

## Day of the Build Instructions

Arrive at the classroom at least 35 minutes before the build is to start.

### Volunteers

Make sure that there are enough volunteers to staff each station. Two additional staff should be available to 'rove' the floor, to troubleshoot problems and provide general oversight.

Assign volunteers to stations, and instruct them in the steps they will be teaching (safety and technical). Have them make the part(s) to model the teaching/coaching process. Provide oversight for (at least) the first team of students that they coach.

Remember to recognize and thank volunteers at the awards ceremony. If there is time, allow volunteers to make their own catapult after the build.

### Students

As the students enter the classroom, remind them to sit or line up in teams with the team captains in front. The teacher will generally take roll at this time.

Give the clipboards to each team captain, and collect the DVD's that they took home to review.

Instruct the team captains to distribute the name tags, instruction sheets and baggies to their teammates.

Call the teams up one at a time and instruct them to go to a specific station to begin their projects. Make sure your adult/student helpers have name tags so that they are easy to identify. Once you have assigned all of the teams, provide assistance wherever needed.

It is the primary responsibility of the Outreach Coordinator to know every task and to keep the teams moving. You will have to look at the students' baggies to keep them on track and keep the flow going. Keep your adult/student helpers in the loop by alerting them as to the color of the team that is coming to them next.

If there is a lunch break in the middle of the build, you should give the team captains a "heads up" notification ten minutes in advance. At the break, they should collect the instruction sheets and baggies from their team mates, and clip them to their clipboards for safe keeping during lunch.

When they return, instruct the team captains to return the baggies and instruction sheets, and return to the task that they left before lunch. It is not unusual for some students to come back early from lunch or want to skip it all together. However, your adult/student helpers need to

eat as well! If time is an issue, ask adults/student helpers eat in shifts so that the students can keep working.

When students finish the catapult assembly, give them a Tech-Explorer sticker to place on one of the metal sides. Have the project inspected and pronounced complete by an adult helper. Give them a bouncy ball.

It is now time to begin the contest.

Sierra College CACT Tech-Explorer [www.Tech-Explorer.com](http://www.Tech-Explorer.com)

© Chancellor's Office, California Community Colleges