

# Welcome

to  
The College of Wooster  
and  
The 2010 State Finals  
of  
Power of the Pen

**PLEASE STUDY THIS IMPORTANT NOTICE CAREFULLY!**

An estimated 1,500 people will be attending this State-wide interscholastic writing event. That's a lot of people. So please cooperate in every way with The College of Wooster, our gracious host for this event.

**Damage Control-** Since The College of Wooster cannot be held responsible for personal injury or lost, stolen or damaged property, every guest must do the following before leaving: *turn out the lights, close the windows, and leave the door unlocked.* Coaches are asked to verify that no damage has been done to the rooms and that **NO FURNITURE HAS BEEN MOVED OR REARRANGED.**

**Key Deposit-** This year no check-out is required. Swipe cards and lanyards may be kept as souvenirs. **Safety Precaution-** All doors to the residence halls are kept locked at all times for security reasons. Your card opens the door. Please keep your card with you at all times.

**Medical Emergencies-** Call College Security (ext 2590). They will help you with transportation to the Wooster Hospital (330-263-8100), or Cleveland Clinic- Wooster Branch (330-287-4500).

**Phone Service-** If you brought a phone along to connect to the College's phone system, family and friends can reach you through the College switchboard (330-263-2000). A message board for communication purposes will be maintained in Lowry Center. On-campus extensions can be reached by dialing the 4-digit extension. The Message Board: ext. 2762. Security is 2590. There is a phone room on each floor of the residence halls, so you are able to make credit card or collect calls to the outside.

**Special Activities-** After you check into your rooms, feel free to use the equipment you brought on the tennis and basketball courts, or tour the campus to appreciate its beauty fully. Scot Lanes in Lowry will also be open for bowling. And don't forget to attend the *DJ DANCE* on Lowry Patio from 7:30 – 10:00 P.M. Also remember that all students are required to abide by the Curfew Rules: be in dorms by 10:30 p.m.-- in rooms and quiet by 11:00 P.M. On Friday, you **MUST** adhere to the A or B lunch assignment you have been given. If you prefer a different A/B dining ticket assignment, it is up to you to arrange a swap with someone else. *Thanks!*

*(more on other side)*

## SPECIAL MEETINGS for Runners, Judges and Parents

- **BUILDING MONITORS and RUNNERS** Staff who have been relieved as Judges to perform special tasks as Building Monitors will meet at 3:00 on Thursday in Mateer Auditorium to review procedures. Attendance will be taken. There will be another meeting for all RUNNERS at that time, also in Mateer. *You must pick up your materials and prep your Runners at this time.* Only those who submitted a Contract of Commitment are authorized to serve as Ballot Runners or POP Student Volunteers. If your contract is NOT on file and a job is not available for you, the coach bears independent responsibility for the student's whereabouts on campus at all times.
- **REGISTRARS:** report to Scheide at 6:30 P.M. to review procedures for after-dinner Registration.
- **COLLEGE RULES:** As guests of the College, you are required to observe its rules:
  - ✓ No smoking in campus buildings
  - ✓ No alcoholic beverages permitted anywhere on the premises
  - ✓ Observe curfew regulations
  - ✓ Avoid damage to property
  - ✓ *DO NOT MOVE, ABUSE, OR REARRANGE FURNITURE IN DORMS OR CLASSROOMS.*
- **JUDGES:** Early registration this year starts at 7:00 P.M. in Scheide Hall (*see map*). Report to your Regional table. Take your material to Gault Auditorium where a pre-tourney instructional video will be shown at 7:30, 8:00, and 8:30. *All new Judges, especially, are required to view this video.* A door prize will be given at the end of each viewing. **STAFF IS NEEDED TO MAN THE REGISTRATION TABLES.** Tables are set up by Regional sites. Be at Scheide for pre-Registration instructions at 6:30 P.M. if you have agreed to help or are willing to volunteer.
- **VOLUNTEERS** Parents are welcome to assist in the Tab Room while the writing is going on. Those who wish to help should come to Freedlander Theatre at 11:00 A.M. Friday. POP staff who are assisting with Friday registration should report immediately to Scheide after breakfast (at 7:00 A.M. - 8:00 A.M.)
- **INFORMATION CENTER** The large tent near McGaw Chapel is an Information Center. If you have a question or a problem, Staff will do their best to assist you. If you have no judging assignment, ask if help is needed at the Tent or in the Tab Room.
- **CAMPUS COMMUNICATIONS** Tournament headquarters this year will be in Freedlander Theatre. Gary Littell (Northridge MS) will coordinate and problem-solve all matters pertaining to Friday's writing and other activities from this base of operations. Two-way radios will be used to communicate among the various writing and activity centers throughout the campus.
- **SPECIAL REMINDER** If any of your students won a Regional Best of Round, you must remain for the Awards ceremony to see if a Best of Best has also been won. **NO AWARD IS ISSUED AT STATE IF THE WINNER IS NOT PRESENT TO RECEIVE IT IN PERSON.**

### AWARDS PROGRAM and TAKE HOME PACKETS

We hope you can remain for the Awards Assembly, but if it is necessary to leave early, you may not obtain your take-home packet. You may also pre-pay for your packet to be mailed, or contact the State Office the following week to make arrangements for obtaining it at a later time. The cost of handling and mailing is \$5.00.

*We know that you are all psyched up for tomorrow's competition, but try to get a good night's sleep. Breakfast will be served for "A" tickets from 6:30 – 7:30 A.M.; "B" tickets 7:30 – 8:30 A.M. Judges and Contestants must be at McGaw Chapel no later than 8:45 A.M. for the Opening Assembly.*