

TRAVEL GUIDE FOR TEAMS



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Presentation Site
Who's Who on the Appraisal Team
How Teams are Awarded Points



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Destination Imagination®

Our Vision: To be the global leader in teaching the creative process from imagination to innovation

Our Mission: To develop opportunities that inspire the global community of learners to utilize diverse approaches in applying 21st Century Skills and creativity.

Our goal at Destination Imagination (DI) is to give students the chance to learn and experience the creative process from imagination to innovation. The creative process is about thinking and doing in no prescribed order. Below are the components of the creative process that our participants experience while solving our Challenges. Some people “do” first and then think about what they have done, while others think first and then initiate action. The process integrates Blooms Taxonomy, the scientific method, 21st century skills, creative problem solving, and the stages of practical inquiry and whole child education.

The Creative Process:

Recognize (Stage One)

Becoming aware of a challenge, or opportunity with a domain of interest

- Possibility thinking; problem finding
- Maintaining a healthy state of mind (alertness, attitude, brain health)
- Fully understanding all the issues or points of the challenge or problem

Imagine (Stage Two)

Applying thinking skills to develop ideas for solutions

- Learning to think flexibly between divergent and convergent processes
- Learning fluency and future thinking

Initiate & Collaborate (Stage Three)

Using process and design thinking

- Taking risks and learning to control behavior
- Working In a collaborative manner
- Learning and practicing interpersonal and leadership skills

Assess (Stage Four)

Monitoring progress

- Sometimes requires starting over or admitting failure

Evaluate & Celebrate (Stage Five)

Evaluating results

- Reflecting on the experience, resources, and teamwork and celebrating the solution

The Travel Guide for Teams

Introduction: What is a Travel Guide?

This Travel Guide for Teams is FOR YOU! It tells you what to expect at your tournament. Inside this Guide you will find information that includes what will happen at your Presentation Site and tips from teams and Team Managers on how to have a great tournament experience. We hope you have a great tournament day!

Here are the most important things to know about your tournament:

1. **The Tournament Team wants it to be a great experience for you!** EVERYBODY has worked very hard to set up your tournament so that you can have a great day, filled with fun and creativity. Sometimes things don't go as well as we would like, but we want you to know that your Tournament Team is doing the very best job they can. Who is your Tournament Team? It's the Tournament Directors, Challenge Masters, Appraisers, your Team Managers and your parents - all the people who are working together to give your team a great, creative day where you can show off your Challenge solution!
2. **We WANT to Award Your Team Points!** The Appraisal Teams are going to work very hard to make sure that your team receives every possible point you earn. They aren't trying to find ways to deduct points from your score. They WANT to give you and every other team lots of points, but they need to be fair to all teams, and that means they can't give you points you didn't earn.

Some Terms You Should Know:

Team Challenge: The Team Challenge has two parts (except for the Improvisational Challenge). The first part is the **Central Challenge** that your team has been working on for the past several months, and the second part is the **Team Choice Elements**. You will be presenting the solution to your Team Challenge at the tournament. Your family and friends can watch you perform your solution.

Central Challenge: When you see the term Central Challenge, we are talking about the Challenge-specific portions of the Team Challenges:

- Technical Challenge A: Creature Feature
- Scientific Challenge B: Making Waves
- Fine Arts Challenge C: Feary Tales
- Improvisational Challenge D: The Improv Games
- Structural Challenge E: Lose to Win
- Service Learning project OUTREACH: Brand Aid
- Rising Stars!®: Animal Mish Mash

Team Choice Elements: Team Choice Elements are two creations that your team chooses. There are two Team Choice Elements in all Team Challenges except the Improv Challenge, which has none. The two Team Choice Elements can be anything your team chooses that is not already scored in the Central Challenge.

Instant Challenge: At the tournament, your team will also be asked to solve a Challenge "instantly." We call this type of Challenge "Instant Challenge." Your family and supporters may NOT watch this part of the competition day, but one Team Manager may watch if your team decides you want your Team Manager to be in the Instant Challenge room.

Section 1: Who's Who at the Site

This is an introduction to the teams of volunteers who will be working with you at your tournament. Some will be Appraisers, and others will be volunteers in other roles.

Appraiser, Appraisal Team: An Appraiser is a volunteer who will watch your Team Challenge or Instant Challenge Presentation and award your team points for what you have created. Appraisers work in teams. Your Destination Imagination Appraisal Team is made up of the volunteers who will help you prepare for your Presentation, who will watch your Presentation, time it, and evaluate it. Some people might call this team a “panel of judges,” but we think they are more than judges. They are a caring team of nice people who have volunteered to work together to make sure your team can present your solution in the best way possible. Each member of the Appraisal Team has a special job to do, and they have been trained to do it well.

The Challenge Master

A **Destination Imagination Challenge Master** is the top official for your Team Challenge or Instant Challenge at your tournament. The Challenge Master is the person who trains the Appraisal Team, and who sets up and is in charge of all the Presentation Sites for that specific Challenge at the tournament. So the Challenge Master for your Team Challenge or Instant Challenge is the top expert in your Challenge.

Head Appraiser

A **Head Appraiser** supervises the Appraisal Team for one specific Presentation Site. The Head Appraiser is trained by the Challenge Master. It is his or her job to make sure the Presentation Site runs smoothly.

★ For Example: If your tournament has more than one Presentation Site for the Fine Arts Challenge, the Challenge Master is in charge of all the Fine Arts Challenge sites, but each site would have a Head Appraiser who makes sure that the specific site's Appraisal Team is doing its job.

Either the Head Appraiser or the Challenge Master will present your Team Representative and/or Team Manager with your Team Challenge Raw Scores.

Appraiser

An **Appraiser** is a person who evaluates one or more parts of your team's Presentation and may or may not award points, depending on the specific appraisal job the person is doing. There are several different appraising “roles” or jobs.

The Prep Area Appraiser (All Team Challenge Sites)

The **Prep Area Appraiser** will:

1. Greet your team and Team Manager(s)
2. Collect and check all required items, such as paperwork and props
3. Tell you about the Presentation Site and the Appraisal Team
4. Answer any questions you have and take care of you until it's time for you to present your solution

The Team Challenge Appraiser

The **Team Challenge Appraiser** evaluates some of the required elements in your team's Challenge, including the Team Choice Elements. Usually there are at least three Appraisers doing this job. After your Presentation, these Appraisers will talk to your team about your Presentation. Be sure to show them and tell them about the things of which you are proudest.

The Instant Challenge Appraiser

There will be two or three **Instant Challenge Appraisers** for each Instant Challenge site. The Appraisers will score your team based on how well you solve your Challenge. Instant Challenge Appraisers are very friendly and they love to watch teams work on their solutions.

