

## **ElectroRally Report Requirements**

All Kansas ElectroRally teams are asked to submit a written report. The report is designed to build on the learning experiences of constructing and racing an electric car. With the assistance of Fort Hays State University, each student-prepared report will be evaluated and awarded points. The team with the best report, as determined by FHSU, will receive an award recognizing their achievement. In case of a tie, FHSU will determine the winning report. For report scoring and point values please see below.

The printed report should include information described in the following outline on the next page. Include photos, diagrams or other support documentation as attachments to the body of the report. Again, it's a good idea to involve students and teachers from the English, journalism, computer and business departments in developing and writing your report. This will not only make your report more well-rounded, it will get students and teachers in other areas involved in this exciting project.

Remember to be creative with your written reports. A substantial portion of your report score is based on fund raising strategies, writing quality, creativity and clarity. So go ahead, have fun!

### **Kansas ElectroRally Report Timeline**

Last Friday in March - Written reports due  
Starting positions will be assigned by report rank at the first race

### **Completed reports must be postmarked by the last Friday in March and sent to:**

Fort Hays State University - Department of Technology  
600 Park Street  
Hays, KS 67601-4099  
Attn: Joe Chretien  
Attn: Randy Jordan

### **OUTLINE FOR ELECTRORALLY TEAM REPORTS**

#### **Points Available for Content of Report**

Report submitted on time	(1)
Car name-number (number assigned by Electrathon™ America)	(1)
School name - address	(1)
Instructor names	(1)
Phone numbers (contact persons)	(1)
Best time to call instructor(s)	(1)
Student team (names-grade levels-class)	(1)
<b>Total Team Information Points</b>	<b>(7)</b>
Accomplishments to date	(2)
Photos and/or diagrams of progress	(4)
Plans for construction of car	(2)
Plans for testing car	(2)

Define problems/issues/help needed	(3)
Sponsors/funding progress (methods used/budget/expenditures)	(4)
Publicity techniques	(3)
Thank you plan for sponsors	(3)
<b>Total accomplishment points</b>	<b>(23)</b>
Organization/presentation of ideas	(6)
Writing Quality	(6)
Clarity	(4)
Creativity of report writing/presentation	(4)
<b>Total writing quality points</b>	<b>(20)</b>
<b>TOTAL POINTS AVAILABLE</b>	<b>(50)</b>