

Team Plans

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Team Plan

- **Strategic plan:** Meeting goals
- **Business plan:** Budget and financials
- **Sustainability Plan:** Recruiting members/mentors
- Explains steps to be taken by team to reach goals
- Shared document allows collaboration

Strategic Plan

By mapping out where you plan to go during the season, goals you want to achieve and what you need to do to reach them, your team will be able to stay on track throughout the season.

- Things to include:
 - Overview of FTC and the game
 - Team history
 - Outreach
 - Team involvement in community
 - Sponsorship details
 - Sponsor Letter
 - Team goals

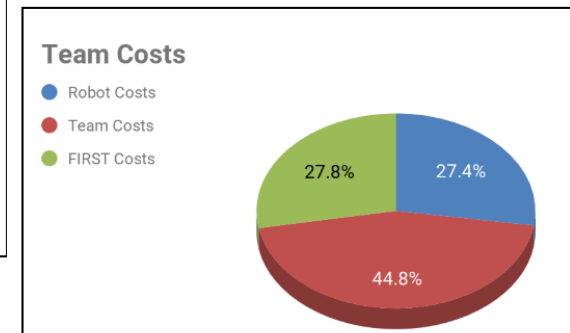
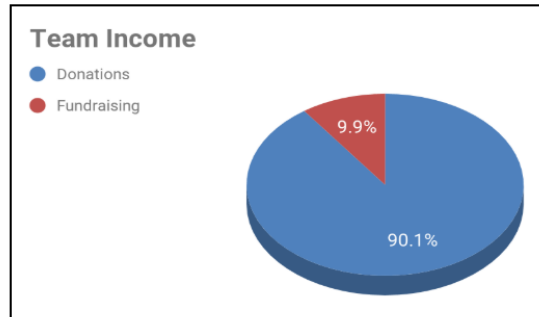
Questions to Ask for Strategic Plan

- What are your team goals?
- How much money does your team need to get started and for what?
- How much money to sustain team for multiple years?
- How much money to raise through fund-raising efforts?
- How much money expected through grants?
- How much money or in-kind donations thru sponsors?
- How will you promote a business or organization if you receive a sponsorship?

Business Plan

- Create Team Budget
 - Income/Expenses
 - Graphs?
- Share with team

Costs		
Item	Description	Withdrawal
Robot Costs	New Technology and Robot Parts	\$1450.58
Team Costs	T-Shirts, Hotels, Gas,	\$2,369.812
FIRST Costs	Team and Tournament Costs	\$1,473.00
	Total	\$5,293.397
	Team Balance	\$7,288.96













FIRST Expenses		
Item	Description	Cost
Registration	FTC Team Registration	\$275.00
FIRSTNV	Tournament Registration	\$200.00
Jr. FLL Team Registration	Registration for 1 Jr. FLL Team	\$99.00
Jr. FLL Team Registration	Registration for 2nd Jr. FLL Team	\$99.00
Jr. FLL Tournament Registration	FIRSTNevada tournament registration	\$50.00
Jr. FLL Tournament Registration	FIRSTNevada tournament registration	\$50.00
FTC Folsom Tournament	Registration for Folsom Tournament	\$200.00
FTC Super Regionals	Registration for Tournament	\$500.00
	Totals	\$1,473.00



Team Sponsorships

2017/18 Season Sponsorship Information

























BENEFITS for our Sponsors:	Amounts Donated			
	\$125	\$250	\$500	\$1,000
Your logo on our website.				
Your logo on our sponsor board which goes to all tournaments				
Your logo on our cart which we take to all tournaments and most outreach events.				
Your logo goes on our robot which is seen at all tournaments, outreaches and presentations				

Notebook Organization

- How the team will grow
- Plans to recruit: members, sponsors, mentors
- Questions to ask:
 - How does your team plan to continue past this season
 - Are you training younger team members in key roles
 - Are their plans for recruiting new members and list them
 - Is there a plan to recruit mentors
 - How are you fund-raising for next season
 - How will your team leave a legacy

Notebook Organization

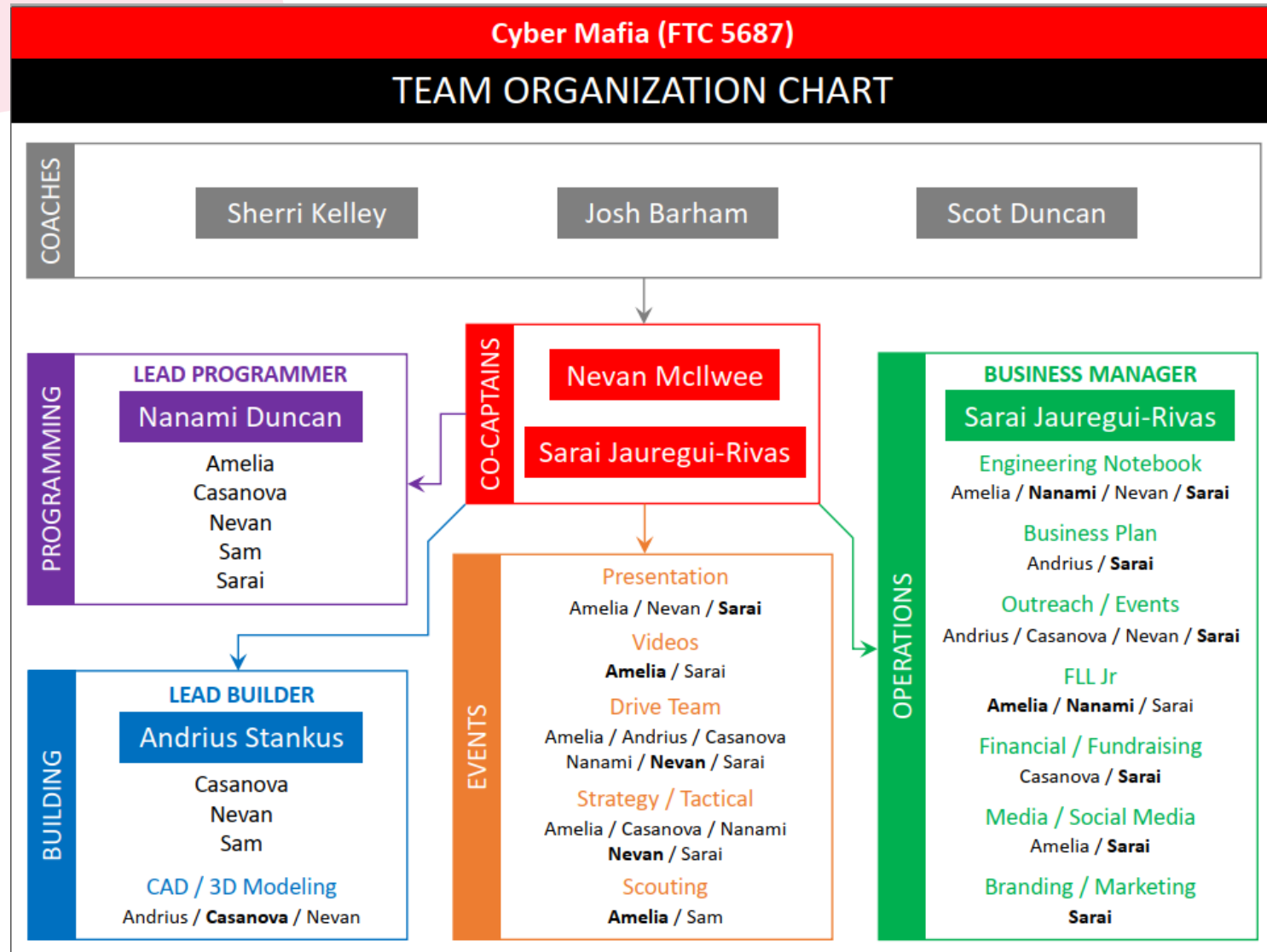
- Google Drive
- Have a folder for each section and subsection
- Develop a template for each style of entry
- Print your notebook well ahead of time

