Robotics Club: 2012-2013 Schedule

Revision 3: Last updated August 18, 2012.

Contents

August

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Skill-building; finish changes to robot**	**Skill-building**	**Prepare for orientation**	**Prepare to start asking sponsors**	**Make a budget, plan out expenses.**
1	CAD Seminar @ Bear Metal (might be during other weeks?)	Continue lessons with Wendy	Confirm all data and media on website and Facebook are up-to-date.	Research, create, and publish list of sponsors to contact	Talk to all other teams, and obtain a list of expected purchases and expenses
2		Continue lessons with Wendy	Create fliers for recruiting	Finalize all presentational materials/business plans, etc.	Construct a budget for the year, and get approval from all teams
3	Finalize and test changes, prep for farmer's market	Continue lessons with Wendy	Prepare material for orientation.	Begin fundraising.	Prepare online bookkeeping records, receive training on bookkeeping
4	Farmer's Market				
		Finish lessons with Wendy	Record Farmer's Market	Network during Farmer's Market	

September

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Skill-building**	**Basic introduction to coding**	**Recruit new members**	**Get money**	**Make sure nothing is wrong**
1	Move robot to Skyline, clean and prep room. Take inventory (if necessary)		Get recruiting fliers approved; start pasting them in the school	Research grants and fundraising.	Talk to bookkeeper, and obtain status report on our current finances. Update records, and assess situation.
2	Orientation for new students + officer elections Outline expectations and safety guidelines Gauge student interest/skill levels; re-adjust plans if necessary; assign students to teams				
		Pass out a link to a tutorial, assign chapters to read and do. Pass out CDs and installation instructions.	Continue passing out fliers, and recruiting. Start making posters. Obtain details about the club fair; begin planning. Update club website.	Obtain list of grants to apply for. Research requirement for grants. Begin filling out grants (Boeing grants, etc.)	Continue obtaining status reports from the bookkeeper once a week. Dialog with school admin to fill out open POs, confirm policy and procedure, etc.
3	Safety rules + tools workshop Begin building a new prototype robot. Begin learning the basics of CAD.	Review the first few chapters from the tutorial. Team members should continue reading through the tutorial independently for the next few weeks.	Get approval, and paste posters around the school. Get info about FIRST events, start passing around field-trip, media release, etc. forms.	Begin fundraising. Finish filling out grants, begin submitting.	Examine budget and list of requested items, and determine if any items need to be purchased. Confirm with exec board and mentors, and purchase.
4	Continue building the prototype robot Continue learning CAD.	Describe how the electronics board works Create a new electronics board.	Plan a team-building event? Plan for Parent's Night Media release Pass out t-shirt order forms	Fundraise and fill out additional grants.	Examine the parts typically offered by FIRST choice, and prioritize our list of items. Start purchases.

October

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Experimenting with prototype robots**	**Practice**	**Outreach**	**Continue getting money.**	**Start purchasing and stockpiling parts.**
1	Finish the basics of the prototype robot. Test by mounting the electronics board. Begin working on adding additional components besides the drive.	Briefly introduce Object Oriented Programming (OOP) Go over WindRiver and WPILIB Help students write basic programs for the electronics board.	Research FIRST awards, and select ones for the club to focus on. Begin coming up with new design for the buttons. Parent's Night	Fundraise and fill out additional grants. Collaborate with other teams to make sure our media packages are up-to-date.	Continue stockpiling and purchasing parts.
2	Build, prototype, add, and test additional components (arms, pneumatics, sensors, etc) to the robot.	Continue working on the electronics board; run code on Bandit or the prototype bot when ready. Introduce the concept of code-reuse, and abstraction.	Contact middle schools, set up visit times. Collect forms. Get a list of people who wants t-shirts.	Fundraise and fill out grants. Brainstorm ways to make money (esp. for Awareness Night)	Continue stockpiling parts. Take a full audit and inventory check to verify all our new procedures are working and we're under budget.
3	Build, prototype, add, and test additional components (arms, pneumatics, sensors, etc) to the robot.	Continue working on code. Formally introduce OOP, classes, and code organization	Modify t-shirts to include new sponsors, make any other changes necessary. Begin ordering t-shirts.	Fundraise and fill out grants.	Continue stockpiling and purchasing parts. Check in with all teams to make sure budget is on track.
4	Finish adding additional components to the prototype robot. Take inventory.	Finish experimenting with individual programs.	Update website. Media release. Begin spirit items for the competition.	Fundraise and fill out grants. Confirm financial data is accurate. Send new list of sponsors to media team.	Confirm inventory matches our records. Re-assess our budget + plans if necessary.

