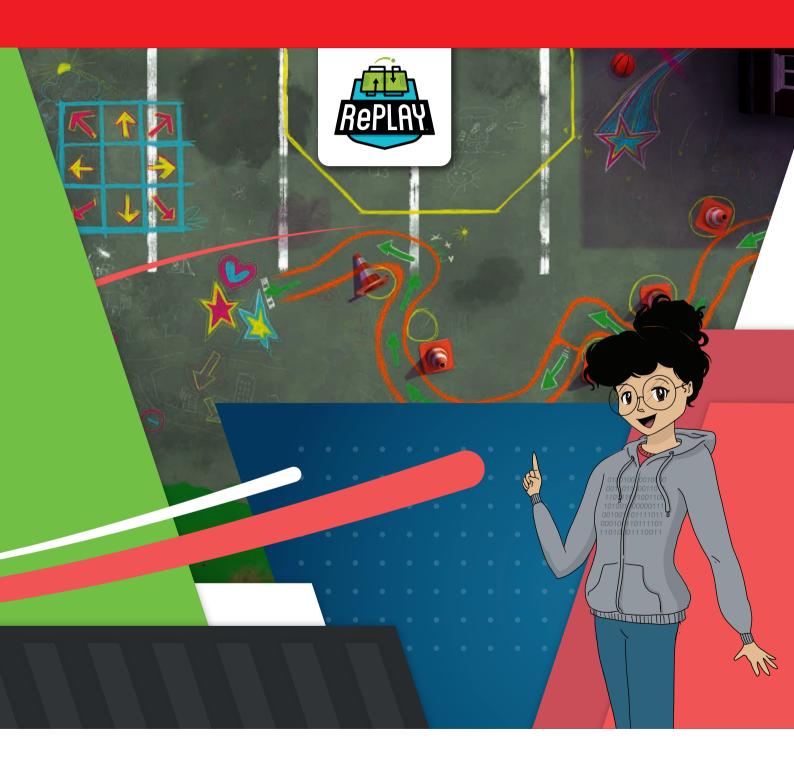


# TEAM MEETING GUIDE







# FIRST® LEGO® League Global Sponsors





The **LEGO** Foundation



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## **Guide Basics**

## How to Use this Guide

The 12 sessions outlined give your team a guided experience in *FIRST*<sup>®</sup> LEGO<sup>®</sup> League Challenge. The sessions are designed to be flexible so that teams of varying experiences can use the materials. In general, plan for each session to last 90 minutes, but each session can be adjusted to meet your own implementation needs.

Your role during each session is to lead the introduction and divide the team to complete their group activities. Each group will have a different set of tasks to complete. At the end of the session, they will come back together and share what each group did. Finally, the team will clean up and put away their materials.

## Working as a Team and in Groups

The team works together to create their robot and design their Innovation Project solution. Teammates should be encouraged to work with each other, listen to each other, take turns, and share ideas. For most sessions, the team is divided into two groups. The goal is for all members on the team to have an equal experience working on the robot and the project.

## **Available Resources**

Your country might have a specific *FIRST* LEGO League website, which you can find by going to firstlegoleague.org and clicking your region on the world map. To find available resources, visit the firstinspires.org. Sign up for email blasts from *FIRST* for news and blogs and follow us on social media.

Resources		
LEGO Support	education.lego.com/en-us/support Phone: (800) 422-5346	
Main Websites	firstlegoleague.org/ firstinspires.org/robotics/fll	
Team Resources	firstinspires.org/resource-library/fll/challenge/team-management-resources	
General Support Questions	fllchallenge@firstinspires.org	
Judging Questions	flljudge@firstinspires.org	
Robot Game Questions	cobot Game Questions fllrobotgame@firstinspires.org	
Innovation Project Questions	fllprojects@firstinspires.org	
Equity, Diversity, & Inclusion	firstinspires.org/about/diversityinclusion	
Youth Protection	outh Protection firstinspires.org/resource-library/youth-protection-policy	
Fundraising	firstinspires.org/resource-library/fundraising-toolkit	
LEGO Education Teacher Community	community.lego.education.com	

## What Does the Team Need?

## LEGO® Education Robot Set

#### **LEGO Education SPIKE™ Prime**



Core set Expansion set (required)

## **LEGO MINDSTORMS® Education EV3**



Core set Expansion set (recommended)

## **Electronic Devices**

Each team will need two compatible devices such as a laptop, tablet, or computer. Prior to starting Session 1, you need to download the appropriate software (LEGO Education SPIKE or LEGO MINDSTORMS Education EV3 Classroom) onto the hardware device. To view system requirements and download software, visit LEGOeducation.com/downloads.



## RePLAY<sup>SM</sup> Challenge Set

This challenge set comes in a box that contains the mission models, challenge mat and some miscellaneous pieces. The team should build the models very carefully using the building instructions. This is completed during Sessions 1-4: firstlegoleague.org/missionmodelbuildinginstructions.

