

# TOURNAMENT FORMS

General Information Provided by the NCOM Eastern Region  
Board OotM Program Guide pp.21-23, 29, 32, 37, 43-50, Appendix

## Quick Facts

- ◇ Div I, II, and III teams must complete their forms IN ADVANCE and bring the required number of copies to the tournament. Primary teams are encouraged, but not required, to complete these forms.
- ◇ Primary and Div I coaches may act as scribes, completing the forms as dictated by the team members. Div II and III team members must complete these forms themselves.
- ◇ Forms can be handwritten or typed, but typed forms are easier for judges to read and easier for teams to save, share, and reprint as needed.
- ◇ In addition to the number of form copies required for judges (which will not be returned), teams should keep copies for themselves. Teams advancing to State and World Finals will need to submit additional copies of their forms at those events.

**HOW MANY COPIES?**

Style: 4 copies  
Team Required List: 4 copies  
Outside Assistance: 1 copy  
Cost: 1 copy and any receipts

**Below is some general information about each of the forms and where they can be found.**

## I. WHERE TO FIND FORMS



### Member Forms

#### Forms

- Style Form | PDF | Word |
- Cost Form | PDF | Excel |
- Outside Assistance Form
- Team Contract
- Membership Application
- Scholarship Application

#### Team Required list

- Problem 1: Catch Us If You Can
- Problem 2: Odd-a-Bot
- Problem 3: It's Time, OMER
- Problem 5: To Be Continued: A Superhero Cliffhanger
- Primary Problem: Movin' Out

[www.odysseyofthemind.com](http://www.odysseyofthemind.com)

- 1) Choose "TEAMS" and then "Member Area"
- 2) Enter your Member # and Member Zip Code
- 3) Choose either "Long-term problems" or "DOWNLOADS"

*Note that there is a Word option for the Style form and an Excel option (a big time saver!) for the Cost form.*

## II. STYLE FORM

### Style Form

Team members must complete this form. Adults may help fill it out for Division I team members only. A minimum of four copies is required for each competition. These must be presented to the Staging Area Judge.

PLEASE PRINT. \*Note that no element scored in the Long-Term problem may be selected.

Long-Term Problem \_\_\_\_\_ Division \_\_\_\_\_

Membership Name \_\_\_\_\_ Membership # \_\_\_\_\_

City \_\_\_\_\_ State/Prov. \_\_\_\_\_ Country \_\_\_\_\_

Judge(s) \_\_\_\_\_

Style Category (Team fills in #1 to #4)	Possible Points	Points Awarded (Judge fills in)
1.	1 to 10	1. _____
2.	1 to 10	2. _____
3.	1 to 10	3. _____
4.	1 to 10	4. _____
5. Overall effect of the four Style elements in the performance	1 to 10	5. _____

Briefly tell how the four Style elements combine to enhance the long-term problem solution. Please print or type and use only the space below.

TOTAL STYLE SCORE =   
(Maximum possible = 50 points)

NOTE: This form may be photocopied or scanned into a computer, but the information may not be altered in any way.

- ⇒ Teams should bring 4 copies.
- ⇒ Categories 1 and 2 should be filled in based on the requirements in Section F of your Problem. For example, if the first required style item is "Creativity of a special effect used in the confrontation," the team should fill in Style Category #1 with that language, except substituting an identification and/or description of their special effect for the words "special effect."
- ⇒ Categories 3 and 4 can be any items, parts, or aspects of the team's solution **which are not already scored as problem elements in Section D of your Problem.**
- ⇒ Teams should be clear about which item, part, or aspect they want to have judged for each free choice element.
- ⇒ A team's ideas about Style often take time during the season to develop, but should not be put off until the last minute or otherwise treated as an afterthought.

