



**MAGIC CENTER REGION
COACHES MANUAL
2018-2019**

Florida Odyssey of the Mind Association GENERAL EXPECTATIONS

In Odyssey of the Mind, there are certain expectations of team members, parents and coaches. If you are interested in the Odyssey experience you need to be aware of these expectations and be prepared to abide by them.

EXPECTATIONS OF ODYSSEY PARENTS

- Please be considerate of the coach's time. Be prompt when dropping off and picking up at team meetings.
- Please do everything in your power to have your child at every team meeting! Do not schedule appointments for your child during the time usually reserved for the team's regular meeting unless it is absolutely unavoidable. At team meetings, every team member is needed every time!
- Expenses incurred by the team in creating its solution must be shared by team
- Members. Some coaches are uncomfortable asking for money, so make it a point to ask from time to time. Materials should not cost much, but the coach should not have to pay for everything. Some schools are able to assist with these costs- you should ask about the situation at your child's school.
- Please don't say, "I wish I could help you, but I work." We are *all* busy people; we *all* work. Helping the team by being a go-fer, assisting the coach, or providing a snack can be inconvenient at times, but it is part of having your child on a team. Please try to say "yes" when the coach asks for something and try to volunteer without being asked too.
- If you have any concerns about your child, the team's progress, the coach or anything else related to the Odyssey team then *communicate with the appropriate party*. Don't wait for a small problem to become a big one. Discuss it with the coach or the Odyssey coordinator at the school.
- Parents must have respect for the integrity of the Odyssey program and the rules. Parents must also have respect for the team's solution and not interfere. "No Outside Assistance" means just that. A parent should never allow his/her ideas to enter into the team's solution or to assist the team in any way in preparing the presentation.

EXPECTATIONS OF TEAM COACHES

- Please respect team members' families by *communicating regularly* about what is going on with the team. Coaches should give team members and parents a yearly and/or monthly meeting calendar so that everyone knows when and where team meetings will be held.
- Coaches should help *every* team member contribute his/her unique skills and talents to the solution of the problem. On all teams there are members who are out-going and assertive, and members who are quiet and less likely to volunteer ideas. Coaches should try to "level the playing field," so that all members of a team have the opportunity and feel comfortable sharing ideas and expertise.

Continued next page

- Coaches must have respect for the integrity of the Odyssey program and the rules. Coaches must also have respect for the team's solution and not interfere. "No Outside Assistance" means just that. A coach should never allow his/her ideas to enter into the team's solution or to assist the team in any way in preparing the presentation.
- Coaches may not have competitive goals for the team. A coach's role in Odyssey is to oversee the process, to help the team organize itself to meet its own goals. Out of all of the teams in your region or state, only fifteen about (15) will advance to the next level of competition- Florida State Finals (or World Finals). Pushing the team toward its best effort is different than pushing the team to win. Emphasizing "winning" rather than "best effort" may result in the team feeling a sense of failure at anything less than first place. Coaches need to remember and behave in a way that shows, a.) the emphasis is on the *process* of getting to the team performance, not the performance itself; and b.) most importantly, Odyssey of the Mind is supposed to be FUN!

EXPECTATIONS OF TEAM MEMBERS (STUDENTS)

- Being on an Odyssey of the Mind team is fun but also a long-term commitment. If you agree to be on a team, you must be prepared to stay the course through until the end and not let down the team by not showing up for team meetings, practices or the tournament.
- Your coach has volunteered to work with your team. He/she has had to give up some other activities in order to coach your team. Please never forget this. Treat your coach with respect.
- Odyssey is a school-sponsored activity. Regardless of whether the meetings are held at school or in someone's home, behavior that is inappropriate at school is inappropriate at Odyssey team meetings.
- In Odyssey of the Mind, all ideas are worth hearing. Rude remarks about the ideas of others will not be tolerated.
- Being on a team means being responsible for your share of the tasks. If you volunteer to do something, follow through and do it.
- Odyssey of the Mind is an extracurricular activity. That means it should not interfere with your school work in any way. Homework comes before Odyssey work. Being on an Odyssey team is intended to mix learning new skills with having fun! Please don't become too intense about the program that you forget to enjoy the experience.

General Coaching Guidelines

How do we select a team?

There are several options! Friends can group themselves into a team , coaches can group interested students into teams, or you can have auditions or tryouts for teams. Teams compete by divisions, which are determined by age and grade level. The age and grade of the oldest team member determines your division.

What should be taken into consideration when putting teams together?

A well balanced team has organizers, writers, researchers, artists, performers , builders, idea people, leaders, workers- a mix of kids who are willing to work together to solve problems!

Teams may choose to have the same members from year to year , or to vary team members from year to year. You must decide what you think will work best for your team and your school.

How can we replace team members who leave?

Odyssey of the Mind teams are composed of up to seven team

members. Only five team members may compete in the Spontaneous

portion of the

competition, but all seven may participate in the presentation of the Long Term problem solution.

If a team has a full complement of seven members and has started working on the problem, no team member can be replaced except under penalty for outside assistance. However, if a team starts out with less than seven members, it may add members until it reaches a full complement of seven.

Once a team submits a roster for a competition, it may not change the roster for a competition unless approved by the tournament director. Any team member may compete in more than one problem; however, a team member may not enter competition in the same problem for more than one team.

What are my responsibilities as a coach?

1. Explaining the Long Term problem to the team.
2. Supervising all practice sessions.
3. Conducting brainstorming sessions for Long Term and Spontaneous problems.
4. Holding and evaluating Spontaneous problem practice sessions.
5. Helping the team obtain the materials and knowledge necessary to solve the Long Term problem.
6. Contacting your local Odyssey of the Mind organization for information.
7. Registering the team for competitions.
8. Accompanying the team to competitions.
9. Representing the team if a problem occurs.

Who can help me with my questions?

