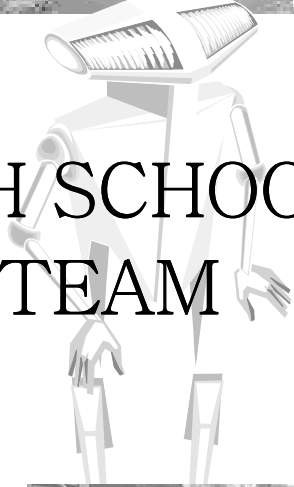


# ROBOTICS EDUCATION

## KINGMAN HIGH SCHOOL ROBOTICS TEAM



# PLANNING AND RECORD BOOK

Student's Name: _____
Year Covered _____ School: _____

**ROBOTICS EDUCATION  
ROBOTICS OCCUPATIONAL EXPERIENCE PROGRAM  
PLANNING AND ACCOUNTING BOOK**

Compiled in 2003 by Shawn Hardina  
Kingman High School Robotics

**FOREWORD**

A major requirement for the success of your education in Robotics rests on sound planning and record keeping.

The purpose of this planning and record keeping is to provide a tool which will help you and your team mentor identify Robotic Experiences and Goals (REGs) related to your time as a member of the Kingman High School Robotics Team. It is necessary to plan for short and long-range REGs, to maintain accurate records of your REGs, to perform self-evaluations of your REGs, and to keep track of other useful information regarding your participation in school, work, and Robotics.

By using this book to keep complete and accurate records of your REGs, you will make your education in Robotics meaningful and rewarding. Records form the basis for future planning, financial rewards, and recognition in US FIRST and success in most robotics (science) occupations.

**Personal information**

Student \_\_\_\_\_ Age \_\_\_\_\_ Birth Date \_\_\_\_\_

Current Year \_\_\_\_\_ Team # \_\_\_\_\_ High School \_\_\_\_\_

Year in school \_\_\_\_\_ Current Year in Robotics Ed \_\_\_\_\_

Parent's Name \_\_\_\_\_ Phone # \_\_\_\_\_ e-mail \_\_\_\_\_

Address \_\_\_\_\_ (Street or box) \_\_\_\_\_ (City) \_\_\_\_\_ (Zip) \_\_\_\_\_

**CONTENTS**

Team Requirements .....	page 2
Team Codes of Conduct.....	pages 3-4
Laron Incorporated Release.....	pages 5-6
Committees.....	page 7
Personal Robotics Experiences and Goals (REGs).....	page 8
Robotics Out of School Experience Plan .....	pages 9-10
Robotics Out of School Experience Plan Agreement.....	page 11
Projects to Achieve REGs.....	pages 12-14
Projects to Achieve REGs - Self Evaluation.....	pages 15-17
Robotics, School, and Community Leadership Activities.....	page 18
Participation in robotics Activities.....	page 19-20
Participation in other School Activities.....	page 21
Important Notes/Due Dates.....	page 22
Record Book Evaluation.....	page 23

## Kingman High School Robotics Team Requirements

To be a member of the team and to travel to Phoenix (1<sup>st</sup> regional)

- ◆ Miss no more than 4 team meetings or team events you have committed to<sup>1</sup>
- ◆ Meet all team deadlines – these are very important
- ◆ Attend the initial team meeting with one of your parents (they need to be informed)
- ◆ **Use, fill in, and follow the Robotics Record Book**
- ◆ Turn in donations adding up to \$250 (tax credits or donations - Does not include businesses)
- ◆ Contact 4 businesses for help and support (materials, supplies, or money). See the Marketing team before you contact them.
- ◆ No D's or F's in any class
- ◆ **Meet all sub-committee deadlines and requirements**
- ◆ Have a positive attitude and ACTIVELY PARTICIPATE

To travel to Chatsworth and 2<sup>nd</sup> Regional (total of 10 students)

- ◆ Meet all of the team requirements and the following requirements
- ◆ Be a driver or human player (those who do the most work for the team will have this option)
- ◆ Be a club officer<sup>2</sup>
- ◆ Plus other team members chosen by the team advisors and mentors

To travel to the Championships (total of 16 students)

- ◆ Meet all of the team requirements and the following requirements
- ◆ Miss no more than three team meetings or events you have committed to<sup>1</sup>
- ◆ Pass the “Robot” and “Rules of the Game” tests with a score of 100%.
- ◆ Be a driver or human player (those who do the most work for the team will have this option)
- ◆ Be a club officer<sup>2</sup>
- ◆ Plus other team members chosen by the team advisors and mentors.

