission will document where your team started its *FIRST* journey and will also provide background for documenting the results of your team's efforts – it will be a great way to start your team's efforts to win the Chairman's Award.

*Rookie Teams:* If you prepare a Regional Chairman's Award, print a copy to give the Judges when they visit you at your Pit Station, judges will not be viewing them online.

Teams receiving **NASA Grants** must provide a copy of this submission as part of the grant. All teams are encouraged to print a copy of their final submission for their records and to confirm for themselves that the submission was accepted.



## FIRST Robotics Competition 2009 Chairman's Award Criteria

### Submission Information

The criteria for the 2009 Chairman's Award are essentially identical to those in the past, with special emphasis on recent accomplishments in both the 2008/2009-year and the preceding two years. The judges focus on teams' activities over a sustained period, as distinguished from just the six-week design-and-build time frame.

The *FIRST* Robotics Competition is not about machines; it is about the experience of people working together toward a shared goal. Documenting and preserving your team's *FIRST* experience becomes an important component of the over-all *FIRST* experience.

As in the past, teams may only submit at one Regional competition for judging. Teams submitting for both the Chairman's Award and the Woodie Flowers Award should note that both awards are judged at the same event. Students working on the Woodie Flowers Award submission and those team members working on the Chairman's Award submission should coordinate to select the best event for the team.

### Submission Content

The Chairman's Award is presented to the team judged to have created the best partnership effort among team participants and which best exemplified the true meaning of *FIRST* through measurable impact on its participants, school, and community at large. There is no single "best way" for a team to win the Chairman's Award. Many factors come into play. The primary factors the judges will evaluate are:

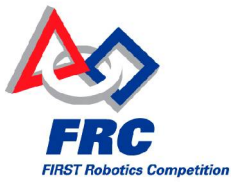
- How strongly does the submission document the impact *FIRST* has on the learning experience of the students, school curriculum, engineers, and/or community during the 2008/2009 team year as well as in prior years?
- Has the team explained/demonstrated why/how it should be a role model for other *FIRST* teams to emulate?
- How well has the team communicated its excitement and impact within the entire school, community, and beyond (state/nation) through participation in *FIRST* during the 2008/2009 team year as well as in prior years?
- Has the team documented an innovative way to spread the *FIRST* message?
- How strong of a year-round team partnership effort is reflected during the 2008/2009-team year as well as in prior years? (You can define partnership in many ways, including: the partnership among the team's students/corporate sponsor/engineers; school/university sponsor/engineers; students/adults; community/team)

As a whole, does the content of the documentation exemplify the true meaning of *FIRST*? Your Chairman's Award submission should include documentation for all the above factors.

### Submission Format

Regional Chairman's Award submissions will be submitted on line. The submission, excluding the Executive Summary, will be limited to 10,000 characters, including spaces and punctuation, and may include up to four (4) photographs totaling no more than 1.0Mb of memory.

### Submission Process



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The URL for the Chairman's Award Submission is [www.firstawards.org](http://www.firstawards.org). Follow the directions shown on the site to submit your team's entry. Teams may only submit at one regional event at which the team will compete. This site will be available beginning January 16, 2008 at noon EST.

Submitters can easily enter information, save it, and return to the site to edit the Chairman's Award submission until they are ready to submit it for final judging. All entries will be final on Thursday, February 19, 2009 at 11:59 p.m. EST. No entries will be accepted or altered after this date.

Chairman's Award submitters will go to the website and enter the required information.

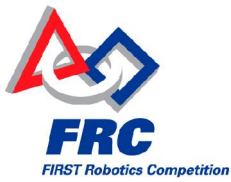
Team Number:

Regional Selection:

**Executive Summary** – Teams **must complete the following fields** in order to be considered for this award. The information included in the Executive Summary is not included in the total character/word count for the Chairman's Award Submission.

- Team Name
- Corporate/University Sponsors
- Briefly describe the impact of the *FIRST* program on team participants with special emphasis on the 2008/2009 year and the preceding two years (500 characters allowed, including spaces and punctuation)
- Examples of role model characteristics for other teams to emulate (500 characters allowed, including spaces and punctuation)
- Describe the impact of the *FIRST* program on your team and community with special emphasis on the 2008/2009 year and the preceding two years (500 characters allowed, including spaces and punctuation)
- Team's innovative methods to spread the *FIRST* message (500 characters allowed, including spaces and punctuation)
- Describe the strength of your partnership with special emphasis on the 2008/2009 year and the preceding two years (500 characters allowed, including spaces and punctuation)
- Team's communication methods and results (500 characters allowed, including spaces and punctuation)
- Other matters of interest to the *FIRST* judges, if any (500 characters allowed, including spaces and punctuation)
- Upload pictures (maximum of 4 allowed, not to exceed 1.0Mb in total)
- Essay (10,000 characters allowed, including spaces and punctuation, or approximately 1500 words)
- Electronic signature of Team Captain/Student Representative certifying that the document is complete and accurate

Once the Chairman's Award submissions are completed, they are sorted and posted on a private, password-protected site where only the judges can read the entries. Each regional will have all the candidates who successfully completed the submission listed and the judges will review the submissions. Teams should always print and bring a hard copy of their submission to the event.



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In preparing this document, bear in mind that students, engineers, teachers, community, school, sponsors, families, and other supporters, as well as the machine itself are all integral parts of your team experience. Your submission does need to clearly convey the factors outlined above.

