

Hello Future City Teachers and Engineers:

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1. Essay Submission Reminders:

Deadline: Website deadline: Wednesday, January 11, 5:00 pm

Abstract is 300-500 words (pg. A-16 for details)

Please proofread your essay/abstract for errors.

Please next to your title indicate if it is the essay or abstract.

Last year we received one document from a school and we did not know what it was!!

Don't forget in your essay: Describe the role of either an engineering discipline or land surveyor in the engineering feasibility project (see pg. A-14 #3)

Don't forget in our essay: For most points possible make sure your team discusses all three elements listed as part of the engineering feasibility plan (utilities, transportation access, and soil analysis) and that they cover 2 items from each of the bulleted points on page A-14 to cover in their explanation.

Don't forget to include your bibliography.

Question: What is the difference between the essay and abstract?

Answer: The essay focuses on the theme and the abstract is an overview describing your city and some of its features.

**KEEP A COPY OF BOTH ESSAY AND ABSTRACT FOR YOUR FILES!!**

**PLEASE PLACE YOUR FUTURE CITY NAME ON EACH PAGE OF THE ESSAY AND ABSTRACT.**

**Submission Procedures:**

### Website Submission:

Submit via the website by going to essay submission on the website (www.etc.ipfw.edu/fcc ) and click on browse. You will see your files. Please have your essay and abstract in two separate files. Highlight the essay and then click Open and it will show up in the box on the website page. Then click submit. You should receive a message indicating success in sending the file You will need to do this twice: once for essay and once for abstract. Please label your files:

Sample: Greatcity Essay and Greatcity Abstract

Mail a copy of essay and abstract and mail to us with page. A-43 Essay Form to:

Carol Dostal  
IPFW  
2101 E. Coliseum Blvd.  
Ft. Wayne, IN 46805

Questions or concerns email me (Carol), please.

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### 2. Team Packets

You should all receive your team packets later this week which will include: schedule, general competition information, map, layout of Walb. All of these materials will be placed on the website next week also.

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### 3. Lunch Orders

Every team will receive one pizza compliments of the Final Awards Sponsor: Indiana Michigan Power. If you plan to go out for lunch, please let us know so we do not order your team a pizza.

Additional orders can be placed with Paula King by calling 481-4145. Drinks will be available in vending machines by the Walb Cafeteria.

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### 4. Weather Issues

As most of you know, last year a major snow storm caused very hazardous

driving conditions in NE Indiana. The competition was not cancelled because 50% of the teams could attend and no alternative facility was available for a snow date competition to be completed before the date required for regional submission of winning teams to National FC Competition.

This year we have made arrangements for a snow date if needed; by reserving alternate rooms at the university for the weekend of January

28. We will only reschedule the competition if extreme conditions exist in the Allen County and immediate surrounding areas. If weather conditions become extreme we will announce a delay or cancellation in two ways:

1. Message placed on area radio stations 1190 AM, 95.1 FM
2. Message placed on Carol's office voicemail

Please remember that this event involves reserving the entire IPFW Walb Student Union for 2 days and over 30 judges, 10 committee members, 32 teams (160 team members), and around 20 other volunteers who would all need to re-schedule if we need to cancel. Because of that we will make every effort to hold the competition unless conditions like last year exist where almost half or more teams cancel. If you feel that you must cancel out of the competition please notify Carol asap by a phone call to the office phone: (260)481-6905 or the alternate number: (260)413-2054

We want to express our special appreciation for all the teams who came to event last year under the worst conditions and we hope to never have that situation happen again!

Good luck on your essay/abstract submissions!

Carol