Volunteer Thank You

Thank you for taking the time to volunteer for a FIRST® Tech Challenge Event. FIRST and FTC rely heavily on Volunteers to ensure Events run smoothly and are a fun experience for Teams and their families, which could not happen without people like you. With over 3,500 Teams competing annually, your dedication and commitment are paramount to the success of each Event and the FTC program. Thank you for your time and effort in supporting the mission of FIRST!

Sponsor Thank You

Thank you to our generous sponsors for your continued support of the FIRST Tech Challenge!
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<td>Initial Release</td>
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Gracious Professionalism - "Doing your best work while treating others with respect and kindness - It's what makes FIRST, first."
Welcome!

What is the \textit{FIRST}® Tech Challenge?

\textit{FIRST} Tech Challenge is a student-centered activity that focuses on giving students a unique and stimulating experience. Each year, Teams participate in a new Game that requires them to design, build, test, and program autonomous and driver-operated Robots that must perform a series of tasks.

Teams work to overcome obstacles and meet challenges, while learning from and interacting with their peers and adult Mentors. Students develop a greater appreciation of science and technology and how they might use that knowledge to impact the world around them in a positive manner. They also cultivate life skills such as:

- Planning, brainstorming, and creative problem-solving.
- Research and technical skills.
- Collaboration and Teamwork.
- Appreciation of differences and respect for the ideas and contributions of others.

To learn more about FTC and other \textit{FIRST} Robotics competitions, visit www.usfirst.org.

\textit{FIRST}® Tech Challenge (FTC) Core Values

Volunteers are integral to the \textit{FIRST} community. The \textit{FIRST} Tech Challenge relies on Volunteers to run the program at many levels, from managing a region to Mentoring an individual Team. FTC Affiliate Partners coordinate the program in each region or state. These FTC Partners fundraise, run Tournaments, hold workshops and demonstrations, market FTC locally, handle public relations, and recruit Volunteers and Teams. They are a tremendous resource for Mentors and FTC would not exist without them.

\textit{FIRST} asks everyone who participates in FTC to uphold the following values:

- We act with integrity.
- We are a Team.
- We do the work to get the job done with guidance from our Coaches and Mentors.
- We respect each other in the best spirit of Teamwork.
- We honor the spirit of friendly competition.
- What we learn is more important than what we win.
- We behave with courtesy and compassion for others at all times.
- We share our experiences with others.
- We display Gracious Professionalism in everything we do.
- We have fun.
- We encourage others to adopt these values.

\textbf{Mentors/Coaches play a key role in creating the team and helping develop life skills that students take with them long after the FTC season is over.}
Gracious Professionalism™

FIRST uses this term to describe the program’s intent. This is one of the most important concepts that can be taught to a young person who is learning to get along in the work world. At FIRST, Team members help other Team members, but they also help other Teams.

Gracious Professionalism is not clearly defined for a reason. It can and should mean different things to everyone.

Some possible meanings of Gracious Professionalism include:

- Gracious attitudes and behaviors are win-win.
- Gracious folks respect others and let that respect show in their actions.
- Professionals possess special knowledge and are trusted by society to use that knowledge responsibly.
- Gracious Professionals make a valued contribution in a manner pleasing to others and to themselves.

In the context of FIRST, this means that all Teams and participants should:

- Learn to be strong competitors, but also treat one another with respect and kindness in the process.
- Avoid leaving anyone feeling as if they are excluded or unappreciated.
- Knowledge, pride, and empathy should be comfortably and genuinely blended.

In the end, Gracious Professionalism is part of pursuing a meaningful life. When professionals use knowledge in a gracious manner and individuals act with integrity and sensitivity, everyone wins, and society benefits.

Watch Dr. Woodie Flowers explain Gracious Professionalism in this short video.

“The FIRST spirit encourages doing high-quality, well-informed work in a manner that leaves everyone feeling valued. Gracious Professionalism seems to be a good descriptor for part of the ethos of FIRST. It is part of what makes FIRST different and wonderful.”

- Dr. Woodie Flowers, National Advisor for FIRST

It is a good idea to spend time going over this concept with the Team and to reinforce it regularly. Provide the Team with real-life examples of Gracious Professionalism in practice, such as when a Team loans valuable materials or expertise to another Team that they will later face as an opponent in competition. Routinely highlight opportunities to display Gracious Professionalism at events and encourage Team members to suggest ways in which they can demonstrate this quality themselves and through outreach activities.

Gracious Professionalism - “Doing your best work while treating others with respect and kindness - It’s what makes FIRST, first.”
**FIRST Youth Protection Program**

The purpose of the FIRST Youth Protection Program (FIRST YPP) is to provide coaches, mentors, volunteers, employees, others working in FIRST programs, team members, parents, and guardians of team members with information, guidelines, and procedures to create safe environments for everyone participating in FIRST programs.

The FIRST YPP sets minimum standards recommended for all FIRST activities. Adults working in FIRST programs must be knowledgeable of the standards set by the FIRST YPP, as well as those set by the school or organization hosting their team.

**Youth Protection Expectations and Guidelines**

Coaches and Mentors are expected to read and follow elements in the FIRST Youth Protection Program guide that are labeled as required are mandatory in the United States and Canada, and may not be waived without the approval of the FIRST Youth Protection Department.

FIRST recommends that the standards set forth in the FIRST Youth Protection Program guide be applied outside of the United States and Canada to the extent possible. At a minimum, local regulations regarding youth protection must be complied with.

Forms are available here:
http://www.usfirst.org/aboutus/youth-protection-program

Information on the US Screening process is available here:

Information on the Canadian Screening process is available here:
http://www.usfirst.org/sites/default/files/uploadedFiles/About_Us/Canadian-Youth-Protection-Clearance.pdf

You can find FAQ and additional information about the FIRST Youth Protection Program on the FIRST website at: http://www.usfirst.org/aboutus/youth-protection-program

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Everyone working with FIRST Teams should be familiar with the FIRST YPP policies.
Entering the Storefront

Login to Team Information Matching System (TIMS): https://my.usfirst.org/ftc/tims/site.lasso

After passing the Youth Protection Program (YPP) Screening, Inviting your Secondary Coach (who must also pass YPP Screening), and entering your Team Information navigate to the “Team Summary Page”.

You will NOT be able to access the Storefront until BOTH Coaches have passed YPP Screening.

Enter the Storefront via the “Storefront” button under the “Payment” Section.

Here, you will be able to:

- Pay for Program Fee
- Select and Pay for your Team Control Set, Electronics Set, and Competition Set

This process is a onetime payment process. Teams are expected to pay for the Program Fee and Competition Kit at the same time. You will not be allowed to place a secondary order or place a split payment for the Program Fee and Kit. Please be prepared to submit your payment in full when you place your order.

If you do not see a grant that you were expecting, please do not proceed to Storefront. Please check again in a few days.

Grant Information

Grant information will appear in the “Team Grants” section. The Sponsor, Award Type, Amount, and if the Grant has been used will be listed in this area.
Welcome & Program Fee

The Program Fee will automatically added to your Cart (located at the top right of your screen).

Click **CONTINUE**

The “Continue” button will be grayed out at each step until you have made a selection for that portion of the Competition Kit.

Control Set

Choose one of the following Control Set options for your Team:

- Control & Communication Set 1
- Control & Communication Set 2
- Control Support Set 1
- Control Support Set 2

Once selected, the price will automatically update and reflect this change in your Cart.

You will not be able to proceed to the next step without choosing a Control Set.

Click **CONTINUE**
Choose a Control Set for Team #XXXXXXXX

**Control & Communication Set 1**

This set is for U.S. based teams only. The phones in this set are not approved for use outside the United States.

Ideal for veteran teams. Includes:
- ZTE Speed phones (2)
- Protective covers for phones (2)
- USB Hub
- Micro to USB OTG cable
- Rockwell Collins Engineering Notebook

Set 1 Includes ZTE Speed Phones

$268.00 (USD)

**Control & Communication Set 2**

This set is for U.S. based teams only. The phones in this set are not approved for use outside the United States.

Ideal for rookie teams. Includes:
- ZTE Speed phones (2)
- Protective covers for phones (2)
- USB Hub
- Micro to USB OTG cable
- Rockwell Collins Engineering Notebook
- Logitech Gamepad F310

Set 2 Includes ZTE Speed Phones

$302.00 (USD)

**Control Support Set 1**

Includes:
- USB Hub
- Micro to USB OTG cable
- Rockwell Collins Engineering Notebook

$10.00 (USD)

Suited for Veteran Teams or Teams who plan on obtaining ZTE Speed Phones and Logitech Gamepad F310 separately.

**Control Support Set 2**

Includes:
- USB Hub
- Micro to USB OTG cable
- Rockwell Collins Engineering Notebook
- Logitech Gamepad F310 (2)

$44.00 (USD)

Suited for Veteran Teams or Teams who plan on obtaining ZTE Speed Phones separately.

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Electronics Set

Choose one of the following Electronics Set options for your Team:

- Electronics Modules Base Set
- Electronics Modules and Sensors Set

Once selected, the price will automatically update and reflect this change in your Cart.

You will not be able to proceed to the next step without choosing an Electronics Set.

Click **CONTINUE**

**Choose an Electronics Set for Team # XXXXXXX**

**Electronics Modules Base Set**

- Ideal for veteran teams. Includes:
  - Legacy Module
  - Power Module
  - Phone to Power Module Cable
  - USB Cables

$127.00 (USD)

*Suitable for Veteran Teams planning on using Legacy NXT capable devices.*

**Electronics Modules and Sensors Set**

- Ideal for rookie teams. Includes:
  - Legacy Module
  - Power Module
  - DC Motor Controllers (2)
  - Servo Motor Controller
  - Advanced Sensor Module
  - IR Sensor (Seeker V3)
  - Reflected Light Sensor (EOPD)
  - Analog Touch Sensor
  - Phone to Power Module cable
  - USB Cables (5)
  - 12 volt Power Cables (3)

$391.00 (USD)

*Ideal for Rookie Teams or Veteran Teams who plan to use USB-enabled technology.*
Competition Set

Choose one of the following options for the Competition Sets for your Team:

- TETRIX FTC Competition Set
- MATRIX FTC Competition Set
- No Competition Set

Bill of Materials for each Competition Set can be found from this screen. By clicking on this link, you will be directed to an online PDF. To return to this screen, press your “Click to go back” browser option.

Once selected, the price will automatically update and reflect this change in your Cart.

You will not be able to proceed to the next step without choosing a Competition Set option.

Click CONTINUE

Choose a Competition Set for Team # XXXXXXX

**TETRIX FTC Competition Set**

With the TETRIX FTC Competition Set, you will receive a well-rounded selection of TETRIX MAX components for building a robot that can successfully compete in the FIRST Tech Challenge competition. The set includes 843 heavy-duty pieces that will enable your team to apply its creativity and engineering knowledge to complete the challenge.

**TETRIX FTC competition Set includes:**
- Brackets and mounts
- Structural channels, angles, and plates
- Wheels and gears
- Omni wheels
- Battery pack and charger
- Hard Point Connectors
- Serves and DC Motors
- Fasteners and tools
- Storage bin

Among the set are new TETRIX® MAX pieces such as the 54mm, 56mm, 150mm, and 288mm Flats, Standard-Scale Servo Motor Brackets, Stand-off posts, and more.

$577.00 (USD)

Additional Information:
- [TETRIX Bill of Materials]
Checkout

At this point, you are able to return to any of the previous pages and modify your selections by clicking the links at the top of the page.

Shipping Address

- Shipping options/costs will display once you have entered a shipping street address, city, state, and zip code.
- Shipping costs are based on **Ship To Address**.
- **When Will My Order Ship?**
  - In-stock items will normally ship from the warehouse within 24 business hours of your order. The carrier takes it from there.
  - **United States**: Most orders are delivered within 10 days of order placement. Note: There could be some delay during peak seasons.
  - Shipping will begin in June.

Billing Address
• Billing Address may be different from Ship To Address.
• Shipping costs are based on Ship To Address.

Payment Information
Prices, taxes, and shipping and handling charges are in US dollars.
Charges will be made by Pitsco.
Charges to your account will occur when your product ships.

• Credit Card
  • American Express, Discover, MasterCard, and Visa
• Purchase Order
  • Purchase Order should be issued to Pitsco.
  • Pitsco Education gladly accepts purchase orders if you or your organization has previously established credit terms with Pitsco Education. - See more at: https://c10645061.ssl.cf2.rackcdn.com/resources/pitsco_credit_ap.pdf
  • You will be required to fax or mail a confirming copy of the purchase order.
  • Fax to 800-533-8104

Tax Exemption
Shipping Address must be to the organization that is tax exempt. For example, if this order is for a school, the shipping address should be the school, not to a personal residence.

Your Order Summary will be listed here. If any of the items need to be edited, you are able to edit them form the “Order Summary” section.

You are able to generate a Printable Quote for this order in a PDF form or “Save My Order For Later”. If you are waiting for grants to be applied to your account, or are in some other way not ready to pay for your order, please select “Save My Order For Later”.

Submit My Order
After entering your Shipping Address, Billing Address, Payment method, and reviewing your Order Summary scroll to the bottom of the page and hit the “Submit My Order” button.

Please Keep your Order Number for your Records.

Status under Payment Section in the “Team Summary Page” will update to state “Registered”.

Support

At the top of each screen is a “Support” link. At any point in this process, please feel free to click here and find the appropriate channels to direct your questions/concerns.

In this section, you will be able to:

- Find contact information
- Monitor Orders
  - View and Track Orders
  - Billing and Payment Methods
  - Purchase Order Information
  - Tax Exempt Status
## Contact FIRST
- Questions/Issues with Registration Fee
- Questions/Issues regarding grants
- Questions/Issues with the TIMS portal

## Contact Pitsco
- Questions/Issues with the Storefront
- Questions/Issues with Shipping
- Questions/Issues with Payment

### Support

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<th>U.S. FIRST</th>
<th>Pitsco Order Support</th>
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<tbody>
<tr>
<td>U.S. FIRST will handle questions about team registration, grants, events and partners.</td>
<td>Email: <a href="mailto:FTCsupport@UAFIRST.org">FTCsupport@UAFIRST.org</a></td>
<td>Pitsco will handle questions regarding ordering and delivery of competition sets and materials.</td>
</tr>
<tr>
<td>800-871-8326</td>
<td>• U.S. &amp; Canada: 800-835-0686</td>
<td>• U.S. &amp; Canada: 800-835-0686</td>
</tr>
<tr>
<td>Web: Click here</td>
<td>Outside U.S. and Canada: 623-251-0100</td>
<td>Outside U.S. and Canada: 623-251-0100</td>
</tr>
<tr>
<td>• U.S. Fax: 800-533-0104</td>
<td>• U.S. Fax: 800-533-0104</td>
<td>• U.S. Fax: 800-533-0104</td>
</tr>
<tr>
<td>• Store Help Desk</td>
<td>• Pitsco Help Desk</td>
<td>• Pitsco Help Desk</td>
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<table>
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<tr>
<th>TETRIX Product Support</th>
<th>MATRIX Product Support</th>
<th>Modern Robotics Support</th>
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<tbody>
<tr>
<td>Pitsco is the provider of the TETRIX FTC Competition sets.</td>
<td>• U.S. toll free (844) 239-5224</td>
<td>• U.S. toll free (844) 240-2666</td>
</tr>
<tr>
<td>Outside U.S. and Canada: 623-251-0100</td>
<td>• Fax: (315) 938-1259</td>
<td>• Fax: (315) 938-1259</td>
</tr>
<tr>
<td>• U.S. Fax: 800-533-0104</td>
<td>• MATRIX Help Desk</td>
<td>• Web: Modern Robotics Support</td>
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<tr>
<td>• Store Help Desk</td>
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### Orders
- View and Track Orders
- Problem with My Order
- Billing and Payment Methods
- School Purchase Orders
- Tax Exempt Status
- Returning Merchandise

### Shipping
- Shipping Options and Rates
- When Will Your Order Ship?
- Shipping Time for Ground Delivery

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Extra Parts

From the “Support” page, click on “Need Extra Parts for your FTC Bot?” Button.

On this page, you will be able to access links to our vendors. From their sites, you will be able to directly order additional parts for your season.