Contest Guidelines

Cane Quest is a national orientation & mobility competition for children who are visually impaired

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OVERVIEW OF THE PROGRAM

Cane Quest® is a challenging orientation and mobility contest developed by Braille Institute of America, Inc. for students in grades 3-12. The categories are divided as follows: grades 3-6 are Scouts, grades 7-9 are Explorers and grades 10-12 are Trailblazers. Explorer and Trailblazer contestants are given auditory instructions and challenged to complete secret routes in their community using proper travel techniques and appropriate cane skills. Scout contestants team up with a sighted adult to navigate a route that demonstrates mastery of basic orientation and mobility skills and proper sighted guide techniques, within the boundaries of a school or agency.

Cane Quest® seeks to motivate students to practice their skills, while also serving as an age-appropriate benchmark for expectations and an opportunity to educate the sighted public about the independence abilities of blind youth and adults.
ABOUT THIS PACKET

This planning handbook is available free of charge to all nonprofit agencies or schools serving children who are blind or visually impaired that are interested in hosting a Cane Quest® regional. Our goal is to ensure that all Cane Quest® regional contests are consistent so that all contestants will have demonstrated a parallel level of mastery in their age group. Our hope is to build this program to eventually create a national Cane Quest for the top scoring students nationally, as with BIA’s popular Braille Challenge®. This handbook provides details and the working documents necessary to:

* Design routes
* Score student performance
* Recruit appropriate volunteers to support your day

The enclosed samples and instructions are based on accommodating 30 total participants; 10 in grades 3-6 (Scouts), 10 in grades 7-9 (Explorers) and 10 in grades 10-12 (Trailblazers). You can create one community route for both Explorers and Trailblazers and judge them separately, or create 2 separate routes. The day typically includes a pep rally or opening ceremony, lunch and an awards ceremony. It can be customized to include parent workshops, special guests and programs for siblings.
CANE QUEST AGREEMENT

As the undersigned host agency (“you” or “your”), you are joining Braille Institute of America, Inc. (“BIA”) as a partner in the effort to promote orientation and mobility skills among blind children. As partners, we agree to fulfill the following roles and responsibilities regarding Cane Quest®:

**BIA Roles and Responsibilities:**

**BIA Agrees:**
- To assist you in developing your own regional Cane Quest® event. A BIA staff will be available to answer questions and provide online and phone support during your planning process. BIA will also provide Cane Quest® artwork customized for your event, and BIA’s O&M Specialist(s) will be available to answer scoring questions.

- To grant a non-exclusive, non-transferable license permitting your use of BIA’s registered trademarks (“Cane Quest”, and Braille “B” logo) and the Cane Quest logo on your locally produced materials and merchandise for purposes of your one-day regional event.

- To develop and provide to you contest guidelines and scoring rubric for the three defined age groups that make up Cane Quest®.

- To provide electronic/web-based templates for support materials needed to run Cane Quest®, including electronic scoring sheets and forms to organize the contest like a permission form.

- To provide limited quantities of customized marketing postcards, plus electronic artwork for you to produce your own Cane Quest® signage, marketing materials and T-shirts, subject to availability.

- To braille marketing postcards, free of charge, if they are provided within the enclosed timeline for production, subject to availability.

- To provide prizes from national sponsors that you may distribute to your local winners to encourage regional participation, subject to availability.

- To provide support designing routes based on BIA’s guidelines, in time for your regional event.
Your Roles and Responsibilities:

You agree:
• That the term of this Agreement shall continue for succeeding years and that either party may terminate this Agreement upon fifteen (15) days prior written notice to the other. However, nothing in this Agreement shall obligate BIA to hold a Cane Quest® finals competition or otherwise produce Cane Quest® contest materials.

• Not to infringe, misappropriate or otherwise use BIA’s registered trademarks and/or Cane Quest® logo, identified above, in any manner except as specifically permitted in this Agreement.

• Except as otherwise provided herein, not to copy, reproduce or distribute the Cane Quest® Handbook (“Handbook”) or any other support, marketing, contest or other written materials provided by BIA relating to Cane Quest® without the express written consent of BIA.

• To maintain an image for Cane Quest® consistent with specific graphic standards developed by BIA to keep the brand integrity of Cane Quest® intact.

• That although basic Cane Quest® artwork may be altered for your region’s theme, all artwork for postcards, forms, T-shirts, etc. which has been designed locally must be approved by BIA before production.

• That the Cane Quest® logo CANNOT be altered in any way, and must be present on ALL print and electronic materials, including organizational websites.

• That any reference to your regional event on any printed or electronic material, including posters, flyers, press releases, emails, event programs and website pages, will identify it as a regional event of “Cane Quest®, ‘a national program of Braille Institute.’”

• To follow contest timelines, rules and procedures as defined in the Handbook so as to maintain the integrity of Cane Quest®.

• To maintain the strictest confidentiality of all Cane Quest® contest routes until your Cane Quest® event has concluded.

• That in the event of willful misconduct, BIA may take appropriate action such as refusing to provide contest material to you.
• To use only BIA-approved Cane Quest® contest materials and routes
designed to standards in this handbook for your regional event and strictly
follow the guidelines for scoring the contest. You may design your own
course elements and/or activities to meet the needs of students locally, and
may award prizes for local contests.

• To staff your regional event, coordinate with your own local Orientation &
Mobility specialists or teachers, provide your own equipment and facility
and submit all contest score sheets including those with notes to BIA, for
national evaluation of the program.

• To ensure that all O&M specialists, the one-to-one trained ‘shadows’ and
scorers have reviewed the contest rules, guidelines and procedures
provided by BIA.