Structural Challenge Teams: The Structure Check-In Appraiser

The **Structure Check-In Appraiser** will examine your Structure, measure it and weigh it, and make sure it meets the guidelines in the Challenge. Before your team goes to the Prep Area for the Structural Challenge, you **MUST** have your Structure checked by this Appraiser.

Support Officials

A **Destination Imagination Support Official** is a person who is part of the Appraisal Team, but who does not evaluate parts of the team's Presentation. Support Officials include the On-Site Scorer, the Appraisal Team Organizer, Doorkeeper, Timekeeper, and Announcer. Sometimes these jobs are combined.

1. The **On-Site Scorer** sorts all the score sheets after the Appraisers have marked their scores on them, then puts them in order, tallies the scores, and sends them to the Score Room where they will be checked again. The On-Site Scorer will put the scores into the Scoring Program at the Presentation Site and then send the score packet to the Score Room so that all the scores can be entered a second time to be sure they are accurate.
2. The **Appraisal Team Organizer** is used when the scores are tallied in the Score Room at a tournament rather than at the Presentation Site. The ATO sorts all the score sheets after the Appraisers have marked their scores on them, then puts them in order and sends them to the Score Room where they will be tallied and entered into the Scoring Program.
3. The **Doorkeeper** is a person who makes sure that the door to your Presentation Site stays shut while your team is performing if you have a site that requires a closed door.
4. The **Timekeeper** is the person who times your Presentation.
5. The **Announcer** is the person who introduces your team and provides you with Improvisational Elements, if your Challenge has these requirements. Usually the roles of Timekeeper and Announcer are combined and one person completes all the tasks involved in the roles.

Section 2: Site Procedures

Instant Challenge

Also see “Instant Challenge Procedures” in the Rules of the Road.

Each team will report to the Instant Challenge Check-In Appraiser at least 15 minutes prior to its scheduled Instant Challenge time. The team will give this Appraiser one copy of its completed Declaration of Independence form.

1. The team will be escorted by an Appraiser to the Instant Challenge room. One adult Team Manager, preferably the Team Manager of Record, may accompany the team to the Instant Challenge room, but that Team Manager may not advise, signal or communicate with the team during the Instant Challenge competition.
 - a. Team members make the decision of whether the Team Manager will accompany the team to the Instant Challenge room.
 - b. Assistant Team Managers under the age of 18 may NOT accompany the team into the Instant Challenge competition room.
 - c. If a Team Manager manages two teams in the same Team Challenge and the same Level, the Team Manager cannot go into the Instant Challenge room at the tournament. At some tournaments different Team Challenges and Levels will be presented with the same Instant Challenge. At those tournaments, if a Team Manager manages two teams or more, the Team Manager cannot go into the Instant Challenge room at the tournament. The Tournament Director will make this ruling. At the discretion of the Tournament Director, the Team Manager may be allowed in the Instant Challenge room for his or her last scheduled team’s Instant Challenge.
2. The team or Team Manager may not bring any devices, including but not limited to cameras, cell phones, iPads or tablets, computers or timing devices, and wrist watches into the Instant Challenge room. The team can ask the Appraisers for the time remaining at any point during the Instant Challenge.
3. Before the team is presented with their Instant Challenge, they will be asked to repeat the solemn promise below. They may also have this presented in written form and they will sign the promise. This may take place when the team checks in at Instant Challenge, while they are in the holding area, or when they are in the competition room.

“We promise not to talk about the Instant Challenge or what we did in our solution UNTIL AFTER GLOBAL FINALS. If we are heard or are found to have shared this Challenge with anyone, we will be disqualified from the tournament. However, we can talk about it privately among our team and Team Manager(s)!”
4. The Team Manager and any team member who chooses not to participate will be seated out of the way where they may observe the team working on its solution.
 - a. Neither the Team Manager nor any non-participating team member may speak or motion in any way to the team or it will be considered Interference, and a deduction may be assessed.
 - b. The Team Manager may not take notes, videotape, or record the team during its Instant Challenge.

5. An Official will read:

“Welcome to the Instant Challenge portion of our tournament! Anything is possible here, and you will have the opportunity to use the creative problem solving tools you have learned. For every team who is competing in your Team Challenge at your competition Level, we will be presenting this Instant Challenge today.”

6. The Instant Challenge will then be presented to the team. Each team in a given Team Challenge and Level will be given the same Instant Challenge by the same Appraisers.
 - a. If the Challenge is Task-Based, unless otherwise stated, taped or marked areas may not be altered in any way.
 - b. If the Appraisers feel that the team is working under an obvious misconception, they will attempt to clarify the Challenge without adding to the solution.
7. If a team member has a question about the Instant Challenge, he or she is welcome to ask it, but this is done after time has begun. There is NOT a period of time set aside specifically for questions.
8. When the team has finished its Instant Challenge, an Appraiser will escort the team out of the Instant Challenge area. Scores for the Instant Challenge will not be revealed until after the Closing Ceremony. Instant Challenge score sheets are NOT returned to the teams.

Site Procedure: Technical Challenge A: Creature Feature

When does a team report to the Prep Area and what happens there?

All team members, the Team Managers, props, costumes, required paperwork and any other items used in their Presentation should report to the Prep Area at least 20 minutes before their scheduled Presentation time. At most tournaments, the Prep Area is very near the Presentation Site. Once there, the Prep Area Appraiser will greet the team and accept the team's paperwork.

The team's paperwork includes one copy of the Declaration of Independence, one copy of the Expense Report, one copy of page 3 and five copies of pages 1 and 2 of the team-completed Tournament Data Forms. Tournament Data Forms are only informational. They are not scored and are used only to help the Appraisers as they look at Challenge requirements. If an element that fulfills a Challenge requirement occurs, even if it does not happen in the exact way it is described on the Tournament Data Form, it will receive a score. In addition, the team should bring **one copy** of any Team Clarifications it has received.

Using the Prep Area Checklist, the Prep Area Appraiser will verify that all required Challenge elements are present, inspect props for safety, and make sure all performing team members are wearing required foot coverings. The Prep Area Appraiser will answer the team's questions and explain to the team and the Team Manager(s) when and where the team's Raw Scores may be picked up after the Presentation. The team will then move to the Launch Area where they will be introduced to the Timekeeper/Announcer. The Launch Area is a 'holding area' immediately adjacent to the Presentation Area. After the team has moved to the Launch Area, the Team Managers and any non-performing team members will be shown to their designated seating area. The Prep Area Appraiser will distribute the team's paperwork to the appropriate Appraisers.

