Dear Teacher/Team Leader,

Thank you for supporting your students to attend the 2018 Nebraska Robotics Expo! The expo will be held on **Saturday, February 17th** at the Strategic Air Command and Aerospace museum in Ashland, NE, with a snow date of February 24th. Several day of event details are outlined below for your convenience.

1-   Arrival:

Participants and guests may enter the museum at 7:30am. The CEENBoT showcase events will take place in hangar A. Your teams will have an hour to set up in the team tables area in hangar A. A school and team name will be noted on each table. Opening ceremonies will begin promptly at 8:30AM in the atrium*.*

We will not take formal group photos this year.

Arrival/Departure Note: **All traffic in and out of the museum must go through the front entrance**. The back doors of the museum are closed to team entry and guests.

2-   Showcase Check in:

Check in 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. As you approach the museum's front desk, you will be directed to the CEENBoT® Showcase check-in area, which will be to the right of the front desk in the direction of hangar A.

Items to Turn in at Check in:

- Image Release Forms: For CEENBoT teams -These must be signed ahead of time by each student's parent/guardian; we will confirm at registration that you have them.   Extra forms will also be available at the registration desk that parents may sign on the spot for their children.
- Engineering Documentation Notebooks: 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.

- <u>Changes to Team Registrations:</u> If a team has to unavoidably drop out of an event, please let us know so that we may update the events managers and keep events running smoothly.

<u>Event Passes</u>:

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 ***only needed for adults.*** Your students will enter free of charge and 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.

SACAM Museum Admission (Free with Membership) **+ 5.5% tax**
Adult $12
Senior $11 (65+)
Act/Retired Military $11
Children $6 (ages 4 – 12)
<u>Memberships</u>:
Single Membership $40
Military Family Membership $50
Family Membership Package $75

3-   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 $5.00. If you have a current park pass you may park at Mahoney for free.

4-   Food:

<u>Breakfast</u> – Limited breakfast items will be available through the museum's *SAC Lunch* restaurant. In addition, the IEEE Student group will be serving coffee, drinks and snacks throughout the day at the entrance to Hangar A. Cash is recommended.

<u>Lunch </u>–There will be two options for purchasing lunch at the Expo:

- *SAC Lunch* (the museum restaurant) will offer a box lunch sandwich selection with water for $6-$7. *SAC Lunch* will accept cash or credit cards in the main restaurant.
- There will be a secondary lunch station in the Restoration Hangar with a meal option and water for $6-$7 per meal. Cash only.

You may also bring your own lunch, and you may eat anywhere tables are set up including the *SAC Lunch* restaurant seating area. There will be tables and additional seating available in the Team areas and in the atrium area.

Please Note: No fast food deliveries (pizza, sandwiches, etc.) may be made to the museum. This causes a great deal of confusion at the front entrance and the museum asks that no delivery orders be placed. We also ask everyone to please dispose of all trash in your area before leaving the museum.

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.

5-   Schedule:

The opening ceremony begins at 8:30AM, with remarks given by invited dignitaries from UNO, UNL and from the community. 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 2018:
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 features hands on robotics games that anyone can play to win buttons for participation. Participants and guests alike are encouraged to join in!
2- STEM and Robotics Exhibitors set up along the Mezzanine of Hangar A provide both informational booths and hands-on exploration of robotics and STEM applications from medical robots to mechatronics presented by professional STEM societies, non-profit, and educational organizations showcasing the many opportunities in STEM.
3- Creative and Visual Art Expo – 6th Annual Event - features robotic-inspired works of art created by local students and art teachers!   This collection of STEM-inspired art will be displayed in the area behind the front desk. The coordinator for this event, Tom Orange, will also be hosting free robotics drawing lessons in Hangar A! Look for a sign-up for this free offering.
4- Museum Attractions – The museum will have activities open including the interactive exhibit *Energy Explorer,* along with the *Children's Learning*

Center. 2-D simulator rides will be available for $8 (discounted price) on the new *Flight Simulators* (cash or charge) located in Hangar A.

5- <u>T-shirt Sales</u> – Fine Designs will be selling event T-shirts, custom-designed while you wait in the atrium. T-shirts start in the $15-$20 range and go up depending on selected options. There will be many styles and colors of shirts and sweatshirts from which to choose.

6-   Awards Ceremony:

The awards ceremony is scheduled to begin at 4pm, **or** following the last competition event.   This year, we are excited to welcome 300 students, and we ask that your teams and families have patience if the last teams finish after 4pm. Closing ceremonies will wrap up promptly by 5pm. We will recognize the top scoring teams for each event within each division. All students who participate in the Showcase will also have the option to take home a participation ribbon at the end of the ceremony.

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 Command and Aerospace 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 2018 Expo!

Sincerely,
Alisa Gilmore, NRE Coordinator, and the NU SPIRIT Team

CEENBoT™ Showcase website
http://ceenbot.unl.edu/Showcase/