There are many resources available to you:

1. Current Program Guide- can answer most basic questions you may have.
2. Websites- TONS of information can be found here. Check them often!!
Florida Odyssey of the Mind <http://www.flodyssey.org>
International Odyssey of the Mind <http://www.odysseyofthemind.com>
Magic Center Region Odyssey of the Mind <http://www.magiccenterregion.com>
3. State board members- contact information is on our website.
4. Your Odyssey Coordinator (if you have one)
5. Other coaches- many are willing to share their knowledge and experience with you!
6. Coaches' trainings.

How often should we meet?

This varies throughout the year. As you get closer to tournament time, you will meet more often and for longer periods of time.

The beginning of the year usually involves a lot of time devoted to choosing your Long Term problem and doing research.

The middle of the year involves writing, building, creating, inventing, etc.

Competition time requires that everything get completed, revised, and rehearsed. Teams need to practice, practice, practice.

It is important that you practice Spontaneous all year long! It is a major component of your score at the competition, and beginning coaches often don't have their teams spend enough time on it.

Teams usually start off the year meeting one or two times a week, then as it gets closer to competition they should meet more often and for longer periods of time.

Remember to discuss the time commitment that Odyssey involves when your team begins. Odyssey is a team activity- one or two members cannot reasonably be expected to do most of the work. Team members need to agree to work together and to depend on each other. A team is like a family-with different and unique individuals. Judges will look for teamwork at your competition.

What are clarifications?

In keeping with the Odyssey of the Mind philosophy, problem limitations are written to provide just enough guidance to solve the problem without limiting creativity. If the problem does not specify that something cannot be done, most likely it can be done. Often, however, a team may question the interpretation of a limitation, or it may be unsure that an aspect of its solution is allowed to meet the problem's requirements.

General clarifications amend or further explain a problem's limitation. Team members may go to www.odysseyofthemind.com to find general clarifications. If they do not find the answer to their question there, they may submit their question to International Odyssey of the Mind (CCI). This may be done by mail or electronically.

Team specific clarifications pertain to a particular team's solution. These are

confidential since teams must describe details of their solution to ascertain an accurate reply. If the answer to a team's clarification allows for a very creative solution, it may be published and distributed for judges only. These are never made available to other teams.

If a team receives a clarification, it is important that it presents the signed, written clarification form, or a printout of the e-mail to the judges at competition to avoid any discrepancies. Only problem clarifications issued by CCI are official.

What is outside assistance?

Only the seven team members may contribute to the Long Term solution. Team members must design and create all aspects of their problem solution, including membership signs, props, all technical requirements (vehicles, structures, etc.), and costumes. These must either be (1) made by team members or (2) put together by the team members from commercially made parts. If team members are not able to make a solution, prop, costume, or sign that they have designed, they must redesign it so they can make it themselves.

Coaches are to facilitate the team in creating the problem solution, but they are not allowed to provide suggestions on how to solve the problem. They should ask thought-provoking questions that stimulate thinking, but they should never hint at a solution. For example, if the team asks the coach "How can we make this prop/ costume/ scenery/ membership sign/ structure/ vehicle/ etc?" the coach should answer something like this:

- "What ideas do you have for making it?"
- "What are some ways that you could make it?"
- "What would be a creative way to make it?"

If a team asks the coach's opinion, the coach should respond, "That is something that the team must decide." Unless a situation is deemed potentially dangerous, always let the team make the final decisions on developing a solution.

Parents and supporters may act as tutors or instructors, but advise them that they may not suggest to the team members how to solve the problem. When it comes to solving problems, Odyssey of the Mind is a "hands-on" experience for the kids and a "hands-off" experience for the adults.

(Refer to current year Odyssey of the Mind Program Guide)

What can parents and others do to help?

Parents and supporters may act as tutors or instructors, but advise them that they may not suggest to the team members how to solve the problem. They might mean well, but it could cost the team an outside assistance penalty.

What can they do?

1. Ask team members about their progress.
2. Learn and practice Spontaneous with team members.
3. Volunteer to work a two hour shift at a competition.
4. Recruit volunteers to judge or be a tournament worker at a competition.
5. Be supportive without giving suggestions for the problem solution.
6. Help with fund raising, as needed.
7. Teach a skill, at the team's request.
8. Provide transportation for team members.
9. Transport items to and from practice.
10. Provide munchies at practices.
11. Help supervise on field trips or at competitions.
12. Make phone calls for the coach, as needed.
13. Remember that competition is a working time for team members and coaches.
14. Clear the stage after the Long Term performance at the competition- after the judges finish talking with team members.
15. Get the word out about Odyssey of the Mind!!!

Odyssey of the Mind Coach
Training
*"Is this OoTM Outside Assistance
... or Not?"*

Look at the following scenarios and determine if they are outside assistance. These real world circumstances will help guide you when coaching your team.

1. As an OoTM coach, you select the seven students you want for the team . You also select the Long-Term problem the team will solve. You establish the schedule for the year, you assign each parent specific duties and you manage all aspects of the teams activities.

IS THIS OUTSIDE
ASSISTANCE?

NO. It is an example of an overbearing coach. Coaches should involve the students in all the major decisions related to the team.

2. Your team has been working for several months on Spontaneous problem solving but hasn't yet decided on the Long-Term problem. Two team members realize they cannot continue to be on the team. The team decides to bring on another student who really wants to participate.

IS THIS OUTSIDE
ASSISTANCE? NO.

Since the Long-Term problem has not been addressed this would not be outside assistance.

3. Your team of seven members has been working on Spontaneous problem-solving and the Long-

Term problem for four months. One of the students who has designed the structure is moving to Texas two weeks before the tournament. The team decides to use the structure designed by the departing student.

IS THIS OUTSIDE

ASSISTANCE? *NO. There is no mention of replacing the student who left. The team began with seven members, no more can be added since the Long-Term problem was addressed. As long as the member who left is not replaced, his or her structure design may be used. The students' name should be listed on the forms.*

4. As the tournament approaches, you, the coach, and the team discover that the team will go over the cost limit for the problem. You suggest what items are too expensive and should be replaced. You adjust the figures on the official Cost Form.

