

Hello Computer Mentors Volunteers;

As you may already be aware of, Computer Mentors Group will be hosting our 3<sup>rd</sup> annual Technology Bowl on October 25<sup>th</sup>, 2008 at the Hillsborough Community College Brandon campus. We are very excited about this event and anticipate that it will be even more fun than last year.

We are seeking to have 16 sponsored teams. Defending champion is Microsoft. They will be defending against returning sponsors Interface Network Systems, Numara Software, Holland & Knight, Hillsborough Community College, and Nielsen Media. New sponsors this year include Raymond James Financial.

As with almost everything we do, your volunteer assistance will be crucial to the success of this event. Below I have listed the different positions and times where we need assistance. Please notify us either by email or phone if you will be available for any of these positions. Contact our Executive Director Ralph Smith at 236-1191 or [RSmith@computermentors.org](mailto:RSmith@computermentors.org). Please note that several positions require attendance to a practice session on Saturday, Oct. 18<sup>th</sup>.

**Room Coordinators – 5 needed (All day)**

Commitment from 8:30am – 3pm. The coordinators will be responsible for the smooth running of each of the contest rooms. Room coordinators may also be responsible to moderate a round in the absence of a designated moderator. Four of the rooms will be used exclusively for contest rounds while another will be used primarily as the information and to distribute lunches. Coordinators are required to attend a practice session to learn how the process works.

**Judge - 4 needed (2 all day)**

During each contest round, the judge will be the person to determine if a question was answered accurately and within the time frame allotted. The judge will also double as the computer operator to run the LCD to display the questions. Judges are required to attend a practice session.

**Timekeeper – 4 needed (2 all day)**

The timekeeper will maintain the stop watch and inform the judge when time has expired for a team to answer their question. The timekeeper will also double and the scorekeeper will maintain the score of the contest. Timekeepers are required to attend a practice session.

**Registration/Check-in Info Center Attendants – 2 needed (Morning only)**

These folks will function as greeters and information people. They will check-in the teams and guide them to their contest areas.

**Moderators – varying number needed during varying times**

Moderators will be responsible for reading the questions to the teams and moderating the contest rounds. Moderators will be required for rounds which are scheduled to run at various times during the day. Each round is expected to require 20 minutes.

**Lunch Assistants – 4 needed (lunch time only)**

These will be to people to setup, distribute, and break-down the lunch serving area.

**Coaches – varying number needed.**

Coaches are responsible to preparing a team for the competition. In the event that a sponsor does not desire to furnish a coach, we ask one of our volunteers to step in. To be a successful coach would require organizing practice sessions with the team. Teams will be available at least one night out of each week at the CMG site and coaches are assigned per their availability.