### III. TEAM REQUIRED LIST FORM

To Be Continued: A Superhero Cliffhanger Team's Required List Form

1. Membership Name: \_\_\_\_\_  
 Number: \_\_\_\_\_ Division: I II III IV (circle one)

2. A brief description of the superhero's two different appearances to be scored in D3b:  
 \_\_\_\_\_  
 \_\_\_\_\_

3. A brief description of the superpower, including how it is made possible:  
 \_\_\_\_\_  
 \_\_\_\_\_

4. A brief description of the superhero's sidekick and nemesis characters:  
 \_\_\_\_\_  
 \_\_\_\_\_

5. When in the performance the cliffhanger ending and choreographed battle will occur:  
 \_\_\_\_\_  
 \_\_\_\_\_

6. The signal our team will use to indicate we have finished our performance is:  
 \_\_\_\_\_

EXAMPLE  
2016-17, Problem 5

- ⇒ Teams should bring 4 copies
- ⇒ This form helps the problem judges understand the team's solution and judge accurately. Judges have limited time to read before each performance so it is helpful for teams to be concise!
- ⇒ This form usually is not available at the beginning of the season, but will be posted in the Member Area of [odysseyofthemind.com](http://odysseyofthemind.com) by mid-season.
- ⇒ This form also is a good double-check for teams as they are working on their solution. It may help them realize if they have gone off track or forgotten a major element. It is not a complete checklist, however, so teams should continue to review their Problem materials!

### IV. OUTSIDE ASSISTANCE FORM

**Outside Assistance Form**

Long-Term Problem \_\_\_\_\_ Division \_\_\_\_\_  
 Membership Name \_\_\_\_\_ Membership Number \_\_\_\_\_  
 City \_\_\_\_\_ State/Prov. \_\_\_\_\_ Country \_\_\_\_\_

We understand that it is against the rules for anyone other than the team members to design, build or present the long-term problem solution.  
 We understand that any team member who was ever on our team must remain on our roster and will count as a team member.  
 We realize that we may get instruction in various areas of design and construction or in performance techniques, but know that these instructions may not be specific to the long-term problem solution. By signing below, we certify that we have followed all of the rules regarding outside assistance. If there are any exceptions, we have listed those.  
 WE HAD HELP WITH: (Please describe any assistance with your specific problem solution if you had any. State NONE if no assistance was received. Also, please list names of former team members no longer on your team (if the roster exceeds seven) and when they last worked with the team.

Coach # 1 \_\_\_\_\_  
 Coach # 2 \_\_\_\_\_  
 Coach # 3 \_\_\_\_\_

Team Member \_\_\_\_\_  
 Birthday: \_\_\_\_\_ Grade: \_\_\_\_\_

Note: This form may be photocopied or scanned into a computer, but it may not be altered in any way.

- ⇒ Teams should bring 1 copy.
- ⇒ Teams should describe any Outside Assistance they received, or write "none" if applicable.
- ⇒ All team members and coaches sign as indicated.
- ⇒ The prohibition against Outside Assistance in the long-term problem solutions is integral to ensuring a fair competition between children and to allowing them the pride and self-confidence that can come only from their own work. Coaches should use this form to both discuss and model the importance of integrity.

### V. COST FORM

**COST FORM**

Team members must complete this form and list all items used in the presentation of their problem solution, including those exempt from cost and assigned a value. Adults may help fill it out for Division I team members only. Do not include sales tax.

Long-Term Problem: \_\_\_\_\_ Division: \_\_\_\_\_  
 Membership Name: \_\_\_\_\_ Membership #: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Prov.: \_\_\_\_\_ Country: \_\_\_\_\_  
 Judge(s): \_\_\_\_\_

Name of Item (e.g. wood, fabric, etc.)	Used For (e.g. costumes, props, all areas, etc.)	Value (used value)
1. _____	1. _____	1. _____
2. _____	2. _____	2. _____
3. _____	3. _____	3. _____
4. _____	4. _____	4. _____
5. _____	5. _____	5. _____
6. _____	6. _____	6. _____
7. _____	7. _____	7. _____
8. _____	8. _____	8. _____
9. _____	9. _____	9. _____
10. _____	10. _____	10. _____
11. _____	11. _____	11. _____
12. _____	12. _____	12. _____
13. _____	13. _____	13. _____
14. _____	14. _____	14. _____
15. _____	15. _____	15. _____
16. _____	16. _____	16. _____
17. _____	17. _____	17. _____
18. _____	18. _____	18. _____
19. _____	19. _____	19. _____
20. _____	20. _____	20. _____

TOTAL VALUE OF MATERIALS USED: \$ \_\_\_\_\_

- ⇒ Teams should bring 1 copy, with any receipts stapled to it.
- ⇒ **See pages 43 to 46 of the Program Guide** for rules and explanations regarding costs, especially regarding which items should be listed at their actual cost, which have assigned values, and which can be listed as zero values (exempt).
- ⇒ Note that the cost limit for each problem is the total value of the materials used during the presentation at the tournament. Discarded items (trial and error) and unused parts (the leftover 1/2 roll of duct tape) don't count.
- ⇒ Keeping track of materials, expenses, and any receipts as they go along will help teams avoid unnecessary last-minute stress in pulling together this information!