

NEW MEXICO CENTRAL REGION SCIENCE OLYMPIAD

2011 EVENT SUPERVISORS' INFORMATION SHEET – Saturday 2/5/11

Note that as a judge/event supervisor you are solely responsible for your event. You must bring all required items to be provided to the students as per the rules, must monitor that they have any required safety or other items, and that they do not have any prohibited items. Read your rules carefully (the students and coaches will!) and, most importantly, be impartial and fair to all teams. Be sure to thoroughly familiarize yourself with the information on the Event Supervisor web page:

<http://www.ee.nmt.edu/~tubesing/SOcentralNM/es.htm>

GENERAL

- **When you arrive, please be sure to sign in and pick up your Event Supervisor packet. If you arrive between 7:00-8:15 AM, we will have tables set up in the DSH Foyer. If you arrive after 8:15 AM please come to DSH room 129 to check in.**
- Coffee, water, and snacks, etc. will be available in DSH 129 throughout the day. Breakfast and Lunch will also be available in this location for event supervisors and event staff only. Snack and drink vending machines are also available in most campus buildings.
- A map and an event schedule are included in this packet. Competitions are at Dane Smith Hall, Ortega Hall, and Johnson (in the gym and on the field to the east). Any other details or changes in location will be noted in the on-site schedule.
- Parking is available in any permit lot and on the street. No permits are required on Saturdays. Do not park in "Reserved" or metered spaces or you will be ticketed!
- All event rooms except those with pre-built items are closed to all except team members.
- Events with pre-built items (towers, wheeled vehicles, robots, etc.) may allow observers, but this is up to your discretion. **NOTE:** Once an item has been impounded, it should not be left unattended! In the past, others have handled items another team has built. This could compromise the item's integrity. It is your responsibility as a judge to maintain control of impounded items.
- Observers, coaches, etc. should in no way interfere with or give assistance to team members during the competition for open events. You are expected to alert the Arbitrator (Andy Tubesing) or Event Director (Karen Kinsman) immediately if this occurs.

JUDGING/SCORING ROOM

- **Room 129 of Dane Smith Hall is the Judging/Scoring Room.**
- This room will be closed to outsiders and monitored so you may leave personal items.
- No students or parents are allowed in this room. Event Supervisors may enter this room at any time...you may even want to complete your final scoring/rankings in this room.

- The team coach **only** is allowed to go into the Judging/Scoring Room to check scores. Coaches are expected not to reveal the scores or running totals to anyone else (this includes their team members, parent helpers, etc.).
- Go to this room for a morning snack, questions, and to turn in your Event Sign-In Sheets, Event Ranking Sheets, and Event Supervisor Form.
- An Arbitrator (Andy Tubesing) will also be present throughout the day for any problems that arise. However, please be sure to fill out the Arbitration Form (*available in the Judging/Scoring Room*) prior to contacting the Arbitrator for assistance in resolving an issue.

SCORING

- **Team members must sign in on the EVENT SIGN-IN SHEET at each event** for verification they are on the team. Team members may collaborate on event tests (including written exams) so **only one exam/answer sheet per team is required**. *Be sure you can read all student & team names AND for schools with more than one team competing, each team identifies itself appropriately so you can tell the difference (ex: Albuquerque Academy B1-Red OR Albuquerque Academy B1). If a school has two teams in B Division, one will be designated B1 and one B2. Same will go for C Division schools (C1 or C2).*
- Judges will give up to 10 places in each event. Teams that participated, but came in below 10th place will still receive 1 point for participation.

- Judges must have tie-breaker questions or activities identified prior to the event.
- Team members and coaches do not need to know what the tie-breakers are.
- Points will be given as follows:

1st Place	10 points	6th Place	5 points
2nd Place	9 points	7th Place	4 points
3rd Place	8 points	8th Place	3 points
4th Place	7 points	9th Place	2 points
5th Place	6 points	10th Place	1 point

- If fewer than 10 teams compete, scores are still assigned as above.
- Any team that shows up gets 1 point even if they cannot complete the event.
- No points for a team that is disqualified!
- Judges should be careful to follow the rules as closely as possible; and, most importantly, to be consistent!
- After the event has concluded, judges must bring their scores to the Judges' Room.
- The judge is responsible for writing the scores on the score sheet.
- Judges should leave any test papers, score sheets, sign-in sheets and other paperwork in the Judges' Room.
- Paperwork should clearly show how the event was judged and scored in case of questions.
- Scores and standings are not revealed to anyone other than event staff so please do not discuss these items with coaches, competitors, or anyone else.