

FIRST IN SHOWSM

PRESENTED BY **Qualcomm**

District Championship Briefing
March 19, 2024

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FRC 2023-24 District Championship Briefing



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Logistics of this Webinar

This presentation is going to move very quickly!

Please keep your microphone muted

Feel free to ask questions by typing or hit the raise hands button. If you raise your hand, we may ask you to un-mute.

We will attempt to summarize and answer similar questions in mass.

These slides and a recording of this presentation will be posted on

<https://firstwa.org/pnw-district-championship/>

Qualifying for District Championships

Event Specific Information

- General Logistics: Parking/Busses/Food
- Load in / Load Out

Progressing to Championships

Am I actually going?

Monday morning after week 4 events (March 25th) Adrienne Collins will send an email to all teams that have qualified for District Championships

- The window to register is small, we ask that teams be registered for District Championships by **3:00 pm Wednesday, March 27th** .
 - **It is critical you monitor your email even if you are on spring break. We do not have time to chase you down, if you do not register by 3:00 pm March 27th, we will go to the next team on the list!**
- If you do **not** plan to attend, please fill out the registration form ASAP noting that so we can invite the next team on the list as soon as possible.

Visit the following website to see the team rankings: <https://frc-events.firstinspires.org/2024/district/PNW>

Accommodations at District Champs

If your team has qualified for District Championships and you need an event accommodation, please fill out our [accommodation form](#) **even if you filled out the form previously** (This form is not for hotel rooms, it is for special accommodations at the event like ADA seating) This will help us to see what accommodations are needed and do our best to meet everyone's needs.

Please remember we may not be able to accommodate everyone's needs though we will do our best. Please be gracious to the volunteers on site event. They are donating their time and should be treated with kindness and respect even if the accommodation you receive is not exactly what you were hoping for.

The sooner you fill out the Accommodation form for District Championships, the more likely we will be able to accommodate your need.

I think my team is going. Now what?

Good news, your District Championship registration fee is covered by the fee that you paid to *FIRST* Washington so there is no additional charge.

Fill out the registration form that was sent by Adrienne Collins as soon as possible. (must be filled out by **3:00 pm pst** on March 27th but we ask that you fill it out as soon as you can.)

- Predicting is getting too hard but there is a website called <https://frclocks.com/index.php?d=pnw> that does a great job.

I am a Dean's List Semifinalist/Woodie Flowers Nominee. Should I attend?

You are not required to attend the event to move on but you are welcome to attend.

The Woodie Flowers Finalist awards will be given out Saturday morning during opening ceremonies.

- We will be having a breakfast Saturday morning to honor the Woodie Flowers Nominees.
- The Woodie Flowers nominees should receive an invitation at the event they are recognized at.
- Remember, we get 2 Finalists

The Dean's List finalist awards will be given out Saturday night during closing ceremonies.

- If you are unable to attend the event in person, a remote interview will be scheduled
- We get 4 Dean's List Finalists

I won the Engineering Inspiration/Rookie All-star team but I did not qualify by ranking points

You are invited to attend the event to compete for Engineering Inspiration/Rookie All-Star award but you will not be competing with your robot

You will be given a 6' table with power for your event

You are not required to attend the event to win the Engineering Inspiration or Rookie All-Star award.

- Adrienne will send you a registration link after week 4 so you can let us know if you will be attending in person or if we need to schedule a remote interview

1983 has offered to make the drivers buttons for District Championships so you may not need to bring drive buttons from a past district event.

Please plan to bring a set for your drivers as a backup.

FIRST Washington communicates directly to Team Main and Alternate Contact

- **PLEASE** be sure to forward to the rest of your team and volunteers any appropriate information regarding event specifics
- Please also pass along messages about volunteer opportunities for students and for parents.