1. If you are going to miss a meeting for a legitimate reason you must notify one of the team advisors BEFORE the meeting to have it excused. Two excused absences equal one absence. If you are not 100% committed to helping at an event... DO NOT SIGN up for the event. Other people may want the spot you take. It is not fair to let the rest of the team down. We are depending on you.
2. To be an officer you must also be in the robotics class.

**Kingman High School**  
**US First Robotics Competition**  
(KEEP THIS PAGE IN THE RECORD BOOK)

In order to maintain an orderly team, at school and at team events, each of the below rules must be agreed to and followed. These rules pertain to all KHS Robotics Team events, the ALL US First Robotics Competitions.

1. I will respect the authority of the advisors in charge of KHS and US FIRST activities.
2. I will attend all team meetings and be in my assigned position prior to starting time.
3. I will not do anything detrimental to the health and safety of all team members, volunteers, and sponsors and will respect their rights to safety and comfort at all times.
4. I realize that good conduct is expected of KHS Robotics team members at all times. Obscene language, roughhousing, or throwing things will not be tolerated at any time.
5. I will not smoke, gamble, use any illegal drugs, or drink alcoholic beverages at any time.
6. I realize that as a KHS Robotics team member, if I am found to be in violation of any of the above rules, I will be subject to disciplinary actions. The team advisors, Shawn Hardina and Kerry Schanaman, will make the determination of the disciplinary action. I fully understand that an infraction of any of these rules may be just cause for me being immediately sent home and barred from any further participation at the current US FIRST Competition and subsequent competitions this year and in the future.

I have read and fully understand these rules and agree to abide by each of them.

Participant Name: \_\_\_\_\_

Participant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Guardian Name: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Kingman High School**  
**US First Robotics Competition**  
(TURN THIS PAGE IN)

In order to maintain an orderly team, at school and at team events, each of the below rules must be agreed to and followed. These rules pertain to all KHS Robotics Team events, the ALL US First Robotics Competitions.

1. I will respect the authority of the advisors in charge of KHS and US FIRST activities.
2. I will attend all team meetings and be in my assigned position prior to starting time.
3. I will not do anything detrimental to the health and safety of all team members, volunteers, and sponsors and will respect their rights to safety and comfort at all times.
4. I realize that good conduct is expected of KHS Robotics team members at all times. Obscene language, roughhousing, or throwing things will not be tolerated at any time.
5. I will not smoke, gamble, use any illegal drugs, or drink alcoholic beverages at any time.
6. I realize that as a KHS Robotics team member, if I am found to be in violation of any of the above rules, I will be subject to disciplinary actions. The team advisors, Shawn Hardina and Kerry Schanaman, will make the determination of the disciplinary action. I fully understand that an infraction of any of these rules may be just cause for me being immediately sent home and barred from any further participation at the current US FIRST Competition and subsequent competitions this year and in the future.

I have read and fully understand these rules and agree to abide by each of them.