• That as a host agency, you are responsible for related costs associated
with your event, including meals, T-shirts and printing. BIA does not accept
contributions made in support of your regional event and will not provide
tax-deductible receipts for such contributions.

• To provide a certificate of insurance at least ten (10) days prior to your
Cane Quest® event naming BIA as an additional insured and evidencing
general liability insurance coverage in amounts of not less than $2,000,000
for a single occurrence and not less than $2,000,000 in the aggregate for
personal injury and/or property damage liability claims arising from your
Cane Quest® event.

• To indemnify, defend and hold BIA, its employees, agents, officers, and
directors harmless from any and all claims, demands, losses, costs,
expenses, and/or fees (including attorney’s fees) arising out of or resulting
from your Cane Quest® event but only in proportion to and to the extent
such claims, demands, losses, costs, expenses, and/or fees are caused by
or are the result of the negligent or intentional acts or omissions of you,
your employees, agents, officers, agents, or directors.

• To acknowledge and you do acknowledge that nothing herein constitutes
a partnership, joint venture, or agency relationship between you and BIA.

• To name all Cane Quest® program sponsors and national prize sponsors
in all print & electronic materials you create if you choose to accept
donated prizes garnered through BIA for your regional event.
• To recognize participants with age-appropriate prizes/recognition on the day of your event, to the best of your ability.

• That to be eligible for BIA-sponsored prizes, your regional event must have a minimum of 10 contestants and you must allow students from throughout your region to participate.

• To provide feedback to BIA regarding your own Cane Quest® and to participate in future discussions regarding expansion and/or research of the program. This includes returning the Event Summary Form and any applicable photos, videos, printed materials, online postings, web links or news clips.

________________________________________________________________________
To be signed by Agency Administrator

________________________________________________________________________
To be signed by Regional Coordinator (main contact)

Host Agency Name and Address

________________________________________________________________________

________________________________________________________________________

Sergio Oliva
Associate Vice President, National and Youth Programs
Braille Institute
741 N. Vermont Ave.
Los Angeles, CA 90029

________________________________________________________________________

Rachel Antoine
National Programs Coordinator
Braille Institute
741 N. Vermont Ave.
Los Angeles, CA 90029
CANE QUEST PLANNING
TIMELINE

Recommended Planning Schedule

Four months prior to event date:

- Set your date and report it to Braille Institute.
- Participate in the Regional Coordinator Phone Conference.
- If you are a first-time host agency, submit a signed Cane Quest® Agreement.
- If you have hosted a regional event in a prior year, BIA will e-mail you an Excel file listing your past participants. This is to be edited and serve as your contestant registration log.
- Using the registration log as your starting point, compile a mailing list to market your event. Include school districts, O&M Specialists, VI teachers and families in your state or region.
- Contact BIA to provide you with a limited quantity of customized printed marketing postcards, which are based on Braille Institute’s Cane Quest® template. If you need more than 250, contact Braille Institute to forward customized artwork to you to print your own postcard.
- To have your pre-printed postcard brailled free of charge, e-mail copy (for transcribing) to Rachel Antoine at Braille Institute, rantoine@brailleinstitute.org. Allow 15-21 working days for production and return shipping.
- Confirm if you will be accepting prizes donated by Cane Quest® regional event sponsors.
- Identify Cane Quest® sponsors on all print & electronic materials and correspondence.

Three months prior:

- Design Explorer and Trailblazer route(s) and submit to Rachel Antoine (rantoine@brailleinstitute.org), for review and approval. Be sure to either videotape potential route or utilize Google Maps.
- Design Scout course and submit to Rachel Antoine (rantoine@brailleinstitute.org), for review and approval.
- Define extracurricular events for your Cane Quest® (parent workshops, etc.) and finalize details for your agenda.
Coordinate with Braille Institute to receive your customized permission forms (for parents and O&M Specialists). Forms are posted on the Cane Quest web site under your regional.

Direct parents and teachers to the Cane Quest web site (www.canequest.org) for registration forms and more information on sample contests, rules, dates, etc.

**Review scoring rubrics for all three categories. To receive the scoring rubric for Explorers and Trailblazers, contact rantoine@brailleinstitute.org**

Assign a scoring Room Administrator (must be a certified O&M Specialist). Review scoring room guidelines, equipment and volunteer needs. You also will be sent an Excel file to serve as your electronic scoring grid.

Mail postcards to your target list.

**Two months prior:**

- Finalize Explorer/Trailblazer route(s) and Scout course.
- Conduct a walk through with multiple O&Ms and adult volunteers to make sure route(s) and Scout stations will work for your event. The walk through should be conducted under the same weather conditions as your event.
- Order goodie bag contents and giveaways.
- Customize all working documents to organize your day.
- Begin recruiting volunteers: O&Ms to score contests, shadows for any on-route support, technology ambassadors to train contestants on Bookports and staff/volunteers to serve as sighted guides, help with registration, etc.

Please note: Not all regionals use SD cards and bookports. A bookport is used to give verbal directions and instructions to contestants on their route. A bookport will have the recorded checkpoints and remind a contestant to make sure they are using proper cane techniques to avoid certain obstacles. Bookports are used in place of the extra O&M’s and Route Monitors.

- Mail solicitation letters for local prizes.

**Six weeks prior:**

- Complete the Materials Request Form for Regional Events. Complete this form to order SD cards and Bookports, if needed. **You will not need to identify your contestants by name at this point, as we understand you will get many late registrants.**
One month prior:
- Send confirmations to all registered contestants.
- Make phone call reminders to ensure participation.
- Confirm receipt of regional prizes, if they were requested.
- Finalize site plan and volunteer needs.
- Produce signage, t-shirts, programs, as needed.
- Confirm you have working Bookports and appropriate SD cards for contest and training sessions. Be sure to have back-up units available.

Two weeks prior:
- Hang exterior signage promoting the upcoming event.
- Send press releases promoting event (see sample on page 86).
- Make sure all SD cards have appropriate route(s).
- Please check all registration forms to be sure both the contest release box and the Photographic Release boxes have been checked & that the appropriate signatures are legible.

One week prior:
- Do a final check of ALL contest materials to be sure you have what you need for the day, including score sheets w rubric, evaluation forms, etc.
- Conduct O&M Captain, Shadow and Team Leader Trainings, that includes Explorer and Trailblazer route and Scout course walk through on BIA approved route(s) and course.
- Collate goodie or registration bags.
- Place event signage.
- Order lunches, etc.
- Confirm all needed equipment is in good working order, i.e audio and sound, if applicable.
- Place flyers around neighborhood announcing the event with times and dates.

Day before:
- Set up chairs, registration tables and contest materials needed as well as signage needed for the route(s) and stations.

Post-Event:
- Be sure you’ve returned the following:
  - Electronic Registration Log (excel) listing all students who participated in the contest.
  - Excel scoring sheet with all final scores entered.
-If a student attempts Cane Quest® but does not complete any one or all of the route(s) or stations, please keep them on your Registration Log and indicate any points earned on the scoring grid.
-All equipment borrowed from BIA.

• Within two weeks after your event, complete the Regional Contest Event Form & send all news clips, photos or video of your event.
• Send the list of the names of all your O&Ms who participated to Rachel Antoine at rantoine@brailleinstitute.org to ensure they receive their CEU Certificates (if sent via e-mail, it must be a PDF, per ACVREP).
CANE QUEST CONTACTS

Sergio Oliva, M.P.A.  (323) 663-1111, Ext. 3137
Associate Vice President, National and Youth Programs
soliva@brailleinstitute.org

Rachel Antoine  (323) 663-1111, Ext. 3113
National Programs Coordinator
rantoine@brailleinstitute.org

Matthew Beckwith  (323) 663-1111 Ext. 1215
National Programs Specialist
mjbeckwith@brailleinstitute.org

Contact us for more information or general questions regarding contest guidelines, overall event planning and/or volunteer coordination.
REGIONAL EVENT SAMPLE
OVERVIEW

Purpose
To promote independence by challenging blind and visually impaired students to utilize their orientation and mobility skills.

Location
[Host agency name and address]

Date & Time
[Your date and time]

Participants
Visually impaired public and/or private school children in grades 3-12 will compete in one of five groups:

- Scouts: Grade 3-6
- Explorers B1: Grade 7-9
- Explorers B2: Grade 7-9
- Trailblazers B1: Grade 10-12
- Trailblazers B2: Grade 10-12

A student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.

- **Class B1** - No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
- **Class B2** - From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.
Sample Schedule for a Full Cane Quest® Event

7:30 - 9:00 a.m. Volunteer O&M and Shadow Training with route orientation

8:30 a.m. Registration begins

Lead O&Ms report to routes

Contestant Bookport training

9:00 a.m. O&Ms, Shadows, Drivers and all route volunteers report to their routes/start point

Opening Ceremony

9:45 - 1:30 p.m. Child Care provided (optional)

9:45 - 12:30 p.m. Explorer & Trailblazer Route(s) (2 routes---1 for Ex & 1 for Tb or one combined route)

Scout Course (stations on campus)

Parent Workshops (optional)

12:30-1:00 p.m. Lunch

1:00 - 1:30 p.m. Entertainment/Final Score Tabulation

1:30 -2:00 p.m. Awards Ceremony

2:00-2:30 p.m. Clean Up
CONTEST RULES
EXPLORERS AND TRAILBLAZERS

Cane Quest
Contest Rules
Explorers & Trailblazers

The contest will be held on [AGENCY DATE], from [AGENCY START to END], at [AGENCY LOCATION]. All contestants will receive a certificate of participation and a commemorative t-shirt. The winner for each contest age group and vision acuity level will receive prizes.

OFFICIAL CONTEST RULES:

1. Cane Quest is open to legally blind students in grades 7-12 who have received appropriate instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for up to an hour at a time. To be eligible, a student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   - Class B1 – No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   - Class B2 – From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.

2. Students must use a white cane for this contest, and must wear closed-toe shoes. We also recommend bringing water, sunscreen and a hat, or rain gear, depending on weather.

3. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.

4. Students will be divided into groups based on age and will rotate together through route(s). Each student is assigned a unique contestant number to wear while en-route for scorekeepers to refer to. At the end of the day, scores will be tallied for both Explorer groups (7-9th graders) and both groups of Trailblazers (10-12th graders). B1 and B2 contestants in the same age group will follow the same route, but will earn prizes separately based on their acuity. Students may elect to not do all routes.

5. Prizes will be awarded according to both age and visual acuity.

6. Explorers will do a route that includes residential, light business and mall. Trailblazers will do a route that includes residential, business, bus and mall travel.

7. Students will be monitored throughout the route by certified orientation and mobility specialists and shadowed at all times by trained volunteers. Additional staff and volunteers also will be available on all routes to call for any needed assistance. Students are not required to be proficient at all skills and are encouraged to participate to build their skills. At any time during the contest, they may seek assistance if they are not confident performing a task.