When does the Presentation begin?

The Timekeeper/Announcer will introduce the team to the audience and ask both the team and the Appraisers if they are ready. When all are ready, the Timekeeper/Announcer will say, "Team, you may BEGIN." From that point, the team will have eight minutes to set up and complete their Presentation.

When does the Presentation end, and what happens then?

The Presentation will stop when the eight-minute time period ends, or at a signal from the team, or when any team member calls "Time," whichever comes first. Any non-performing team members should join the group at this time. The team members should take center stage and take a bow to the applauding audience. After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and possibly ask for demonstrations.

An Official will tell the team when it is time to remove all items from the Presentation Site. Anyone may help the team remove its items quickly and help the team clean up the site. It is the team's responsibility to bring clean-up materials. The Presentation Site must be left clean for the next team.

When does the team receive its Raw Scores?

Approximately 30 minutes after the team's Presentation, the Head Appraiser or Challenge Master will have the Raw Scores available. Please be aware that this time period may vary at tournaments, depending on Score Room procedures. If your team has timing concerns contact your Tournament Director before the tournament to find out the Score Room procedure and predicted time for receiving scores at the tournament. One team member and one Team Manager may approach the Head Appraiser and ask for the scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative and the Team Manager. The team representative will then return to the team to share the scores with the other team members. The team has 30 minutes to return to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Site Procedure: Scientific Challenge B: Making Waves

When does a team report to the Prep Area and what happens there?

All team members, the Team Manager(s), props, costumes, required paperwork and any other items used in their Presentation should report to the Prep Area at least 20 minutes before their scheduled Presentation time. At most tournaments, the Prep Area is very near the Presentation Site. Once there, the Prep Area Appraiser will greet the team and accept the team's paperwork.

The team's paperwork includes one copy of the Declaration of Independence, one copy of the Expense Report, one copy of page 3 and five copies of pages 1 and 2 of the team-completed Tournament Data Forms. Tournament Data Forms are only informational. They are not scored and are used only to help the Appraisers as they look at Challenge requirements. If an element that fulfills a Challenge requirement occurs, even if it does not happen in the exact way it is described on the Tournament Data Form, it will receive a score. In addition, the team should bring five copies of any Team Clarifications it has received.

Using the Prep Area Checklist, the Prep Area Appraiser will verify that all required Challenge elements are present, inspect props for safety, and make sure all performing team members are wearing required foot coverings. The Prep Area Appraiser will answer the team's questions and explain to the team and the Team Manager(s) when and where the team's Raw Scores may be picked up after the Presentation. The Prep Area Appraiser will distribute the team's paperwork to the appropriate Appraisers. The team will then move to the **Launch Area**, a 'holding area' immediately adjacent to the Presentation Site, to wait for its Presentation time. After the team has moved to the Launch Area, the Team Manager(s) and any non-performing team members will be directed to leave the Prep Area and be shown to designated seats.

When does the Presentation begin?

When all is ready, the Prep Area Appraiser will direct the team's attention to the Timekeeper/Announcer. The Timekeeper/Announcer will introduce the team to the audience, ask everyone to silence their cell phones and announce whether video and/or flash photography is allowed by the team. The Timekeeper/Announcer will ask both the team and the Appraisers if they are ready. When all are ready, the Timekeeper/Announcer will say, "You may BEGIN." From that point, the team will have eight minutes to complete site setting up and the Presentation.

When does the Presentation end, and what happens then?

The Presentation will stop when the eight-minute time period ends or when the team signals that it has finished its Presentation. If the eight-minute time period ends before the team's planned Presentation is complete, the Timekeeper/Announcer will say, "TIME" and the team must stop. Any non-performing team members should join the group at this time. The team members should take center stage and take a bow to the applauding audience! After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and possibly ask for demonstrations.

An Official will tell the team when it is time to remove all items from the Presentation Site. Anyone may help the team remove its items quickly and help the team clean up the site. It is the team's responsibility to bring any clean-up materials necessary. The Presentation Site must be left clean and dry for the next team.

When does the team receive its Raw Scores?

Approximately 30 minutes after their Presentation, the Head Appraiser or Challenge Master will have the team's Raw Scores available. This time period may vary at tournaments, depending on Score Room procedures. One team member and one Team Manager may approach the Head Appraiser and ask for the scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative and the Team Manager. The team representative will then return to the team to share the scores with the other team members. The team has 30 minutes to return to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Site Procedure: Fine Arts Challenge C: Feary Tales

When does a team report to the Prep Area and what happens there?

All team members, the Team Manager(s), props, costumes, required paperwork and any other items used in their Presentation should report to the Prep Area at least 20 minutes before their scheduled Presentation time. At most Tournaments, the Prep Area is very near the Presentation Site. Once there, the Prep Area Appraiser will greet the team and accept the team's paperwork.

The team's paperwork includes one copy of the Declaration of Independence, one copy of the Expense Report, one copy of page 3 and five copies of pages 1 and 2 of the team-completed Tournament Data Forms. Tournament Data Forms are only informational. They are not scored and are used only to help the Appraisers as they look at Challenge requirements. If an element that fulfills a Challenge requirement occurs, even if it does not happen in the exact way it is described on the Tournament Data Form, it will receive a score. In addition, the team should bring **one copy** of any Team Clarifications it has received.

Using the Prep Area Checklist, the Prep Area Appraiser will verify that all required Challenge elements are present, inspect props for safety, and make sure required foot coverings are on all team members. The Prep Area Appraiser will answer the team's questions and explain to the team and the Team Manager(s) when and where the team's Raw Scores may be obtained after the Presentation. He or she will distribute the team's paperwork to the appropriate Appraisers. The team will then move to the **Launch Area**, a 'holding area' immediately adjacent to the Presentation Area, to wait for their Presentation time. After the team has moved to the Launch Area, the Team Manager(s) and any non-performing team members will be directed to leave the Prep Area and be shown to designated seats.

When does the Presentation begin?

When all is ready, the Prep Area Appraiser will direct the team's attention to the Timekeeper/Announcer. The Timekeeper/Announcer will introduce the team to the audience, ask everyone to silence their cell phones and announce whether video and/or flash photography is allowed by the team. The Timekeeper/Announcer will ask both the team and the Appraisers if they are ready. When all are ready, the Timekeeper/Announcer will say, "You may BEGIN." From that point, the team will have eight minutes to complete site setting up and the Presentation.

When does the Presentation end, and what happens then?