## **Competition Table**

You might not be able to set up a table in your classroom or meeting space. Even if you cannot build the whole table, building just the four walls will be useful. You can find out more, including how to build the table, at <a href="firstinspires.org/resource-library/fll/challenge/season">firstinspires.org/resource-library/fll/challenge/season</a>.

It is also possible to use the mat on the floor.



# **Engineering Notebook Explained**

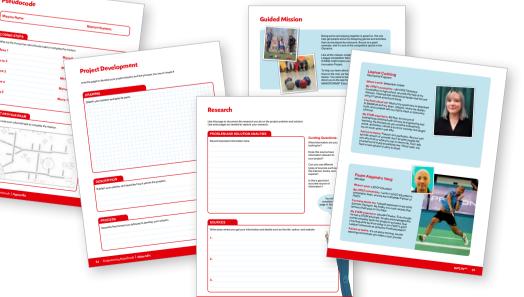
Read the *Engineering Notebook* carefully. There are two for each team, one per group. The students can record their team journey in the notebooks with diagrams, ideas and designs. It contains all the

information they need and guides them through the sessions. The tips in this *Team Meeting Guide* will direct you how to support with each session.



## **Getting Started Pages**

- Program Overview
- Team Journey
- Challenge Story
- RePLAY<sup>SM</sup> Innovation Project
- Core Values
- Find Robot Lessons and Building Instructions
- Robot Lessons
- Project Sparks
- Robot Game
- Robot Game Missions
- How to Follow the Sessions



## **Appendix Pages**

- Pseudocode
- Research
- Project Development
- Guided Mission
- Career Connections

# **Session Layout**

	Introduction (15 minutes)	Group and Team Tasks (60 minutes)		Share and Clean Up (15 minutes)
Session 1	Introduction to Challenge	Group 1: Robot Lesson 1	Group 2: Project Spark 1	Share
Session 2	Core Values: Inclusion	Group 1: Robot Lesson 2	Group 2: Project Spark 2	Share
Session 3	Goal Setting and Team Processes	Group 1: Project Spark 1	Group 2: Robot Lesson 1	Share
Session 4	Core Values: Discovery	Group 1: Project Spark 2	Group 2: Robot Lesson 2	Share
Session 5	Create Team Name and Logo	Team: Robot Lesson 3	Team: Pseudocode	Share
Session 6	Core Values: Teamwork	Team: Robot Lesson 4	Team: Choose Problem	Share
Session 7	Coopertition® & Gracious Professionalism®	Group 1: Project Research	Group 2: Robot Lesson 5	Share
Session 8	Choose Project Solution	Group 1: Robot Lesson 5	Group 2: Project Development	Share
Session 9	Core Values: Innovation	Project Group: Project Work	Robot Group: Solve Missions	Share
Session 10	Core Values: Impact	Project Group: Presentation Work	Robot Group: Solve Missions	Share
Session 11	Create Sports Playing Card	Project Group: Prepare Presentation	Robot Group: Prepare Presentation	Share
Session 12	Core Values: Fun	Project Group: Practice Presentation	Robot Group: Present and Practice Match	Share

# **General Management Tips**

## **COACH TIPS**

- Determine your timeline. How often will you meet and for how long? How many meetings will you have before your official event?
- Set team guidelines, procedures, and behaviors for your meetings.
- Get into the mind-set that the team should be doing most of the work and learning. You are there to facilitate their journey and remove any major obstacles.
- Celebrate the failures and every success, no matter how small. Failure is a learning opportunity, and the goal of this program isn't to win! It is to learn and have fun!

#### **TEAM MANAGEMENT**

- When the team is doing the Innovation Project, you could assign students these roles:
  - Communicator
  - Researcher
  - Project manager
  - Creative designer
- When the team is working on the robot, you could assign students these roles:
  - Programmer
  - Builder
  - LEGO element finder
  - Mission strategist
- You could make this your team cheer: "Together Everyone Achieves More (TEAM)."
- Remind teams of their goals and have them revisit and adjust as needed.

## **TEACHER TIPS**

- If you are running this program with a classroom of students, place them into teams of six.
- If you are implementing during the school day, adapt the sessions to fit your needs.
- Number and label the LEGO® sets. Assign each team a set for the whole time.
- If you are sharing Challenge sets across multiple teams, split up the session model builds across the teams.
- If you aren't sending all your teams to an official event, check out the *Class Pack Tournament Guide* for how to host your own event for your teams.

#### MATERIAL MANAGEMENT

#### **LEGO Parts**

- Place any extra or found LEGO pieces in a cup.
   Have students who are missing pieces come to the cup to look for them.
- Wait to dismiss students until you look over their LEGO set.
- The bin lid of the LEGO set can be used as a tray to keep pieces from rolling away.
- Use plastic bags to store any unfinished models and their pieces between sessions.

#### **General Materials**

- Provide additional grid paper to use as extra pages for Engineering Notebooks.
- Have a space planned for charging robots and storing built items in a safe location.