8. Students may signal to request assistance at any time by turning their cane upside down. When given assistance, they earn no points for that skill. If a student feels they are unable to complete a route, they should turn their cane upside down and ask to be escorted back to the [HOST AGENCY]. They may not attempt that route again.
9. If a student goes off-route, they will first be allowed to self-correct or problem solve. If a student goes more than 10 feet off course, or appears indecisive on a direction for more than one minute, an O&M or their shadow will intervene as necessary.

10. If a student needs assistance at an intersection, the O&M will instruct the shadow to escort the student safely across. No points would be awarded for that crossing.

11. Cane Quest is not a race. Start times for each stage will be staggered five minutes apart so students may go at their own pace. If a student is unable to complete a route within 10 minutes after the maximum time allotted, they will be escorted back to the Center to ensure they are able to start on time. No points will be awarded for stations missed.

12. If a contestant is being held back by a slow walker in front of them, their shadow will indicate to the other shadow that the contestant needs to pass.

13. All routes will be located in the community surrounding the [HOST AGENCY] campus. Routes may include, but not be limited to, features such as finding a commercial storefront, using stairs, navigating various types of intersections and using an elevator or escalator.

14. If appropriate, the bus travel stage will be simulated by [HOST AGENCY]. Additional spotters will be assigned to each bus to ensure students are monitored at all times. Students will not board city buses during this contest.

15. All judging is performed by certified O&M specialists. Three or more specialists will be stationed along each route, and each will be provided with a checklist of skills to be evaluated. Specialists will rank each contestant’s performance on a scale of 1–4, according to specific definitions outlined in their scorer’s training session. If a student does not perform a task or misses a station, it will be marked as “NP” for “not performed” and no score is earned.

One to four points are earned in the following ways:

- For how well a contestant independently uses proper travel techniques and procedures
- For how well a contestant independently uses appropriate self-advocacy skills
- For how well a student answers questions or performs tasks during the “checkpoint” stage of the route.

If a student’s safety is at all endangered through no fault of their own and are assisted by their shadow or O&M specialist, points are still awarded based on skill level.
The contest will be held on [AGENCY DATE], from [AGENCY START to END], at [AGENCY LOCATION]. Scout participants form teams of one sighted volunteer and one visually impaired student. Teams earn coins based on how well they demonstrate each orientation & mobility skill as they travel through various checkpoints. Skills assessed at each checkpoint include those listed on the Scouts Skills Sheet. All student contestants will receive a certificate of participation and a commemorative t-shirt.

OFFICIAL CONTEST RULES:
1. Cane Quest is open to legally blind students in grades 3-6 who have received appropriate instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for up to an hour at a time. To be eligible, a student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   - Class B1 – No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   - Class B2 – From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.

2. Students must use a white cane for this contest, and must wear closed-toe shoes. We also recommend bringing water, sunscreen and a hat, or rain gear, depending on weather.

3. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.

4. Since sighted volunteers will be blindfolded for a portion of the contest, teams will be monitored at all times by other trained volunteers.

5. If a team goes off-route, they will first be allowed to self-correct. If they fail to do so, a volunteer will intervene and redirect them as necessary. If a student needs assistance, they are to turn their cane upside down and a volunteer will assist them.

6. Start times for each team will be staggered. A new team begins when the previous pair pass the first checkpoint. This contest is not timed and is not a race. Contestants are encouraged to go at their own pace.

7. No Talking or “coaching”: Paired volunteers will be asked not to give verbal cues when the participant is leading, and vice versa!

8. The entire Scouts route will be located on campus at [HOST AGENCY]. Teams will be given simple verbal directions at each of the checkpoint stations.

9. All judging of skills is done by trained volunteers. One to four coins will be awarded at each checkpoint station, based on the teams’ effective use of the skills listed on the Scouts Skills Sheet.
SAMPLE PERMISSION FORMS

Once you’ve begun marketing your event and have O&M Specialists and families interested in registering their student, distribute registration materials to prospective O&Ms. Contestants are recruited through their O&M Specialist. To register for Cane Quest, a student must first be assessed by their O&M using BIA’s O&M Form (blue form) and then complete a separate Parent Permission Form (red form). **List all registered participants on your Registration Log (see sample on page 29)**, and return a copy, after the contest, log to Braille Institute, along with your completed & score sheets. A completed log helps BIA double check to be sure we have all your contests, and provides us with confirmation of student information.

Approximately three months prior to your event, coordinate with Braille Institute for the production of your customized permission form based on BIA’s generic form. Enclosed are samples. Even if you may need additional release forms signed for your district/state, the Cane Quest **Parent Application Form** (red) as well as the Cane Quest **O &M Application Form** (blue) must be submitted to BIA in order for the student to be registered as a Cane Quest Regional Contestant. Students over the age of 18 may sign their own form.

Please check all forms to be sure both the contest release box and the photographic release box are checked and the forms are properly signed.

Six weeks prior to your event, complete the online Materials Request Form for Regional Events. Complete this form to order your contest materials, like SD cards and Bookports, if needed. **You will not need to identify your contestants by name at this point, as we understand you will get many late registrants.**
ORIENTATION AND MOBILITY SPECIALISTS, TO SUBMIT A STUDENT APPLICATION
Complete this skills checklist and attach a signed and completed Parents’ Permission Form and submit to:
[AGENCY CONTACT INFORMATION]

Cane Quest seeks to motivate blind and visually impaired youth to practice proper safe travel techniques and overall orientation and mobility skills. It’s designed to promote a student’s confidence in any surrounding and build true mobility independence. This form must be completed by an Orientation & Mobility Specialist to validate the student’s skill level and visual acuity. A separate form must also be signed by a parent or legal guardian for a student to participate.

