

TOURNAMENT CHECKLIST

Use this sample document or the blank one on page 2 to keep track of each task. Put a check mark in the first column when you are done with the task.

| Done | What to Bring | Who is Responsible |
| --- | --- | --- |
|  | ROBOT DESIGN |  |
|  | Robot |  |
|  | Attachments for each run |  |
|  | Charging Cable |  |
|  | Download Cable |  |
|  | Laptop with Code |  |
|  | USB stick with Code backed up |  |
|  | Handouts (e.g. Code Printouts) |  |
|  | Spare parts |  |
|  | Engineering Journal/Binder |  |
|  | RESEARCH |  |
|  | Research Tri-fold/Poster |  |
|  | Props/Costumes |  |
|  | Handouts (e.g Brochure of solution) |  |
|  | Research Binder |  |
|  | CORE VAUES |  |
|  | Core Values Tri-fold/Poster (if required) |  |
|  | Handouts |  |
|  | OTHER |  |
|  | Extension Cord |  |
|  | Pit decorations |  |
|  | Giveaways (e.g. buttons, stickers, etc) |  |
|  | Forms required for event | Team Coach |



TOURNAMENT CHECKLIST

| Done | What to Bring? | Who is Responsible? |
| --- | --- | --- |
|  | ROBOT DESIGN |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | RESEARCH |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | CORE VAUES |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | OTHER |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |