



The Tech  
Challenge

# RAISE THE ROOF

2026

## Preparing for Showcase Experience Guide and Checklist



Each year, The Tech Challenge gives students the opportunity to showcase their creativity, problem-solving, and engineering design. Preparation plays an important role in helping teams feel confident, stay organized, and focus on sharing their work.

Teams and advisers can use this guide to review important expectations, plan what to bring, and take steps to ensure you are ready for a smooth and successful experience.

For more details, visit [www.thetech.org/thetechchallenge/showcase](http://www.thetech.org/thetechchallenge/showcase).

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## Before You Arrive

A successful event day starts with thoughtful preparation. Reviewing the items below with your team ahead of time can help ensure that students, advisers, and chaperones arrive organized, equipped, and ready for a smooth Showcase experience.

## Journal Submission

Teams must submit a digital copy of their Team Journal using the [Team Journal Submission link](#) by 11:59 p.m. on Thursday, April 23.

## Arrival

Decide when and where your team will meet when you arrive at the event. If you completed a [Tech Challenge Showcase Entry Form](#), use the arrival time listed as your reference.

- Note: that these entry times are not guaranteed, but may help reduce wait times for teams.

## Accessibility & Language Accommodations

If a team member needs accommodations, such as support for a learning difference or other accessibility needs, please contact [challenge@thetech.org](mailto:challenge@thetech.org) in advance so arrangements can be made. When you arrive at the Showcase, confirm any requested accommodations with the check-in team.

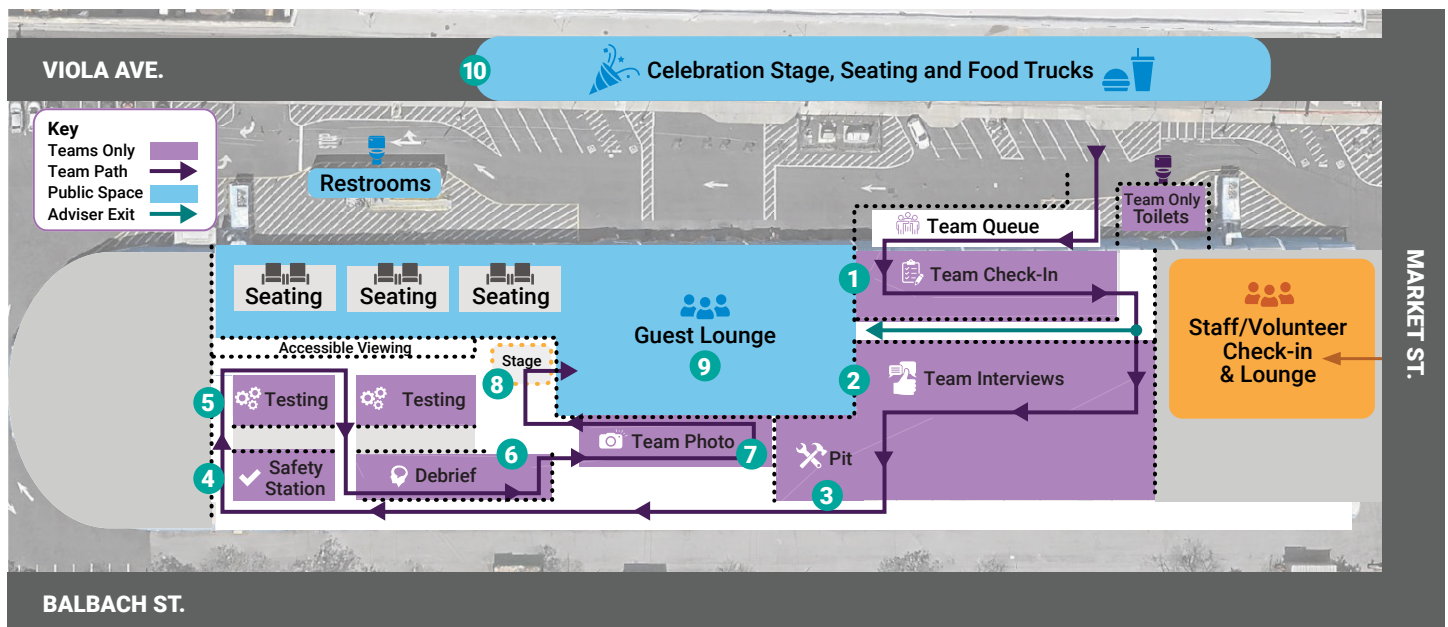
## Plan for Meeting Places During Event

Your adviser is responsible for meeting and escorting all team members after they exit the judging process. We recommend the adviser wait near the stage. You might also choose a reunion location in case the team gets separated after exiting. Please refer to the map in this document.

## Device Storage

Make a plan for where your lifting device will be kept while awaiting the Special Recognition Celebration. You may choose to take your device back to your vehicle or utilize limited cart parking in the celebration area. Please note there is no storage available inside South Hall.

## Map



# What to Expect

Knowing the flow of the Showcase can help your team feel more prepared and confident. Below is an overview of what to expect from arrival through the Special Recognition Celebration.

## Teams & Advisers

1. **Team Check-In:** When all members of your team have arrived along with your lifting device and adviser, join the Check-In line located on the Viola Street side of South Hall. When your team enters the building, you will collect your individual t-shirts. Next, we will check in your team by your team number. If you do not know your team number, a staff member can help look it up. Then, your team will receive their packet containing their badges. Advisers will then lead their team to the entrance of the Interview space.

At this point advisers will exit to the Guest Lounge to complete their Adviser Survey. They will then be free to go to the Rig Viewing Area.

2. **Team Interviews:** Once in the Interview area, teams will head to a table to wait for the next available judges to talk about their design process, teamwork, and learning. While they wait teams will complete a [Safety Plan Checklist](#) if they haven't already done so prior to arriving at Showcase.
3. **Pit:** After team interviews have concluded, teams may stop at the pit to make any adjustments they'd like to their lifting device. When teams are ready, they will travel along the pathway towards the rigs until they reach the Safety Station.
4. **Safety Check:** Teams will be reminded about the safety rules of the challenge and ensure that all team members are wearing personal protection equipment (PPE). PPE will be provided if a student does not have it.
5. **Device Demonstration (Testing):** After their safety check, teams will advance to the Rigs. Teams will be directed to a Rig where they will demonstrate their device.
  - Once teams are at their assigned Rig they will safely place/clamp their lifting device on the platform.
  - Judges will then cover the basic rules of the challenge and answer any questions.
  - The Judge will then ask if the team is ready to begin, once the team agrees in unison the judge will hand over the targets and start the time.
6. **Debrief and Survey:** Next, team will advance to the Debrief and Survey Station. Here students will complete their end of challenge surveys and receive pins based on their team's performance this year in a number of categories.
7. **Team Photo:** After receiving their pins, the team will walk to our Team Photo Station for group photos. Photos will be available to teams digitally in the coming weeks after the Showcase event to be downloaded. Some teams are asked to do video interviews. This is based on the capacity of the video crew so teams should not take it personally if their team is not selected.
8. **Team Stage:** Teams will then move up to our Team Stage next to the Rigs where they will be announced and photos can be taken by advisers and parents.
9. **Guest Lounge and Reunion:** Teams must be met by their adviser after coming off the Team Stage. This adviser is responsible for all team members.

## Guests

- **Celebration Area:** While teams line up to check-in, guests are invited to explore the celebration area activities, amenities, photo booth and food trucks. Please note that food should stay outside in the celebration area.
- **Guest Lounge:** Inside of the South Hall venue, the guest lounge features a number of useful stations:
  - Information and Parking Validation
  - First Aid
  - Lost & Found
  - The Tech Store
  - Access to a private Nursing Area
- **Rig Viewing Area:** Teams will first re-emerge at the rigs and later on the indoor stage before being released into the Guest Lounge. Guests can wait in the rig viewing area for an excellent view of team performance and recognition on the stage.

## Special Recognition Celebration

Be sure to stay for the Special Recognition Celebration where we will share stories of excellence and inspiration. Teams are encouraged to watch other teams' device demonstrations, interact with exhibitors, or get something to eat while waiting for the Special Recognition Celebration to begin. Please find the outdoor stage at least 10 minutes before the Special Recognition Celebration begins to ensure that you don't miss a moment. Refer to the [Event Day Schedules](#) at the end of this document for approximate timing.



## Bring What You Need

Make sure your team brings the materials and supplies needed for a smooth Showcase experience.

- A completed [Safety Plan Checklist](#) (or complete it at the event).
- Your lifting device, including controls, clearly **labeled with your team number**.
- A wagon, dolly, or other cart so your team can transport that device without assistance.
- Two clamps will be provided for team use. Teams whose designs require specific clamps or extra weights should bring their own.
- Any materials you may need for retrofits or repairs in the Pit.
- A copy of your team journal, if you would like to share any portion of it with the judges.
- Required safety gear, including safety glasses and head protection will be provided on-site for teams who do not already have them.
- Costumes or team spirit gear are encouraged.
- A plan for how the team will communicate if needed with advisers while separated.
- Lunches and snacks (Food may be enjoyed in the outdoor Celebration area, but may not be eaten inside South Hall).
- A bag for t-shirts and other event materials.
- Filled water bottles for team members, refill stations will be located around the event.

## Event Day Schedules

Plan on 2-3 hours from the time you arrive through your team's time on the Team Stage. Teams should be prepared to transport their device and materials independently throughout this time. Please plan to attend the **Special Recognition Celebration** at the end of your division's judging process.

### Saturday, April 25

<b>Grades 4-5</b>	9 - 11 a.m.	Team Check-In open
	1:15 - 1:45 p.m.	Special Recognition Celebration
<b>Grade 6</b>	2 - 3:30 p.m.	Team Check-In open
	4:30 - 5 p.m.	Special Recognition Celebration

### Sunday, April 26

<b>Grades 9-12</b>	10 - 11:30 a.m.	Team Check-In open
	12:30 - 1 p.m.	Special Recognition Celebration
<b>Grade 7-8</b>	1:30 - 3 p.m.	Team Check-In open
	4 - 4:30 p.m.	Special Recognition Celebration

Have other questions about the Showcase Event experience?

- Visit [www.thetech.org/thetechchallenge/showcase](http://www.thetech.org/thetechchallenge/showcase) or email us at [challenge@thetech.org](mailto:challenge@thetech.org)