# **Pre-Session Checkpoint**

	•
Make sure you have at least two devices per team with Internet access and appropriate robot programming software installed.	Read over the <i>Engineering Notebook</i> and this guide to gain an understanding of the materials.
Unpack the robot set and sort the LEGO®	Explore the <i>FIRST</i> <sup>®</sup> Core Values. These are the essential foundation for your team.
elements into the trays.  Make sure the controller is charged or has	Watch the RePLAY <sup>SM</sup> Season Launch video and other videos on <i>FIRST</i> LEGO League YouTube
batteries in it.	channel.

## **New to LEGO Education Robotics?**

If the team is new to using their LEGO Education robot set, it would be beneficial to take some time for them to get acquainted with building and coding with the set. Here are suggested activities that the team could complete before starting the session.

## SPIKE™ PRIME Getting Started Activities:

- 1. Start Here
- 2. Motors and Sensors
- 3. Make It Move

## MINDSTORMS® EV3 Getting Started Activities:

- 1. Hello World
- 2. Motors and Sensors
- 3. Get Moving

# **Tips for Sessions 1-4**



## **CORE VALUES**

If the team talks over each other, try using one of these approaches:

- Appoint a leader who listens to each idea, one person at a time.
- Provide the team with one item and only the person with the item can talk.



# INNOVATION PROJECT

- Designate a storage space for the mission models built with the Project Spark activities.
- Help the team to find suitable websites and resources for research on their project.

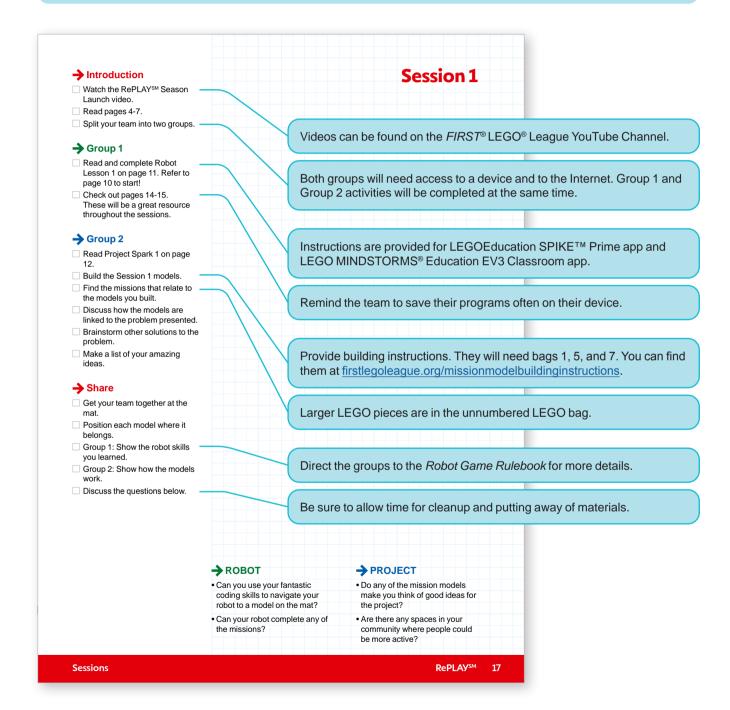


## ROBOT

- Designate a storage space for the built robot and robot container.
- If you are using MINDSTORMS Education EV3 LabVIEW software, you have access to robot lessons in the Tutorials (Robot Educator) Unit that are comparable to those provided in this guide.

#### **Outcomes**

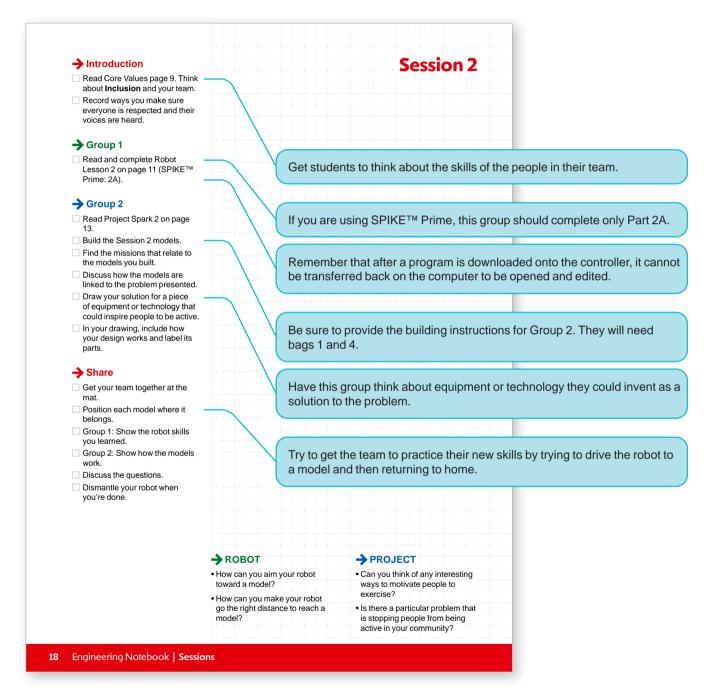
- Group 1 will be able to program their robot to move forward and backward and turn.
- Group 2 will be able to make connections from the models to the project problem and share solution ideas.