Schedule Overview: Whole Event

Wednesday, Day 0: Team load in (register for assigned time if arriving between 2 & 5) & Inspections

Thursday, Day 1: Inspections and Qualification Matches

Friday, Day 2: Qualification Matches

Saturday, Day 3: Qualification Matches & Final Rounds



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2023 PNW District Championship April 3-6, 2024

(Day 0) April 3	
2:00PM-5:00PM	5 team rep load in
5:00PM-7:30PM	Team Load In

(Day 1) April 4	
8:00AM	Pits, Machine Shop, Registration and Inspection Open
8:30AM-9:00AM	Driver's Meeting
9:00AM-10:00AM	Field Open for Measurement and Calibration
10:00AM-12:30PM	Practice Rounds
12:30PM-1:30PM	Lunch
1:30PM-5:30 PM	Qualification Matches
6:00PM	Pits and Machine Shop Close

(Day 2) April 5	
8:00AM	Pits and Machine Shop Open
8:30AM-8:45AM	Opening Ceremonies
8:45AM-12:30PM	Qualification Matches
12:30PM-1:30PM	Lunch
1:30PM-5:30PM	Qualification Matches
6:00PM	Pits and Machine Shop Close

(Day 3) April 6	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-11:00AM	Qualification Matches
11:00AM-11:30AM	Alliance Selections
11:30AM-12:30PM	Lunch
12:30PM 3:30PM	Final Rounds & Awards Ceremony
4:30PM	Pits Close

**Schedule subject to change. All times are estimated based on flow of rounds.
See Pit Administration table for updated times.

For each of your district events, including DCMP, we need you to RSVP on

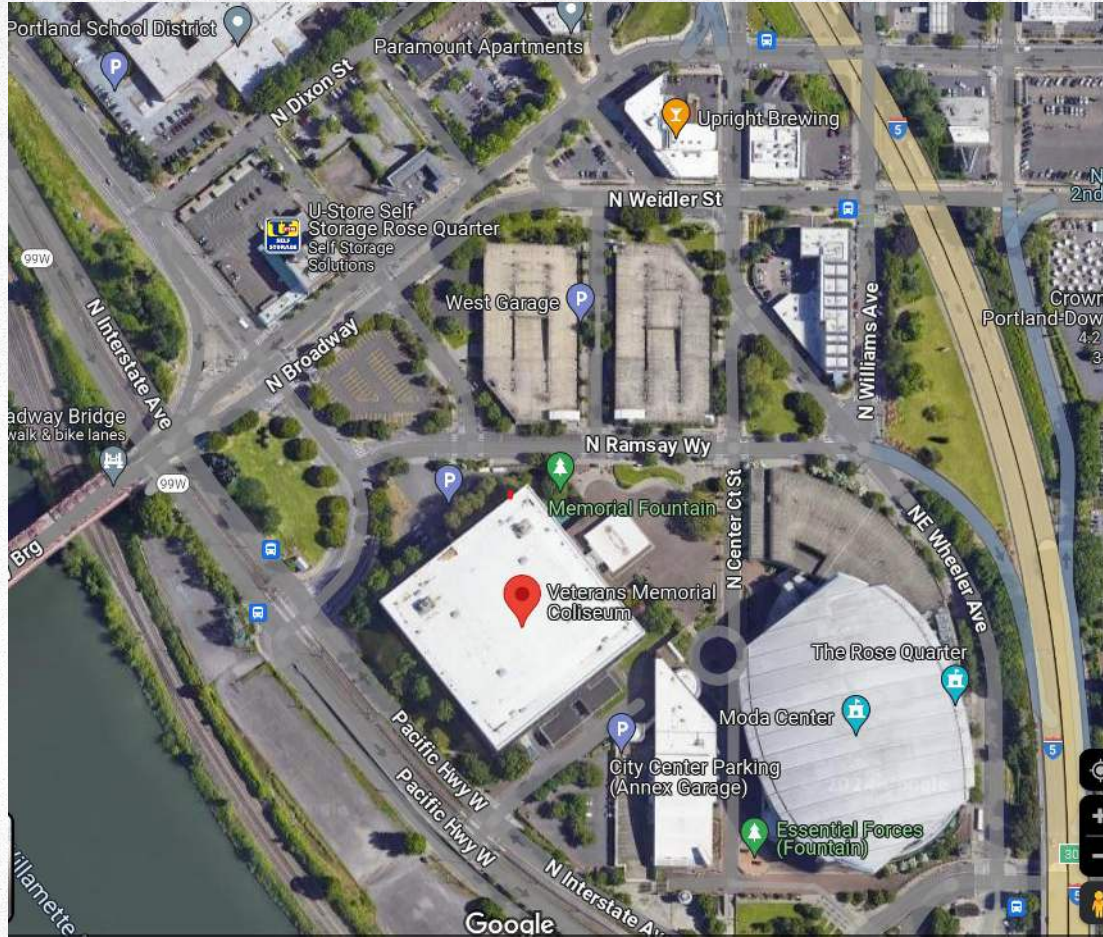
<https://firstwa.org/frc-rsvp/>

On the form, please fill in

- The onsite main contact for each team
- We need a contact mobile phone number for your team – **Please don't list a school number, you are not at the school when we need to reach you!**
- Due to the short turnaround time, we will use your table choice from your district event.