IS THIS OUTSIDE

ASSISTANCE? *YES. The coach is making decisions for the team that relate directly to the team's solution. The team should be making these decisions and the adjustments. The students, except for the youngest OMers, should prepare paperwork.*

5. As team coach you arrange for an engineer, a balsa wood expert and a professional artist to come work with the team during their practice sessions. These individuals speak in specific terms about issues and scenarios

related to the topic of problem. They do not look at the Long-Term problem but are very helpful to the team.

IS THIS OUTSIDE

ASSISTANCE? *NO. Outside resources and speakers are encouraged as part of the learning process. As long as these individuals do not address the Long- Term problem or suggest a specific solution, this is not outside assistance.*

6. At the tournament, the team is unaware that the vehicle they have built it run a specified course has left the performance area and is in danger of running off the staged area. A stranger from the audience calls out a warning to the team during the performance. A team member hears this, reacts and keeps the car from falling off the stage area and possibly being damaged.

IS THIS OUTSIDE ASSISTANCE?

YES. There can be no assistance of any kind from anyone other than the seven team members, or in this case, the five performing team members during the performance.

7. The team is in the staging area preparing to move to the performance site to present their solution for the judges. As they get clearance to move their props from the staging area to the performance area, a father of a team member lifts a heavy piece of scenery onto the performance area for the team.

IS THIS OUTSIDE ASSISTANCE?

YES. No assistance is allowed from a non-team member once the team is leaving the staging area. Non-team members may assist getting materials to the staging area, but not from the staging area. If a prop is too heavy, the students should not use it.

8. At the tournament, a team supporter of yours presents you with a videotape of an alleged infraction of another team supposedly unrecorded by a judging team. The supporter's intent is to have the other team be penalized for this alleged rule infraction, which would eventually help your team move up in the standings.

IS THIS OUTSIDE ASSISTANCE?

NO. While this is not considered Outside Assistance, it would be considered Unsportsmanlike Conduct and could result in a penalty for the team if the video were presented to an official. No one videotapes or reports on another team's activities in OoTM Judging teams or other tournament officials are the only individuals who evaluate teams' performances and related activities.

9. One of your parents offers to come in and do a sketch on the backdrop the kids are having trouble with.

IS THIS OUTSIDE ASSISTANCE?

YES. Only the team members are allowed to do any part of the backdrop. If they are having trouble and a parent helps the team

discover what it is about the backdrop that can be changed to make it better, this would not be outside assistance.

10. You have arranged for an engineer to come in and talk to your team about the power source they plan to use on their vehicle. The kids have narrowed down their choice of power sources to two, and the engineer tells them which of these will work best for their purposes.

IS THIS OUTSIDE ASSISTANCE? *YES. The engineer has made the choice for the team. He should have given them pro's and con's about each power source, and let the team decide on their own which one would best suit their purpose.*

11. Your team is doing the structure problem. The structural engineer you have asked to talk to the team tells them what makes structures hold weight and what makes them break.

IS THIS OUTSIDE ASSISTANCE? *NO. The structural engineer is not telling them how to solve their problem.*

12. Your team has built an engine that they are now having trouble getting to work the way they envisioned it working. Using the kid's blueprints, an engineer builds the same engine and figures out where the problem is. He then brings the engine to the team and explains why their engine wasn't working properly.

IS THIS OUTSIDE ASSISTANCE? *YES. The engineer has solved the problem for the team. He could have used his knowledge and experience to ask questions and provide general information so that the team could find a solution on its' own.*

13. The team has designed a device that requires some very unusual parts. The team gives you their requirements for these parts, and on your day off, you go to the local salvage yard to find them.

IS THIS OUTSIDE ASSISTANCE? *NO. As long as the team has provided you with the specifications, you may obtain the supplies for them. It is only outside assistance if they did not give you the requirements and you decided what parts would work.*

14. You have taken a few of your team members to the fabric store to pick out fabric for their costumes. The team members have picked out a fabric that you know will be difficult for them to work with and will not give them the results they are looking for. You find another fabric you know will work much better for them. You show the team the new fabric and explain why this fabric is a better choice.

IS THIS OUTSIDE ASSISTANCE? *YES. A better solution would have been to show them several different fabrics and discussed with them what made each one better or worse for their purposes, and let them pick out*

the final product.

15. Your school's drama teacher has viewed the team's performance and gives them tips on how to use timing to make the skit more humorous.

IS THIS OUTSIDE ASSISTANCE? *NO. The drama teacher did not help them solve the problem in any way. She is only giving acting tips.*

16. Some of your team members are into "surfing the net". They have found a structural engineering firm that will "talk" to them. The team members send the firm the requirements for the structure problem, and the firm sends back the designs for several possible structures .

IS THIS OUTSIDE ASSISTANCE?

YES!!! THIS IS VERY ILLEGAL!!! Only the team members may solve the problem. If a design firm sends them designs, the design firm solved the problem!

17. Your team members have recently attended a play at the local community theater. They were very impressed with the way the backdrops were done in the play. They come back to the team and, using their own theme, try to create a backdrop- similar to what they saw.

IS THIS OUTSIDE ASSISTANCE?

NO. The team may get its ideas from anywhere.

18. The team has found exactly the kind of engine they want to use on their vehicle. They don't want to buy the engine already built, and the owner of the engine offers to come to a team meeting and advise them. At the meeting, he takes his engine apart piece by piece in front of the team, explaining as he goes what each piece is and how it works. He then reverses the process, putting the engine back together again. He also offers to sell the team used parts from his supply at cost.

IS THIS OUTSIDE ASSISTANCE? NO. The owner of the engine will not be building the engine that the team will be taking to tournament. He has only shown them how HIS engine was built. The team must now build their own engine.

19. The teams' coach gets the team together for a first meeting. At this meeting he sets up the schedule, tells the team where they will meet, and gives them all copies of the problem. He then lets them go their own way, checking in with them once a month to see how they are doing.