Participant Name: \_\_\_\_\_

Participant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Guardian Name: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## COMMITTIES

1. MARKETING AND PUBLIC RELATIONS\*
2. WEB PAGE\*
3. ANNIMATION\*
4. ROBOT CONSTRUCTION\*
  - A. CAD
  - B. ELECTRICAL/PROGRAMMING
  - C. MACHINING
5. LEGO LEAGUE\*
6. SPIRIT (T-SHIRTS, HAND OUTS, NOISE MAKERS, BANNER. ETC.)
7. MENTOR OTHER HIGH SCHOOL ROBOTICS TEAMS\*
8. PARENT LIASION
9. STUDENT REPRESENTATIVE TO THE KHS BOOSTERS
10. MONTHLY NEWSLETTER\*
11. TEAM HISTORIAN (VIDEO/PICTURES)\*
12. CHAIRMAN'S AWARD/WOODIE FLOWER'S AWARD\*
13. ROBOTICS RELATED INTERNSHIPS OR EMPLOYMENT\*

\* Fulfills the Robotics Out of School Experience Plan

**Laron Engineering Form**  
**(KEEP THIS PAGE IN THE RECORD BOOK)**

**Laron Engineering Form  
(TURN IN THIS PAGE)**



## Robotics Experiences and Goals (REGs) – Personal

**Student's Occupational Goal:** \_\_\_\_\_

Experiences and Goals	Where Gained (IP* or ROE)	Year to Achieve
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

\*IP = Instructional Program (classroom, laboratory, robotics, etc.)





## Agreement for Students with ROSEPs

Student \_\_\_\_\_ Date \_\_\_\_\_  
Social Security # \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth \_\_\_\_\_  
ROESP Objective \_\_\_\_\_  
Employer/Teacher \_\_\_\_\_  
Address of employer/Teacher \_\_\_\_\_  
Sponsor \_\_\_\_\_ Telephone # \_\_\_\_\_  
Parent or Guardian \_\_\_\_\_ Telephone # \_\_\_\_\_  
Address \_\_\_\_\_

**1. The Student Agrees To:**

- \_\_\_\_\_ Do all jobs assigned to the best of his or her ability.
- \_\_\_\_\_ Be punctual, dependable, and loyal.
- \_\_\_\_\_ Follow instructions, avoid, unsafe acts and be alert to unsafe conditions
- \_\_\_\_\_ Keep such records of cooperative training program and make such reports as the teacher and/or the employer may require.
- \_\_\_\_\_ Contact the teacher coordinator before resigning.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**3. The Teacher Agrees To:**

- \_\_\_\_\_ Give systematic instruction at the school to enable the student to better and understand and carry out his or her duties.
- \_\_\_\_\_ Work with the employer/teacher, student and parents to provide the best possible training for the student.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**2. The Parent Agrees To:**

- \_\_\_\_\_ Placement of the student in a selected cooperative training experience.
- \_\_\_\_\_ Providing a method of getting to and from the experience according to the work schedule.
- \_\_\_\_\_ Assist in promoting the value of the student's by cooperating with the employer/teacher when needed.
- \_\_\_\_\_ Assume full responsibility for any action or happening pertaining to the student from the time she or he leaves school until reporting to the work site.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**4. The Employer/Teacher Agrees To:**

- \_\_\_\_\_ Provide the student with many opportunities to learn as many jobs according to the ROESP.
- \_\_\_\_\_ Assign the student new responsibilities only when in the judgment of the employer/teacher he or she can handle them.
- \_\_\_\_\_ Train the student, when and where possible, in the ways which he or she has found desirable in desirable in doing his or her work.
- \_\_\_\_\_ Assist the teacher to make an honest appraisal of the student's performance.
- \_\_\_\_\_ Avoid subjecting the student to unnecessary hazards.
- \_\_\_\_\_ Contact the teacher coordinator before discharging the student-learner.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**We, the undersigned, indicate by the affixing of our signatures that we have and understand the purpose and intent of this memorandum of training.**

Student \_\_\_\_\_ Date \_\_\_\_\_ Employer \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_ Teacher \_\_\_\_\_ Date \_\_\_\_\_







## Robotics Experiences and Goals – Self Evaluation

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion



## Robotics Experiences and Goals – Self Evaluation

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

## Robotics Experiences and Goals – Self Evaluation

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion

Project	REG # (page 12-14)	Accomplishment	Conclusion