Logistics: Where is the event: Veterans Memorial Coliseum, Portland, OR.

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Load in Process – Day 0 prior to 5 pm

5 team members will be allowed to load in the evening Day 0 between 2 & 5 pm

- You will need to register for a load in time. (You will be sent a load in registration link within 24 hours of registering with FIRST Washington)

Prior to 5:00 pm, your team will be allowed to:

- Load in their robot and pit equipment

Teams will **not** be allowed to:

- Set up your pit
- Work on their robot
- Check in your team
- Leave the pit area to view the field

Load in Process – after 5 pm

All team members will be allowed to load in after 5 pm Day 0

Your team will be allowed to:

- Load in their robot and pit equipment
- Check in their team
- Set up their pit
- Work on their robot
- Go through inspection

We expect to see you on Wednesday evening. If you are not arriving until Thursday, please email arime@firstwa.org so we know not to worry.

Call if you are going to be late 206-795-5775

- Safety glasses are mandatory.
- Follow instructions from onsite staff.
- You may NOT park in the loading area. The driver MUST stay with the vehicle. Drop it and park in designated area. Staff your unload team appropriately to make this happen.

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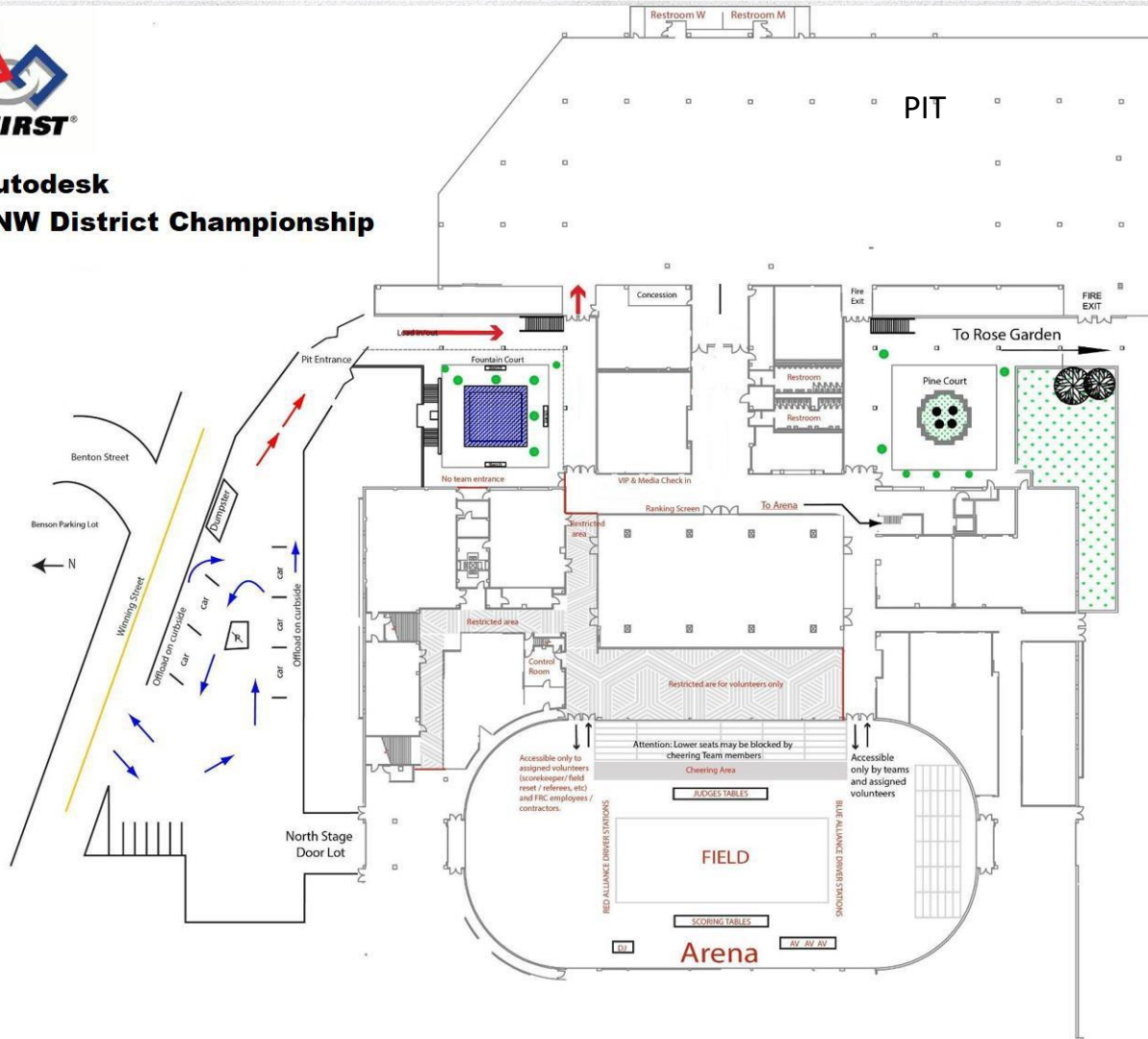
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Autodesk PNW District Championship