November

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Learn CAD and engineering**	**Introduce concepts behind collaborative coding.**	**Volunteer and Outreach**	**Continue fundraising.**	**Make sure everything is in order.**
1	Acquire a computer lab, and begin learning CAD. Formally begin learning about engineering	Introduce the basics of SVN, coding standards, and basic etiquette. Set up SVN on WindRiver, and practice.	Contact various volunteer organizations (Northwest Harvest, Eastside Baby Corner) and middle schools.	Fundraise and obtain grants. Plan for awareness night.	Continue stockpiling parts.
2	Use CAD to draw out schematics of the prototype robot for practice. Apply engineering concepts	Modify a base program and collaboratively recode Bandit from scratch.	Arrange field trip with office, and pass out field trip forms for Kickoff Begin planning logistics for kickoff.	Fundraise and obtain grants. Plan for awareness night.	Continue stockpiling parts.
3	Update everything. Make sure all our affairs our in order.				
	Continue practicing generating schematics of the prototype robot (and possibly Bandit). Begin updating our business plan/various media on how we practice build.	Continue collaboratively recoding Bandit from scratch. Begin updating our business plan/various media on how we learn to code.	Begin updating our business plan/various media on the outreach events we've done.	Begin updating the business plan/various media on our sponsors.	Begin updating the business plan/various media on how we conduct our financial affairs. Make sure all financial info is up-to-date.
4	Finish CAD practice, review. Continue updating.	Continue collaboratively recoding Bandit from scratch Continue updating.	Update website. Media release. Plan for pre-kickoff party?	Plan for Holiday Bazaar. Coordinate with code team to make sure Bandit will be ready by then.	Continue updating and auditing.

December

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Prep for build season**	**Prep for Build Season**	**??**	**??**	**Final audits**
1	Review past competitions and come up with new strategies	Finish recoding Bandit from scratch.	ISD Minicon (??)	Holiday Bazaar	Talk to bookkeeper, obtain a full status report; make sure they match up with our records.
2	Go over expectations for Kickoff, and our plans.				
	Review past competitions.	Begin uninstalling the old version of WindRiver; clear out old projects.	End-of-season party	Send follow-up emails and updates to all sponsors.	Final budget audit, make final adjustments.
3	Winter Break. Relax.				
4					

January

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Build the robot**	**Code the robot**	**Keeping people updated, planning spirit**	**??**	**Purchasing parts**
1	KICKOFF: Coordinate our plan.				
	Assess game rules and competition strategies Construct plans and schematics of the new robot				
	Once design is finalize, make CAD schematics. Send list of needed parts to the finance team. Begin building competition props. Begin building the drive. Modify prototype robot as needed.	Burn copies of CDs for everybody. Begin installing the new environment. Set up SVN, set up a basic code base. Create an electronics board.	Take pictures of everything, frequently publish updates + update website. Update sponsors on recent events. Begin planning spirit-related stuff for the competition.		Get list of parts we need from the build teams; prioritize them, and order them via FIRST choice.
2	Finish building the drive + competition props. Continue making components and additions (to both robots)	Talk to build team leads to obtain specs. Begin coding to the specs.	Update website, media, the school, and sponsors. Continue making spirit-related stuff for the competition		Order parts we need
3	Continue making components and additions (to both robots)	Finish coding the major parts. Create a driver station, and prepare controllers.	Update website, media, the school, and sponsors.		Order parts we need
4	Triage: assess our progress; determine what we need to build now, and what we can put off. Determine if our initial plans are realistic, adjust if necessary.				
	Finish building major pieces.	Finalize code, and begin testing	Update website, media, the school, and sponsors.		Order parts we need. Assess our budget.

February

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	**Make modifications.**	**Make modifications. Improve control systems.**	**Keep people updated, making spirit items.**	**??**	**Ordering parts**
1	Update prototype robot to match actual robot. Modify robot as necessary	Drivers' practice and tweak code. Assess our strengths and weaknesses, what we can do to improve.	Update website, media, the school, and sponsors. Continue making spirit-related stuff for the competition		Order parts we need
2	Final modifications. Record all specs about the robot.	Final modifications	Update website, media, the school, and sponsors.		Order parts we need (for the prototype bot)
	STOP BUILD: seal the robot.				
3	Take full inventory. Begin planning and building our additional 30 pounds.	Preserve current code revision, begin cleaning up, and documenting. Begin modifying and improving control systems.	Update website, media, the school, and sponsors. Plan and throw a party.		Talk to bookkeeper, obtain status report; make sure they match up with our records. Assess our inventory and our budget.
4	Continue modifying prototype robot, and building additional parts.	Tweak code, drivers' practice.	Finish making spirit-related stuff for the competition		Continue assessing our inventory, our budget, and do a full audit.

March

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus	Attend competition(s)				
1					
2					
3			Try having our robot featured in an assembly		
4					

April

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus					
1			Awareness night		
2					
3					
4					

May

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus					
1					
2					
3					
	Tie up all loose ends, and end robotics club for the year.				
4	Schoolwork (and occasional workshops)				

June

Week	Build	Code/Electronics	Media/Spirit/Logistics	Fundraising	Finance
Focus					
1	Concentrate on schoolwork and finals Do occasional workshops and planning meetings.				
2					
3					
4					