# TOURNAMENT FORMS INFORMATION

## Minnesota Odyssey of the Mind

Below is some general information about the forms that Div I, II, and II teams must prepare in advance and bring to their long-term problem presentation at the tournament. Primary teams are strongly encouraged to complete these forms as well! Div I and Primary coaches may act as scribes in completing the forms; Div II and III teams must complete the forms themselves.

In addition to the number of copies listed for the judges (which will not be returned), teams should keep at least one extra copy of each form for their future reference. Any Div I, II, or III team that has received a private clarification also should bring a copy of their clarification for the judges.

> **FORMS AT A GLANCE**
>
> - Style- 4 copies
> - Outside Assistance – 1 copy
> - Cost- 1 Copy
> - Team Required List – 4 Copies

## I. WHERE TO FIND FORMS



**Member Forms**

Forms

- Style Form | PDF | Word |
- Cost Form | PDF | Excel |
- Outside Assistance Form
- Team Contract
- Membership Application
- Scholarship Application

www.odysseyofthemind.com

-Choose TEAMS→ Members Area

- Enter your Membership Number and Member Zip Code

-Choose DOWNLOADS

All forms and Lists should be available here.

Note that there is a Word option for the Style form and an Excel option (a big time saver!) for the cost form.

## II. STYLE FORM



- Teams should bring 4 copies.
- Categories 1 and 2 should be filled in based on the requirements in Section F of your problem. For example, if the first required style item is "Creative use of a *special effect*", teams should fill in Style Category #1 with an identification and/or description of their special effect.
- Categories 3 and 4 can be any parts or aspects of the team's solution *which are not already scored as problem elements in Section D of your Problem.*
- Teams should be clear about which part or aspect of an item they want to have judged for style.
- A team's ideas about Style often take time during the season to develop, but should not be put off until the last minute or otherwise treated as an afterthought.

## III.     OUTSIDE ASSISTANCE FORM

- Teams should bring 1 copy.
- Teams should describe any Outside Assistance they receive, or write "none" if applicable.
- All team members and coaches sign as indicated.
- The prohibition against Outside Assistance in the long-term problem solution is integral to ensuring a fair competition between children and to allowing them the pride and self-confidence that can come only from their own work. Coaches should use this form to both discuss and model the importance of integrity.

## IV.     COST FORM

- Teams should bring 1 copy, with any receipts stapled to it.
- See pages **47 to 49 of the Program Guide** for rules and explanations regarding costs, especially regarding which items should be listed at their actual cost, which have assigned values, and which can be listed as zero values (exempt).
- Note that the cost limit for each problem is the total value of the materials used <u>during the presentation at the tournament.</u> Discarded items (trial and error) and unused parts (the leftover ½ roll of duct tape) don't count.
- Keeping track of materials, expenses and any receipts as they go along will help teams avoid unnecessary last-minute

## V.     TEAM REQUIRED LIST

- Teams should bring 4 copies.
- This form helps the problem judges understand the team's solution and judge accurately.
- Section H.2 of each problem references the list of items that will be included on this form. Teams may make their lists on any paper as indicated, but using this form helps judges find your information quickly.
- This form also is a good double-check for teams as they are working on their solution. It may help the realize if they have gone off track or forgotten a major element. <u>It is not a complete checklist, however, so teams should continue to review their Problem materials.</u>