IS THIS OUTSIDE ASSISTANCE? *NO. This is an example of a coach who took his concern for outside assistance too far.*

20. The teams' coach meets with the team as often as the team feels is necessary. She

practices spontaneous with them at almost every meeting, she arranges for snacks to be provided at each of these meetings, and she makes sure that the supplies the team has asked for are available when they are needed. She guides them in their solution by asking pointed questions designed to make them think about their solution. She reminds them often to re-read the problem and keep up with their paperwork.

IS THIS OUTSIDE ASSISTANCE? *NO. This coach is doing an excellent job. She is providing guidance, not solutions.*

Registration Information

Step 1: International Membership

The form used for the Membership is available from the International Odyssey of the Mind Website: Odyssey of the Mind Forms. To register and pay your International Fees online, go to <http://odysseyofthemind.com/registration>. You may complete your membership online with a credit card or complete the form(s) and send payment (check, money order, or purchase order) payable to:

CCI
406 Ganttown Road
Sewell, NJ 08080

Each paid membership will receive a packet containing their membership number, a complete description of each Long Term problem, and one copy of the Odyssey of the Mind Program Guide.

The membership number must appear on the forms submitted at each official competition. Go to the International Website to get details on lower cost for more than 5 or 10 schools from a district.

DO NOT SEND YOUR INTERNATIONAL MEMBERSHIP FEE TO THE FLORIDA TREASURER. THIS WILL DELAY YOUR INTERNATIONAL MEMBERSHIP FROM BEING PROCESSED AND DELAY YOU RECEIVING YOUR MEMBERSHIP PACKAGE. SEND YOUR INTERNATIONAL FEE TO THE ADDRESS AS PROVIDED ON THE MEMBERSHIP FORM (I.E. SEE ABOVE)

Step 2: FL Odyssey Team Registration

Once you have received your international packet containing a membership number, Long Term problems, and one copy of the Odyssey Program Guide, you are ready to register your team(s) with Florida Odyssey of the Mind.

All Regions are registering online at www.odysseyofthemind.com under "Member Area " You will need your membership number from the international organization (CCI) and the zip code you used for the membership address in order to start your registration.

The cost for EACH TEAM in Division I/II/III and Division IV is \$150.00. The cost for EACH TEAM in the Primary Division is \$95.00

- **All teams MUST be registered by DECEMBER 15, 2018!!**
- **If you have more than one team in a division that wants to do the same Long Term Problem, you must purchase a second International Odyssey Membership.**

Note: In order to register your individual teams on line, you will need to know the following:

- Region you are in
- Problem your team wishes to solve
- Division your team qualifies for (There is a division finder tool located within the Member Area of www.odysseyofthemind.com for your use if you are unsure.)
- School or Organization Name and address
- Coach Name, CELL phone, e-mail (Accessible e-mail on evenings, holidays, weekends) and address
- (Same information for all assistant coaches)
- Number of team members
- Team Member's Names
- Team Member's Birthdays
- Team Member's Grade in school

Judge and Tournament Worker Registration Forms

The quality of the Florida Odyssey of the Mind program is dependent on volunteer participation. Without volunteer judges and tournament workers our Odyssey program would not be possible.

The Magic Center Region **REQUIRES EACH** team to provide **one judge and one tournament worker** for their regional tournament. A \$100 fee and/or 25 penalty points will be assessed to the team for each missing volunteer.

Being a judge or a tournament worker is a commitment. Coaches need to have their judges check their schedules to be sure they can attend the training day, the regional tournament day and- hopefully- the state tournament day.

Judges and tournament workers should give their information to the coach, to be submitted with the Team Registration completed on line or submitted via paper form. More than one judge and tournament worker is greatly appreciated

General Information about Judges

- No experience is needed to be a judge. Judges will be trained on everything they will need to know at a judges ' training workshop (usually a 4 hour morning session).
- The volunteer worker will not judge the problem/division in which your team is competing.
- A judge is scheduled to work his/her own problem/division for the entire day, and **should not plan on being able to watch your team compete.**
- Judges may participate in more than one regional tournament.

General Information about Tournament Workers

- Tournament workers will not be scheduled to work during your team's performance.
- We ask that tournament workers work 2 or more hours.

Start recruiting early!

Note: In order to register judges and tournament workers on line, you will need the following information:

- Region you are in
- Problem and division of team the volunteer is representing
- School or Organization Name and address
- Judge/Tournament Worker Name, Address, CELL phone number, and e-mail
- Problem (if Judge)/Job (if worker) preference

The Long Term Solution

When you hear the phrase "Long Term" in Odyssey, people are referring to the Long Term problem/performance. The Long Term problems are described in a short synopsis form each year. They are divided into five categories:

Problem 1 -Vehicle

Problem 2- Technical

Problem 3 - Classical

Problem 4 - Structural

Problem 5 - Theatrical

Primary problem - non-competitive

When selecting a Long Term problem, coaches/team members need to be aware of which divisions are allowed to compete in each problem. This will be listed in the synopsis.

Once you pay for your international registration, you will receive a packet that includes your membership card, program guide, and a long, detailed description of each Long Term problem. These descriptions include an introduction problem summary; problem limitations; site, setup, and competition; detailed scoring information; penalties; style categories and scoring; what the tournament director will provide; and what the team must provide.

The choice of which Long Term problem the team will compete in should be based on information in this detailed description, not the synopsis.

Each Long Term problem has a cost limit, which is stated in the synopsis and long description. All Long Term problems have an 8 minute time limit in the competition. Set up time is included in the 8 minutes.

The Long Term problem is worth a maximum value of 200 points. Refer to the Long Term detailed description for scoring categories.

Creating a Long Term problem solution is a huge time commitment. Team members will take on various roles (writers, researchers, idea people, builders, etc.) as they go through researching and developing their problem solution. A team is not "locked in" to any Long Term problem until they register for a tournament. If a team is unsatisfied or unhappy with one Long Term problem, they may choose to do another. If a team is unsatisfied or unhappy with their solution for a Long Term problem, they may choose another solution.

The Odyssey of the Mind process involves constant change/reform/revisions, and the coach and team members should not be frustrated by this process. Remember that along with the hard work, Odyssey is supposed to be fun! If the team is not having fun, it's time for them to reevaluate their progress. As a coach, if you sense a lot of tension in your team, it might be time to call for a brainstorming session!