**Important Note:** Chairman's Award Judges look for and review the information entered in the *Yearbook Page* as part of the Chairman's Award submission. This information is entered as part of the Team Information Management System (TIMS) at [www.my.usfirst.org/](http://www.my.usfirst.org/) Refer to *Section 1 Communications for more details about the Yearbook Page*.

Submission Deadline

Chairman's Award submissions are **due no later than Thursday, February 19, 2009. 11:59 p.m. EST.**

### **Additional Requirement for 2009 Season**

Teams competing for the Regional Chairman's Award must provide a video to the judges at the event. The content of the video should explain what the team has done to be a Regional Chairman's Award winning team. The video may be shown to the judges during the teams 5 minute presentation time at the discretion of the teams, however the team must provide the equipment for viewing (i.e., laptop). Although it is a requirement of submission, it is not a requirement for the judging process for 2009.

- *Teams give DVD to judges at the RCA interview*
- *Teams not required to show DVD – no penalty if they don't – Judges will be trained on this!*
- *Content should be about what you are doing to win the Regional Chairman's Award*

The video format should be as follows:

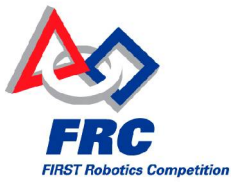
- A 16:9 ("widescreen aspect ratio") Flash, Quicktime, or Widows Media file
- Not more than 3 minutes long
- Most be able to be compressed to not more than 5 Mb for web
- Include a clean mono or stereo audio track
- Free of copyright restrictions, including music.

### **Video may consist of:**

- *Video tape footage*
- *Voice over/music over still photographs*
- *Animated presentation*
- *PowerPoint converted to movie file format*
- *Most digital cameras have video capability, resolution controlled by pixel settings. Amount of time controlled by size of media card. (recommend highest resolution possible)*

### **Editing capabilities**

- *Mac computers come bundled with iMovie editing software*
- *Some Mac computers come bundled with Final Cut Express software*
- *PC's using Windows XP or Vista platforms come bundled with Windows Movie Maker*



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- All above software has the ability to take multiple input formats and convert to 16:9 output format.

### Video Length

- Not to exceed three minutes
- Should be at least 30 seconds

### Sound

- Sound recorded by the camera or computer will suffice
- Should be clear of pops and hisses

### Copyright

- If using copyrighted music must have written permission
- If using Creative Commons Music (CCM) on line, must be used in accordance to the appropriate license and attribute properly.
- Music may not contain obscene or suggestive language

### Why:

- Winners video will be shown during the event
- Regional/District winner videos may be shown on FIRST website
- All videos may be used for FIRST Marketing and/or PR purposes (who better than our teams to show what FIRST is all about)
- After 2009, FIRST will no longer be providing a camera for the creation of a Chairman's Award video by the CA winning team

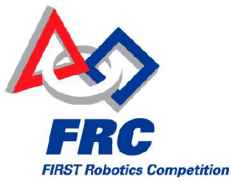
### Content Guidelines:

- Please do not identify non-team minors by name or specific location. Use only first names, no locations. **Important Note:** If you include full names or if you include any name and the location of a minor (e.g., a student at Kennedy Elementary School in Bedford Falls, MA), you will have to get releases from the minor's parents.
- Please do show us what you are doing to earn the Chairman's Award

Other required information to be included on the cover of the jewel case:

- Your team number (also include on the front of the DVD)
- Your team name (also include on the front of the DVD)
- The Regional competition you are entering
- Your corporate and university sponsors
- Permission for FIRST to use your video marketing & promotional material and/or live at FIRST events & competitions.

**Note:** The Chairman's Award is our highest honor and winning teams represent the highest standards of FIRST. When the Chairman's judges have narrowed the selection to two or three



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*teams, these contenders for the Chairman's Award at all events will have their DVD viewed by the Judge Advisor for appropriate content and to ensure that the above guidelines have been met. Although the Chairman's judges will not be judging your video as part of your submission, a DVD with inappropriate content will disqualify a team for the award.*

### Judging Process at Regional and District Events:

By 10 a.m. on Friday mornings of each Regional and District Competition a list of interview times (which will either be pre-assigned by the judges or available for self selection by the teams, at the option of the judges) for the submitting teams will be available at the Pit Administration station. Interviews will take place during the day on Friday. A panel of judges will review the Chairman's Award entries at each Regional and will conduct on-site Chairman's Award interviews with those teams who have entered a submission for that regional event. Judges will select one winner for the Regional Chairman's Award at each regional competition.

Interviews are limited to ten (10) minutes with not more than three (3) team members (student or adult mentors). The team selects these representatives. During the first five (5) minutes of the interview, the team members give a presentation to the judges, and the judges will use the second five (5) minutes for their questions and answers.

NOTE 1: If the presentation requires special equipment, the team is responsible for bringing it to the interview, and the time required to set up the equipment will count as part of the team's allotted 5 minutes.

NOTE 2: Teams are encouraged to bring copies of documentation, supporting their submission, to leave with the judges. This documentation may include, but is not limited to:

- Letters of reference
- Newspaper and magazine articles
- Program Books

As part of the Chairman's Award judging process, *FIRST* judges will also review the Executive Summary page *AND* the yearbook page for each of the submitting teams. Your team's submission will be a key factor in the selection process, along with the judges' own observations of the team at the competitions.

### The Chairman's Award Championship Award Process

At The Championship, a panel of judges will review the all the winning submissions and will select one ultimate Chairman's Award winner. This winning team has the additional honor of choosing one of its junior or senior student members to be the recipient of the Allaire Medal.