The Contest will be held at [HOST AGENCY] on [AGENCY DATE].
All contestants will receive a certificate of participation. The winner for each contest age group and vision acuity level will be awarded prizes.

CONTEST DESCRIPTION:
1. Cane Quest is a program developed by Braille Institute and open to visually impaired students in grades 7-12 who have received appropriate instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for an hour at a time. A student should be familiar with the skills on the checklist, but does not have to have mastered all of them.

2. A student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   - Class B1 - No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   - Class B2 - From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.

3. Students must use a white cane for this contest, and must wear closed-toe shoes.

4. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.

5. Students will compete in one of four groups:
   - **Explorers**
     - B1: grades 7-9
     - B2: grades 7-9
   - **Trailblazers**
     - B1: grades 10-12
     - B2: grades 10-12

6. Students will be monitored at all times throughout the route by certified orientation and mobility specialists and assisted one-on-one by trained volunteers.

7. The route will include two basic environments: residential and light business or business.

8. All routes will be located in the community surrounding [HOST AGENCY]. Routes may include, but not be limited to, features such as finding a commercial storefront, using stairs, and navigating various types of intersections.

9. Points are earned for accurately completing each stage using proper travel techniques and procedures within the assigned time slot.

10. All judging is performed by certified O&M specialists.
**CONTESTANT’S NAME:** ____________________________________________________________

O&M Specialist’s Name __________________________________________________________

Specialist’s Address __________________________________________________________________________

Specialist’s Telephone ___________________________ Specialist’s E-mail ______________________

Name of School _______________________________________________________________________________

Name of School District _________________________________________________________________________

Student’s Age _____________ Student’s Grade _____________ Vision Classification: B1 _______ B2 _______

**SKILLS CHECKLIST FOR CANE QUEST**
This checklist is to be completed by a certified Orientation & Mobility Specialist. Each of the following skills should be assessed on a scale of 1-4, with 1 representing poor and 4 representing excellent, and based on average expectations for a student at grade level. Students are not required to be proficient in all skills to participate. Contestants are encouraged to seek assistance at any time during the contest if they are not confident performing any task. All skills apply to all eligible students in grades 7-12 grade, except where specified for Trailblazers only.

<table>
<thead>
<tr>
<th>Please circle one:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protective Techniques</td>
</tr>
<tr>
<td>Dropped Objects</td>
</tr>
<tr>
<td>Sighted Guide Techniques</td>
</tr>
<tr>
<td>Cardinal Directions</td>
</tr>
<tr>
<td>Care of the Cane</td>
</tr>
</tbody>
</table>

**CANE TECHNIQUES**

| Two Touch Technique | 1 | 2 | 3 | 4 |
| Touch and Drag Technique | 1 | 2 | 3 | 4 |
| Shoreline/Guideline Technique | 1 | 2 | 3 | 4 |
| Three-point Touch Technique | 1 | 2 | 3 | 4 |
| Constant Contact Technique | 1 | 2 | 3 | 4 |
| Diagonal Technique | 1 | 2 | 3 | 4 |

**RESIDENTIAL TRAVEL**

| Travel a variety of specified routes | 1 | 2 | 3 | 4 |
| Reversing routes | 1 | 2 | 3 | 4 |
| Travel around a rectangular block | 1 | 2 | 3 | 4 |
| Cross residential streets | 1 | 2 | 3 | 4 |
| Cross 4 way stops | 1 | 2 | 3 | 4 |
| Cross in a clockwise direction | 1 | 2 | 3 | 4 |
CONTESTANT’S NAME: ________________________________

<table>
<thead>
<tr>
<th>Item</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross in a counter-clockwise direction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Systematically relocate sidewalk</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reposition self on sidewalk and continue walking in desired direction</td>
<td></td>
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<tr>
<td>Use self correction techniques</td>
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<tr>
<td>Use appropriate cane techniques for moving around obstacles</td>
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<tr>
<td>Execute a route using directional instructions</td>
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<tr>
<td>Follow audio directions</td>
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<tr>
<td>Use landmarks for orientation</td>
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**LIGHT BUSINESS and BUSINESS TRAVEL**

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<tbody>
<tr>
<td>Identify street layouts</td>
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<tr>
<td>Traffic patterns</td>
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<tr>
<td>Types of intersections</td>
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<tr>
<td>Cross at accessible signals</td>
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<tr>
<td>Cross signal intersections parallel to a major street</td>
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<tr>
<td>Identify the available sensory cues</td>
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<tr>
<td>Use appropriate cane techniques for negotiating obstacles</td>
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<tr>
<td>Solicit assistance for the purpose of orientation or making transactions</td>
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<tr>
<td>Locate a specified business</td>
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<tr>
<td>Locate, approach stairs both going up and going down, descend and ascend safely with appropriate cane skills</td>
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**Trailblazers Only (grade 10-12)**

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<tr>
<td>Bus Travel Skills</td>
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<tr>
<td>Cross major signal intersections with left turn signals</td>
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Student’s Signature: ________________________________________________

Orientation and Mobility Specialist’s Name: ____________________________

Orientation and Mobility Specialist’s Signature: _______________________

Date: __________________________
Explorer & Trailblazer Permission Form (For Parents)

2019 PARENT PERMISSION FORM
Explorers & Trailblazers

DUE DATE: [AGENCY DATE]

SUBMIT THIS COMPLETED PERMISSION FORM TO:
[AGENCY CONTACT INFORMATION]

Cane Quest seeks to motivate blind and visually impaired youth to practice proper safe travel techniques and overall orientation and mobility skills. It's designed to promote a student's confidence in any surrounding and build true mobility independence.

