



CTSO Advisor Electronic Report Form 2012-2013

Directions for use:

Please submit this as an *email attachment* to the CTE STEM Office (to Diane Storm by designated due dates)

CTSO: FIRST Robotics BUILDING LOCATION: _H. M. Jackson High School

Please mark the date of this report:

Report Due Dates:

- ☐ June 14, 2013

The following is a log outlining the duties spent by the CTSO Advisor:

Advisors Name: Maggie Thorleifson				
Activity	Date	Hours	Students	Location
FRC Kick Off	1-5	6:30a	25	Mount Lake Terrace
Team Game Strategy	1-6	Noon-9p	25	JHS c240
Missing Parts List to FIRST	1-7		Student Lead	TBD
Team Meeting – Rules presented random design teams form meet during week	1-7/ 1-11	4pm – 8pm	25	JHS c240
Design Teams present ideas to team, parents, sponsors	1-12	8am – noon	25	JHS c201
Engineering Committee Meeting	1-18	9-noon	3 – 7 mentors	TBD
Design decision and subteams	1-18	4:30 – 6:30	25	JHS c240
Payment for FRC Registration is due for all events registered	1-25	n/a		Due to FIRST
Sub Team Meetins M-W & T-Th	1-21/1-25	6 – 10pm	9	JHS c240/Terry's Machine
Engineering Committee Meeting	TBD	TBD	~3students –7 mentors	TBD
Programming / Build – prototype mods Team Meeting Reports	1-26	8a-10p	25	JHS c240/Terry's Machine
Youth Action Team	1-26	10-12	10	VOA
Programming / Build – prototype mods	1-28/2-1	6 – 10pm	9	JHS c240/Terry's Machine
Engineering Committee Meeting	TBD	TBD	~3students –7 mentors	TBD
Programming / Build – prototype mods Team Meeting Reports	2-1	8a-10p	25	JHS c240/Terry's Machine
Programming / Build – prototype mods	2-4/2-8	6 – 10pm	9	JHS c240/Terry's Machine
Engineering Committee Meeting	TBD	TBD	~3students –7 mentors	TBD
Programming / Build – prototype mods Team Meeting Reports	2-9	8a-10p	25	JHS c240/Terry's Machine
Programming / Build – prototype mods	2-11/2-15	6 – 10pm	9	JHS c240/Terry's Machine
Engineering Committee Meeting	TBD	TBD	~3students	TBD



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			-7 mentors	
Programming / Build – prototype mods Team Meeting Reports	2-16	8a-10p	25	JHS c240/Terry's Machine
Programming / Build – prototype mods	2-17/2-19	6 – 10pm	9	JHS c240/Terry's Machine
Award Submissions Due FIRST Dean's List, Chairman's, Website	2-21	11:59 AM EST	Team Lead	TIMS
Youth Action Team	2-23	10-12	10	VOA
Robot Bag	2-19	midnight	25	JHS c240/Terry's Machine
Team Meeting – pop corn video	2-25	4 – 6 pm	25	JHS c240
Officer Meeting check progress Agendas – Executive Board	3-1	2-3	8	JHS c240
Team Meeting – Regional Planning – Plan	3-4	4:30 – 5:30	25	JHS c240
Parent Meeting	3-4	5:30 – 6:30	0	JHS c240
Terry's Machine Thank You Lunch	3-8	11:30 – 1	25	Terry's Machine
Seattle Regional	TBD	Thur – Sun	25	Qwest Event Center Seattle
Team Meeting – Regional Planning	3-11	4:30 – 6:30	25	JHS c240
Officer Meeting check progress Agendas	3-15	2-3	8	JHS c240
Team Meeting – Regional Planning Oregon Regional	3-18	4:30 – 6:30	25	JHS c240
	TBD	Thur – Sun	25	Memorial Coliseum Portland
Youth Action Team	3-23	10-12	10	VOA
Team Meeting	3-25	5-7	25	JHS Library
Officer Meeting check progress Agendas – Executive Board	3-29	2-3	8	JHS c240
Team Meeting – Reports – Championship Planning	4-8	4:30 – 5:30 pm	25	JHS Library
Officer Meeting check progress Agendas – Executive Board	4-12	2-3	8	JHS c240
Team Meeting – Submit pictures from events for picassa Parent & Sponsor thank you planning	4-15	4:30 – 6:30	25	JHS Library
Officer Meeting check progress Agendas	4-19	2-3	8	JHS c240
Team Meeting Championship last minute details	4-22	4:30 – 6:30	25	JHS Library



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FRC Championship	4-24 / 4-27	Wed – Sun	25	St. Louis
Youth action team	4-27	10-12	10	VOA
Team Meeting – Officer Nominations – Nominees work on their officer presentations	5-6	4:30 – 5:30	25	JHS c240
Rube Goldberg Intro – New Members Invited	5-13	5:30 – 6:30	25+	JHS c240
Spirit – create slide show of season – Rube Goldberg teams meet	5-7 / 5-11	TBD	Teams of 5	TBD
Officer Meeting check progress Agendas	5-17	2-3	8	JHS c240
FIRST Fest planning	5-13	4-4:30	25	JHS c240
Officer Presentations	5-13	4:30 – 6:30	16	JHS c240
Rube Goldberg teams meet – FIRST Fest planning -	5-13	4:30 – 6:30	25-	JHS c241
Officer Meeting FIRST Fest setup tasks	5-18	2-3	8	JHS c240
Team Meeting – Season Slide show – Parent Thank you celebrations	6-3	6 – 8 pm	25	JHS commons annex
Team Meeting Sponsor Thank You Dinner	6-4	4-8 pm	25	JHS commons annex
New Officer Meeting	6-6	2-3	8	JHS c240