Coach meeting Comments:

Below are some general topics to cover with the coaches during the coaches meeting. Feel free to adapt this to your local tournament (some items may not apply and other may need to be added).

* Schedule
	+ Quick comments about the overall schedule (when do things start and end)
	+ Talk about being on time to all judging/robot rounds (on time really should be 5-10 minutes early)
	+ When will lunch be?
* Referees
	+ If the kids have questions they should ask referees
	+ If there are disputes, the head referee will make a ruling and head referee rulings are final
	+ Teams should pay attention to what the referee is doing when they “score” the field since once the kids sign it, it is final
	+ Scores will be posted but there may be a delay in this (don’t expect it right away)
* Judging
	+ Judging is not open to spectators
	+ Teams are limited to a maximum number of adults in the judging rooms (2 coaches or mentors and one historian – videotaping or taking pictures) – all other adults must wait outside
	+ At the end of the tournament the teams will get the judge comment sheets back from each judging room
* Awards:
	+ Just make sure that they understand that teams are only eligible for 1 judged award at the tournament.
	+ Since all of the awards are judged except for the robot performance, the ONLY way to have a team leave with 2 awards is if one of them is the robot performance. This means a team cannot win the champions award and 1st place in any of the other judging categories or a judge’s award.
	+ All teams should get the participation ribbons.
* Advancing Teams
	+ Each tournament gets a set number of advancement slots for each division based on the number of teams in that division at that tournament
	+ Tournaments CANNOT add additional teams
	+ Advancement decisions are made by the judges primarily and look at the overall performance of the team in judging as well as whether or not they met the threshold for robot performance. Wining an award does NOT automatically mean you will advance and at some tournaments, teams that did not win an award might still advance if they did better all-round (as opposed to in a single judging area)
* General
	+ Gracious Professionalism applies to all attending the tournament (team members, coaches, parents, spectators, volunteers, etc.). If there are issues, they should be brought to one of the lead volunteers as soon as possible
	+ Is there electricity at each pit table or are there charging stations and what is the etiquette for the use?
	+ Where can teams eat (can they have food in the spectator areas, etc.)?
	+ Kids should be doing the work – coaches/mentors/parents should not be working on the robot or the programming!
	+ How are the practice tables going to be organized (assigned times, signup sheets, first come, etc.) and is there a time limit?
* My 2 rule for a good tournament (lightens the mood with some stressed out coaches!). I tell them that as long as we follow these rules, we can fix pretty much anything else that happens
	+ No emergency services personnel (police, fire department, paramedics, etc.) that were not invited ahead of time
	+ Everyone goes home with the same number of kids they came with. I tell them I’m not concerned that they are the SAME kids but that since you have to do a 1-for-1 trade, it’s a buyer beware market so they’re probably trying to trade that one away for a reason