The Contest will be held at [HOST AGENCY] on [AGENCY DATE].
All contestants will receive a certificate of participation. The winner for each contest age group and vision acuity level will be awarded prizes.

CONTEST DESCRIPTION:
1. Cane Quest, a program developed by Braille Institute, is open to visually impaired students in grades 7-12 who have received appropriate instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for an hour at a time. A student should be familiar with the skills on the enclosed checklist, but does not have to have mastered all of them.

2. A student's visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   - Class B1 - No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   - Class B2 - From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.

3. Students must use a white cane for this contest, and must wear closed-toe shoes.

4. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.

5. Students will compete in one of four groups:
   - Explorers
     - B1: grades 7-9
     - B2: grades 7-9
   - Trail Blazers
     - B1: grades 10-12
     - B2: grades 10-12

6. Students will be monitored throughout the route by certified Orientation and Mobility Specialists and assisted one-on-one by trained volunteers.

7. The route will include two basic environments: residential and light business or business.

8. All routes will be located in the community surrounding [HOST AGENCY]. Routes may include, but not be limited to, features such as finding a commercial storefront, using stairs, and navigating various types of intersections.

9. Points are earned for accurately completing each stage using proper travel techniques and procedures within the assigned time slot.

10. All judging is performed by certified O&M specialists.

Student's Last Name ___________________________ First Name ___________________________

Address _______________________________________________ Unit/Apt. No. ______________

City ________________________ State _______ ZIP ______________

Telephone ___________________________ E-mail ___________________________
Explorers & Trailblazers

Name of School ____________________________________________

Name of School District _____________________________________

Student’s Age _____ Student’s Grade _____ Student’s T-Shirt Size (circle one) Adult S M L XL XXL Youth S M L

O&M Specialist’s Name _______________________________________

A separate skills checklist must be completed by your child’s Orientation & Mobility Specialist to validate skill level and visual acuity.

PHOTOGRAPH, EDITORIAL AND RECORDING RELEASE
I hereby authorize [AGENCY NAME] and Braille Institute of America, Inc. (“BIA”) to photograph, videotape, or otherwise record by visual, audio, electronic or manual means, the visual likeness and/or voice or other sounds created by the above named contestant (collectively “Reproductions”). [AGENCY NAME] and BIA may use or permit to be used the Reproductions in any CD, DVD, exhibition, display, publication, solicitation or promotional or educational material or on any website including without limitation [AGENCY NAME] and BIA’s website, Facebook, or YouTube without compensation to the contestant, the contestant’s heirs, successors or assigns.

LIABILITY RELEASE
As the parent or guardian of __________________________ (“Minor”), I hereby give permission for the Minor to participate in Cane Quest (“Event”), sponsored by [AGENCY NAME] to be held on [AGENCY DATE].

1. I know the Event is an orientation and mobility competition taking place on public streets. I believe the Minor to be qualified and physically fit to participate in the Event.

2. I fully understand that: (a) the activities of the Event, including but not limited to, walking along public thoroughfares, crossing streets, and ascending stairs, involve certain risks and dangers which may result in serious bodily injury, including permanent disability, paralysis or even death (“Risks”); (b) these Risks and dangers may be caused by the Minor’s own actions or inactions, the actions or inactions of others participating in the Event or non-participant motorists, the conditions of streets and highways, the routes selected for the travel, the rules of the Event, and/or the negligence of the “Releasees” named below; (c) there may be other risks not known to me or that are not readily foreseeable at this time; (d) the social and economic losses and/or damages that could result from those Risks could be severe and could permanently alter the Minor’s future.

3. I consent to the Minor’s participation in the Event and hereby accept and assume all such Risks, known and unknown, and assume all responsibility for any losses, costs and/or damages following such injury, disability, paralysis or death, even if caused in whole or in part by the negligence of the Releasees named below.

4. On behalf of the Minor and me and our respective personal representatives, heirs and assigns, I hereby release, discharge and covenant not to sue [AGENCY NAME] and BIA, its officers, directors, employees, members, Event participants and volunteers, sponsors, promoters or advertisers, owners and lessees of the premises and vehicles used to conduct the Event, orientation and mobility specialists, consultants and other persons or entities who give recommendations, directions, or instructions regarding the premises or Event, and all of the directors, officers, agents, and employees of the foregoing (all collectively referred to as “Releasees”) from and for all liability, claims, demands, losses, injuries or damages arising from the Event or related travel, including, but not limited to, emotional distress, property damage and medical expenses, caused in whole or in part by the negligence of the Releasees or otherwise.

I have read this Release, and understand that by signing it, I give up substantial rights I and/or the Minor would otherwise have to sue or recover damages for losses occasioned by the Releasees’ fault. I sign this release voluntarily.

_________________________________________  ________________
Parent/Guardian Signature  Date

_________________________________________
Print Name

Page 2 of 2
Scouts Application Form (For O&M Specialists)

2019 CONTEST APPLICATION FORM

Scouts

DUE DATE: [AGENCY DATE]

ORIENTATION AND MOBILITY SPECIALISTS, TO SUBMIT A STUDENT APPLICATION

Complete this skills checklist and attach a signed and completed Parents' Permission Form and submit to:
[AGENCY CONTACT INFORMATION]

Cane Quest seeks to motivate blind and visually impaired youth to practice proper safe travel techniques and overall orientation and mobility skills. It's designed to promote a student's confidence in any surrounding and build true mobility independence. **This form must be completed by an Orientation & Mobility Specialist** to validate the student's skill level and visual acuity. A separate form must also be signed by a parent or legal guardian for a student to participate.