- Place the completed models on the mat with the dual lock.
- Make sure you have a location to place the mat and models after each session if they have to be stored.

#### **Outcomes**

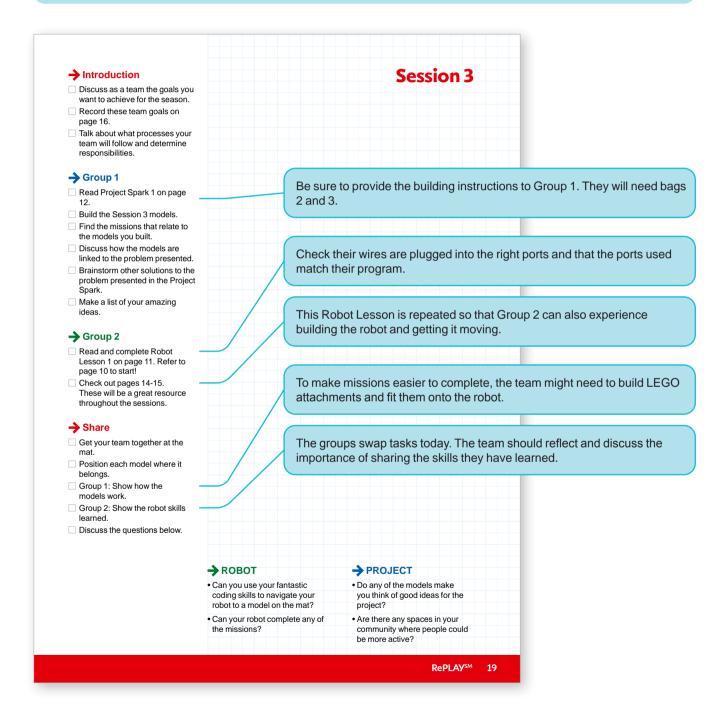
- Group 1 will be able to program their robot to avoid obstacles using a sensor and power an attachment.
- Group 2 will be able to create an annotated drawing of their solution design for the project problem.



- Group 1 will need to take apart the robot and return the pieces to the LEGO set.
- If time is short, the robot can be kept intact to give a shortened Robot Lesson in the next session.

#### **Outcomes**

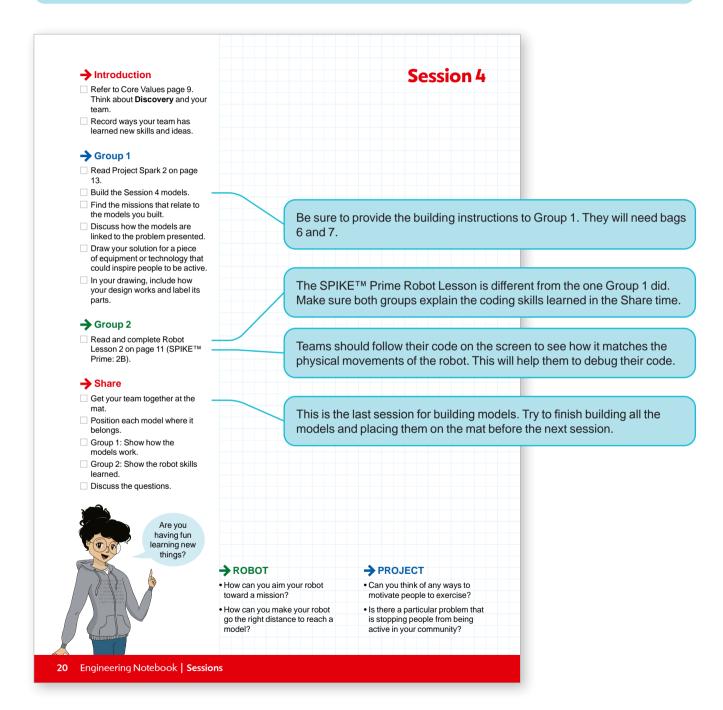
- Group 1 will be able to make connections from the models to the project problem and share solution ideas.
- Group 2 will be able to program their robot to move forward and backward and turn.



- Select team members who are responsible to put away specific items such as the robot.
- Make sure the robots are charged for the next session.

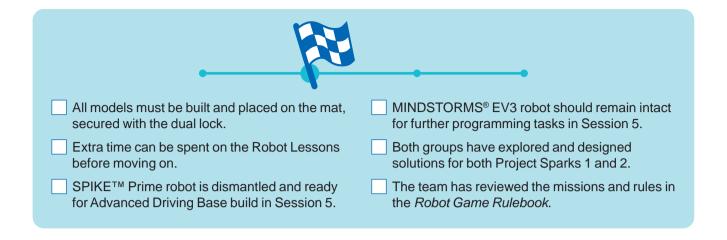
#### **Outcomes**

- Group 1 will be able to create an annotated drawing of their solution design for the project problem.
- Group 2 will be able to program their robot to avoid obstacles using a sensor and power an attachment.