The Presentation will stop when the eight-minute time period ends or when the team signals that it has finished its Presentation. If the eight-minute time period ends before the team's planned Presentation is complete, the Timekeeper/Announcer will say, "TIME" and the team must stop. Any non-performing team members should join the group at this time. The team members should take center stage and take a bow to the applauding audience! After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and possibly ask for demonstrations.

An Official will tell the team when it is time to remove all items from the Presentation Site. Anyone may help the team remove its items quickly and help the team clean up the site. It is the team's responsibility to bring any clean-up materials necessary. The Presentation Site must be left clean and dry for the next team.

When does the team receive its Raw Scores?

Approximately 30 minutes after its Presentation, the Head Appraiser or Challenge Master will have the team's Raw Scores available. This time period may vary at Tournaments depending on Score Room procedures. One team member and one Team Manager may approach the Head Appraiser and ask for the scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative and the Team Manager. The team representative then returns to the team to share the scores with them. The team has 30 minutes to return to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Site Procedure: Improvisational Challenge D: The Improv Games

When does a team report to the Prep Area and what happens there?

All team members, the Team Manager(s), along with research notes (if any), required paperwork, and Team Identification Sign should arrive at the Prep Area at least 20 minutes before their scheduled Preparation time. Once there, the Prep Area Appraiser will greet the team and accept the team's paperwork.

The team's paperwork includes one copy of the Declaration of Independence, one copy of page 3 and five copies of pages 1 and 2 of the team-completed Tournament Data Forms. Tournament Data Forms are only informational. They are not scored and are used only to help the Appraisers as they look at Challenge requirements. In addition, the team should bring one copy of any Team Clarifications it has received.

The Prep Area Appraiser will make sure all team members have foot coverings, will answer the team's questions and will explain to the team and the Team Manager(s) when and where the team's Raw Scores may be obtained after the Presentation. Additionally, the Prep Area Appraiser will point out the designated seating for the Team Manager(s) and non-performing team members.

Selection of Improv Elements

The Prep Area Appraiser will conduct the selection process for determining the team's Improv Elements. The Prep Area Appraiser will ask the team to randomly draw selections on tournament-supplied slips of paper. First, the team will select three slips of paper that determine the Improv Game, one for each of the 3 Sketches. Next, the team will select three slips of paper that determine the Street Performance, one for each of the 3 Sketches. Then the team will select three slips of paper that determine the Situation, one for each of the 3 Sketches. Finally, the team will select three slips of paper that determine the Setting, one for each of the 3 Sketches.

After the selection process is completed, the team and Team Manager(s) will stay in the Prep Area with the Prep Area Appraiser until the Timekeeper/Announcer escorts the team to the Presentation Area to begin the Preparation Time. At this time the Team Manager(s) will say good-bye to their team and take their designated seat(s). If there are any non-performing team members, they will be seated with the Team Manager(s).

The First Preparation Time

The Timekeeper/Announcer will introduce the team to the audience. The Timekeeper/Announcer will announce the team's 4 selected Improv Elements for the first Sketch and give the written copy of these Elements to the team. The Timekeeper/Announcer will then signal the team to begin its 1-minute Preparation Time by saying "BEGIN." During the Preparation Time, the team may use any part of the Presentation Area. The end of the Preparation Time is at the end of exactly 1 minute, when called by the Timekeeper/Announcer. The Timekeeper/Announcer will say "STOP" when the Preparation Time ends.

The First Presentation Time

Once the Preparation Time ends, the Timekeeper/Announcer will ask the audience, the team and the Appraisers if they are ready. The Timekeeper/Announcer will then say "BEGIN" to signal the start of the 2-minute Presentation time for the first Sketch. The team may end the Sketch at any time prior to the end of the 2-minute period. The Presentation will end at a signal from the team, or with the Timekeeper/Announcer saying "STOP" at the end of the 2-minute time period, whichever comes first. At this time, the team will return the piece of paper listing the 4 Improv Elements for the Sketch to the Timekeeper/Announcer.

What Happens Next?

Immediately following the end of the 2-minute Presentation time for the first Sketch, the Timekeeper/Announcer will announce the team's Improv Elements for the second Sketch. The procedure for the Preparation time and Presentation time for the second and third Sketches will follow the same steps as the procedure for the first Sketch. Once the Timekeeper/Announcer calls "STOP" at the end of the third Sketch, any non-performing team members should rejoin the group. The team should take center stage and take a bow to the applauding audience! After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and ask for any clarity on the Sketches.

When does the team receive its Raw Scores?

Approximately 30 minutes after its Presentation, the Head Appraiser or Challenge Master will have the team's Raw Scores available. This time period may vary at tournaments, depending on Score Room procedures. One team representative and one Team Manager may approach the Head Appraiser and ask for the scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative and the Team Manager. The team representative then returns to the team to share the scores with them. The team has 30 minutes to return to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Site Procedure: Structural Challenge E: Lose to Win

What's first on Tournament day at Lose to Win?

At least one team member should arrive at the Structure Check-In Area at the time designated by the Tournament Director (or at least one hour prior to Presentation time). The team member(s) should bring the Structure and a completed copy of page 2 of the Tournament Data Form. Appraisers will assess the specifications of the Structure. Additionally, the team should have a container to place the Structure into after it has been checked in.

Appraisers will make every effort, within reasonable time constraints, to allow teams to bring the Structure into compliance, should this be necessary. When the Structure Check-In procedure is complete, the Structure will remain in a designated place in the Check-In Area until approximately 20 minutes before the team's scheduled Presentation Time.

When does a team report to the Prep Area and what happens there?

All team members and their Team Manager(s) should bring their props, costumes, required paperwork, and any other items used in their Presentation to the Prep Area at least 20 minutes before their scheduled Presentation Time. At most tournaments, the Prep Area is very near the Presentation Site. Once there, the Prep Area Appraiser will greet the team, accept the team's paperwork and have the team retrieve their Structure from the designated place in the Structure Check-In Area.

The team's paperwork includes one copy of the Declaration of Independence, one copy of the Expense Report, one copy of page 3 and five copies of pages 1 and 2 of the team-completed Tournament Data Forms. Tournament Data Forms are only informational. They are not scored and are used only to help the Appraisers as they look at Challenge requirements. If an element that fulfills a Challenge requirement occurs, even if it does not happen in the exact way it is described on the Tournament Data Form, it will receive a score. In addition, the team should bring one copy of any Team Clarifications it has received.