The Contest will be held at [HOST AGENCY] on [AGENCY DATE].
All contestants will receive a certificate of participation and earn prizes/treats as they successfully navigate the route.

CONTEST DESCRIPTION:

1. Cane Quest, a program of Braille Institute, is open to visually impaired students in grades 3-6 who have received instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for an hour at a time.

2. A student should be familiar with the skills on the checklist, but does not have to have mastered all of them.

3. A student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   - **Class B1** - No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   - **Class B2** - From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.

4. Students must use a white cane for this contest, and must wear closed-toe shoes.

5. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.

6. Students will complete the course in partnership with a parent or other sighted volunteer, who will be under blindfold for sections of the route.

7. All participants will be monitored at all times throughout the route.

8. The route will be an “obstacle course” type challenge, and will be located entirely on the [HOST AGENCY] campus.
   Features may include sighted guide, sound localization, traveling a variety of specific routes, and reversal of routes.

Student Name __________________________

O&M Specialist’s Name _______________________

Specialist's Address _______________________

Specialist's Telephone ______________________ Specialist's E-mail ______________________

Name of School _____________________________

Student’s Age _______ Student’s Grade _______ Vision Classification: B1 _______ B2 _______
CONTESTANT'S NAME: ____________________________

SKILLS CHECKLIST FOR CANE QUEST
This checklist is to be completed by a certified Orientation & Mobility Specialist. Each of the following skills should be assessed on a scale of 1-4, with 1 representing poor and 4 representing excellent, and based on average expectations for a student at grade level. Students are not required to be proficient in all skills to participate. Contestants are encouraged to seek assistance at any time during the contest if they are not confident performing any task. All skills apply to all eligible students in grades 3-6.

Please circle one:

<table>
<thead>
<tr>
<th>Skill</th>
<th>1</th>
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<tbody>
<tr>
<td>Protective Techniques</td>
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<tr>
<td>Dropped Objects</td>
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<td>Sound Localization</td>
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<td>Sighted Guide Techniques</td>
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<td>Hines Break</td>
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<tr>
<td>Changing Sides</td>
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<tr>
<td>About Face</td>
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<tr>
<td>Ascending and Descending Stairs</td>
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<tr>
<td>Care of the Cane</td>
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CANE TECHNIQUES
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<tr>
<th>Technique</th>
<th>1</th>
<th>2</th>
<th>3</th>
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<tbody>
<tr>
<td>Two Touch Technique</td>
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<tr>
<td>Touch and Drag Technique</td>
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<td>Shoreline/Guideline Technique</td>
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<td>Constant Contact Technique</td>
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<td>Diagonal Technique</td>
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BASIC TRAVEL
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<th>Task</th>
<th>1</th>
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<tbody>
<tr>
<td>Walking in desired direction</td>
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<tr>
<td>Maintain straight line of travel</td>
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<tr>
<td>Use self correction techniques</td>
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<tr>
<td>Use appropriate cane techniques for moving around obstacles</td>
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<tr>
<td>Use appropriate cane techniques for ascending and descending stairs</td>
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<tr>
<td>Execute a route using directional instructions</td>
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<tr>
<td>Follow audio directions</td>
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<tr>
<td>Use landmarks for orientation</td>
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<tr>
<td>Reversal of route</td>
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Student's Signature: ____________________________________________

Orientation and Mobility Specialist's Name: ____________________________

Orientation and Mobility Specialist's Signature: ____________________________

Date: ____________________________
Scout Permission Form (For Parents)

2019 PARENT PERMISSION FORM

DUE DATE: [AGENCY DATE]

SCOUTS

SUBMIT THIS COMPLETED PERMISSION FORM TO:
[AGENCY CONTACT INFORMATION]

Cane Quest seeks to motivate blind and visually impaired youth to practice proper safe travel techniques and overall orientation and mobility skills. It’s designed to promote a student’s confidence in any surrounding and build true mobility independence.

The Contest will be held at [HOST AGENCY] on [AGENCY DATE].
All contestants will receive a certificate of participation and earn prizes as they successfully navigate the route.

CONTEST DESCRIPTION:
1. Cane Quest, a program of Braille Institute, is open to visually impaired students in grades 3-6 who have received instruction in the use of the white cane, and who are both cognitively and physically able to walk independently for an hour at a time.
2. A student should be familiar with the skills on the checklist, but does not have to have mastered all of them.
3. A student’s visual acuity must fall within the B1 through B2 classification range as defined by the United States Association of Blind Athletes.
   • Class B1 - No light perception in either eye up to light perception, but inability to recognize the shape of a hand at any distance or in any direction.
   • Class B2 - From ability to recognize the shape of a hand up to visual acuity of 20/600 and/or a visual field of less than 5 degrees in the best eye with the best practical eye correction.
4. Students must use a white cane for this contest, and must wear closed-toe shoes.
5. Cane Quest will be held rain or shine, but will be postponed or cancelled due to lightning.
6. Students will complete the course in partnership with a parent or other sighted volunteer, who will be under blindfold for sections of the route.
7. All participants will be monitored at all times throughout the route.
8. The route will be an “obstacle course” type challenge, and will be located entirely on the [HOST AGENCY] campus.
   Features may include sighted guide, sound localization, traveling a variety of specific routes, and reversal of routes.