	1 Master Summary Section New Idea	
	1 Master Summary Section Old One	
	2 Master Team Information Section	
	3 Master Team Huddles	
	4 Master Business Plan Section	
	5 Master Game Strategy Section	
	6 Master Build	
	7 Master Programming	
	8 Master Outreach	
	9 Master CAD Section	
	10 Master Team Education	
	11 Master Tournaments and Awards Section	

Sustainability Plan

- Notebook is a living document
- Main objective is to showcase your journey
- Visuals, visuals, and visuals
- Keep it consistent
- Section summaries
- Every page signed & dated by team members
- Make it easy to read and eye-catching to reader
- Include an Organizational Chart
- Highlights
- Timeline

Example Organization Chart



Example of How to Highlight



Cyber Mafia (FTC 5687) — An Inspiring Season...

Think

This season we have integrated more math and science concepts than ever. As an example, we noticed our robot drifting off course when strafing. After eliminating other possibilities (bad motor, bad roller on mecanum wheel, etc), we determined an off-center COG was the problem. We calculated the Center of Gravity and the weight on each wheel. Then we added ballast to move the COG closer to the center.

Connect

Beyond the outreach we have done for FIRST, education and the community, we made a conscious effort to engage the science and technology communities. We met with engineers from Tesla and DRI; we collaborated with professors at WNC; we worked with a computer programmer on our sensor use. Also, we have revamped our Business Plan to provide details about our team, its goals and its finances.

Innovate

This season's robot has a number of innovative features. The one we are most proud of is the dual independent linear slides, with a vertical slide mounted on a horizontal slide. Additionally, we are proud of our retractable tape measure.

Design

We created many sketches of ideas, both on a whiteboard and on paper, which are documented in our Engineering Notebook. As a final design emerged in January, we rendered the robot electronically in CAD using Autodesk Inventor.

Motivate

We have increased our Outreach & Volunteer hours by 50% from last season, with 1192 team members hours to date. We have engaged prospective coaches, new teams, the school board, the Carson City Chamber of Commerce, and local politicians.

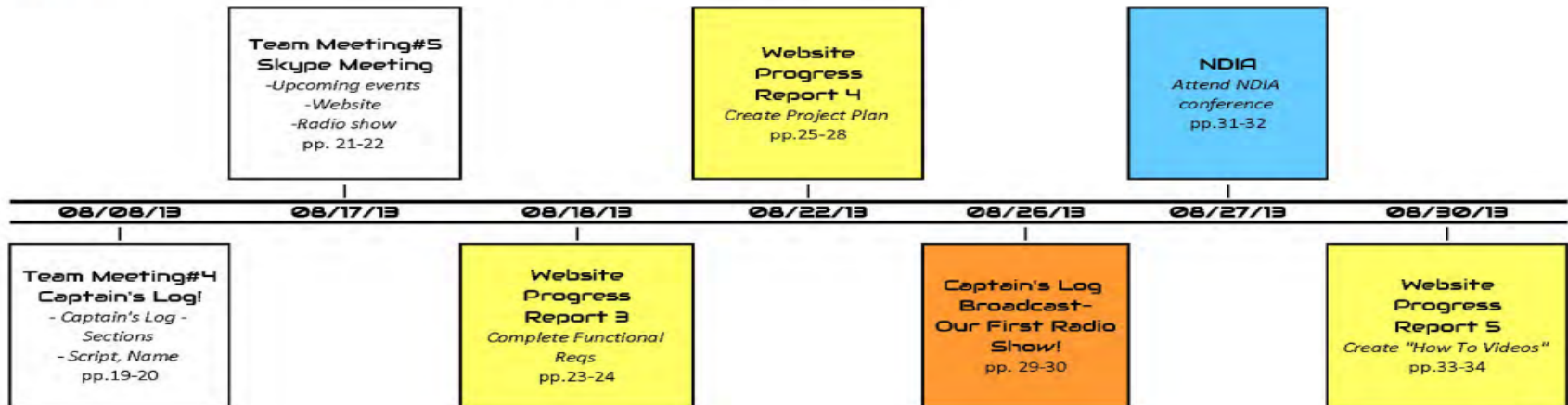
Control

We continued to improve our use of sensors this season, incorporating two sensors (2M Distance and Color) into the Autonomous. We also implemented a brand-new arcade driving system, which simplifies driving, as well as code by making use of sine wave periodicity.

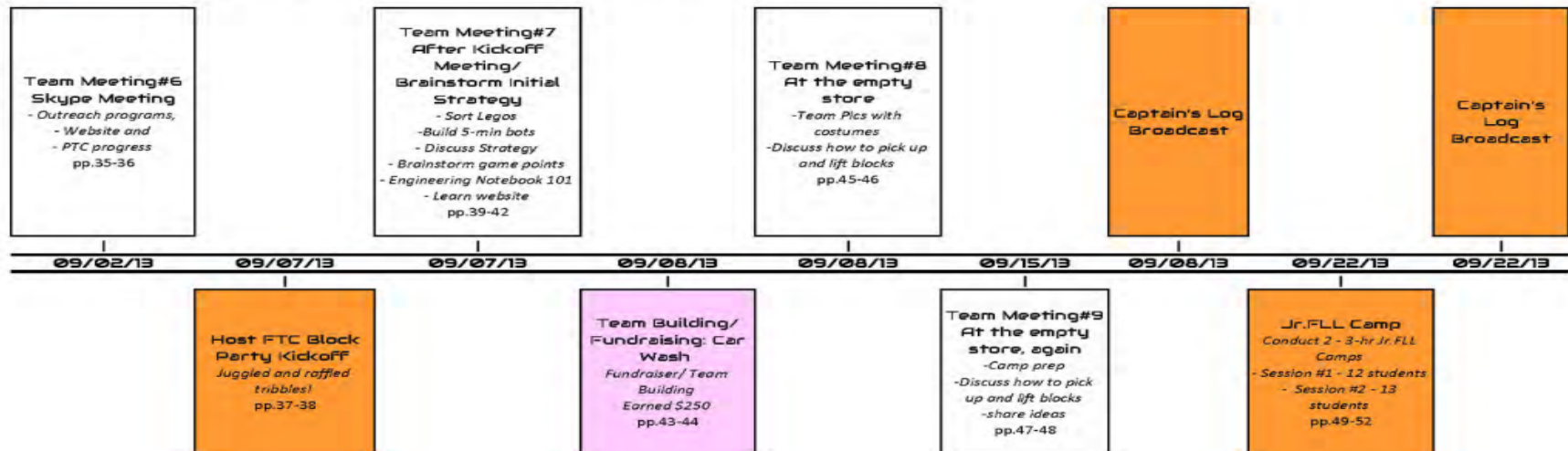
Example Timeline



FTC Team 6024 Stardate August 2013



FTC Team 6024 Stardate September 2013



Engineering Portfolio (What's New)

Goals of Engineering Portfolio

- Show students importance of clear and concise information sharing
- Great learning experience for college or prof careers

Possible Content of Portfolio

- Up to 15 pages of content
- Highlight best pages/content from engrg notebook
- Design concept
- Drawings
- Planning/execution of a well received outreach event
- Prelim description of what you hope robot will do

Useful Links

- [FTC Team Management Documents](#)
 - <https://www.firstinspires.org/node/5226>
- [FTC Engineering Notebook Guide](#)
 - 2019-2020 Season

Credits

- This lesson was written by Patti Poston
- You can contact the author at: pposton@firstinspires.org
- More lessons for FIRST Tech Challenge are available at www.FTCTutorials.com
- Image Credit: 6024 Enterprisers, 5326 Enterprisers, 11574 Sonic Screwdrivers, 10464 Bionic Tigers, 4250 Light Sabers, 5687 Cyber Mafia



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