

Qualifier Information; **please review carefully!**

Scoring and submission of Judging materials (Portfolio, Feedback Form, Control Award) will be through the FIRST Scoring Hub, submittal of videos will be on Vimeo (instructions attached) with links sent to [massftclinks@gmail.com](mailto:massftclinks@gmail.com).

#### A Detailed Schedule of Qualifier 1 and 2 Deadlines

Qualifier	#1	#2
Event Dates	6 – 13 March	13 – 20 March
Scoring Submission	6 March (12 pm) – 13 March (12 pm)	13 March (12 pm) – 20 March (12 pm)
Judging Submission	3 March – 9 March	10 March – 16 March
Judge Access to Material	10 March	17 March
Judging Day	13 March	20 March

### Scoring Hub / Judging Interview

1. Login to your FIRST account.
2. Enter: [ftc-scoring.firstinspires.org](http://ftc-scoring.firstinspires.org)
3. The Scoring submission window will be from noon Saturday (1 week before Judging Day) to noon Saturday (Judging Day).
4. The Judging submission window will open the Wed before Scoring submission opens and close at midnight the Tue after Scoring submission opens (Tuesday before Judging Day). Late submissions will be allowed for the Qualifiers but not for the State Championship. Judges will have access to the materials on the Wednesday before Judging Day.
5. The Judging Interview is required to participate in the event.
6. **Material to be upload:**
  - a. Team's Portfolio in pdf format (15 pages plus cover) ; a Portfolio is required to be considered for Judged Awards.
  - b. Completed Control Awards Form (optional); a fillable copy of the form is attached (other versions of the form will not be accepted, if additional pages are required please add after this completed form).
  - c. Feedback Form (Optional).
7. If Judges would like to see information from the Team's Engineering Notebook, the team can share their screen during the call-back interviews in the afternoon (**do not** upload the Engineering Notebook).
8. Judging Interviews will be through Zoom. The Zoom Link will be available on your team's dashboard on the scoring hub. Judging interview times will also appear on your scoring hub dashboard. Teams will have a 30-minute block to complete a 15-minute interview (details of the timeline are shown below).
9. The call-back schedule will be posted before 1:00 on Judging Day and may be up to a 1-hour block.
10. Each team member may have one Zoom connection. If a close-up of the robot is desired the camera should be repositioned to show the robot from a student's connection.

11. Control Award Video. The link to your video should be on your Control Award application. To assist the Judges please also send the link to [massftclinks@gmail.com](mailto:massftclinks@gmail.com). The videos will be previewed and an acknowledgement will be returned within 24 hours. The links will be compiled (with passwords if required) on a spread sheet and distributed to the Judges on Wednesday before Judging Day.
12. General Match Video. Match videos are not required but it would be extremely helpful for the Judges to see a video of a match. Please follow the same procedure as the Control Award for link submission.
13. The Compass and Promote Awards will not be awarded at Qualifiers. The Compass Award will be awarded at the State Championship (follow the Video guidelines and name the video FTC####\_Compass).
14. If you do not see an event listed for your team (Qualifier #1 or Qualifier #2 please send an email to [massftc@gmail.com](mailto:massftc@gmail.com)).

## Zoom Judging

1. One Zoom session will be used for the entire day.
2. As team members enter the meeting, they will be moved to a Team break-out room. To be placed into the break-out room the following format must be used for a screen name
  - a. Student: #### FirstName (4 or 5 digits for team number)
  - b. Mentor: M#### Name
3. The break-out rooms will be open all day but, please leave the meeting when you have completed your interview as we have a limited number of simultaneous meeting attendees. When you return for the call-back interview you should be immediately placed into the team break out room.
4. Mentors with multiple teams should list both teams in their screen name. You will be moved from room-to-room for interviews. Your teams will be given consecutive 30-minute blocks.
5. An example Interview session schedule is detailed below. When the Judge Panel arrives in the Team break-out room, the team's 5-minute presentation time will start.
6. Team members arriving to the Zoom meeting after the Judges arrive in the Team's break-out room will not be put into the break-out room.
7. Please do not join the Zoom meeting at the last minute, 2-3 other teams will also be joining and assignments to break-out rooms could take a few minutes.

Example timeline for the morning Judge Interview block is as follows (8:00 – 8:30 block is shown)

7:45 - 7:55	Team members arrive in Zoom session and are moved to break-out room
8:00 - 8:05	Judges arrive in break-out room and Team presentation
8:05 - 8:15	Judges Q & A period with Team
8:15 -	Judges depart break-out room
8:15 - 8:20	Teams depart Zoom meeting

## **Call-back Interviews**

1. Teams will be given a 30 – 60-minute window when the Judges will drop-in to the team break-out room for a call-back interview. When the team members enter the Zoom meeting they should return automatically to the break-out room if they logged in from the same computer. The interview times will appear on your scoring hub dashboard by 1 pm on Judging day.

## **Closing Ceremony**

Details of when and how we will have a closing ceremony are still being developed. More details will be sent when the plans are final.

A minimum of eight team will advance to the State Championship from each Qualifier.