



**TEAM
1902**

Where pigs fly

**4-H
EXPLODING
BACON
ROBOTICS CLUB
HANDBOOK**

**Oink oink
BOOM**

EXPLODINGBACON.COM

MISSION & GOALS:

Our mission is to inspire youth using 4-H principles along with the tenants of gracious professionalism to explore science and technology through a mentor based program, which develops leadership and life skills and encourages innovative, creative solutions to engineering and technical challenges.

GOALS:

- Instilling Gracious Professionalism in students
- Outreach-Community Service
- Assisting other teams with problem solving/mentoring
- Integrating Club programs for ages 6 - 14
- Increase the number of students choosing science and technology majors
- 50% female membership
- Retain 25% graduates as mentors/supporters

Programs:

Jr. FLL: Age 6 – 9, max of 6 students per team

- Students work on a project using simple machines. They do not “compete” but display at tournaments
- Team meets Tuesdays @ 5:30 in Altamonte
- Season is Sept. to March

FLL: Age 9 -14 , max of 10 students per team

- Students build autonomus robots to complete tasks on a game board, as well as present a project to judges. They attend one day competition
- Season is from August 28th to end of Feb.
- #1627: BLT's Meet Tues @ 5:30 in Altamonte
- #1628: Return of Bacon. Meets Mon @ 6pm in Waterford
- #7107: Xploding Brix Meet Wed @ 1:15 & Sat @ 2 in Lake Nona
- #7110: St. Lukes #1, Meets Tues @ 3:30 at St. Lukes in Ovideo
- #12634 St. Lukes #2 Meets Fri. @ 3:30 at St. Lukes in Ovideo
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FRC: Pre-college no max of students.

- Students have 6 weeks to build a 120 pound, 5 ft. tall robot to play a game. They attend 3 day competitions during season and several off-season events the rest of the year.
- Build season: Jan to mid-Feb. Competition season: March - May

DUES:

The students voted that this year's programs dues are \$75.00 There is an additional \$50 for a 2nd program per student. Fees are due (or arrangements made) by Sept. 30th, at which time they will raise to \$85.00. For anyone joining after Sept 30th 2012 dues are due within one month of joining. Dues include one team t-shirt, insurance and 4-H yearly dues.

- Please make all **checks payable to: 4-H Exploding Bacon Robotics Club**
- **Dues can be paid to the team treasurer, or by credit card using our pay pal account on our website: www.explodingbacon.com**

FORMS:

We are a part of 4-H, which provides us with liability insurance as well as other benefits. **Forms must be completed before a student participates in building the robot or traveling with the team.** Please be prepared to give us any or all emails and cell phone numbers that you use as these are a vital form of communication. Please make sure your contact information is always up to date.

4-H ONLINE ENROLLMENT SYSTEM

Each family must fill out the online 4-H Enrollment form. The online enrollment system website is: <https://florida.4honline.com/Login.aspx?404B4D4B61784A716F4B38773D> or go to the main Florida 4-H web page (<http://florida4h.org>) and locate the "4-H Online Enrollment" link. If you are a returning member, you should already have an account. Help on filling out the 4-H online form is available at: <http://florida4h.org/4honline/Family%20Login/FamilyLogin.shtml>.

US FIRST Student Team Information Member System (STIMS)

<https://my.usfirst.org/stims/site.lasso>

First time students should click the "New Student User" button. To fill out the registration information you will need:

1. Student Name
2. Parents Name
3. Address
4. Student Email
5. Parent Emails
6. Team Information

An email will be sent to your parents requesting them to also sign up. Please provide your parents with the email address you specified as the Student Email account. Have your parent log in, fill out the parent information and accept the consent and release form for themselves and the student.

If you have an account from previous years, enter your student email account and verify the information. Have your parent log in and accept the consent and release form.

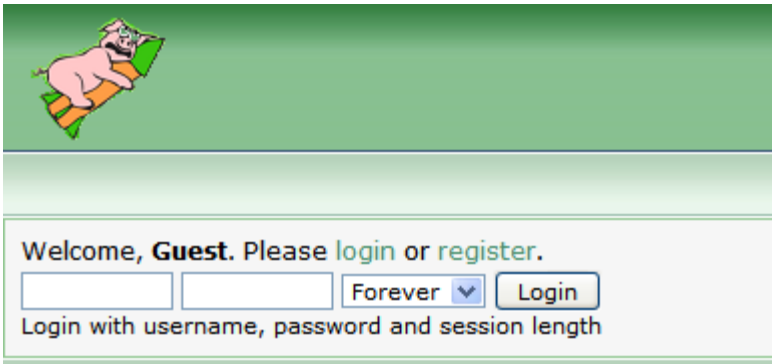
Exploding Bacon Forums

The Exploding Bacon forums <http://forums.explodingbacon.com> are for members of the Exploding Bacon Team 1902 team, mentors and family.