One of the most enjoyable components of the Long Term problem is that team members get to perform their solution in front of an audience. This is their moment to shine! Parents, friends, and coaches need to remember to enjoy the performance at the tournament- it's a time to celebrate how far the team has come!

**Information from the “Pros Who Know”
2018-2019**



1. **International Membership – ASAP** (Not the same as TEAM REGISTRATION) - \$135.00 (First Membership) – National website. One membership provides for one team in each division competing in one of each of the five Long Term Problems and unlimited participation of Primary teams. Generally paid for by the school or the entity holding the membership. Sometimes paid for by the parents of the kids participating.
2. **Team Registration – EACH TEAM** – Available now, on the National website under the Teams then Member Area Tabs.
 - a. **Regional Competition** - \$150.00, all but Primary Teams, which are \$95.00. Typically paid for by either the school or the parents of the kids participating on the team. \$75.00 of this fee goes to the Region to help offset the costs associated with hosting the Regional Tournament.
 - b. **State Competition** - \$50.00, all but Primary, which are at NO cost – State website. Typically paid for by either the school or the parents of the kids participating on the team. (Must be completed within TWO WEEKS of the Regional Tournament)
 - c. **World Finals** – Includes a lodging and meal package and varies year to year. Typically paid for through fundraising, sponsorships from local businesses. (Must be completed within TWO WEEKS of the State Tournament)

(NOTE: These fees assume on time payment (i.e. prior to payment deadlines and do not include late fees).
3. **Material costs – EACH TEAM**
 - a. Varies depending on the Long Term Problem the team selects, but ranges from \$125.00 - \$145.00. Typically paid for by the team.
4. **Spontaneous Workshops – EACH TEAM MEMBER – Not Required**
 - a. Throughout the Program Year, Spontaneous Workshops are held. Participation is not mandatory, but most teams (and coaches) find them

extremely helpful. The Team Members participate in a three – four hour workshop that includes a variety of Hands On, Verbal Hands On and Verbal Spontaneous Problems. The cost is \$5.00 per participating Team Member. Coaches and attending parents do not pay. Typically paid for by the team.

5. Regional T-Shirts – ANY INTERESTED PERSON – Not Required

- a. If there is sufficient interest, Regional T-Shirts are designed and made available for purchase for team members, coaches and parents. The cost varies but generally \$10.00 - \$12.00. Typically paid for by the team.

6. State Finalists T-Shirts – REQUIRED

- a. Teams advancing onto the State Competition will be required to purchase a t-shirt for each participating member and for each coach and co-coach. Additional shirts will be available for parents and siblings, but are not required for purchase. The cost will vary depending on design and quantities ordered, but generally \$10.00 - \$15.00. Typically paid for by the team.

7. World Final Costs – VARIES

- a. Other than the Registration, Lodging and Meal Plan noted above in 2.c., the costs associated with participating in the World Finals Competition varies based on the location of the competition, as well as number of team members and coaches traveling. Two meetings are dedicated to World Finals to discuss the details with qualifying teams.

8. Other Costs

- a. As with any program, there are always “hidden costs.” As a former coach, I would say that it really depends on the team and their goals, as well as where and when the team meets and what “extra” things the team believes is necessary. So for instance, snacks and drinks. No one thinks about that, but kids eat! Additionally, the Material Costs set forth above in 3.a. is the overall cost of the materials that actually make it into the program solution, it does not include the costs of the materials the team tries and then retries to perfect the solution. A good example, duck tape. One year, I coached a team that was obsessed with duck tape, colored duck tape, printed duck tape, regular old grey duct tape. The tape varied in price from \$3.99 a roll to \$6.99 a roll, after spending well over \$40.00 in duck tape, what actually was used in the problem solution was more in range of \$2.00 - \$3.00. Money was still spent!

b. **Plays and Workshops.** The Region arranges for a private SAK Comedy Lab show, typically in January. Parents and siblings are welcome to attend. The cost runs \$10.00 - \$12.00, depending on how many we have signed up to attend. This is not required, but well worth it. Home Depot and Lowes as well as Michael's all have great kid craft workshops, again, not required, but opportunities to learn, opportunities to expand their ability and ideas without outside assistance. Fees generally \$8.00 - \$15.00 per person attending, not required, not even typically done by all, but done by some and it costs money!

Topics and Items for First One or Two Odyssey Team Meetings

As an Odyssey of the Mind Coach, you will organize and establish the agenda for the team meetings. The list below is only a suggestion of some of the agenda items you might want to include in the first or first and second sessions. It is often a good idea to meet the first time with the children and at least one (1) parent of each child. You will need to explain the Odyssey experience, the time, commitment involved, distribute information and get a personal commitment from each family right at the beginning.

1. Create and share a list of Contact Information for Coach and each Team Member
2. Build a team calendar with team meetings and key events listed (Spontaneous Training sessions, final dress rehearsal, Regional Tournament , State Tournament, etc.)
3. Distribute a Student/Parent Commitment Contract (attendance at team meetings, securing a volunteer Worker and Judge, provide snacks, provide transportation, etc.) Each family must fully commit to being on the team for the entire Odyssey season through the Regional Tournament.
4. Discuss with the parents the requirement for a Volunteer Worker and Judge at the Regional Tournament. Ask for volunteers to fill these positions **-the earlier the better!**
5. Survey the parents to ask for ways the parent can assist the team in learning special skills
6. Discuss the concept of *Outside Assistance*- the definition, examples of Outside Assistance, what happens to the team if this penalty is assessed and how important it is that well-meaning non-team members (including parents and siblings) NOT Outside Assist.
7. Begin and end the meetings with some sort of creative, brainstorming or problem -solving exercise (i.e. a Spontaneous problem)

Suggestions for Team Meeting #2 or #3:

1. Continue getting to know the team members with an introductory/ice breaker activity
2. Lead the team in team-building activities
3. Play a Spontaneous game or some sort of problem solving activity
4. Read the synopses of the Long-Term Problems to get the students thinking about the different types of problems to choose from

Suggestions for Team Meeting #3 or #4:

1. Read aloud all the Long-Term Problems that the team is eligible to solve. Discuss the merits and challenges of each. Chart key points for each Problem.
2. Have each team member choose their top two (2) favorite Long-Term Problems on a secret ballot.
3. Discuss the two problems that got the most votes and then have a final vote for the Long-Term Problem the team will work to solve. You might have the students create a Criteria Grid to evaluate each problem.

