**Subject Line: **‍Tomorrow’s/Saturday’s (April 9) Hackathon: Important Info for Participants and Parents

**Dear Hackathon Participants and Parents/Guardians:**

We look forward to seeing you this **Saturday, April 9** at **9:30am** (check-in from 9:30-9:50, please) for the [5th Annual Hackathon: Coding for a Better Community!](https://www.westga.edu/academics/education/hackathon.php) at the University of West Georgia. Please make sure both the teen participant and parents are aware of this information!

In this email, we reveal the **Hackathon theme**, tools you’ll use, and other information to ensure you are able to participate and have a good day.

**1) Location: UWG Biology Building**

The event takes place in the Biology Building on the campus of the University of West Georgia (UWG).

**2) Parking: Z-6 Parking Lot**

Park in the Z-6 Parking Lot, which is west of the Biology Building, and cross West Georgia Drive to access the Biology Building. See [Google Maps: Biology Building](https://www.google.com/maps/place/Biology+Building,+College+of+Science+and+Mathematics/@33.5736848,-85.1042973,18z/data=!4m5!3m4!1s0x888b2f7c4cc00001:0x6108c65dff008b96!8m2!3d33.5729125!4d-85.1037775) and [UWG Campus Maps](https://www.westga.edu/about-uwg/maps-and-directions.php).

**3) Check In, 9:30 - 9:50am**

We ask that parents come in to check in their child. That way, parents, you can ensure that your child has submitted required paperwork necessary for participation.

When you arrive at the Biology Building, **check-in is located on the second floor in the hallway near Room 101.** If coming from the Z-6 Parking lot, we encourage you to enter through what we call Entrance 1, located on the north side of the building. To access this entrance, face the Biology Building with your back to the Z-6 Parking lot, and then walk around the building on its left side, where you will see stairs and an entrance. If you enter through the street (directly across from the Z-6 Parking Lot) in what we call Entrance 2, that’s fine. You’ll just need to climb the stairs once you enter the building or take the elevator up one level. See [Biology Building Entrances](https://drive.google.com/file/d/1-5f2_9QWawZWLrVj5m1lgdogq-IJCkW3/view?usp=sharing) for clarification.

**4) Required Paperwork: Medical, Photo, Permission-to-Pick-Up**

Inside of the online Hackathon registration, we provided you with a link to required forms that must be filled out by a parent or legal guardian. If you have not yet submitted this, please do so asap. Retrieve the paperwork at<https://tinyurl.com/hack-waiver>, and send to fusioncenter@westga.edu, or provide during check-in. UWG cannot allow your child to participate without these forms.

**5) Hackathon Payment**

If you have not yet paid, payment for the Hackathon is still being accepted through our payment site at<https://tinyurl.com/hack-pay-22>. Alternatively, you may bring a check on the day of the event during check in, or the exact amount in cash (we don’t have change).

**6) Hackathon Theme/Problem**

This year’s theme for the Youth Track (teen) Hackathon event has to do with *Using the Carrollton Greenbelt*. If you’re not familiar with this community resource, you can read more about it on the [Carrollton Greenbelt Website](https://www.carrolltongreenbelt.com/). We are excited to welcome [Community Issue Presenter’s Name, Title, Hyperlinked to More Info], as she presents a challenge related to this topic to the group. Dr. Davis will get us all thinking about this topic to warm up for your app design and construction.

**7) Hackathon Software Platform: Scratch**

This year, we are using the web-based [Scratch](https://scratch.mit.edu/) platform. Many of you are likely familiar with it. In response to the Hackathon Theme/Problem (see above), you and your teammates will be invited to design, develop, and present a Scratch application.

If you’ve never used Scratch before (which is okay), we encourage you to work through several of the tutorials located on the [Scratch Tutorial page](https://scratch.mit.edu/projects/editor/?tutorial=all).

Everyone should come to the event with their own **fully activated Scratch account**. Visit<https://scratch.mit.edu/>, and click the **Join** button. Sign up. Then, **check your email to confirm your account**.

**8) Things to Bring**

Each team will be provided with a desktop computer with a monitor and TV display; a white board with dry-erase markers; and paper and writing utensils.

While not required, it is recommended (if you can) that you bring a **laptop and charger cord**. This could be beneficial for collaborating with your team. And, because Scratch uses a drag-and-drop interface, bringing a **mouse** is helpful. You might bring **headphones**, too, if it helps you focus. If you are interested in checking out a laptop while you are at the hackathon, please request one through this UWG-managed [Google Form: Laptop Checkout](https://forms.gle/9tM9PZNuEo71WtFz7).

In addition, coming equipped with a **working email account** that you can access is very helpful, both for using the WiFi and for working with Scratch.

If you bring a **water bottle** from home, you can refill at the water fountain. Water keeps the brain hydrated!

**9) Hackathon Teams**

Hackathon teams will consist of between 2 and 3 members (4 max if necessary). We will facilitate team formation on Saturday morning.

**10) Schedule Overview**

**9:30-9:50am:** Check In Near Room 101 in Biology Building (2nd floor)

**9:50-10:30am:** Opening Talks and Group Formation (Room 101 upstairs)

**10:30am:** Code Start (TEALS Room downstairs)

**12:30pm:** Lunch (2nd floor)

**3:15pm:** Code Stop (TEALS Room downstairs)

**3:15-3:25pm:** Transitioning to Presentation Room (Room 125 upstairs)

**3:30-4:15:** Youth Presentations (Room 125 upstairs)

**4:15-4:45:** Advanced Presentations (Room 125 upstairs)

**5:00-5:30:** Awards Ceremony (Room 125 upstairs)

Parents/guardians are welcome to view the presentations and/or awards ceremony, which are estimated to occur from 3:30-5:30. We will ask that parents sit in the back of Room 125 (in the last 3-4 rows). Keep in mind that Youth and Advanced Track presenters need a quiet audience. If you are bringing in younger kids who get noisy, be prepared to take them into the hall. In addition, we ask that everyone stay through the end, both to keep things quiet and to give all awardees a chance to be honored for their work.

The event could end before 5:30. That is, because we don’t know the exact number of teams, we may require less time than planned for presentations and awards. We will do our best to manage time, and if we foresee a dramatic change (say, more than 15 minutes), we will email all parents, kids, and mentors by around 1:30pm on the day of the event.

**11) Check Out & Bring ID**

We need parents/guardians to check out your children prior to leaving the event. Please have an ID available. Check out will happen at 5:30 right outside of Room 125. When completing the required paperwork (see above), you will have indicated who can pick up/check out your child.

**12) Summary Checklist of Things to Bring Saturday** (Read Above for Details)

Youth Participants

\_\_\_\_\_Fully Activated Scratch Account

\_\_\_\_\_Working Email Account

\_\_\_\_\_Laptop and Charger (optional and helpful)

\_\_\_\_\_Cellphone that can Receive Texts (optional and helpful)

\_\_\_\_\_Headphones (optional)

\_\_\_\_\_Mouse for Laptop (optional)

\_\_\_\_\_Water Bottle (optional)

Parents

\_\_\_\_\_Parents/Guardians with ID Cards (for checking out your kids at end of day)

\_\_\_\_\_Medical, Photo, Permission-to-Pick-up Paperwork (if you have not yet submitted)

\_\_\_\_\_Payment by Check or in Exact Cash Amount (if you have not yet submitted)

As the day approaches, please let us know if you have any questions by emailing us at fusioncenter@westga.edu!

Thank you,

**The Hackathon Team**

List of Names of Co-organizers