- Using the Prep Area Checklist, the Prep Area Appraiser will verify all safety concerns: the team has protective eyewear and all team members are wearing foot coverings (as required in the Rules of the Road).
- The Prep Area Appraiser will then have the team remove the Structure Check-In Form and have the team unseal and open their Structure container. If the seal(s) on the Structure container were compromised prior to the team's arrival at the Prep Area, the Structure must be sent back to Check-In for revalidation.
- The Prep Area Appraiser will then ask the team to show him or her their Removal Device.
- Next, the Prep Area Appraiser will check the Tournament Data Form descriptions of the Team Choice Elements to verify that they are legible, understandable, and unique from each other and other scoring elements from the Central Challenge. Additionally, the description of the Removal Device, story, prop or set piece, and how the Structure part removal is integrated into the story should all be checked to verify that they are legible and understandable. If the Prep Area Appraiser determines that the Tournament Data Form descriptions for Team Choice Elements, Removal Device, story, prop or set piece, and how the Structure part removal is integrated into the story have deficiencies, the team will be given a chance, time permitting, to update their forms while still in the Prep Area.
- Finally, the Prep Area Appraiser will answer the team's questions and explain to the team and the Team Manager(s) when and where the Team Manager and a team representative may obtain the team's Raw Scores after the Presentation. The Prep Area Appraiser will distribute the team's paperwork to the appropriate Appraisers.

The team will then move to the Launch Area, a “holding area” immediately adjacent to the Presentation Site, to wait for its Presentation Time. After the team has moved to the Launch Area, the Team Manager(s) and any non-performing team members will be directed to leave the Prep Area and be shown to their designated seats. The Weight Removal Appraiser should meet the team in the Launch Area to discuss Structure part removal specifics and to answer any team questions about these procedures.

When does the Presentation begin?

When all is ready, the Prep Area Appraiser will direct the team's attention to the Timekeeper/Announcer. The Timekeeper/Announcer will ask the team whether they will allow flash photography and/or videotaping to confirm what is on the Prep Area checklist. The Timekeeper/Announcer will also point out where the power source is, point out the Weight Removal Appraiser, and confirm that the team knows how the Structure Tester works. The Timekeeper/Announcer will introduce the team to the audience and ask both the team and the Appraisers if they are ready. When the team and the Appraisers indicate that they are ready, the Timekeeper/Announcer will then say, "You may BEGIN." From that point, the team will have **8 minutes** to complete their site setting up and Presentation, including the Structure testing.

How will the Structure be tested?

After the Presentation time starts, the team will place the Structure on the Tester Base and over the Safety Pole. The Structure **may** touch the Safety Pole, but **may not** touch any of the four Safety Supports. The team may then start part removal at any time.

The only weight will be that of the Pressure Board. The actual weight of the Pressure Board will be clearly marked on the Board itself, rounded to the nearest pound, at all tournaments.

During part removal, only the Removal Device described in the Tournament Data Form is permitted to be used to remove any part or parts from the Structure.

When does the Presentation end, and what happens then?

The part removal portion of the Challenge will end when any of the following occur:

- The team elects to stop Structure part removal. The team may do this at any time during the 8-minute Presentation.
- The Pressure Board or the Structure and any parts still attached touch any of the four Safety Supports of the Structure Tester. A Removal Attempt that causes the Pressure Board or the Structure to touch the Safety Supports prior to the completion of the 4-second count will not count towards the Total Weight Removed. If the Weight Removal Appraiser cannot slide a single sheet of paper between the Pressure Board and any Safety Support, this means that the Pressure Board is touching the Safety Supports.
- The 8-minute time limit ends.

When the time limit expires, the team may not continue to remove parts or continue their Presentation. However, if any of the other events listed above occur, the team may continue with the performance part of their Presentation or call “time,” letting the Appraisers know it is finished with its Presentation.

If the time limit has not ended, but the performance part of the team's Presentation has, the team may continue to remove parts until one of the events listed above occurs. Once the Presentation is over, the non-performing team members should rejoin the team. The entire team should go to center stage and take a bow to the applauding audience. After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and possibly ask for demonstrations.

While the Appraisers are discussing the solution with the team, the Weight Removal Appraiser will direct a team member (or members) to take the Removed Parts Container to the official scale and weigh it. The Weight Removal Appraiser will then note the weight that was removed on the Structure Check-In Form. The Weight Removal Appraiser will have a team member sign the Structure Check-In Form signifying their agreement with the weight of the parts removed.

An Appraiser will tell the team when it is time to remove all items from the Presentation Site. Anyone may help the team remove their items quickly and help clean up the site. It is the team's responsibility to bring any clean-up materials necessary. The Presentation Site must be left clean and dry for the next team.

When does the team receive their Raw Scores?

Approximately 30 minutes after its Presentation, the Head Appraiser or Challenge Master will have the team's Raw Scores available. This time period may vary at tournaments depending on Score Room procedures. One team representative and one Team Manager may approach the Head Appraiser and ask for the scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative and the Team Manager. The team representative then returns to the team to share the scores with them. The team has 30 minutes to return to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Site Procedure: Service Learning projectOUTREACH: Brand Aid

The specific procedures for your tournament will be determined locally by the projectOUTREACH Challenge Master and Tournament Director.

When does a team report to the Prep Area and what happens there?

All team members and Team Manager(s), with props, costumes, required paperwork and any other items used in their Presentation, should report to the Prep Area at least 20 minutes before the time scheduled for their Team Challenge Presentation. At most tournaments, the Prep Area is very near the Presentation Site. Once there, the Prep Area Appraiser will greet the team and accept the team's paperwork from the team.

The team's paperwork should be team-completed and includes one copy of the Declaration of Independence, one copy of the Expense Report, one copy of page 3 of the Tournament Data Form, and five copies of pages 1 and 2 of the Tournament Data Forms. Tournament Data Forms are only informational. The team's paperwork is not scored and is used only to help the Appraisers as they look at Challenge requirements. If an element that fulfills a Challenge requirement occurs, even if it does not happen in the exact way it is described on the Tournament Data Form, it will receive a score. In addition, the team should bring one copy of any Team Clarifications it has received.

Using the Prep Area Checklist, the Prep Area Appraiser will verify that all required Challenge elements are present, inspect props for safety, and make sure required foot coverings are on all team members.

The Prep Area Appraiser will answer the team's questions and explain to the team and the Team Manager(s) how the team's Raw Scores may be obtained after the Presentation. The Prep Area Appraiser will give the team's paperwork to the appropriate Appraiser(s). If the Appraisers have questions about the paperwork that need to be clarified prior to the team's Presentation, the Prep Area Appraiser will get the answers from the team before escorting the team to the Launch Area. The Launch Area is a 'holding area' immediately adjacent to the Presentation Site, where the team members and all of the items they need for their Presentation will be when the Presentation time begins. After all of the items the team needs for their Presentation have been moved to the Launch Area, the Team Manager(s) and any non-performing team members will be directed to leave the Prep Area and be shown to their designated seats.

