



### **Driver's Meeting (Saturday, 1:30 – 2:00pm)**

There is a **mandatory meeting** for ALL team members that expect to be in the Pit during the competition. Teachers and mentors are welcome to attend the Drivers Meeting to assist students as needed. The meeting covers information provided in this document as well as other logistical issues.

## **I. General Information**

### **Access to Power**

There is no a/c at teams' pit tables. Power is only available at the Battery Charging Station and Pit Repair Stations located at the rear of the Pit (see *Pit Stations* below).

### **Access to the Pit**

#### **Saturday**

- **Teams will be allowed to access the Pit once their team has registered at the Registration Desk (3<sup>rd</sup> Floor – Beard Eaves Memorial Coliseum) either 3PM – 7PM on Friday or 8AM – 10AM on Saturday.**
- Pit access is limited to **ONE specific stairwell** which will be identified with signage.
- During check-in, teams will receive Pit Packets at the Registration Table on the 3<sup>rd</sup> floor of the Coliseum. Pit Packets will contain: 8 Driver's bracelets, 2 vests (1 for driver, 1 for spotter), a Team Rep button, 5 student Pit Passes and a Drivers List (to be completed and submitted to Pit Boss).
- Loading in/out machines and equipment can only be accessed **through the South Entrance of the Coliseum** (see event map). Security will be posted there to help guide teams to the Pit.
- Due to the large number of teams and the limited size of the Pit, we must control the number of people on the floor. We will not enforce a strict number of students and adults per team that can be in the Pit on Friday night and Saturday morning prior to the seeding matches. However, this area will be continually monitored for safety.
- When seeding matches begin (approximately 2:30 pm), only those with a Pit Pass will be allowed in the Pit and on the floor. Each team will receive five student Pit Passes in their Pit Packet for use on Saturday and Sunday during matches. No adults on the floor after seeding matches begin. **No pass, no access.**
- **Adults will NOT be allowed in the Pit during competition matches.**

## Sunday

- The Pit opens at 8:00 a.m. on Sunday. Teams should continue to use the designated Pit entrance and access will still be limited to those wearing a Pit Pass.
- Pit Passes must be worn at all times by team members while in the Pit. It is up to each team to determine who needs to be in the Pit and how passes will be swapped.

## Driving

### Drivers List

- Each team must turn in a driver's list, due by the start of the Driver's Meeting Saturday at 1:30 p.m. Team members that are not on the list and who attempt to drive will not be allowed to do so. Drivers will drive in the order provided on the list.

### Driving Practice Matches (Saturday)

- Driving practice matches are simulated game matches: three minutes each; two sets of four teams each will practice at a time; and one driver and spotter per team.
- Driving practice runs from 10:00 a.m. – 12:00 noon and is optional for teams.
- Teams may sign up for practice matches after they successfully pass Compliance Check-in, which occurs on Saturday from 8:00 a.m. – 12:00 noon.

### Driver Rotation

- Drivers must rotate equally throughout the competition; teams are responsible for rotating in the order provided on their driver's list.

### Safety Glasses

- Safety glasses will be available at staging. Drivers and spotters are required to wear safety glasses during practice and game matches.
- Teams are encouraged to bring their own safety glasses and wear them while working in the Pit.

### Vests

- At Check-In, each team will receive two vests with their team number to be worn by the team driver and spotter during competition matches. **These vests should be returned to the Pit Boss at the end of the competition.**

## Wristbands

- At Check-In, each driver will be issued a wristband with his/her team number. The wristbands will be checked at Staging to ensure that drivers are rotating as required. Wristbands should be worn on both Saturday and Sunday. You will only receive one set of wristbands. Do not let students lose them on Saturday night.

## **Pit Stations**

### Battery Charging Station

- All battery charging is done at this station; teams must use their own BEST-provided charger at the Battery Charging Station.
- Teams should designate one member to monitor the battery and charger.
- Illegal (non BEST-issued) chargers or batteries will not be allowed.
- No other types of equipment or cell phones may be charged at this station.
- South's BEST is not responsible for lost or stolen batteries and has no replacements.

### Power Tool Repair Station

- All repairs requiring a/c power tools must be done at this station; teams must provide their own tools.

### Soldering Station

- All soldering must be done at this station; teams must provide their own iron and solder.

## **Team Equipment & Materials**

- Teams should label/tag any personal equipment, tools, or materials that will be used at any of the repair stations. Teams that choose to leave equipment or materials at their Pit table overnight do so at their own risk.

## **Replacement Parts**

- South's BEST will NOT supply additional parts for robots at South's BEST. It is up to the hub from which you advanced to provide you with additional parts should yours become damaged (or are defective). Most hubs will have a representative available at South's BEST who will bring additional parts with them. Otherwise, they should send your team to South's BEST with additional parts. If you have questions about this, please contact your local hub director.

## **Team Numbers & School Names**

**Each team's robot is required to have the team number and school name in an easily visible location. The number must be a minimum 2" in size.**

## **II. Resolving Problems Teams May Encounter**

### **Team Rep Button**

- Each team will have one button in their Pit Packet that is to be worn by a Student voicing a concern to the **Team Advocate**. **No button, no response.**

### **Pit Problems – Team Advocate**

- If a team has problems regarding equipment, event personnel, or other teams, they should address them to the Team Advocate, who is THE ONLY person designated to handle them. The Team Advocate will be introduced at the Driver's Meeting so that teams will be able to recognize him/her during the competition.
- **Only one (1) team member (not a mentor) can approach the Team Advocate concerning a problem and they must be wearing their Team Rep Button.**
- The Team Advocate will work with the team to resolve the problem. If it cannot be resolved, the Team Advocate will consult with the Pit Boss and Floor Boss for a final ruling.

### **Game-Specific Challenges**

- Teams that have a conflict or problem with scoring, field electronics, etc. should approach the Team Advocate initially. If the issue cannot be resolved immediately, the Team Advocate will consult with the Head Referee or Floor Boss.

### **Floor Boss**

- The Floor Boss oversees the entire competition area: Pit, Staging, Playing Field, and Scorekeeping areas.
- The Floor Boss is consulted when the Pit Boss, Team Advocate, and Head Referee cannot resolve problems and issues that are brought to them by teams.

## **III. Compliance Check-In**

Regardless of how Compliance Check-In was performed by your local hub, at South's BEST teams will follow our established policies and procedures.

Failure to abide by South's BEST Compliance Check-in policies and procedures could result in disqualification.

**Teams will not be allowed to practice drive on Saturday or compete on Sunday until or unless their machines are in full compliance.**

Included in this handbook is a document entitled *Compliance Checklist*. **We strongly suggest you go through this list BEFORE you come to South's to ensure your team is eligible to compete.**

## **Saturday**

- Compliance Check-In takes place in the Pit from 8:00 a.m. – 12:00 noon.
- Teams whose machines are non-compliant when Compliance Check-In concludes at 12:00 noon will not be allowed to compete.
- At the end of matches on Saturday, robots will be impounded and will be kept in the Coliseum, which will be secured overnight.