At the top left you should see:

“Welcome, Guest. Please **login** or **register**. If you are a new user click on the “register” text and you will be re-directed to the registration page. Fill out the registration information. Make sure to put in your actual name as the username, for example Joe Smith, use JoeSmith altogether as your user name. After you register, the forum administrator will verify and accept your account.

To log in, click the “login” text and the username and password you specified during the registration process. The forums are organized into sections. There are three main sections: FRC, FTC and FLL. Under each section there are sub-sections for each of the various activities. For example, under FRC, there is a subsection for “Member Discussions”, and under that you will find topics for Engineering, NEMO, etc.



Exploding Bacon Facebook Page

We communicate through our open group facebook page quite frequently. There is also an Exploding Bacon Programming Team page and an Exploding Bacon Fan page.

Exploding Bacon Leadership

The Student officers for 2012-2013 :

Co-Presidents: Zach Cronin-Hurley & Kris Walters

Treasurer: Matt Winchester

Secretaries: Hannah Holman & Sarah Parker

Sargent at Arms: Patrick McBryde

Board Representatives: John Michael Miles and Tyler Felstead

Adult Board of Directors:

CEO: Wendy Austin

Non-Engineering (NEMO) Leads: Elise Cronin-Hurley & Joyce Walters

Jr. FLL & FLL Lead: Ken Stricker

Secretary: Jeri Stricker

Treasurer: Susan Goodell

FRC Leads: Ryan Morin & Brendan Radabaugh

4-H Representative: Kelly Wildermuth

Board Meetings are as follows: Sept.16th, Oct. 15th, Nov. 12th, Dec. 10th. Location TBA

Types of Volunteers

Adult Mentors: These are professionals, college students or parents who have been fingerprinted and background checked by 4-H.

College Mentors: These are college students under the age of 21 who have not been fingerprinted by 4-H

Chaperones: These are mentors who have completed the proper 4-H training courses to chaperone day and/or overnight trips

Parents: Adults who have students on the team but have not been checked out by 4-H

Student Mentors: Students from the club who mentor younger students but have not been background checked by 4-H.

Sponsors: People and Businesses that give us support

Not all Mentors are Chaperones. We must have Chaperones for overnight trips. We must abide by 4-H chaperone rules when at events. No student is to be alone with any adult (other than their own parent) at any time. When traveling no students can sleep in a room with an adult unless they are related

SCHOOL WORK:

All team members are expected to maintain all their grades and class work during the entire time he or she is on the Team. As a 4-H Exploding Bacon Club member you are held to high standards. Our high standards and expectations are one of the strengths of our team

RULES AND REGULATIONS:

This club is run entirely by volunteers comprised of parents, college students and working professionals. If you or your student have an issue please try to work with the volunteer directly, if you are unable to do so contact the Board of Directors and we will help mediate any situation that may arise.

- Students must respect the opinion of the mentors that are donating their time to help our team. Respect is expected at all times.
- The 4-H Orange County Code of Conduct will be enforced at all times.
- Safety procedures must be adhered to at all times. NO EXECPTIONS!!
- Often parents or chaperones will transport students to different events. At all times, all persons must wear seatbelts.
- Students are expected to use the buddy system. They must make sure they have at least two other team members with them at all times. No one is to be on their own. (If the two are boyfriend & girlfriend you must be in a group more than 2).
- Students may not be defiant to any mentor at any time.

- Students may not participate in any act which is in violation of the law, e.g. stealing, shoplifting, vandalism, smoking, drinking etc.
- Students may not consume beer, liquor, wine, drugs or anything else intoxicating at any time.
- Team uniforms should have your name written inside with permanent marker. Then, if team laundry is done everyone can identify his/her uniform.
- **ANY INFRACTION OF THE RULES WILL RESULT IN DISMISSAL FROM THE TEAM, AND IF DURING TRAVEL, AN IMMEDIATE TRIP HOME AT YOUR PARENTS' EXPENSE.**

UNIFORM/4-H DRESS CODE:

Our uniform is an important part of our image and thus must be maintained with dignity and care.

There is a standard dress code for all 4-H events. The complete dress code can be found at: http://florida4h.org/events/files/4H_image_factsheet.pdf.

