

Guidelines for Region 3 Student Competitions

(latest Revision July 2009)

Divisions:

Each Division shall have a problem designed by the Division Judge/Sponsor from real-life projects or project scenarios. Under no circumstances shall a problem be reused or be duplicated from any other competition, including the regional competitions or other industry competitions.

Currently, there are three Regional Student Competition Divisions: Commercial Building, Heavy Civil, and Design-Build. Divisions may be modified, added, or replaced as determined by the Regional Director.

Teams:

Competing schools must be member institutions of the Great Lakes Region (Region 3) of the Associated Schools of Construction (ASC). Each school may send one team per Division. A team consists of six eligible students and one faculty coach. Specifically, the following criteria will apply to all teams:

1. Each team shall consist of not more than six student members.
2. Each team member must be present at the registration and Welcome Reception. Any late or non-responsive team member(s) unless excused for emergencies or other problems, such as air travel delay, will not be allowed to participate in the competition.
3. Other students not on a qualified team are welcome to attend the Welcome Reception and Awards Breakfast as an audience member, but are not allowed in the Division Judge/Sponsor rooms, the team's working room, or to assist the teams in any other way.
4. All additional students and guests must be registered with prior to the competition. Admittance to some events may require payment of a fee for these additional students and guests. This fee will be the responsibility of the individual or school.
5. If, for some reason, an original team member cannot participate, the team must go forward without that team member. No substitutions or additions may be made to the team composition after the start of the competition.
6. All team members are expected to contribute to the problem solution, including the presentation.
7. All team members must be enrolled undergraduates (full-time students) in the ASC member program at the time of the competition. (Exception for Design-Build teams: Up to 3 members of the team serving as the design members may be students enrolled in any college program at the ASC member institution.)
8. Every team must be prepared with one or more USB flash drives for submittal of presentation materials. (Having redundant flash drives is suggested in case of drive failure.) Refer to the Equipment section of this document.
9. **Alcohol and Drugs:** Due to the educational nature of this competition, use of alcohol or drugs, except prescription medicine or over-the-counter medicines, by any students participating in the competition, whether a student is of legal age or not, is prohibited at any time after the teams arrive at the site of the competition. Alcohol shall not be served or present at any of the events.

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Coaches:

Each regional winning team must have a designated coach who will accompany the team and be present at registration. Teams without a coach present during this designated time may be disqualified. The coach must reside in the same hotel as his/her team.

Once the competition begins, the coach's role is limited to ensuring the competition rules are being followed. No direct input from outside the team shall be allowed after the problem solving period begins. **Coaches are not allowed in any student team rooms or otherwise allowed to communicate with the team except for an emergency, unrelated to the competition. Violations of any of the rules shall result in immediate disqualification of the violating team and debarment of that school from competing in the competition for one year.**

The team coaches and their respective institutions will be responsible for all costs related the competition including hotel room rentals, incidental charges, extended stays and any damage attributable to their use of hotel property. Each institution is liable for the actions of their coaches and students.

Equipment: At their expense, teams are allowed to use whatever equipment and publications they bring or ship to the competition site. There shall be no outside assistance, whether solicited or not, accepted from any group, individual, association, contractor, or other outside entity, including the Internet, by any participating team. For the presentations, one computer, one overhead projector, one computer projection device, and one flip chart are allowed and will be provided by the competition judge/sponsor. Teams should be prepared to submit their presentations on a USB flash drive – provided by the team. Plotters are NOT allowed. Printers over 11 x 17 are not allowed. A copy machine will be provided with a limited amount of paper for the teams' use. However, time management is essential to avoid delays and compile final submittals as many teams may be trying to use the machine during the final moments prior to the deadline. Copy machine malfunctions should be considered in every team's planning.

Proposals: Team proposals should include only the information necessary to explain the team's solution to the problem. Proposals should not include fictitious team or team member professional experience information unless otherwise instructed by the specific rules of that Division Judge/Sponsor. Proposals should be printed according to the Division Judge/Sponsor's rules and guidance.

Presentations: Teams are expected to provide all materials needed for their presentation. Presentation materials may enhance, explain, and clarify proposal packages. They may not alter information presented in their proposal package. Each team member must speak during the presentation. No team member may record another team's presentation. Due to the size of the presentation rooms, students and coaches of each team are NOT allowed to observe other oral presentations of any of the three divisions. There will be a limit of three observers for each team's presentation. The team coach is considered to be one of these observers. For purposes of

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competition operation, others identified by the Region Director may be present during the team presentation (e.g., videographer or other visitors for Regional purposes). Team presentations must adhere to the allowed time frame. At the end of the presentation period, the timekeeper will stop the presentation. At the end of a question and answer period, teams will be allowed to finish answering the current question.

Awards: Awards from the Division Judge/Sponsors shall be provided for first, second, and third place teams and team members. Monetary awards may be provided to the winning team program, department, or educational institution.

Schedule: *Tentative – Refer to the Conference Agenda*

Day 1 Evening – Registration and Welcome Reception

Day 2 All Day – Problem Distribution and Solution

Teams are required to attend a Division briefing or problem distribution. Teams should follow the schedule from their Division Judge/Sponsor to complete work on problem.

Day 3 Morning – Presentation Preparation

Teams should follow the schedule from its Division Judge/Sponsor to complete work on problem.

Afternoon – Team Presentations

Teams are required to stay in their rooms until time for their presentation.

Evening – Debriefing

All teams will receive an overview of the actual project and general comments regarding the competition from the Division Judge/Sponsors.

Day 4 Morning – Awards Breakfast