Non-team members associated with the team may help move items to the Launch Area, but only team members may repair anything that is accidentally damaged. Appraisers and tournament Officials may not move or help move items for the team. The Prep Area Appraiser will introduce and direct the team's attention to the Timekeeper/Announcer for final preparations and instructions before the Presentation time begins.

When does the Presentation begin?

The Timekeeper/Announcer will ensure that the team knows where the Tournament supplied 3-prong electrical outlet at the edge of the Presentation Site is located. At least one team member will go over to the electrical outlet with the Timekeeper/Announcer and confirm that the power to the outlet is ON. The Timekeeper/Announcer will answer any additional questions the team may have.

All performing team members will return to the Launch Area and the Timekeeper/Announcer will introduce the team to the audience and ask both the team and the Appraisers if they are ready. When

all are ready, the Timekeeper/Announcer will then say, "You may BEGIN." From that point, the team will have eight minutes to complete site set up and the Presentation.

When does the Presentation end, and what happens then?

The Presentation will stop when the eight-minute time period ends, or at a signal from the team, whichever comes first. Any non-performing team members should join the group at this time. The team members should take center stage and take a bow to the applauding audience! After this celebration, the Appraisers will discuss the team's solution with all team members, ask questions, and possibly ask for demonstrations. The Appraisers may ask the team any questions they have about the team's Project or Presentation.

An Official will tell the team and audience when it is time to remove all items from the Presentation Site. Anyone may help the team remove its items quickly and help the team clean up the site. It is the team's responsibility to bring any clean-up materials necessary. The Presentation Site must be left clean and dry for the next team.

When does the team receive their Raw Scores?

Approximately 30 minutes after the team's Presentation, the Head Appraiser or Challenge Master should have the Team Challenge Raw Scores available. This time period may vary at tournaments depending on Score Room procedures. One team representative and one Team Manager may return to the Presentation Site to receive the Team Challenge Raw Scores. The Head Appraiser will review the Team Challenge Raw Scores and any deductions with the team representative. The team representative should share the scores with the rest of the team. The team has 30 minutes to send ONE team representative and the Team Manager back to the Head Appraiser or Challenge Master with any questions or concerns. For a complete explanation of the Scoring and Appeals process, see the Rules of the Road.

Section 3: Scoring

Subjective and Objective Scores

In Destination Imagination, there are two kinds of scores, **Objective and Subjective**.

- ★ **Objective Scores** have to do with whether or not your solution accomplishes certain tasks or includes certain elements. Some examples of this include getting points for the number of balls that make it through a course, or whether a light goes on as it is supposed to, or whether the team's skit includes a required song.
- ★ **Subjective Scores** are based on the **opinion** of the Appraiser. Examples of this type of score include when the Appraiser has to decide how many points to give for "innovation," or how many points to give for the creativity of a song, or for how well your team works together.

Subjective Scoring:

Think of a time when you thought you deserved an 'A' on a story or essay you wrote, but your teacher only gave it a 'B.' Or think of a song you really like and your friend doesn't. Or a new food you tried that your parents think is great but you think is terrible. It doesn't mean that the story or essay or song or food was "good" or "bad." **It just means that you have different opinions about it.** Sometimes you appreciate or like things that another person doesn't.

This is how it works when Appraisers subjectively score your solutions. Some Appraisers will give you lots of points for some things, and other Appraisers won't. Some Appraisers will be very interested in some part of your solution, and other Appraisers will be more interested in another part. It doesn't mean that those parts of your solution were "good" or "bad"; it just means that each Appraiser's opinions help him/her decide how many points to award you.

That is why your team cannot appeal a subjective score. You might like a certain song, but that won't make your friend like it, and just because your parents like a certain food, it won't make you like that food. So that means that if you think the Appraisers didn't give your team enough points for the creativity of something, you will just have to show good sportsmanship and accept the score. It helps to remember that the Appraisers will score all teams in your Level and Challenge in the same way.

Since many of the scores in your Challenge are subjective, your team has probably been wondering how the Appraisers will know how many points to award your team in each scoring area. Some Appraisers find it very easy to decide how many points to give you and some Appraisers find it very difficult.

We have provided the Appraisers with some ideas of things they might look for when evaluating subjective items. However, not all Appraisers will use these ideas. Many Appraisers have their own ideas of how to determine how many points to award you.

On the next pages are some lists we have given Appraisers to help them evaluate some subjective parts of Presentations. Remember that NOT ALL APPRAISERS WILL USE THESE LISTS.

Awarding Points for Teamwork

Teamwork is very important in Destination Imagination. In some Challenges, Appraisers watch your team and evaluate how well you work together. In every Instant Challenge, your team receives a score for teamwork. When observing teamwork, here are some qualities Appraisers might look for:

1. Cooperative Spirit:
 - Positive attitudes and reinforcement of all team members
 - Absence of negativism.
2. Team-Identified Roles:
 - Tasks may be divided equally among the team
 - A leader's role is identified immediately or at some point in time.
 - Roles may have been pre-assigned prior to arrival at Challenge site.
3. Acceptance of Ideas of Others
 - Sharing of ideas
 - Acceptance of ideas of others
4. Diversity of Ideas
 - Numerous ideas
 - Ideas discarded and/or implemented
5. Ability to work through disagreements in a constructive rather than destructive manner.
6. Ability to work on a solution together utilizing the combined skills of all team members.
7. Ability to come to consensus for the purpose of solving a problem.

	Qualities an Appraiser might look for
Low	Dominating individual who limits participation of others Cooperation is minimal Little sharing of ideas
Average	Some evidence of individual team member roles Some cooperation Some evidence of accepting ideas of others
Above Average	Acceptance of team roles above average Good cooperation Sharing and acceptance of ideas of others
Exceptional	Leadership and team roles are easily identified Diversity of skills mutually respected and evident Team dynamics are exemplary

Awarding Points for Creativity of a Solution or Presentation

Sometimes Appraisers must award points for the creativity of a team's solution or Presentation. If the solution seems creative, the Appraiser will have to decide **how** creative it is. Here are some of the things that an Appraiser might look for:

1. The Appraiser might look to see if the team's solution is complete and whether or not the team has gone beyond what is required.
2. The Appraiser might look for ideas in the Presentation that are original and innovative.
3. The Appraiser might look to see if all the parts of the solution work together to make a complete Presentation.
4. The Appraiser might make note of any creative ideas that make him/her say "**WOW!**"

	Qualifies an Appraiser might look for
Low	Creativity is present and it's somewhat enhanced The solution applies Attempt at application Solved with marginal addition
Average	Creativity is present and it's relevant There is a theme The solution is complete Solved with related elements
Above Average	Creativity is present and it's integrated There is synthesis Chiefly original work Solved with integration
Exceptional	Creativity is there and it's innovative AHA! WOW! Unrelated elements synthesized to create a new idea Solved by innovation

Awarding Points for the Use of the Improv Element

Improvisation is an important part of the Destination Imagination program. DI Team Challenges may include one or more Improv Elements. In the 2013-14 program season, the Improv Challenge contains several Improvisational Elements. Clear descriptions of the Improv Elements for this Challenge can be found in the Challenge.

