How to make presentation boards

Boards can be used for judging or pits, or both! The choice is yours. The first step to making a presentation tri-fold board is deciding the format/platform. Creating the information that will go on your board, digitally, keeps things simple and neat. We have found google slides to be really simple and helpful, however, any platform or format of your choice can be used. You may handwrite/hand draw the information on your boards as well. Just make sure it's something your whole team is able to view and edit!

Your board should include the things your team thinks are the **most** important and it's a good idea to follow the season rubric.

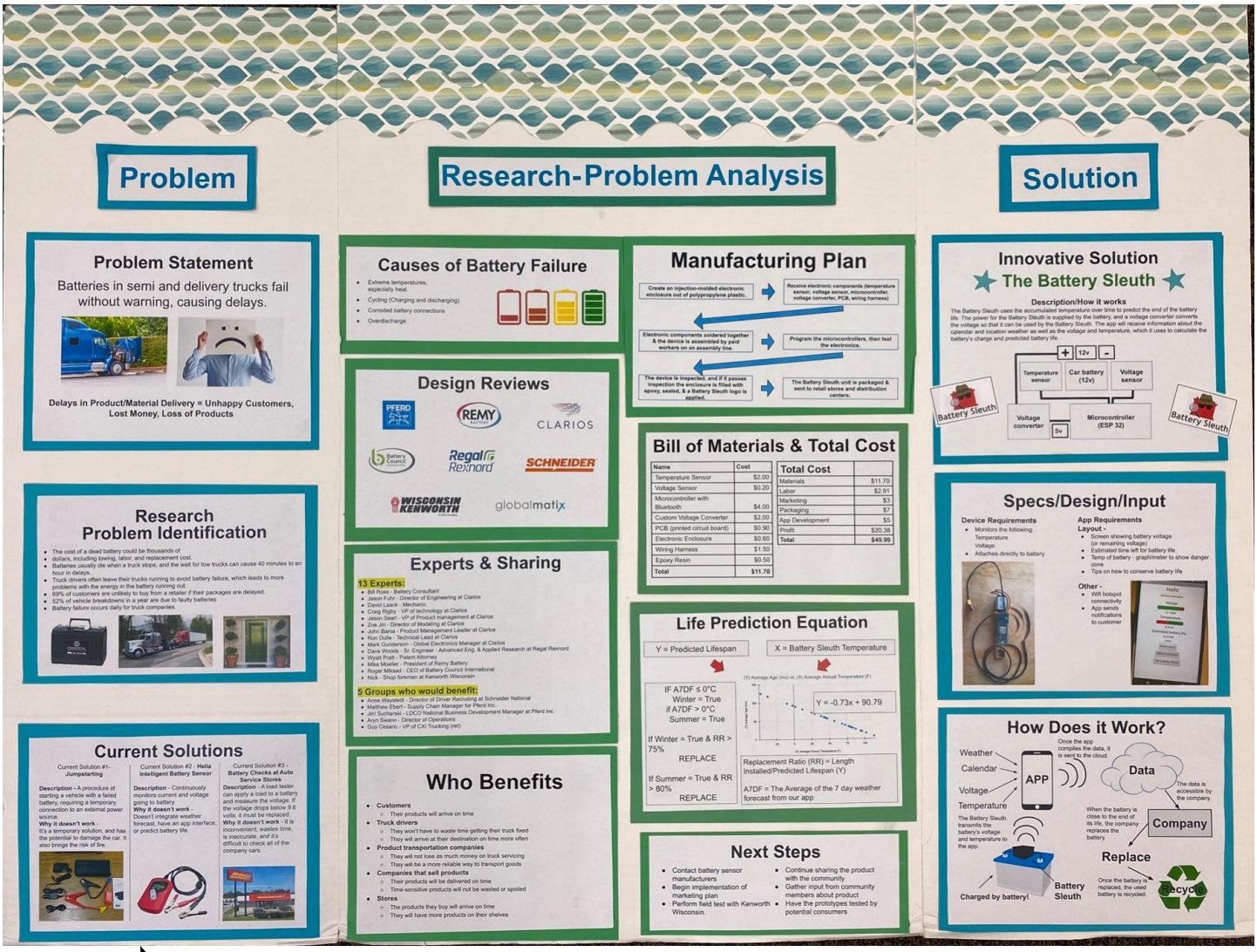
- For project, things that should be included are…
  - Problem statement and Solution
  - Data/statistics/diagrams
  - Experts and how they have helped
  - Important documents
  - Bill Of Materials- if applicable
- For robot, things that should be included are…
  - Pictures of your robots
  - Mission strategy/mission map
  - Code
  - Points
  - Missions your robot is completing
  - Other important documents/information
  - Unique features of your robot
- If you would like to have a core values board, some things that could be included are…
  - Pictures your team
  - Fun team activities
  - Team impact/impacting the community
  - Ways you have used core values
  - A little bit about each team member and their interests

The information on your boards will vary from team to team (and season to season), but make sure that your boards are…

- Readable
  - Font is clear and simple (arial or times new roman work best- avoid fancy cursive fonts)
  - Use different sizes to show emphasis or bold the font
  - The font should be big enough to read from a distance, about 6ft, if you want the judges to be able to read it during judging. If it is just for your pit, 14-18 point is large enough for your body copy.
- Highlight/bold important information/data/statistics
- Fun- stickers, pictures, glitter

If you choose to make your boards digitally, the final step is to print everything. Make sure you print in black and white first, this lets you see where changes in font size need to be made.

Finished board example



Depending on what color board you are using, choose a contrast color for backing. This way, the information will be easier to read, and look more presentable.

The section headers also follow the rubric standards.