Remember: Once the team has begun tackling the Long-Term Problem, no team members may be added to a team that started with seven members. There can be NO MORE THAN seven (7) team members working on the Long-Term Problem

At every team meeting it is a good idea to:

- Provide some sort of snack or *brief break* (maybe 10 min.) after school before getting to work
- Re-cap what was accomplished at the prior team meeting and set goals for the current meeting
- Include some practice solving Spontaneous problems (all three types)
- Include some time when the team talks about the progress they are making (or are not making). As the coach *your questions* will be very important in leading this discussion so that the team can get to a point of recognizing they have a problem that needs correcting or are going in a difficult direction.
- Teach some sort of new skill or provide objective feedback on how the process is going. Remember - you may NOT solve the problem for the students or give them any particular suggestions for a possible solution to the problem. You definitely SHOULD question the team so they can reach conclusions about how it is all going.
- Never underestimate the skills, talents, abilities of the team ...if given enough time and tools, Odyssey team members can accomplish amazing things!
- Enjoy the process - the journey along the way - and enjoy watching the members of the team grow, learn and mature.

Magic Center Region - Odyssey of the Mind
TEAM MEMBER INFORMATION

Please PRINT Legibly!

Team Member's Name: _____

Date of Birth: _____ Age: _____ Grade: _____

Have you ever been on an Odyssey team before? YES NO (circle one)

If YES, please describe your involvement and how long you participated:

List any special talents you can bring to the team: _____

Do you have any allergies or health concerns your coach needs to know about? YES NO

Circle one

If so, explain: _____

What are good times for you to meet for team meetings/ practices? Circle ALL that are good.

Weekends:	After School (Check ALL days of the week that are best)
---Saturday _Sunday	Mon. _ Tues. Wed. Thurs. Fri.

Describe something about you that others might think is interesting - like a hobby or special skill you have, places you have traveled, a personal goal you have reached or anything else you think makes you unique.

ODYSSEY OF THE MIND® TEAM MEMBER CONTRACT

Long-Term Problem _____ Division _____

Membership Name _____ Membership # _____

City _____ State/Prov. _____ Country _____

I, as a team member, know that solving Odyssey of the Mind problems is a great achievement, and that I am representing my team as well as my family, school and town. I am proud to be a part of the team and want to make everyone proud of my commitment and creative ideas.

I will read the rules in the *2018-2019 Odyssey of the Mind Program Guide* and the rules for our chosen Long-Term problem, including clarifications. I am aware that the judges must enforce these rules and know that our solution will be all the better for reading the guide and the problem.

I commit to the team by promising to attend practice and competition.

I refuse to accept Outside Assistance or give it to other teams. This includes posting or viewing videos of solutions on video sharing web sites such as Youtube® until after World Finals as stated in the Program Guide for THIS YEAR'S Long Term Problems.

I will remain open to accepting my teammate's ideas and know that teamwork and friendship is an essential part of Odyssey of the Mind.

I will respect my coach, the judges and other tournament officials and remember that they volunteer their time to provide me the opportunity to participate in Odyssey of the Mind.

I believe that I should be treated fairly, with respect and kindness, and I will treat all others in the same manner.

I will not damage school property, other teams' materials, or any property that is not my own. I understand that causing harm or damage to other people or their property will result in appropriate disciplinary action and fines.

I will do my best to make OotM a fun and memorable experience filled with the opportunity to meet new people from around the world and to have fun!

Coach:

Team Member

Be sure to review this form with the team. It must be filled out and signed by every team member and kept by the coach.





STYLE

The Style Presentation

Style is presented at the same time as the Long Term solution. It is defined as "that which is added to the problem's solutions and relates to the theme of the problem or the solution, but is not a requirement of the Long Term problem". (Refer to current year Odyssey of the Mind Program Guide)

It allows the teams the opportunity to further showcase their creative skills through the elaboration of the problem solution. It also allows teams to choose which elements the judges will score, rather than limiting them to simply meeting the requirements of the problem.

For style scoring -each category is worth up to 10 points, for a maximum of 50 Style points. Style forms must be completed and handed to the staging area judge. On the form, you must explain how the style elements related to the Long Term solution, as well as how categories 1-4 contribute to the overall effect. On free choice categories, teams may choose any items that are not scored as part of the Long Term problem requirements or as a mandatory style category. The team should choose the most creative aspects of the team's performance for style points, and be concise when explaining their style choices.

Style categories reward teams for elaborating their Long Term problem solutions, since elaboration requires additional creativity. Think of Style as icing on the cake. If the Long Term problem is the cake itself, then Style is the way that the cake is decorated. All teams that solve the Long Term problem have met the requirements of the problem -the cake itself. But all teams have "deco rated the cake" in unique ways- they have created special aspects of their solution that were not required - and that is their Style.



SPONTANEOUS

What Is Spontaneous?

Spontaneous problems are presented to the team on the day of the competition when they see the Spontaneous judges.

Teams do not know what type of problem they must solve until they enter the Spontaneous competition room. Although all team members may go to the room, only five team members will solve the Spontaneous problem. Coaches, parents and spectators are not allowed to see the Spontaneous portion of the competition.

Teams competing in the same Long Term problem and division must solve the same Spontaneous problem, so it is critical that no one discusses the problem outside the room until all teams have competed and the tournament director tells them to do so. Anyone who reveals a Spontaneous problem is subject to disqualification and/or disciplinary action taken against the entire team.

