

# Destination ImagiNation®

## Appraisal Packet for Challenge Masters

### Challenge E: *SWITCH!*

#### ***To Challenge Masters and Tournament Directors:***

*This document contains Challenge-specific information about the supplies, site set up and suggested scoring assignments for SWITCH! It is designed to be used with the Appraisal Packet for Appraisers, which consists of handouts that have been provided for Appraiser training for this Challenge, and the Appraiser Guide, which contains information for Appraisers that is not Challenge-specific. The following materials are available for Appraiser Training and for Tournament Challenge Sites:*

#### **Challenge E Appraisal Packet for Challenge Masters:**

- \_\_\_ *Challenge-at-a-Glance*
- \_\_\_ Supply List
- \_\_\_ Suggested Division of Scoring Elements
  - ★ Three Appraisers
  - ★ Four Appraisers
  - ★ Five Appraisers

#### **Challenge C Appraisal Packet for Appraisers**

- \_\_\_ Site Procedures for *SWITCH!*
- \_\_\_ Prep Area Safety Guidelines
- \_\_\_ Sample Team Introduction
- \_\_\_ Discussion Q & A for Appraiser Training
  - ★ Challenge E: *SWITCH!*
  - ★ PowerPoint® version of the Q & A (available Online)

#### **Appraiser Guide (for All Appraisers)**

- \_\_\_ Appraiser Basics
- \_\_\_ Awarding Points
- \_\_\_ Appraiser Roles
- \_\_\_ Sticky Notes & Sticky Suggestions
- \_\_\_ Questioning Teams
- \_\_\_ Scoring Rubrics
- \_\_\_ The Tale of the Invisible Appraiser
- \_\_\_ The Deduction Worksheet

#### **Scoring Materials (available Online)**

- \_\_\_ Appraiser Worksheet
- \_\_\_ Score sheets
  - ★ Prep Area Checklist
  - ★ Master Score Sheet
  - ★ Appraiser Score Sheet
  - ★ Deduction Worksheet

**All Challenge Masters must be registered with the DI headquarters office by the Affiliate Director or Regional Director. This registration can be done online in the Resources Area of [www.idodi.org](http://www.idodi.org)**

## RESOURCES FOR CHALLENGE MASTERS

There are many additional resources that are provided for Destination ImagiNation Challenge Masters. These resources are available throughout the year, and can be accessed Online. **Challenge Masters must be registered by their Affiliate Director or Regional Director in the Resources Area of [www.idodi.org](http://www.idodi.org) in order to be allowed access.**

### CHALLENGE FORUM

The Challenge Forum is an online discussion and information center where ongoing appraising and Tournament issues regarding this Challenge are discussed by Challenge Masters and the International Challenge Masters. Each *Team Challenge* and *Instant Challenge* has a separate Forum, which is secure and available ONLY to Challenge Masters in that specific Challenge. Challenge materials and information are posted in the Challenge Forums for download. In order to be allowed into the specific Challenge Forum the following process must be followed:

#### HOW TO REGISTER:

- The Challenge Masters must first be registered at ShopDI.
- The Affiliate Director or Regional Director then registers the Challenge Masters in the Volunteer section of the Resources Area of [www.idodi.org](http://www.idodi.org).
- The AD or RD notifies the Challenge Masters to go to [www.disupport.org](http://www.disupport.org) to register.
- Once there, the Challenge Master clicks on "Forum User Help" and then "New Users Click Here" for instructions on how to register. Please look especially at and follow the instructions included in the "**DI Volunteers who access the IDODI Resources Area (esp. Challenge Masters)**" section.

### CHALLENGE MASTER GUIDE

The Challenge Master Guide contains Appraiser role descriptions, Scoring Rubrics, Deduction Guidelines, How To's, including how to balance your Appraisal Team, how to return Raw Scores to the team, sticky note ideas, and much more.

**WHERE TO FIND IT:** Challenge Forum at [www.disupport.org](http://www.disupport.org) or Resources Area of [www.idodi.org](http://www.idodi.org)

### APPRAISER GUIDE

The Appraiser Guide contains general appraising information all Appraisers should know. It is designed to be duplicated and provided for each Appraiser at Appraiser Training.

**WHERE TO FIND IT:** Challenge Forum at [www.disupport.org](http://www.disupport.org) or Resources Area of [www.idodi.org](http://www.idodi.org)

### CHALLENGE-SPECIFIC APPRAISAL PACKET FOR APPRAISERS

The Challenge-Specific Appraisal Packet for Appraisers is designed to allow easy duplication of Appraiser materials for Appraiser Training. It contains material specific to this Challenge that will help Appraisers evaluate the teams' solutions fairly and consistently.

**WHERE TO FIND IT:** Challenge Forum at [www.disupport.org](http://www.disupport.org) or Resources Area of [www.idodi.org](http://www.idodi.org)

### TRAINING Q&A: POWERPOINT® VERSION

The Question & Answer handout contained in this document is also available as a Powerpoint presentation.

**WHERE TO FIND IT:** Challenge Forum at [www.disupport.org](http://www.disupport.org) or Resources Area of [www.idodi.org](http://www.idodi.org)

**Suggested Schedule:** Minimum of **20 minutes per team** (22 minutes recommended.)

### Minimum Appraisal Team:

- 1 Head Appraiser
- 3 Challenge Appraisers
- 1 Prep Area Appraiser
- 1 Number Cruncher or Appraisal Team Organizer
- 1 Structure Check-In Appraisers
- 1 Weight Placement Appraiser

**Support Officials:** (May be combined with another role)

- 1 Timekeeper/Announcer

## PRESENTATION ROOM REQUIREMENTS

The Presentation Site must include...

- **A Presentation area with:**
  - A minimum space that is 16ft. x 16ft. (4.88m x 4.88m), although a larger area is desirable
  - A floor with a hard surface such as wood, linoleum or concrete
  - A 3-pronged outlet with AC power accessible within the area – check to make sure the power is ON!
  - Structure Tester Apparatus with side safety shields (for specifications see diagram in the *SWITCH!* Challenge)
  - Weights with mat or other floor protection (See suggested Weights on next page.)
  - Team-designated Adult Assistant location clearly marked on Presentation Area floor
- **A working area for the Appraisal Team with:**
  - A long table and chairs for the Appraisers to use for paperwork and scoring purposes between Presentations. It is recommended that this table be located a reasonable distance away from the Presentation Area and far enough to ensure privacy for the Appraisers while they work on necessary paperwork. During teams' Presentations Appraisal teams should position themselves such that they have the best possible view of each team's Presentation.
  - All required items and paperwork listed on the Supply List
- **An assigned seating area for Team Managers and any team members who have chosen not to participate in their team's Presentation.**

## STRUCTURE CHECK-IN

(For further specifications, also see Supply List included with Appraisal Packet.)

- Scale or balance accurate to 0.1 gram
- Platform on which Structure may be placed for observation, height determination, and scoring. This can be a flat board at least 12in. x 36in. (.3m x .91m) that can be moved and rotated. This platform could also be a mock-up of the Tester Base that includes a representation of the Safety Pole in the center and indications of where the corner Support Posts prevent Structure positioning.
- Ruler, jig or other device for measuring the maximum and minimum height of Structure
- Cylinder with an outside diameter of 2in. (5.08cm) for checking the opening down through the Structure
- Envelopes in which the *Check-In* sheet will be sealed
- *Structure Check-In* Forms
- Assorted colored markers for identification of Structure Orientation

## **WEIGHTS:**

The weights provided by the Tournament Director will be Olympic-style metal plates with a two-inch hole in the center. The range and thickness of weights available at each Tournament may vary due to availability. It is suggested that Tournament Directors attempt to acquire the weights as shown in the tables for each Regional and Affiliate Tournament Presentation Site.

### **Regional Tournaments**

<b>Weight Size</b>	<b>Recommended Quantity Available</b>	<b>Total Weight</b>
5 pound	10	50
10 pound	10	100
25 pound	5	125
35 pound	5	175
45 pound	5	225
<b>Recommended Total Weight Available</b>		<b>675</b>

### **Affiliate Finals Tournaments**

<b>Weight Size</b>	<b>Recommended Quantity Available</b>	<b>Total Weight</b>
5 pound	10	50
10 pound	10	100
25 pound	5	125
35 pound	5	175
45 pound	10	450
<b>Recommended Total Weight Available</b>		<b>900</b>

### **Global Finals Tournament**

<b>Weight Size</b>	<b>Recommended Quantity Available</b>	<b>Total Weight</b>
5 pound	10	50
10 pound	10	100
25 pound	10	250
35 pound	10	350
45 pound	10	450
<b>Recommended Total Weight Available</b>		<b>1200</b>

## Supply List: Challenge E: SWITCH!

### Site-Specific Supplies

- \_\_\_ Structure Tester Apparatus
- \_\_\_ Structure Tester Base
- \_\_\_ Pressure Board with the weight of the Board, rounded to the nearest pound, clearly marked
- \_\_\_ Safety Supports (if not built into Tester Base)
- \_\_\_ Safety Shields are required on the Structure Tester Apparatus. Refer to Challenge for safety goggle requirements.
- \_\_\_ Safety Pole: Should extend no more than 28 inches (71.1cm) above the level of the floor
  - No Safety Pole Extensions are required for Regional Level Tournaments
  - One 12in. (30.5cm) extension pipe is required for Affiliate Tournaments
  - Two 12in. (30.5cm) extension pipes will be required for Global Finals Tournament
  - The Safety Pole must have a mark that is 1in. (2.54cm) below the top of the Pole
- \_\_\_ A reserve Structure Tester Apparatus is desirable but not required (in case one is damaged)

**General Site Supplies:** ALL Challenge sites must have the following supplies:

#### Forms:

- |   |   |
|---|---|
| ___ Structure Check-In Forms  | ___ Appraiser Worksheets                    |
| ___ Prep Area Checklists  | ___ Evaluation Rubrics                      |
| ___ Score sheets  | ___ <i>Dialogue Team Intervention</i> forms |
| ___ Extra blank copies of required forms: <ul style="list-style-type: none"><li>• <i>Declaration of Independence</i></li><li>• <i>Expense Report</i></li><li>• <i>Tournament Data Form</i> – Challenge E: SWITCH!</li></ul> | ___ Schedules for the day                   |
|   | ___ Award nomination forms                  |
|   | ___ 'Sticky' Note pages                     |

**Program Materials for Reference:** Challenge Site MUST have copies of:

- \_\_\_ Copies of this Challenge
- \_\_\_ *Rules of the Road*
- \_\_\_ Appraisal Packet for SWITCH!
- \_\_\_ *TravelGuide for Teams*
- \_\_\_ *Team Manager Guide*
- \_\_\_ Current *Published Clarifications*
- \_\_\_ Current Team Clarifications for your Affiliate
- \_\_\_ *Site Procedures* for Challenge E: SWITCH!

### Other Materials:

- |   |                                |                          |
|---|--------------------------------|--------------------------|
| ___ 2 stopwatches or timers with second display for the Timekeeper/Announcer                |                                |                          |
| ___ Floor Tape  | ___ Masking Tape               |                          |
| ___ 'Sticky' Notes (i.e. Post-It®)  | ___ Measuring Tape             | ___ Pencils with erasers |
| ___ Pens  | ___ Duct Tape                  | ___ Scotch Tape          |
| ___ Night Light (test outlets)  | ___ Name Tags                  | ___ Paper Clips          |
| ___ Paper cups & water  | ___ Broom & Dustpan            | ___ Calculators          |
| ___ Clipboards  | ___ Tables & chairs            | ___ Signs                |
| ___ Stapler & extra staples   | ___ Pencil Sharpener           | ___ Scissors             |
| ___ First Aid Kit   | ___ Blank 8.5 x 11 or A4 paper | ___ Large Black Marker   |
| ___ Paper Towels  | ___ Kleenex                    | ___ Highlighters         |
| ___ Garbage Bags or Can with extra bags   |                                |                          |
| ___ Large Paper or "Super Size Schedule" for HA to indicate when scores are ready for teams |                                |                          |
| ___ 3-prong extension cord (if needed to bring power to edge of Presentation Area)          |                                |                          |
| ___ Envelopes for Check-in forms  |                                |                          |

## Suggested Division of Scoring Elements among Appraisers

### Challenge E: *SWITCH!*

To the Challenge Master and/or Head Appraiser: This Challenge has 11 individual scoring elements. This chart has been developed to assist you in distributing the items in a reasonable and logical manner across all members of your Appraisal Team. While it is sometimes important to have three people scoring each element, it is also important to limit what an individual Appraiser is asked to score. For example, it is difficult to ask an Appraiser to see the broad picture and also concentrate on specific detail. Furthermore, Appraisers tend to do a better job when they can spend more time on the items they are asked to score. The following distribution is recommended if you have an Appraisal Team of:

#### THREE APPRAISERS:

ELEMENT			Appraiser		
			1	2	3
<i>Central Challenge</i>					
1.	<b>The Structure's Weight Held Ratio</b>	<b>Up to 155</b>			
2.	<b>Structure:</b>	<b>Up to 15</b>			
a.	Quality of workmanship and uniqueness of design	Up to 15	*		
3.	<b>The Story</b>	<b>Up to 70</b>			
a.	The overall creativity of the Story	Up to 20	X	X	X
b.	The creative demonstration of the SWITCH! Item's first purpose in the story	Up to 15	X	X	
c.	The creative demonstration of the SWITCH! Item's second purpose in the story	Up to 15	X	X	
d.	The creative use of the Freeze Frame scene in the Story	Up to 10		X	X
e.	The integration of the Structure testing into the Story	Up to 10		X	X
<i>Side Trip 1:</i>					
1.	Creativity and Originality	Up to 15	X		X
2.	Quality, Workmanship, or Effort that is evident	Up to 15	X		X
<i>Side Trip 2:</i>					
1.	Creativity and Originality	Up to 15		X	X
2.	Quality, Workmanship, or Effort that is evident	Up to 15		X	X
<b>Total Points for Each Appraiser</b>			<b>80</b>	<b>100</b>	<b>100</b>

\* APPRAISED BY STRUCTURE CHECK-IN APPRAISERS

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#### FOUR APPRAISERS:

ELEMENT			Appraiser			
			1	2	3	4
<i>Central Challenge</i>						
1.	<b>The Structure's Weight Held Ratio</b>	<b>Up to 155</b>				
2.	<b>Structure:</b>	<b>Up to 15</b>				
	a. Quality of workmanship and uniqueness of design	Up to 15	*			
3.	<b>The Story</b>	<b>Up to 70</b>				
	a. The overall creativity of the Story	Up to 20	X		X	X
	b. The creative demonstration of the SWITCH! Item's first purpose in the story	Up to 15	X	X		X
	c. The creative demonstration of the SWITCH! Item's second purpose in the story	Up to 15	X	X		X
	d. The creative use of the Freeze-Frame scene in the Story	Up to 10	X		X	X
	e. The integration of the Structure testing into the Story	Up to 10	X		X	X
<i>Side Trip 1:</i>			<b>Up to 60</b>			
	1. Creativity and Originality	Up to 15	X	X	X	
	2. Quality, Workmanship, or Effort that is evident	Up to 15	X	X	X	
<i>Side Trip 2:</i>						
	1. Creativity and Originality	Up to 15		X	X	X
	2. Quality, Workmanship, or Effort that is evident	Up to 15		X	X	X
<b>Total Points for Each Appraiser</b>			<b>100</b>	<b>90</b>	<b>100</b>	<b>100</b>

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#### FIVE APPRAISERS:

ELEMENT			Appraiser				
			1	2	3	4	5
<i>Central Challenge</i>							
1.	<b>The Structure's Weight Held Ratio</b>	<b>Up to 155</b>					
2.	<b>Structure:</b>	<b>Up to 15</b>					
a.	Quality of workmanship and uniqueness of design	Up to 15	*				
3.	<b>The Story</b>	<b>Up to 70</b>					
a.	The overall creativity of the Story	Up to 20	X			X	X
b.	The creative demonstration of the SWITCH! Item's first purpose in the Story	Up to 15	X	X			X
c.	The creative demonstration of the SWITCH! Item's second purpose in the Story	Up to 15		X	X	X	
d.	The creative use of the Freeze-Frame scene in the Story	Up to 10	X	X		X	
e.	The integration of the Structure testing into the Story	Up to 10		X		X	X
<i>Side Trip 1:</i>							
1.	Creativity and Originality	Up to 15			X	X	X
2.	Quality, Workmanship, or Effort that is evident	Up to 15			X	X	X
<i>Side Trip 2:</i>							
1.	Creativity and Originality	Up to 15	X	X	X		
2.	Quality, Workmanship, or Effort that is evident	Up to 15	X	X	X		
<b>Total Points for Each Appraiser</b>			<b>75</b>	<b>80</b>	<b>75</b>	<b>85</b>	<b>75</b>

\* APPRAISED BY STRUCTURE CHECK-IN APPRAISERS