- If you are using SPIKE Prime, Group 2 will need to take apart the robot to be ready for Robot Lesson 5.
- MINDSTORMS® EV3 robots should not be taken apart.

# **Checkpoint 1**



# **Tips for Sessions 5-8**



• Remember the Core Values are about HOW the team behaves and works together. They should be demonstrated by all the team, all the time.



 At the event, two mats will be set up next to each other. However, during the sessions, you will probably work with a single mat.



 Teams will have to select a final problem and solution to focus on, so thinking about this goal during each session is helpful.



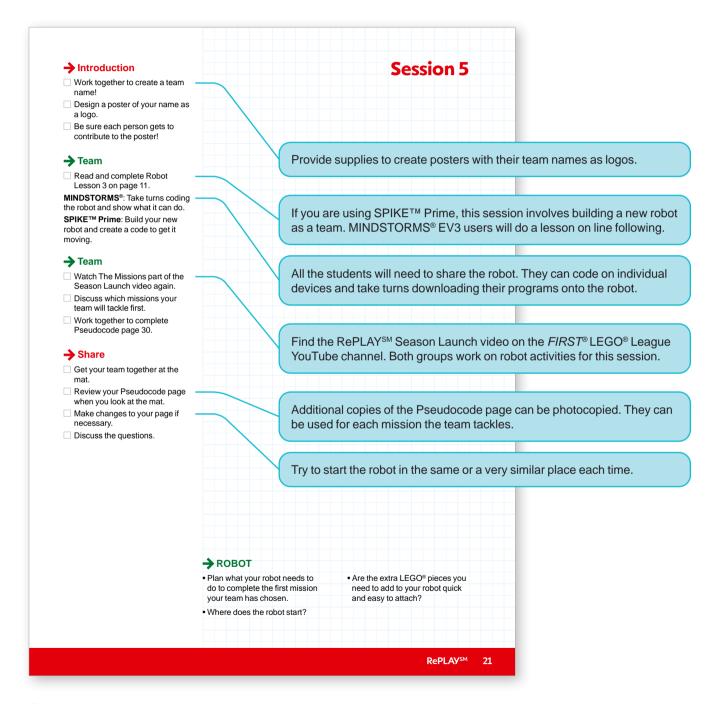
## **ROBOT GAME**

The team could look for missions that use basic robot skills like:

- Push, pull, or lift
- Models close to home
- Navigation with line following
- Easy access to return home

#### **Outcomes**

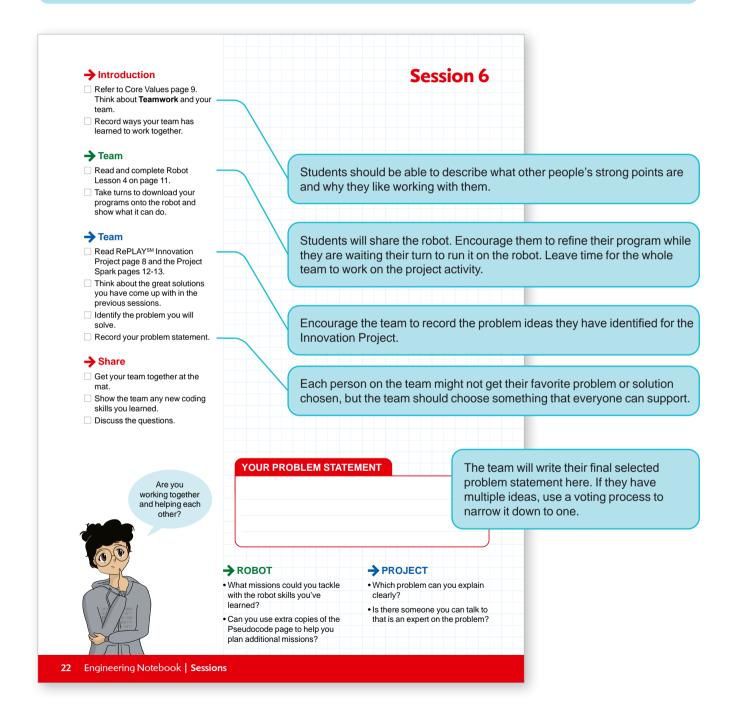
- The team will be able to build a driving base and program it to move and follow a line.
- The team will be able to create a mission strategy plan and write pseudocode for a mission.



- Keep your base robot in a secure place until the next session.
- If any attachments are needed for a mission, keep them in a plastic bag labeled with the mission number.

#### **Outcomes**

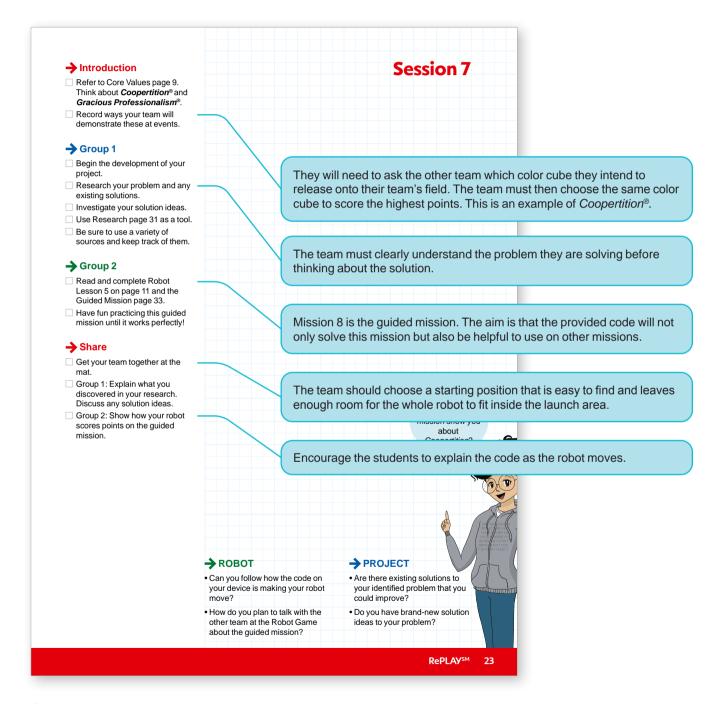
- The team will be able to use more advanced programming blocks and coding skills with their robot.
- The team will be able to identify, choose, and define their Innovation Project problem statement.



- Keep your base robot in a secure place until the next session.
- If any attachments are needed for a mission, keep them in a plastic bag labeled with the mission number.

#### **Outcomes**

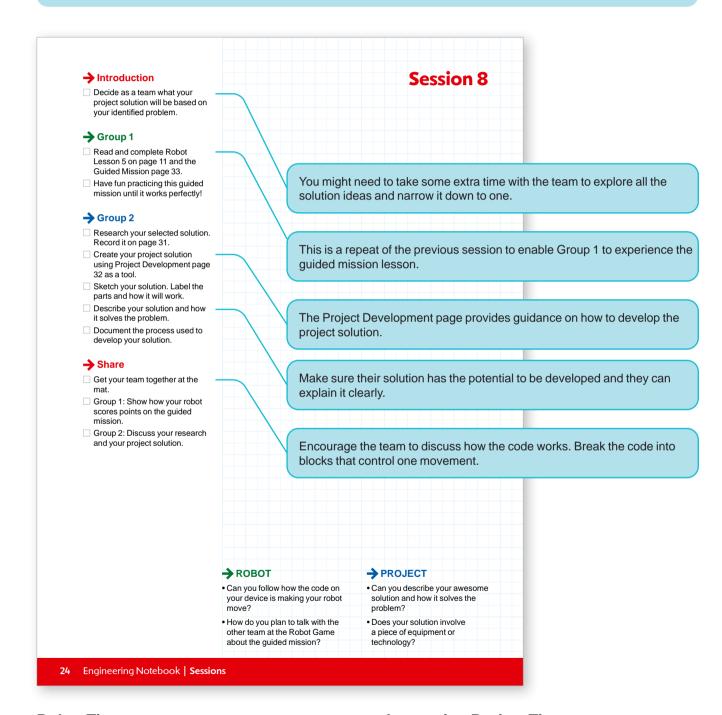
- Group 1 will be able to conduct research on their identified problem to complete the Research page.
- Group 2 will be able to complete the Robot Lesson to apply coding principles to the guided mission.



- Keep and store any white brick models made by the team. They are specifically given the task to build the final model in Session 9.
- Collect the remaining white bricks from bag 8 in a sealed plastic bag. They do NOT have to use all the white bricks.

#### **Outcomes**

- Group 1 will be able to complete the Robot Lesson to apply coding principles to the guided mission.
- Group 2 will be able to create their project solution and document it on the Project Development page.



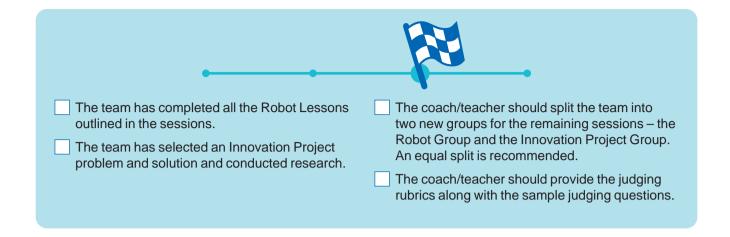
## **Robot Tip**

 You could provide sticky notes and planning cards for team to place on the mat to map out their strategy.

## **Innovation Project Tip**

 Some examples of project resources include the Internet, books, magazines, personal stories, and experts (both in person and virtual).

# **Checkpoint 2**



Visit the *FIRST*® LEGO® League Challenge Resource page to print copies of any event preparation pages and the rubrics (Innovation Project and Robot Design). The team will need these for the next sessions!

# **Tips for Sessions 9-12**



## **CORE VALUES**

 Make sure the team not only knows each Core Value but also can provide concrete examples of them in use by the team. Don't forget Coopertition® and Gracious Professionalism®.



## **ROBOT DESIGN**

- The team should bring the robot, all the LEGO attachments, and their computer or program printouts to the Robot Design presentation.
- Remind the team to explain their mission strategy. Why did they choose to tackle certain missions?



## **INNOVATION PROJECT**

 The team should be decisive about choosing which idea to develop for their solution. They will need plenty of time to iterate, improve, and build a model or prototype of their idea. From Session 9 on, they should focus only on their solution.

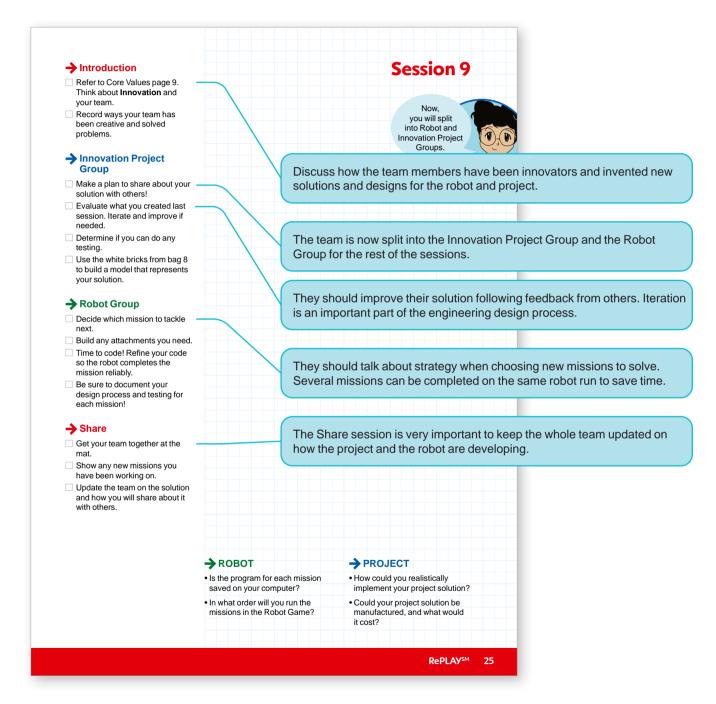


## **ROBOT GAME**

• The team needs a very well-practiced and reliable robot run that they know will score them points.

#### **Outcomes**

- The Innovation Project Group will be able to evaluate and improve on their Innovation Project solution.
- The Robot Group will be able to design robot attachments and create programs to solve missions.



## **Robot Tip**

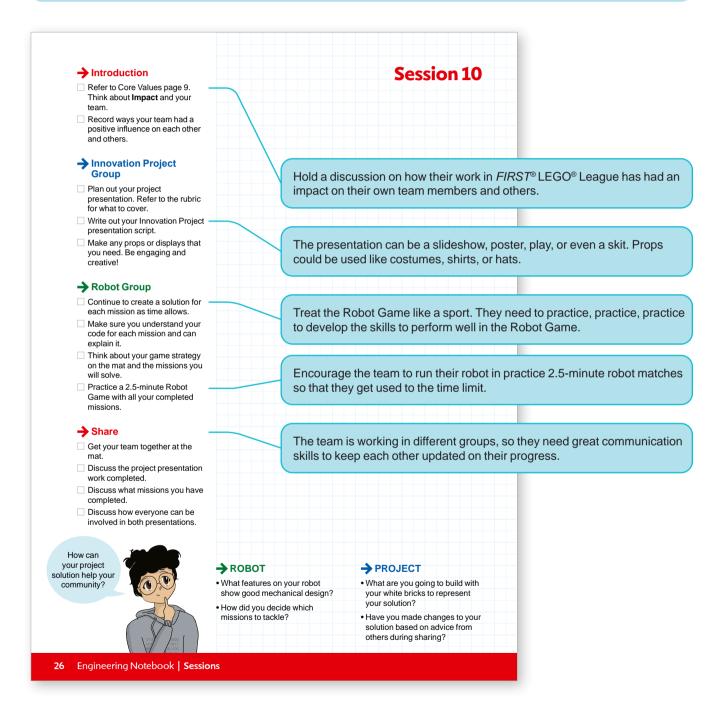
 Encourage the team to find the missions where points can be scored more easily and do these first.

## **Innovation Project Tip**

 Be sure the team collects their references in a shared location, either online or on paper.

#### **Outcomes**

- The Innovation Project Group will be able to develop their Innovation Project presentation.
- The Robot Group will be able to design robot attachments and create programs to solve missions.