Appraisers might use some of these evaluation statements when they award points for your team's use of the Improv Elements in the Challenge.

	Qualities an Appraiser might look for
Low	<p>This team did a below-average job with the Element.</p> <p>The Element was used or featured in the Presentation, but the usage was not creative and/or was minimal.</p> <p>The Element was not integrated into the Presentation well.</p> <p>The team did not improvise well with the Element.</p>
Average	<p>This team did a fair job with the Element.</p> <p>The team used or featured the Element in their Presentation in a moderately creative manner.</p> <p>The Element was integrated into the Presentation in an average way.</p> <p>The team improvised moderately well with the Element.</p>
Above Average	<p>This team did a great job with the Element.</p> <p>The team used or featured the Element in their Presentation in a very creative manner.</p> <p>The Element was integrated into the Presentation in an above-average way.</p> <p>The team improvised very well with the Element.</p>
Exceptional	<p>WOW! This team did an exceptional and outstanding job with the Improv Element!</p> <p>The team used or featured the Element in their Presentation in an exceptionally creative manner.</p> <p>The Element was integrated into the Presentation in an outstanding way.</p> <p>The team improvised extremely well with the Element.</p>

Awarding Points for the Creative Use of Materials

Sometimes Appraisers must look at how the team uses materials in its solution. Here are some things that some Appraisers might look for:

1. Are the materials used in common ways, or does the team use materials in unusual ways?
2. Are materials combined to make new things?
3. Does the team integrate the materials into the Presentation? Is it done in a creative way?

	Qualities Appraisers might look for
Low	Some materials are used in common ways Minimal integration of materials into Presentation
Average	Materials are used, but few in unusual ways Materials are rarely combined Some integration of materials into Presentation
Above Average	Materials are used, several in unusual ways Several materials are combined, but rarely more than once Presentation is enhanced by one or more materials
Exceptional	Most materials are used in unusual ways Many materials are used in combination, several more than once Materials are integrated into presentation in humorous, unusual ways. Success of Presentation dependent upon use of materials

Team Challenge Raw Scores

For a more complete explanation of Scoring, please read the Rules of the Road.

How does the Team Challenge scoring process work?

1. Your team performs and is evaluated by Appraisers.

Your team will present your solution to the Appraisal Team. During and immediately after the Presentation, the Appraisers will score each required element. After your Presentation, members of the Appraisal Team will spend a few minutes with you and your team members to learn as much as they can about your solution. The Appraisers then fill out their score sheets and get ready for the next team.

2. The Scores are compiled.

All of the score sheets are then given to the On-Site Scorer or the Appraisal Team Organizer at your Presentation Site. The On-Site Scorer compiles them and enters them into the scoring computer. At some tournaments, the Appraisal Team Organizer compiles the score sheets and then they are sent directly to the Score Room, where they are added and averaged.

There are two sets of scores that are added up and averaged: The Central Challenge and the Team Choice Elements.

These compiled scores are called **Raw Scores**. The scores are called “raw” scores because later, after all teams in that Level have competed, the teams with the highest Raw Score in each of the two scoring areas (Central Challenge and Team Choice Elements) are awarded the maximum number of points, and all other teams’ scores are adjusted, or scaled, to receive a corresponding percentage of that number. Some Challenges have different sections of their scores scaled with the other teams’ scores at the tournament. This year, Technical Challenge A and Structural Challenge E both feature score sections within the Challenge that are scaled.

What do the Raw Scores tell us?

Your team’s copy of the Master Score Sheet will let you see how many points you were awarded by the Appraisers in each scored area of the Team Challenge, including the Team Choice Elements, and lists any deductions your team may have received. It is important for your team to receive the Raw Scores because you need to check them over and make sure the Appraisers did not miss an objective score or give you a deduction you don’t think you deserve. That is the main reason teams are given their Raw Scores for this section of the tournament.

You won’t know how you scored compared to other teams until the awards are given out, but you can use this information to make sure that you were scored in every area that you should have been. And don’t let a ‘low’ Raw Score disappoint you – it is very possible that what you think is a low score is actually the highest score of the day.

Remember: You might not like the score you were given for a subjective item, but you cannot appeal it. However, if the Appraisers made a mistake on something that was **objective** (for example, if they didn’t see something that happened), you can work with the Head Appraiser to get this fixed.

Your team will not be given Instant Challenge scores.

Ties

Teams are tied when their total scaled scores differ by one point or fewer. If a team’s total scaled scores differ from the highest-scoring team by one point or fewer, a multi-team tie is declared.

Section 4: Awards and Advancing

Awards

Two kinds of awards are given at Destination Imagination tournaments: awards for special recognition, and “place” awards. The awards for special recognition are described in the Rules of the Road.

The other type of award is called a “place” Award. Place awards (such as 1st, 2nd, or 3rd place) are given to the top scoring teams that competed in both Team Challenge and Instant Challenge at each Competition Level. Teams that have earned the top total scaled scores (Instant Challenge + Central Challenge + Team Choice Elements) in their Challenge and competition Level will be recognized and receive awards. Place awards are given for each Challenge and each Level. For example, if your Challenge is Scientific Challenge B, place awards will be given to the top-scoring Elementary, Middle, and Secondary Level teams. That means that you are only competing against the teams in YOUR Challenge and Level.

Advancing to the Next Tournament Level

There are three “levels” of tournaments in Destination Imagination:

- **Regional Tournament:** For many teams, this is the first level of competition. At a Regional tournament, your team competes against other teams that are in your geographic area. Some Affiliates do not have enough teams to host Regional tournaments. In that case, your first tournament may be the Affiliate Finals tournament. If you are competing at a Regional tournament, at least one placed team (1st Place) and sometimes more (2nd, 3rd, or sometimes more) will be allowed to go on to the Affiliate Finals tournament, depending on the rules in your Affiliate
- **Affiliate Finals Tournament:** An “Affiliate” is the state, province, or country that holds a Destination Imagination license agreement. The Affiliate Finals tournament is the tournament that will bring all of the finalists from the Regional tournaments together in one place. If your Affiliate does not host Regional tournaments, your Affiliate Finals tournament will bring ALL of the teams from your entire Affiliate together. All 1st Place teams (and some 2nd Place and 3rd place teams, depending on the Affiliate) will be invited to attend the Global Finals tournament.
- **Global Finals Tournament:** The Global Finals tournament brings together the highest-scoring teams from every Affiliate around the world for a celebration of creativity that will determine the global champions.