Logistics: Bus Transportation

- There is no specified bus parking at the venue, busses will need to be prepared to park offsite.

Logistics: Trailer Parking

- There is no specified trailer parking at the venue, trailers will need to be parked offsite.

- There will be a sign-up sheet at pit admin for safety glass table coverage. To check in, your team will need to sign up for a time slot at the safety glass table.
- Teams are expected to provide safety glasses for their team members and spectators to use in the pits
- The safety glasses FIRST Washington brings are for special guests, not for teams or spectators affiliated with teams

What you should bring to check in

Team Rosters with all your STIMS information to **EACH** of your events (including handwritten consent forms for anyone not listed on your TIMS roster) – The expectation is that your students/mentors have registered online, please only bring printed rosters for those who absolutely can't get registered online

All cords should be labeled with your team number on BOTH ends so we can figure out what plugs in where.

You **MUST BRING YOUR OWN SAFETY GLASSES**

- For your entire team, parents, mentors and **visitors**
- We will not have safety glasses on site for participants or spectators

You must bring

- 1 each 15' extension cord 16ga or 14 ga
- 1 each 40' extension cord 16ga or 14 ga
- 1 6 outlet power strip
- 1 each 2' x 2' x $\frac{3}{4}$ " Plywood pounding board

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Inspection Process

Be ready! Use the inspection sheet

As soon as you can, bring your robot to the inspection station for size and weight check.

After your robot has been weighed and sized, if ready, put your team number on the inspection request list.

The first available inspector will come to your pit to complete your inspection

- It is rare for a robot to pass on the first attempt. It is an iterative process.
 - Inspection time at district (first visit) ~ 30 - 40 minutes
 - Average Number of visits at district: 3
- If you do not pass, fix your problems and then put your team back on the inspection request list.

Finish Early

- Be through with inspection by 10:00 am Thursday, Day 1!

You will be required to stand outside or in designated areas until the facility opens to the public

If you happen to find a door that is open and it is **before** the posted pits open time, please show Gracious Professionalism and remain outside until the designated pit opening time. We are working hard to get things ready for your team to have a great event and don't want to have to spend out time policing teams who attempt to enter early.

Chairs are allowed within the confines of your pits (unless there is an area specifically designated), please do not place chairs in the robot aisles between pits (or anywhere in the pits)

No running in the pits!! We know that sometimes your students need to move quickly but **it is a hazard to run in the pits!**

Our venues will have power cord covers (aka Yellow Jackets)

- Our yellow jackets are 2" tall

Your FRC robot cart **MUST** have > 3" diameter wheels

- Wheels must be in good working order. No damaged or stuck wheels. Soft rubber. No hard plastic or steel tread wheels.
- Maximum weight for your carts, tool boxes, etc will be 50 lbs per inch of wheel size (1 cart, 4 x 3" wheels, 600lbs max)

All wheels must be non marking rubber or synthetic wheels

- No steel wheels. No sharp wheels.

Who to bring on Day 0 evening

You really want your core robot builders and mentors who will help the team get through in inspection on Wednesday evening.

Depending on your team's logistics, you might consider having a partial team on Day 0 evening and the whole team starting Day 1 afternoon

Machine Shop Open: 9 am April 4

We have a volunteer machine shop onsite to help you fabricate replacement parts.

The shop has small mills, lathes, and various other tools.

ONLY AUTHORIZED MACHINE SHOP VOLUNTEERS MAY USE THESE TOOLS!

We have excellent volunteer machinists. However, there are limits to what they can do for your team.

We have a TIG welder.

The machine shop has request forms for your team. It will be located near the loading ramp on the arena floor.

In general, the machine shop will NOT loan you tools.

Drivers Meeting at 8:30 am Day 1

- The Drivers Meeting is scheduled for 8:30 am Day 1
- Drive Team members will remain in the stands for the Drivers Meeting
- Q & A will be handled the same way as last year
 - Pit Admin will have a paper Q & A form
 - Team members can fill out the form with their questions and turn them in at Pit Admin
 - The deadline to turn in forms is **8:10 am Day 1**
 - Forms turned in after 8:10 am Day 1 may not be addressed at the drivers meeting but you can always stand in the question box to get your questions answered

Practice Rounds

Practice matches are scheduled and will run 10:00 am to 12:30 pm (The FTA will go over whether there will be a practice match schedule or not.)

You do not have to pass inspection to run in your scheduled practice match.

It is very common for teams not to be ready for their scheduled match in the mornings. We will accept inspected teams on a first come/first served basis who wish to take an unscheduled practice round. Check in with the lead Queue Manager to get on the list.

Priority will always be given to teams scheduled and/or teams who have not been on the field at least once. Be gracious and professional if you get bumped for a higher priority team.

Just a reminder, you need to be through inspection to use any of the practice fields

Thursday afternoon (Day 1)

Matches will start at 1:30 pm **Thursday afternoon**

Queueing will begin at 1:15 pm sharp

We will have no opening ceremony that day so if you are in an early round, be prepared to play at 1:30 pm Thursday.

Logistics: Food

We are still working with the venue regarding food.

Currently participants will be allowed to bring in food (participants will enter through a separate entrance)

Spectators will not be allowed to bring food in through their entrance

Don't expect this venue to allow you set up tables with a lunch/snack spread for your students. There is a lovely courtyard outside. Hopefully the weather will be nice and food can be eaten outside.

Logistics: Power in the stands

For those who have been at this venue in prior years, there was power put in the stands for teams.

We will not have power in the stands. (We didn't have power at Eastern and there is not power in the stands in Houston)

Please plan accordingly so you can be prepared.

Menstrual Equity & Quiet Rooms

Menstrual Equity Host:

2980 will be the Menstrual Equity host at this event.

More info on Menstrual Equity: <https://youtu.be/jdolRaq-9bk>

Link to sign up as a Menstrual Equity Host:

<https://app.smartsheet.com/b/form/d31e6042cb784db9a7c3f09463bcdb62>

Gender neutral bathrooms: See Pit Admin for information

Quiet Room Host:

2412 has agreed to host the quiet room host if they qualify. It would be great to have some teams partner together to host.

**Please remember, this room needs to be monitored. If there is no one in the room or the sign says it is closed, please don't use it event if it is unlocked.

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2024 PNW District Championship Activity Schedule April 4-6, 2023

(Day 1) April 6	
8:00AM	Doors open to teams
8:30AM-9:00AM	Driver's Meeting
TBD	Quiet Room open (if have a host)
12:30PM-1:30PM	Lunch
2:00PM-4:30PM	Workshops (more detailed info will be released closer to the event)
5:30PM	Pits and field closed, teams off site

(Day 2) April 7	
8:00AM	Doors open to teams
TBD	Quiet Room open (if have a host)
9:30AM-12:30PM	Visualizing with Scouting Data presented by 1318

(Day 2) April 7 continued	
12:30PM-1:30PM	Lunch
12:30PM	Senior Photo on Competition Field
12:30PM	Senior Photo on Competition Field
End of Matches	Alumni Photo on Competition Field
5:30PM	Pits and field closed, teams off site
(Day 3) April 8	
7:00AM	Woodie Flowers Breakfast
8:00AM	Doors Open to teams
TBD	Quiet Room open (if have a host)
11:30AM-12:30PM	Lunch

***Schedule subject to change. All times are estimated based on flow of rounds.
See Pit Administration table for updated times.*

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Workshops will be confirmed
as teams qualify for District
Championships

Move *all* your packed gear to the specified holding area near pit exterior door

Driver proceeds to load out area

– please ensure that adequate personnel are available to haul gear when vehicle arrives!

The driver should be in the vehicle during load out. No cars should be parked in the load out area

Advancing to World Championships

The PNW has been allocated 22 slots at the World Championships in Houston

Advancing to World Championships will be

- 2 FIRST Impact award teams
- 1 Engineering Inspiration teams
- 2 Rookie All Star team
- Winning Alliance
- 14 teams based on their total district qualification points (or 13 if winning alliance has 4th alliance partner)

As individuals, we are sending:

- 4 Dean's List Finalists
- 2 Woodie Flowers Finalists

Teams will be responsible for the \$5,750 registration fee

- Payment is made to *FIRST* Washington
- Dean's list and Woodie Flowers Finalists have no registration fee
- Engineering Inspiration teams may be eligible for a Championship registration grant from *FIRST*

The registration process will be similar to the District Championship Registration process

- Advancing teams will be announced at PNW District Championships (provided the District Ranking software is up and running)
- You will have the opportunity to register for Championships (and collect your shipping paperwork if needed) at Pit Admin after the awards ceremony is completed, It is much easier if you collect your paperwork at **District Championships**.
- Teams who do not register at District Championships will receive an email with a registration link no later than Monday morning after District Championships
- The registration form will need to be filled out and payment arrangements will need to be made no later than 5:00 pm EDT Tuesday, **April 9th**
- FIRST Washington will invoice you and you will need to secure your registration by Friday, April 12.
 - You can secure with a PO, check or credit card

Robot Shipping to World Championships



FIRST is trying a new process for shipping your robot to Championships.

Teams can choose to bring their crated robot either to the FIRST Washington fieldhouse in Kent or Wilsonville High School to be shipped to Houston.

Same weight and packing rules apply.

Robot crate **must** be able to be offloaded with a forklift. **Plan accordingly!**

Using this method to ship your robot is not required. If you do not live close to either drop off location, you can collect FedEx paperwork at District Championships and ship your robot the traditional way

Note: This is for robots only, not for your pit shipping

Robot Shipping to World Championships



Shipping from Kent

FIRST Washington Fieldhouse

22426 72nd Ave S

Kent, WA 98032

Contact: Eric VanBuren

ericvb@firstwa.org

Bring your robot to the FIRST Washington field house between 2 & 7 pm on Tuesday, April 9

If teams are shipping their pits with the 2557 trailer, you may drop your stuff off on Tuesday when you drop your robot off. **Your pits need to be package per the pit shipment guidelines and be ready to load on to the truck**

Shipping from Wilsonville

Wilsonville High School

6800 SE Wilsonville Rd

Wilsonville, OR 97070

Contact: Tim Bennington-Davis

dechouse@cs.com

Bring your robot to Wilsonville High School between 6 & 9 pm on Tuesday, April 9

Pit Shipments to Houston

Current cost will be \$675 per space based on full occupancy – no weight limit. Guaranteed delivery on time – a great deal! (Keep in mind, this is assuming the truck is full)

Pits will ship out on Saturday April 13:

- 9:00 AM from FIRST Washington Fieldhouse 22426 72nd Ave S. Kent, WA 98032
- 12pm in Portland (site TBD)

They will be in Houston at 10 AM Wed 4/17

each team is allotted a 4x4x8 ft tall space. Stay within that space!!!

There may be some extra space available on a first come basis.

3 inch (prefer 4") wheels on carts and pallets – 2 swivel and 2 stationary. I will send out helpful info on building a 4x4 box on wheels

Pit Shipments Part 2

4x4 makes it easier on loading crew and fair to all teams – please plan for this and leave your giant pit set-ups at home.

remove end handles from carts if possible for transport. 4x4 is the maximum

Batteries are OK to travel - well packed. We put ours in bottom drawers of our two tool carts and pack them tight with noodles

No loose totes. Pack and strap everything down/together – AND SHRINKWRAP – 4x4 max footprint

I will invoice each team with payment options/instructions

Contact: Ken Luthy kwluthy@gmail.com or 253.549.6721

Thanks for attending

You can contact acollins@firstwa.org with additional questions

These slides and a recording of this presentation are on

www.firstwa.org You can find them here: <https://firstwa.org/webinars/>