In general:

- Appearance should be neat and clean
- No clothing deemed inappropriate (see below)
- No bare feet
- Hats should be worn respectfully. Hats are not appropriate during meals and group sessions while indoors
- Event leaders may ask individuals to modify their clothing selection if standards of decency in appearance are not met

Items that are never appropriate for 4-H events or activities:

- Shorts more than 4" above the knee
- Blouse straps must be at least 2" wide
- No spaghetti straps (unless it is a formal event), halter or tube tops
- No cut-off or muscle shirts
- No offensive or inappropriate language, graphics or logo t-shirts
- No holes in clothing (Shirts or pants/shorts)
- No pajamas (except for Official Exploding Bacon spirit wear purchase through the club.)
- No low cut pants or shirts

Exploding Bacon's Dress Code for Events & Competitions:

- The team attire consists of nice jeans/khaki shorts or pants and a team shirt. Pants should fit properly and look professional.
- Wear and maintain uniforms for all team activities, such as competitions and presentations.
- **Closed toed/heel shoes are required during competition time and at build space.**

MEETING EXPECTATIONS FOR STUDENTS

- Students are asked to attend all mandatory meetings and regular build days to remain active on the team.
- Club meetings are at 7pm the first Monday of every month at the Orange County Extension Center.
- You are expected to be on time to all meetings and events held by the team. Attendance will be taken at the beginning of each meeting.

- You are expected to behave while at team meetings and conduct yourself with “Gracious Professionalism” at all times.
- Know the 4-H Pledge:

The 4-H Pledge

I Pledge
 My Head to clearer thinking,
 My Heart to greater loyalty,
 My Hands to larger service, My Health to better living, for my club, my community, my country, and my world.

BEHAVIOR:

A team member’s behavior is under scrutiny, at all times. It is very important that you understand that you represent 4-H Exploding Bacon Robotics Club, when you are in our team shirts whether it is a team sponsored event or not. You must remain professional at all times even when we are not around others. This goes for anyone in a bacon shirt including parents & siblings.

You are expected at all times to be polite and respectful to all staff members and refrain from activities that are considered disruptive. We do get notified by outsiders if our students or parents/siblings appear to be behaving inappropriately and we will address the situation according to team rules.

BOYFRIEND/GIRLFRIEND:

In the event that a relationship develops or is ongoing, there are certain guidelines that must be adhered to at all times when engaged in team activities local and away.

Hand-holding, hugging, kissing and other expressions of affection are prohibited at all times. The couple must also travel in a group at all times. Couples may not wander off or sit alone. In other words, they should not appear as a couple but as part of the team. Common sense should prevail at all times.

EVENTS:

All eyes are on you every minute you are in public. Your behavior is a direct reflection on your character and on our team. A judge or member of another team may over hear what you say to one another and how you say it. Even the expressions on your face and body language may bring unwanted negative attention and bad impressions.

We are a very close family when we travel and conflicts may arise as a result. Students should refrain from rumors, he-said-she-said, and negative comments about each other. If a problem arises with another student you are requested to speak to a mentor immediately. Students are not allowed to have physical conflicts with each other. If a problem such as this arises, both students may be disciplined and may be removed from the team.

FUNDRAISING/COMMUNITY OUTREACH:

There are various fundraisers that the team does throughout the year. Some of our fundraisers are:

- Sale of HexBugs/lightbulbs
- Pigging Houses
- Demonstrations at stores/restaurants
- Direct mailing solicitation/Viral Video campaign

- Sponsor Dinner held in the fall
- Sponsor solicitation for our event

As a 4-H Club, we do various community and outreach events. Some of the events include:

- Orange County Fair
- Science Center Demonstration
- Educational Demonstrations/Exploding Science
- 4-H Events
- Food Drives
- Mentor other teams (FRC, FTC, and FLL)

We realize that everyone cannot be at every event. If you cannot attend please let one of the mentors know why. Corporate solicitations are done by team members. Team members are expected to participate and are often asked to make presentations. If any parent knows of a corporation that would be willing to donate money or supplies to the team, please let a member of the NEMO team know. Also, we are always looking for new ideas!

COOPERATION:

Students are requested to cooperate at all times. This means that if someone requests you to do something you will comply with the best of your ability. Ignoring the directions or requests of any one on the team is not in the team's best interest.

COMPETITION PROTOCOL:

Each robotics level will have the opportunity to participate in competitions. There are certain practices that we have found to be very successful and have earned us many rewards and the respect of the FIRST community.

CHEERING:

Cheering is more than yelling at the top of your lungs, cheering is enjoying the event and celebrating the excitement of the moment. You are not expected to be cheering 100% of the time, however, when we are cheering all team members are expected to stand and cheer to the best of their ability. Sitting in the stands looking bored, carrying on personal conversations while others are cheering is not good for the team image.

AWARD CEREMONY:

During the ceremony we will applaud the teams that are winning awards. When we applaud we may stand to show our respect for what they have accomplished.

LITTER:

If you see a mess (paper or trash) you should make an effort to pick it up. That goes for the area you are sitting as well as any other location in the arena.