Every year Destination Imagination, Inc. sponsors Global Finals, the world’s premier creativity tournament. This year, Global Finals will be held from **Wednesday, May 20, 2015 (Opening Ceremony and competition) through Saturday, May 23, 2015 (Closing Celebration) at the University of Tennessee in Knoxville Tennessee. The competition will begin on Wednesday and continue through Saturday.** This past year our Affiliates certified more than 1400 teams to attend this exciting event from virtually every state in the United States as well as teams from many other Provinces and countries.

The Global Finals Tournament: Housing and Meal Packages

Destination Imagination provides housing and meal packages that provide participants with the best possible opportunities to meet other DI participants from around the world. Team members establish bonds of camaraderie with teams from other Affiliates, making friendships that last a lifetime. Housing is comprised of both dormitory rooms as well as local hotels within the Knoxville area.

The prices listed below include the cost of registration, lodging, meals, venue site rentals, activities for all participants, on-site shuttle transportation, security credentials, and security staff for all participants and accompanying supporters for the Global Finals 2015 tournament. **All prices are subject to change.**

Package 1A: \$740 Per Person

Lodging and Meals from Monday May 18 – May 23, 2015 Entrance to all venue sites and activities

Lodging: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday

Meals: Monday dinner, all meals Tuesday through Saturday dinner

Package 2A: \$715 Per Person

Lodging and Meals from Tuesday May 19 – May 23, 2015 Entrance to all venue sites and activities\

Lodging: Tuesday, Wednesday, Thursday, Friday, Saturday

Meals: Tuesday dinner, all meals Wednesday through Saturday dinner

Package 3A: \$705 Per Person

Lodging and Meals from Wednesday May 20 – May 23, 2015 Entrance to all venue sites and activities

Lodging: Wednesday, Thursday, Friday, Saturday

Meals: Wednesday dinner, all meals Thursday through Saturday dinner

Event Pass with All Meals: \$275

Event Pass with Only Lunches: \$125

Event Pass Only: \$75

Day Pass: \$45

Take a closer look!

We encourage you to visit our website and familiarize yourself with our Global Finals tournament by taking a look at our Global Finals 2015 information. Within its contents, you will find helpful information about:

- Housing
- UT Housing descriptions
- Transportation
- Photos
- Global Finals events
- Challenge Presentation sites
- UT Campus
- and much, much more

Planning Ahead

By providing this information we hope you will find it helpful in preparation for possible participation in the Global Finals 2015 event. We encourage **ALL TEAMS** to consider the associated costs of attending the event in the beginning of the program year so that, should they qualify to take part in this tournament, an action plan will be in place for the team to move forward. By doing so, we hope to continue the excitement of participation in the Destination Imagination program and add to the level of enjoyment experienced by ALL!

Information for your Parents and Fans

To Our Supporters: We have prepared this Information Sheet so that you can find us at our tournament.

Our team's **Team Challenge** is called: _____

Our **Level** is: _____

Our **Team Challenge Presentation time** is: _____

The **Location** of our Presentation is: _____

Our **Instant Challenge time** is: _____

Please understand that **only our Team Manager(s)** can take us to Instant Challenge. When we are finished at approximately _____, we will meet you at: _____.

PLEASE REMEMBER:

Anyone may help us bring our props into the building and take them to the Prep Area and the Launch Area. Once we are in the Launch Area, only the team can handle the props.

NO ONE MAY HELP US PREPARE FOR OUR PRESENTATION. You may not fix our hair, put on our makeup, repair our props, direct our production or do **anything** that might be considered Interference. We can do it ourselves!!! We really can!!!

After we perform, anyone may help us remove our props from the Presentation Site. We would appreciate your help then.

TEAM MANAGER'S NOTES TO PARENTS and SUPPORTERS:

Tournament Travel Guide Tips from Teams!

Things to Bring to the Tournament

- Emergency Kit: Look at your Challenge solution and add supplies to repair or recreate elements – duct tape, glue gun, paint, markers, rope/string, etc.
- Instant Challenges to use for practice.
- Extra copies of Tournament Data Forms, Expense Reports, Declarations of Independence and any other paperwork.
- Blank Tournament Data Forms in case you need to make changes.
- A checklist the team has created to make sure everything is ready for the Presentation. Include very specific details, such as - the important clue is in Jane's pocket.
- Pack the items that each team member needs for his or her costume in a separate bag. bags Garbage bags work well. Make a list of the items that are included and tape it to the outside of the bag. Don't forget to include your team name and contact information in case the bag is left at the tournament site.
- Clear information to your team families about what they can expect that day, including what you may need help with, where to meet and when.

Tips for Teams at the Tournament

- Practice your Presentation in several different places, if possible. This allows you to get used to various floor surfaces and coming in from different directions. Practice carrying your props and scenery up and down stairs and around corners.
- Stay together as a team as much as possible until your competition is complete. This saves you from the anxiety of searching for someone in a crowded building when it is time to present.
- Do warm-ups while waiting for Instant Challenge.
- Bring funny gifts for each other. Bring joke books to keep your team relaxed and having fun.
- Be sure to see other teams in your Challenge and in other Challenges. Cheer for everyone!
- Be complimentary and supportive of each other. Help each other do your best.

After the Tournament

Looking Back

The tournament is over. All those months of hard work, all that laughter, all the arguments, all the discoveries shared with your teammates resulted in a great Presentation and a really fun day. Your team has received the scores, and you are, perhaps, disappointed, or maybe excited to be going on to the next level of tournament. Now, regardless of how the team scored, and before everybody goes his or her own way or begins preparing for the next tournament, it's time to **CELEBRATE!!** and to take a look at what you have accomplished. You have learned the Creative Process.

Looking Ahead:

Here are some good questions to ask as a team:

1. When is our team party?!?!?
2. What were some of the most fun moments of working on this project?
3. What were some of the least fun moments?
4. What things are you proudest of?
5. What did you learn?
6. What is in the future for you and your team?
7. If you are going to do DI next year: What kinds of things will you do differently when you begin working on next year's Challenges?
8. What skills would you like to learn before next year starts?
9. Generate some ideas with your team about what the future looks like for your team: