

# General Instructions

Each session is three hours and fifteen minutes long and should be broken up in the following way:

08:45	-	09:00	Registration
09:00	-	10:15	Team Questions
10:15	-	10:30	Nutrition Break
10:30	-	11:15	Team Questions
11:15	-	11:45	Relays
11:45	-	12:00	Closing Ceremonies

1. Initial Setup: Each team should be assigned a number by which they can be identified by the markers. Every sheet of paper submitted by the team should include this team number in order to be marked appropriately. Supervising adults will be responsible for submitting the written solutions and distributing new questions throughout the session. Note that the supervising adults will be asked to supervise a team that is not from their home school to maintain impartiality.
2. Team Questions: For each question, the teams get five minutes to work as a group to come up with a solution. The supervising adult collects their answer when time is up and turns it in to be marked. Generic answer sheets are provided for students on which to write their final answer. A full solution to the problem should at this point be (preferably) presented by a student team, otherwise by some designated person. The next question is then distributed and the process is repeated for all ten questions, taking a break between the sixth and seventh question. While the teams are working on the next problem, the previous should be marked and recorded appropriately. Each team question is worth five points and usually requires only a final result. An incorrect response is worth zero. If partial marks are possible, specific instructions will be included with that question.
3. Relay A (Pairs): Before the beginning of the relay, each supervising adult should have one set of four problems, one blank relay answer sheet, and an answer key. Each team is divided into two pairs, with one pair receiving question one and three, and the other pair receiving questions two and four. The pair with questions one and three are also

given the blank relay answer sheet. When the relay begins, each pair may examine their problems. The only problem which can be solved immediately will be question one. When question one has been completed, the students write their answer in the first box of the answer sheet and pass it on to the other pair. These students will now have enough information to solve question two. Upon solving question two, the students write their answer in the second box of the answer sheet and pass the sheet back to the first pair, who will now have enough information to answer question three. Once they have answered question three and written the answer in the third box of the answer sheet, the answer sheet is passed to the other pair. Once question four is solved and its answer written in the fourth box of the answer sheet, the sheet is handed to the supervising adult. The supervising adult will have an answer key which she checks against the solutions provided. If any of the four solutions are incorrect, the supervising adult wordlessly passes the answer sheet back to the student who passed her the sheet, without indicating which question(s) are incorrect. The two students within a pair may communicate with each other but not with the students in the other pair. Once a completely correct sheet is handed to the supervising adult, she should call out her team's number to signify to the head marker that they have completed the relay. The first team to complete the relay will be awarded ten points. Second place will receive nine, and so on. The teams have ten minutes to finish the relay. Any team completing the relay in the allotted time will be awarded at least five points. At the end of the relay, collect the answer keys. Any team which did not complete the relay during the allotted time will receive one point for each correct answer on their relay sheet.

4. Relay B (Individual): This relay is run in the same way as Relay A, with the exception that each student is given a question and there is no collaboration between the students. The team may pass the sheet back and forth along their line but may not communicate in any other way.

For the relays, it is important to note that each question can be worked on before the answer from the previous question is obtained, by treating the answer from the previous question as a variable. Teams are encouraged to do as much work as possible on the question before receiving the answer sheet.