COMPETITION:

Our competitions take place in a number of facilities and under different conditions. Some competitions are out of state and therefore involve overnight accommodations. Parents are asked to adhere to the team's guidelines and expectations for the students during these times.

- Our team is judged on many levels and students are representing the team at all times.

- Our team members have many responsibilities: setting up our pit, passing the robot through inspection, scouting/strategizing, interviewing other teams, being interviewed by media, promoting our FIRST initiatives, preparing the robot, meeting with judges, and documenting our participation on video and with still pictures.
- **Parents attending competitions are asked to help with setup/breakdown of the team lunch.**
- This is a high-energy and very strenuous schedule for students and adults. Get lots of sleep and drink water the day before.

Things We Do Not Do At An Event:

- Wearing of personal music devices is forbidden while in uniform or at an event.
- Uniforms may not be altered or worn in any manner not approved by the Board of Directors.
- Team Members may not play cards or any other games including electronic games at the event.
- Our team will not engage in negative behavior toward another team or team member.
- Our team will not display displeasure over any decision by a referee or judge.
- Team members will not exchange negative remarks to each other, no matter what the situation.

PARENTS:

COMMITMENT FOR PARENTS, YOU WILL BE ASKED TO:

Parents are an essential part of our team and are very important to our continued success.

Parents are also a key factor in the motivation and dedication of the students. Supporting their son or daughter in all aspects of their team involvement is key to them getting the most out of the program.

- Provide timely transportation for the student. Make sure that they are at the required events on time and ready to participate. Often we will leave for a competition very early in the morning to facilitate transportation. Parents are expected to have the student at the designated location at the prescribed time. We will not delay transportation.
- Upon return from an event parents are expected to provide transportation at the designated time. Late transportation causes an inconvenience to all involved.
- All parents are expected to attend the mandatory parent meetings. These will be listed on forum. Attending these meetings will help to keep you informed and the lines to communication open
- Help your child fundraise. Team members are expected to participate during our fundraisers, and solicit for sponsors. If your child doesn't drive, this can be a difficult task and your child may need your assistance.
- Parents are also expected to provide spending money as is appropriate when we are at events or competitions.
- Parents are encouraged to participate in team activities whenever possible.
- Make all trip payments on time (if applicable).
- Turn in all forms by due date.
- Communicate any concerns directly to any of the Board of Directors or team leads as soon as they arise.

- Support the team by attending competitions and events
- Help setup/breakdown lunch at competitions
- Be an advocate for the team in the community
- **Reminder – We are a 4-H team, therefore no alcoholic beverages and/or illegal substances be consumed by any one during meetings, events, traveling with our team, or while wearing team apparel at any time**

PARENT VOLUNTEER SUPPORT OPPORTUNITIES

- Spirit-wear coordinator
- Central Florida Fair booth coordinator
- Pin making supply coordinator
- Team Social coordinator
- Food coordinator
- Team Travel coordinator
- Fundraising chair
- Pit design help
- Animation chair
- Marketing material coordinator
- Team chaperone
- Regional party coordinator
- End of the year party coordinator
- Sponsor Dinner coordinator
- Medical consultant

Skills Tickets and Bacon Bucks

This year we are implementing new programs to help the students get more involved and to help the parents understand why some students get to do more than others. More specific details will be handed out at each level

Skill tickets can be earned by learning new skills: Core Values, How to work the drill press, or what simple machines are used for. The program leads determine skill levels. Each ticket will be put in a bucket for a door prize drawing at each club meeting.

Students attending outreach and fundraising events can earn Bacon Bucks. Bacon Bucks can be spent on team travel or spirit wear. The value of Bacon Bucks is determined by our fundraising efforts.

Student Handbook Acknowledgement/Contract:

The following contract is designed to ensure every student, mentor, and parent fully understands the expectations of the 4-H Exploding Bacon Robotics Team. In consideration of the benefits received as a member of the team, I hereby agree to the following:

1. I have read and will abide by the entire Exploding Bacon handbook & the 4-H Handbook and understand the expectations as a member of the team.
2. I understand and will abide by the safety rules that must be followed during the process of building, designing, and operating a robot.
3. I understand the consequences of any prohibited behavior.
4. I understand the development of a robot is a cooperative learning experience of both Mentors and students.
5. I understand the responsibilities of all student leaders and will respect their authority.
6. I agree to be held accountable for my attendance and expected level of contribution at all meetings and events.
7. I will be held accountable for my productivity as a member of the team.
8. I will support the ideals of First Robotics and the goals of the 4-H Exploding Bacon Robotics Team.

I have read the entire contract and agree to all guidelines and expectations set forth in the team handbook.

Student Signature

Date

Parent/Guardian Signature

Date