## **Robot Tip**

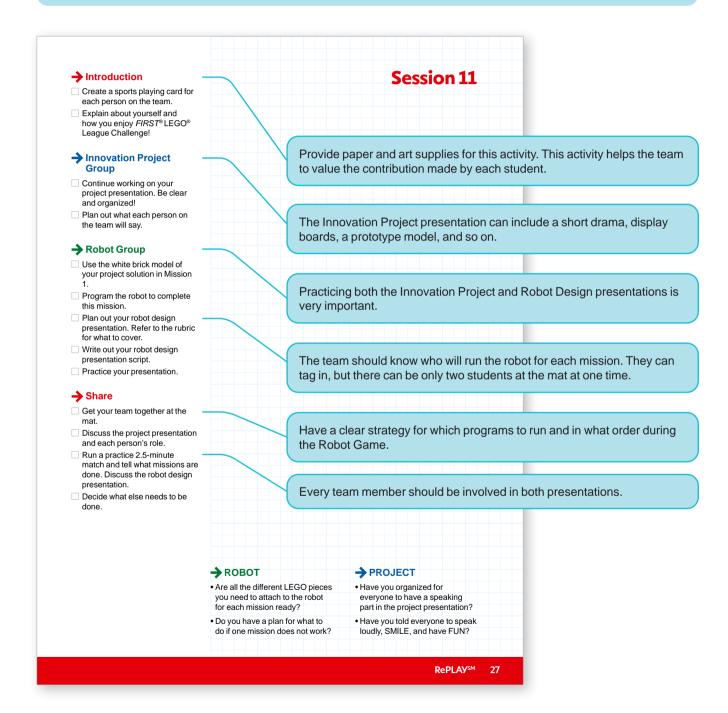
 Have the team follow their code on the screen to see how it matches the physical movements of the robot.

## **Innovation Project Tip**

• The team might need a bit more space to store all the materials they have created for their project.

#### **Outcomes**

- The Innovation Project Group will be able to finalize their Innovation Project presentation.
- The Robot Group will be able to finalize their robot for the Robot Game and create their Robot Design presentation.



## **Robot Tip**

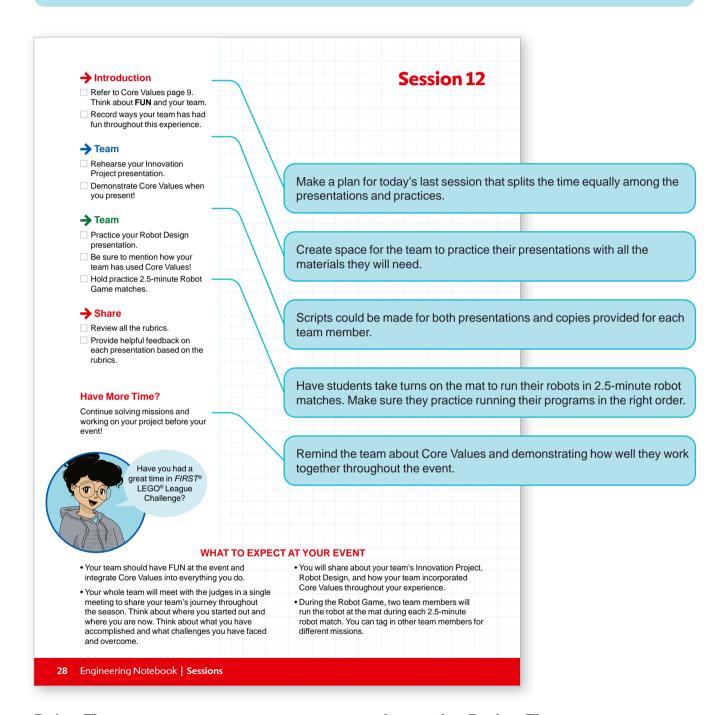
 If things don't go as planned during the Robot Game, the team might want a contingency plan for other missions they could run.

## **Innovation Project Tip**

 Encourage the team to practice their presentation before the event. They can share their solution with others.

#### **Outcomes**

- The team will be able to practice their Innovation Project presentation.
- The team will be able to practice their Robot Design presentation and practice a Robot Game match.



## **Robot Tip**

 Make sure the robot, any attachments, and the electronic device (with programs on it) are stored and ready to be transported to the event.

## **Innovation Project Tip**

 Make sure all the Innovation Project materials are stored and ready to be transported to the event.

# **Final Checkpoint**



# Events Complete and All Done? Here are some tips for wrapping up the after the last event your team will participate after th

## **Extension Activity Ideas**

## **SESSION 1**

## Robot:

Plan how to get your robot to one of the models.

## **Innovation Project:**

Bring in an expert or user that would be useful to talk about the Project Spark.

## **SESSION 3**

## **Robot:**

Program your robot to push an object and deliver it to a target area on the mat.

## **Innovation Project:**

You could provide a variety of materials for the project group to use to make models of their project ideas.

## **SESSION 5**

#### Robot:

Explain what the code means as the robot moves through the mission.

## **Innovation Project:**

Arrange a visit to look at spaces in your community that could be the focus of your project.

## **SESSION 2**

## **Robot:**

Write down the steps needed (pseudocode) for the robot to get to the model.

## **Innovation Project:**

Think of people you would like to get feedback from on your solution.

## **SESSION 4**

## **Robot:**

Think about what attachment your robot needs to activate a model and complete the mission.

## **Innovation Project:**

Use the white bricks to do a mini-build that represents your solution.

## **SESSION 6**

#### Robot:

Pick out lines on the mat that will help you navigate the robot to different mat areas.

## **Innovation Project:**

Invite an expert to your next session to share about your identified problem.

Appendix RePLAY<sup>SM</sup> 25

Notes	