There are three types of Spontaneous problems- **TEAMS MUST BE READY FOR ANYTHING:**

- **Verbal** - problems require verbal responses. They may incorporate improvisation or dramatization.
- **Hands-on** - problems require teams to physically create a tangible solution.
- **Verbal/Hands-on** - problems require teams to create a tangible solution and include some type of verbal response. For example, creating a story about a solution.

The Spontaneous problem solution is worth up to 100 points. In a verbal problem, creative responses are scored higher than common responses. If a creative response is slightly modified by a team member it will be scored as common. In a hands-on problem, the team is scored for how creatively they solve the problem, and oftentimes for how well they work together on solving the problem.

Tips To Help Your Team

1. Before entering the Spontaneous room, know which team members will compete in each type of problem.
2. LISTEN CAREFULLY WHILE THE JUDGE READS THE PROBLEM. Teams should refer often to the written copy of the problem- they need to be sure to stay within the problem's intent. If there is uncertainty about an aspect of a problem, team members may ask the judge(s) questions. Time will not be stopped, but a misunderstanding or wrong assumption can lead to a low score.
3. There are many possible skills that can be applied in hands-on problems, including building, strategy, measuring, communications, etc. Try to include specialists when choosing who will compete in hands-on.
4. In verbal Spontaneous, speak loudly and clearly. If a problem limits the number of responses, it is best to take time to think of something creative and earn 5 points, rather than rattle off many 1 point responses.

SCORING

Interpreting Tournament Scores Raw & Percentile

Confused about how to read your scores after you have competed in an Odyssey of the Mind tournament? Let's take you through an example!

- Scores are listed in two ways: raw scores and percentiles. Your raw scores are the actual points that you earned from the judges. Funk & Wagnell defines percentile as "any of 100 points spaced at equal intervals, each point denoting that percentage of total cases lying below it in a series."
- Your raw scores are converted to a percentile score after everyone in your problem and division has competed. The team that has the highest raw score in a category will be given the maximum number of percentile points. Other teams' percentile points are then determined based on their raw score compared to the top team's raw score.
- The first place team in Long Term will get 200 percentile point; in Style will get 50 percentile points; and in Spontaneous will get 100 percentile points.

Now let's use as an example the top four teams' scores from the 1996 Odyssey of the Mind World Finals in Tall Tales, Division I. Percentile scores are listed above the raw score. See below:

	Long Term	Style	Spontaneous	Total
Glen Cove	200.00	50.00	100.00	350.00
EIPaso, TX	158.25	40.66	147.33	
Brookland	194.63	33.61	60.63	288.87
Washington, D.C.	154.00	27.33	89.33	

Concord	178.20	40.59	59.95	278.74
Milwaukie, OR	141.00	33.01	88.33	
J.F. Long	182.62	42.62	52.49	277.73
Phoenix, AZ	144.50	34.66	77.33	

Using just these four scores:

- Glen Cove came in first in Long Term, Style, and Spontaneous.
- Brookland was second in Long Term and Spontaneous, and fourth in Style.
- Concord was fourth in Long Term, and third in Style and Spontaneous.
- J. F. Long was third in Long Term, second in Style, and fourth in Spontaneous.

The percentile scores are added across to determine the Total Score.

As there are often an unlimited number of raw score points to earn in Spontaneous, the teams that are most successful in Spontaneous are usually the most successful overall.

Teams with less than one point difference overall are considered ties.

When coaches, teams, and parents understand scoring, it makes Odyssey of the Mind an even better experience, and hopefully a more successful one. Good luck!

(Taken from an article written by Chris Eaton, originally published in the Arizona Odyssey of the Mind Newsletter, Nov/Dec 1997.)

Competition Day Checklist

When you go to your first competition, you won't know what to expect. Hopefully these tips will help prepare you and your team for the big day!

1. Check in

There will be a registration table set up near the entrance for the coach to check in the team(s). (Kids can wait away from the table!) Coaches should be prepared to show their membership cards (or a copy of the card), and verification of payment of registration fees. Coaches should receive a tournament schedule, a map of the tournament site, and a certificate of participation for each team member.

2. Check the schedule

Be sure to check the schedule for your Long Term performance time and your Spontaneous time. In rare instances, there may be a last minute time change.

3. Find your Long Term and Spontaneous competition areas

In the Long Term area find the Staging Area, check out the stage orientation in the performance area; where the judges will be, where the audience will be sitting, etc .

In the Spontaneous area, find the check-in table.

Be aware that it is important to be quiet when you are near the Long Term and Spontaneous competition areas, so that you do not disturb teams that are competing.

4. Costumes and props

Find a place (usually it's a restroom) near your Long Term performance area where team members can change into their costumes and do their hair/make up/etc. (Remember, team members must do their own hair and make-up)

You also need to find a good place to unload your props from your vehicle(s), and where you can leave personal items/things not brought onstage during your Long Term performance.

5. Spontaneous practice spot

Allow the team time for a few Spontaneous practice problems before their Spontaneous competition. Find a place where they can practice without distractions. This will help settle the team and prepare them for competition.

6. Other important stuff

Give the team time to check out the Odyssey merchandise tables. They may want to buy their items early- popular items sell out fast! All revenue generated from sales stays in the region.

Concession stands and snacks are also available and again, revenue generated from the sales stays in the region.

One of the best things to do with your "down time" is to go and watch other teams perform their Long Term solutions. It's fun to see some problems other than your own, and to see different divisions than your own. Team members can really appreciate the efforts of other teams while they watch their creative solutions!

7. Getting scores

Coaches will be told how long to wait before returning to the Long Term area to pick up their scores. The Head Judge will release the scores only to the team coach. Coaches have 30 minutes after receiving their scores to return to the judge with any questions.

Style scores and Spontaneous scores are not given out until after the Awards Ceremony.

Tournament officials try to get the scores posted as soon as possible on our website: magiccenterregion.com. Coaches receive a printed copy of the tournament scores for their problem and division after the Awards Ceremony.

