



Dear Teacher/Team Leader,

*Thank you* for supporting your students to attend the 2012 Nebraska Robotics Expo! The expo will be held on Saturday, February 18<sup>th</sup>, with a snow date of February 25<sup>th</sup>. There are several details for the museum outlined for you below:

**1- Arrival:**

You may enter the museum at 7:30 for registration. You will have an hour to get things set up, with opening ceremonies starting at 8:30AM.

If you want your team or school's photo taken with the governor, then you will need to be lined up with your whole team or school and be staged by the side of the stairs in the main atrium prior by 8AM. Follow directions of the staff there. We will have 30 minutes to take as many photos as possible.

*CEENBoT team photos with the governor are from 9:00-9:30.*

Arrival/Departure Note: **All traffic in and out of the museum must go through the front entrance.** The back door of Hangar A's alarm will be activated, so you cannot go out this door.

**2- Registration:**

Registration Area:

When you enter the museum, the space to your immediate right is a holding area for team leaders and students to gather as a group if needed. Registration will occur behind the main desk and to the right for CEENBoT Showcase participants.

Items to Turn in at Registration:

Assessments: Any students who want to receive the reward for the assessments will need to have completed the pre-assessment with you prior to the day of the event. You will need to turn your teams complete pre-assessment forms in at registration in a marked envelope with yours and your team name.

Image Release Forms: For CEENBoT teams -These must be signed by each student's parent/guardian; we will confirm at registration that you have them. If you do not have all of the signed forms in hand we will have copies of the form for you to have the parent or guardian sign at registration to complete the process.

Documentation: There will be an area to leave your Engineering notebooks if you are entered into the Documentation Event. All notebooks should be clearly labeled on the front with Teacher Name, School Name, Team Name and Division.

Event Passes:

***New this year*** – In order to move past the front desk without paying, all adults will need to display an **Event Pass**. Two passes are available for each team and must be picked up from the Coordinator prior to the event. These passes are needed for adults only. Your students will not need event passes. We will be collecting these passes at the end of the day at the Museum exits for reuse next year. **Please Note:** If you forget your pass, you will be asked to **pay full museum admission**, as the museum staff will not have any way of knowing which adults have to pay and which do not.

All team participants are allowed free admission. Anyone who is not a participant, team leader, or volunteer will need stop and pay admission to the museum. Siblings and family members of participants will need to pay museum admission.

**SASM Museum Admission**

Adult \$12 + tax

Senior \$11 + tax (65+)

Act/Retired Military \$11 + tax

Children \$6 + tax (ages 4 – 12)

Single membership \$40

Military family membership \$50

Family Package \$75

**2- Parking:**

Car-pooling is strongly recommended! Spots are first come, first serve. Plan to arrive early. The back lot is reserved for volunteers and sponsors. Your options are the front lot and possible side parking (depending on snow levels and ground being frozen) along the road, and then Mahoney parking for overflow.

We will have additional parking set up at Mahoney with a shuttle from the museum, and cost per car to park at Mahoney is \$4.00. If you have a current park pass you may park at Mahoney for free.

**3- Food:**

Breakfast – Limited breakfast items will be available through the SASM Plane Food restaurant.

Lunch – The pre-order lunch option will be a lasagna meal as a fundraiser for the UNL Food Science Club, available for \$6.50 + tax. Lunch tickets should be pre-ordered and purchased online by February 6<sup>th</sup> at:

<http://marketplace.unl.edu/ne4h/geartech21/lunch-at-ne-roboexpo.html>

If you do not pre-order a lunch, there will be sandwiches available for purchase at two locations in the museum as well as the regular food at the Plane Food Restaurant. **Note:** *Cash or check only*. The sandwich options include either a hot dog or a BBQ beef or pork sandwich, chips and drink for \$5.25 or \$5.50, respectively.

For those who purchased a **pre-ordered lunch**, you may eat anytime between 11:30AM and 1:30PM in the Restoration Hangar. You will need to go to the Restoration Hangar to pick up lunch, and are free to eat it at the tables there, or take it back to Hangar A. You may also bring your own lunch, but not eat it directly in the Plane Food Restaurant areas. There will be tables and additional seating available in the Team areas and at the entrance to Hanger A.

Snacks - Snacks and drinks will be sold throughout the day at the entrance to Hangar A as a fundraiser by the UNL Student IEEE group.

#### **4- Schedule:**

The opening ceremony begins at 8:30AM, with a keynote by the Governor. For the CEENBoT Showcase, there is a program insert detailing times of events by team for your reference. Please arrive at event locations a few minutes early.

##### “Things to See and Do” at NRE 2012:

When your team has a break in their scheduled events, you are encouraged to explore all the features we have in place for more STEM exploration:

- 1- CEENBoT Robotics Games Booths in Hangar A this year features all new games and familiar games from last year that anyone can play to win buttons for participation. Participants and guests alike are encouraged to join in!
- 2- Educational Presentations in the main Theatre features a schedule of inspiring presentations from our corporate sponsors and exhibitors on real world applications and careers in STEM. Please feel free to attend the presentations that fit into your schedule and to encourage your students and family to attend the presentations as well.
- 3- Exhibitors set up along the Mezzanine of Hanger A provide both informational booths and hands-on exploration of robotics and STEM applications from medicine to mechatronics presented by professional STEM societies, non-profit, and educational organizations showcasing the many opportunities in STEM.
- 4- Creative and Visual Art Expo - new at the 2012 Expo - features over 100 robotic-inspired works of art created by local students! On display in Hangar A behind the Ball Course, the coordinator for this new event will also be hosting robot drawing lessons during the day! Look for a sign-up for this free event.
- 5- New Special Exhibits - Look for other new special exhibits displayed throughout Hangar A, including a collection of real military robots used by the US Navy for applications such as bomb disposal and a display of local Omahans' creative tinkering work as part of the Omaha Maker's Group to show what can be created from spare parts!
- 6- Great Balls of Fire - This Traveling Exhibit on display at SASM from the Space Science Institute requires no additional fee. It allows you to explore comets, asteroids, meteors and attempt to save the Earth from an asteroid! It is on display through April 2012.

**5- Paperwork:**  
**Assessment-**

Please make certain the students have a signed consent form from and the pre-assessment completed and in a marked envelop to be turned in at registration. Your students must complete both parts of the assessment to qualify for the prize at the end of the expo.

**Post-Assessment:**

We will need you to find time to set your team aside during the afternoon to complete the post-assessments on your own. Once completed, they may be turned in to the assessment table for reward distribution. We will have a station in Hangar A for Showcase participants to do so. The awards ceremony starts right at 4, so assessments need to be turned in prior 4pm.

**6- T-Shirts:**

T-shirts are available for \$10+ tax this year and should be ordered on or before February 1<sup>st</sup> to ensure pick up prior to the Showcase. The ordering process is online this year: <http://marketplace.unl.edu/ne4h/geartech21/roboexposhirt.html>, and is again a fundraiser for the IEEE student group. We encourage teams to order t-shirts, if desired! Only a limited quantity of t-shirts will be available for sale the day of event. At the Expo, IEEE will have a table set up next to the registration area for you to pick up your t-shirt order. *Please bring a printout of your receipt for order verification.*

**7- Museum Rules:**

Please be advised to warn your student(s) about running in the museum, being extra careful around the low-hanging sharp objects with the planes, and no balls, balloons, silly string, nail polish, or other things that could either get caught in a plane or damage the museum floors.

Some of the sharp objects will be properly taped or covered, but it is impossible to cover all of them, and the Strategic Air and Space Museum is not responsible for any injury that may occur to attendees or participants in the expo.

THANK YOU for your help with the forms, and for being a part of the 2012 Expo!

Sincerely,

Alisa Gilmore, CEENBoT Showcase and NRE Coordinator, and the NU SPIRIT Leadership Team

CEENBoT Showcase website

<http://www.ceen.unl.edu/CEENBoT/Showcase/>