

Reporting Checklist

Required for Competition

The following are the required SECME competition documents, reports, videos, and forms that the SECME Coordinator must electronically upload on or before **Monday, April 10, 2023.** Required competition reports not submitted will result in a zero score for that section. Except for videos, **ALL** work must be converted to a PDF document before submission.

ELEMENTARY SCHOOL DIVISION		
MTC	WBR	VEX IQ
<ul style="list-style-type: none"> Written report (includes MTC materials list and handwritten calculations) Photos of car Video of the car in motion Consent Forms Team Photo 	<ul style="list-style-type: none"> Written report (includes calculation exercises) Patch Photos of rocket Video of the rocket in motion Consent Forms Team Photo 	<ul style="list-style-type: none"> Engineering Notebook Photos of robot Video of the robot in motion Consent Forms Team Photo
MIDDLE/HIGH SCHOOL DIVISION		
MTC	WBR	VEX IQ
<ul style="list-style-type: none"> Technical Report (include MTC materials list and handwritten calculations) PowerPoint Presentation Technical Drawing Photos of car Video of the car in motion AOE video presentation Consent Form Team Photo 	<ul style="list-style-type: none"> Technical Report (include calculation exercises) Patch PowerPoint Presentation Technical Drawing Photos of rocket Video of the rocket in motion AOE video presentation Consent Form Team Photo 	<ul style="list-style-type: none"> Technical Report PowerPoint Presentation Technical Drawing Photos of robot Video of the robot in motion AOE video presentation Consent Form Team Photo
ESSAYS/VISION BOARD		
Grades Pre-K-2	Grades 3-7	Grades 8-12
<ul style="list-style-type: none"> Vision Board Video vision board explanation Consent Form Student Photo 	<ul style="list-style-type: none"> Essay Vision Board Vision Board Explanation (1-paragraph) Video vision board explanation (optional) Consent Form Student Photo 	<ul style="list-style-type: none"> Essay Vision Board Vision Board Explanation (1-paragraph) Video vision board explanation (optional) Consent Form Student Photo

ADDITIONAL SUBMISSIONS DUE

Student Surveys

All SECME students participating in your SECME program for the 2022-2023 school year, regardless of whether they competed in your local, district, state, or regional competition, are encouraged to complete the annual student survey.

All competing SECME students who placed first at your local, district, state, or regional SECME competition **MUST** complete the SECME student survey.

If the SECME student survey is NOT completed, the SECME student(s)/student team(s) is NOT eligible to place in SECME National Competition Finals

EXPLANATIONS

Vision Board Video Explanations

Video explanations should be a maximum of four (4) minutes.

MTC and WBR

Technical and Written reports must have the materials list page included in the report. Reports should also include, where applicable, their handwritten calculations (MTC) and 1 set per team of the calculation exercises (WBR).

Photos of vehicle

MTC photos should be taken from 5 angles: top and bottom view; left, right, and back views.

WBR photos should be taken from 4 angles: top and bottom view; left and right-side views.

VEX photos should be from 4 angles: top and bottom view; left and right-side views.

Consent Forms

*Consent forms are required for **each** student and **each** student on the team.*

AOE Video Presentations should be five to seven minutes maximum.

A video demonstrating the movement and functionality of the SECME student team's vehicle, and the demonstration video should not be longer than 2-minutes.