

PROJECT REPORT FORM (PRF)

Waiākea High School Key Club 2021-2022

PROJECT NAME: IQ Robotics League
LOCATION: Waiakea Intermediate Covered Courts
DATE: 9-24-22 **TIME:** 7:15 **to** 4:30
CHAIRPERSON Joshua S. & Zakariya T. **ADVISOR:** Gayle Kamei
CONTACT INFO: PHONE NUMBER PHONE NUMBER **PROJECT ATTIRE:** Key Club Shirt

NOTES:

K-Family		Kiwanis Sponsor Event		Division Project		Major Emphasis		Interclub	
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CHAIRPERSON(S)' CHECKLIST: (CHAIRS RECEIVE 1 HOUR IF THESE RESPONSIBILITIES ARE MET)

- _____ Make sure that a sufficient/required number of members are signed up for the project, the day before the project.
 _____ *If more than twenty members are required to sign up for the project, use another sheet; BE ORGANIZED.
 _____ Pick up the PRF from the clipboard in Mrs. Sato's Room (Q-201)
 _____ Contact EVERY member signed-up **and** the ADVISOR by 8:30pm the day before the project; remind when, where, what to bring and wear; **ask for REPLY**.
 _____ Sign-in and sign-out each attendee, at the project.
 _____ Complete the rest of the PRF: total the hours for each member (to the nearest 0.25 hour), complete checklist at bottom & provide an evaluation of the project. CHECK YOUR MATH!!
 _____ Submit the PRF to the website, NO LATER THAN 1 WEEK after the project.
 _____ Be prepared to report about the project, at the following General Membership meeting.

#	MEMBER'S NAME	GR.	CONTACT #	TEXT?	E-MAIL	SIGN-IN	SIGN-OUT	HRS.
1	Joshua Simeon	9				7:15	2:15	7
2	Zakariya Tamimi	10				7:15	2:15	7
3	Madison Calaway	11				7:15	2:15	7
4	Dylan Yoshimura	9				7:15	2:15	7
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FUNDS	PROJECT	HOURS	SCRAPBOOK
Raised:	Who was the project done with?	Total Members:	Pictures?
			Yes No

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Spent:		Total Hours:	Flyers, Brochures, etc?	
			Yes	No

PROJECT EVALUATION: What preparation was involved? What was done at the project? Was the project successful? Should we do the project again? Please feel free to add any other information. Please write on the back of this paper! ☺

Some preparations that were involved in this project was setting up the fields for the tournaments to be run on. What we did was help the referee with what was scored in the matches and help the teams get to their matches on time. This project was successful as we finished a bit ahead of schedule then we normally do. This project should be done again to not only help the participants of the event go by quicker or relieve stress for those running it, but to also show us the creative minds these young students have.