



## BEST LESSONS LEARNED

- MAIN CONCERN IS **TIME**. Save time by:
  1. Complete any known tasks **prior to kickoff**.
  2. **Organize** all tools, parts, and supplies.
  3. Establish a **secure** work area.
  4. Establish and enforce **chain of command** to prevent unnecessary rework.
- **STRATEGY** IS AS IMPORTANT AS A FUNCTIONAL MACHINE:
  1. Complete machine **early** in order to get practice.
  2. Participate in Mall Day. Take advantage of these practice times.
- **DOCUMENTATION** IS ESSENTIAL
  1. If it isn't documented, it didn't happen – **document everything**.
  2. Have sub-team notebooks and an overall master notebook.
  3. Complete engineering notebook **in stages** as they occur.

### **SUGGESTED DESIGN/BUILD SCHEDULE**

End of:

- WEEK 1:** Concept Selected
- WEEK 2:** Mock-up Complete  
- Test Course (Critical Parts) Complete
- WEEK 3:** Prototype Robot Complete
- WEEK 4:** "Production" Robot Complete  
- Begin Drawings
- WEEK 5:** Drive Practice, Strategy Development
- WEEK 6:** Drive Practice  
- Complete Drawings