8. Awards Ceremony

Teams, coaches, family, and friends all feel the excitement when they come to the Awards Ceremony! It is best to get there early, so you can all sit together. Remind everyone that scores can be delayed for many different reasons, so it's important to be patient. The Awards Ceremony will have some general announcements, OMER Awards and Ranatra Fusca Awards, as well as the tournament results. (It always seems like the results of your problem/division are announced last!)

Please stay until all results are announced - everyone deserves your applause.

NOTE

If your team qualifies to go on to another competition, coaches **MUST** fill out important paperwork before they leave. A **MANDATORY** coaches meeting is held directly at the conclusion of the Awards Ceremony for all teams advancing to the State Tournament.

Reminders For The Coach

1. Team provided tournament worker and judge

One week prior to the tournament, confirm that the two people that your team provided to work at the tournament are coming. We cannot have a tournament without judges and tournament workers, so it's very important that the coach makes the contacts and verifies that they are coming. Your team may be assessed a \$100 fee and/or a 25 point penalty for each judge and tournament worker that does not show up on tournament day.

2. Tournament transportation

Prior to the tournament, coaches need to make sure that transportation to the tournament is arranged. Teams can travel together to the tournament, or can meet at the tournament site. If you are meeting at the tournament, set a definite time and place to meet. Be sure to arrive early at the tournament!

3. Paperwork

Having your paperwork prepared in advance will make your tournament experience much more enjoyable. Be prepared to show your membership card or a copy of it when you check in at the tournament site. Have verification of payment of registration fees with you, as you may be asked to show that. Have emergency medical forms for each team member with you. Be sure the team has extra copies of their material values form, style form, outside assistance form, clarification form(s), and any other paperwork required for their Long Term problem solution . You should also have a copy of the receipts for the items listed on the material values form. Sometimes the judges will ask to see them.

4. Spontaneous practice

Have some Spontaneous practice problems prepared for your team. Bring a stopwatch and any other necessary items required by the practice problems. This practice warms the team up for Spontaneous competition. End your practice with a lot of encouragement and positive reinforcement!

5. First Aid kits

The tournament site will a First Aid Station located at the Registration Desk. It is convenient for coaches to carry a small First Aid kit for little mishaps with the kids! Use your best judgment for this.

The team should have a "First Aid Kit" for their props/scenery/costumes/etc. It should include items to repair any damages that may occur; back up items; or "extra" items that may be needed.

6. Wear a watch

It is the coach's responsibility to get teams to their competitions on time. You should report to the Staging Area 20 minutes before your Long Term competition time. You should report to the Spontaneous competition check in table 15 minutes before your competition time.

7. Parents attending

Remind parents to arrive early at the tournament. If they arrive after the team's Long Term performance has begun, **THEY WILL NOT BE ALLOWED TO ENTER THE PERFORMANCE AREA AND WATCH THE PERFORMANCE. THERE ARE NO EXCEPTIONS TO THIS RULE!!!** Make sure that family members and friends understand this, so there are no misunderstandings on tournament day .

8. Buy souvenirs early!

Try to find some time early in the day to let your team members shop for souvenirs. Popular items often sell out early!

9. Free time

You should have blocks of free time during the day. Use this time to watch other teams perform, to snack, or just to relax and "play" (bring a Frisbee, jump rope, etc.). Be aware of team members' behaviors, if you sense a lot of stress/tension try to do something fun to relieve it. Go outside and play a game, have snack time together, run the track- do whatever it takes to relax the team. Remember- the competition day is supposed to be fun!

Reminders For The Kids

1. Is your tournament paperwork ready?

- Material Values form
- Style forms
- Outside Assistance form
- Clarification form(s)
- Other paperwork that your Long Term problem may require
- Copy of your receipts

Make sure you have these together and completed before the tournament!

1. Judges

It is important to be respectful to the judges at all times, and to listen carefully to their instructions and their questions. The judges want all teams to do their best. The competition is your opportunity to showcase all of your hard work for the year.

2. Keep the Spontaneous problem confidential!!

All teams competing in the same problem and division have the same Spontaneous problem. Teams are on the honor system to keep the problem confidential until the tournament director tells them that they are free to talk about it (usually at the Awards Ceremony). Your team can be penalized for discussing the Spontaneous problem outside of the Spontaneous room.

3. Courtesy to other teams

Teams should be quiet and non-disruptive when they are near a Long Term performance area or the Spontaneous competition area. As teams walk around the tournament they should not touch other team's props/scenery/costumes/etc. Rowdy behavior and/or damaging another team's items may result in a penalty to your team.

4. Bringing personal items to the tournament

Team members should bring a small amount of cash for souvenirs/snacks. (If you are a serious shopper, bring Mom & Dad!) Try not to bring expensive personal items like jewelry, cameras, laptop computers, cell phones, etc. Items lost are almost always returned, but if you don't bring them- you can't lose them!

5. Have fun!

Remember that the tournament is supposed to be an enjoyable experience! Teams come to the tournament to compete against and to appreciate other teams. Have fun!

Reminders For The Parents

1. No Outside Assistance

Parents must remember that team members have been working 5-6 months to prepare for the competition. The tournament is when teams get to present their problem solutions to the judges. Parents must refrain from making suggestions (Why don't you ...?), helping (kids do hair and make-up themselves), touching (This needs...), etc. Your team can receive outside assistance penalties if a judge or tournament official observes any of these things.

2. Be early for the Long Term performance

As a courtesy to the performing team, NO ONE may enter or exit the Long Term performance area once the judges close the doors. You should arrive early to insure that you will get to see your child's team perform. While attending a performance, be an involved audience member (you may react to the performance) but do not do anything that could be perceived as outside assistance. Don't prompt lines, no hand gestures, etc. When the judges announce that it's time to begin, you need to sit down and listen. Enjoy your child's performance! After the performance, and after the judges have talked with the team members, parents may, at the coach's request, help move everything off of the stage.

3. Encouragement

Your main job today is to be encouraging to your child, the team, and the coach. When the team is "working", step back and let them work. You are very important to the success of the day. The kids have been working hard for this all year, and having you in the audience, applauding and cheering, is important to them. Keep comments positive, and have fun!