

North Penn Odyssey of the Mind Checklist for Coaches

The NP OotM website is a valuable source of reference for coaches, parents and team.

To access the website go to www.npenn.org > For Families > Odyssey of the Mind

Refer to Coaches' Corner page for forms & important information about coaching your team.

Coaches' Corner: www.npenn.org > For Families > Odyssey of the Mind > Coaches' Corner

- The coach and the team members should **use the Program Guide to understand the rules and guidelines of the Odyssey of the Mind program.** It can be used as a reference document.
 - * The Program Guide can be found at www.odysseyofthemind.org and on the Coaches' Corner page.
- Acquire and Submit Clearances as per the Child Protective Services Law (CPSL)**
All coaches and parents who attend meetings and/or interact with the team must have clearances! Follow the link under Coaches Corner for more information about acquiring/submitting clearances
- Distribute/Collect Parent Permission Forms; a mandatory district requirement.**
Parent Permission Forms should be completed by a parent for every team member. Follow the link under Coaches Corner to find the Parent Permission Form
- Submit Parent Permission Forms to District Coordinator. Keep original.**
Email scanned copies to NP OotM District Coordinator; this should be done as soon as possible.
- Attend SEPOM Coaches' Training** * Held on a Saturday in November, Date/Place is TBD and will be posted on NP OotM website. If you miss training or need direction, contact NP OotM District Coordinator.
- Register the team for Spontaneous Fun Day** * More details to follow (optional)
 - o Team members can submit designs for the OotM Tee Shirt Design Contest; submit designs to the NP OM District Coordinator
 - o Recruit two judges for Spontaneous Fun Day who can attend a one hour SFD judges' "training"
- Attend Spontaneous Fun Day with your team** * More details to follow (optional)
- Visit Odyssey of the Mind website www.odysseyofthemind.org > Teams > Member Resources**
In this space you will find everything you need to navigate through the Odyssey of the Mind program. Frequently-accessed forms and resources can be found here. **Once the SEPA OM Regional Competition is scheduled, your team can register your team and judges here.** Once you do, you will receive a confirmation email from SEPA OM with a username and password for your team to use to login to the Team Portal. Become familiar with Member Resources; this is where you confirm that your team's registration information is correct. This is also where you can verify your judges and confirm that your team's tournament fee payment has been posted. Under Teams, there is also a link to "**Clarifications**". Clarifications provide additional guidance from Odyssey of the Mind HQ to successfully solve the Long Term Problems. Teams may also submit questions to help them understand and/or clarify the Long-Term Problem limitations and the rules. Clarifications should only be submitted after the team has read through the problem statement multiple times.
- Meet with the team.** Help them to choose a problem. Guide them through their problem solution. Practice spontaneous problem solving. Feed your team snacks! **Encourage your team to have fun!**
- Email any questions or concerns** to the North Penn Odyssey of the Mind District Coordinator