Student’s Last Name ___________________________________________ First Name ________________________

Address ___________________________________________________ Unit/Apt. No. ____________________

City ___________________________ State ________ ZIP __________

Telephone _________________________ E-mail ____________________

Name of School ____________________________

Name of School District ____________________________

Student’s Age _______ Student’s Grade _______ Student’s T-Shirt Size (circle one) Adult S M L XL XXL

   Youth S M L

Page 1 of 2
Scouts

O&M Specialist’s Name

A separate skills checklist must be completed by your child’s Orientation & Mobility Specialist to validate skill level and visual acuity.

PHOTOGRAPH, EDITORIAL AND RECORDING RELEASE
I hereby authorize [AGENCY NAME] and Braille Institute of America, Inc. (“BIA”) to photograph, videotape, or otherwise record by visual, audio, electronic or manual means, the visual likeness and/or voice or other sounds created by the above named contestant (collectively “Reproductions”). [AGENCY NAME] and BIA may use or permit to be used the Reproductions in any CD, DVD, exhibition, display, publication, solicitation or promotional or educational material or on any website including without limitation [AGENCY NAME] and BIA’s website, Facebook, or YouTube without compensation to the contestant, the contestant’s heirs, successors or assigns.

LIABILITY RELEASE
As the parent or guardian of ______________________ (“Minor”), I hereby give permission for the Minor to participate in Cane Quest (“Event”), sponsored by [AGENCY NAME] to be held on October 19, 2019.

1. I know the Event is an orientation and mobility competition. I believe the Minor to be qualified and physically fit to participate in the Event.

2. I fully understand that: (a) the activities of the Event involve certain risks and dangers which may result in serious bodily injury, including permanent disability, paralysis or even death (“Risks”); (b) these Risks and dangers may be caused by the Minor’s own actions or inactions or the actions or inactions of others participating in the Event, non-participants and/or the negligence of the “Releasees” named below; (c) there may be other risks not known to me or that are not readily foreseeable at this time; (d) the social and economic losses and/or damages that could result from those Risks could be severe and could permanently alter the Minor’s future.

3. I consent to the Minor’s participation in the Event and hereby accept and assume all such Risks, known and unknown, and assume all responsibility for any losses, costs and/or damages following such injury, disability, paralysis or death, even if caused in whole or in part by the negligence of the Releasees named below.

4. On behalf of the Minor and me and our respective personal representatives, heirs and assigns, I hereby release, discharge and covenant not to sue [AGENCY NAME] and BIA, its officers, directors, employees, members, Event participants and volunteers, sponsors, promoters or advertisers, owners and lessees of the premises and vehicles used to conduct the Event, orientation and mobility specialists, consultants and other persons or entities who give recommendations, directions, or instructions regarding the premises or Event, and all of the directors, officers, agents, and employees of the foregoing (all collectively referred to as “Releasees”) from and for all liability, claims, demands, losses, injuries or damages arising from the Event or related travel, including, but not limited to, emotional distress, property damage and medical expenses, caused in whole or in part by the negligence of the Releasees or otherwise.

I have read this Release, and understand that by signing it, I give up substantial rights I and/or the Minor would otherwise have to sue or recover damages for losses occasioned by the Releasees’ fault. I sign this release voluntarily.

_____________________________  _______________________
Parent/Guardian Signature        Date

_____________________________
Print Name
SAMPLE REGISTRATION LOG

- Please be sure you include all categories listed in these samples.
- Use one log for each of the three groups, check off contestants as they arrive.
- Students register directly with you.
- A completed Registration log must be returned to BIA, a week after your event.

Scouts:

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<tr>
<th>Student ID</th>
<th>Student Name</th>
<th>T-Shirt Size</th>
<th>Parent Form ✓</th>
<th>O&amp;M Form ✓</th>
<th>Parent Name</th>
<th>Parent Phone No.</th>
<th>Email</th>
<th>Home Address</th>
<th>O&amp;M Name</th>
<th>Final Score</th>
<th>Repeat Contestant (please list previous years student has participated)</th>
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</table>
VOLUNTEER/STAFF ASSIGNMENTS

Key Role Descriptions:

- **O&M Captain** - In charge of all O&M Specialists on a particular route. Will make sure all O&M Specialists get to their assigned position, have score sheets, rubrics and pencils. Serves as point of contact for anything occurring with the route assigned.

- **O&M Scorer** - Scores contestants at a specific route checkpoints.

- **Shadow Leader** - In charge of the Shadows on a particular route. Provides awareness of trouble spots on route and handles any questions or concerns from Shadows.

- **Shadow** - Follows the contestant at all times (1:1), during route. Assumes the safety of contestant in between checkpoints, but defers in the presence of an O&M Specialist, during specific activities such as crossing intersections. Makes sure contestants feel like they are alone, to ensure the integrity of the contest and to offer assistance if a contestant does not want to proceed.

- **Team Leader** - In charge of a group of contestants throughout the day, i.e. Trailblazers B1. Addresses any concerns or situations that contestants may have and monitors their whereabouts and get them to assignments (i.e. anxiety, comfort and overall experience).

- **Scout Route Supervisor** - Develops and assigns Scout stations. Makes sure stations are properly staffed and provides training.

- **Scout Station Leader** - Scores and/or educates Scout contestants on a specific assigned skill(s); based on Scout rubric.

- **Cane Quest Lead Scorer** - Supervises scoring room by making sure all score sheets have been returned and scores are properly entered, accounts for quality control. Provides list of winners for awards ceremony.

- **General Volunteer** - Responsible for logistical and/or administrative tasks, i.e. registration, welcome greeters, lunch pre, score runners, cane arch holders, Scout sighted adults, etc.

- **Workshop Leader** - In charge of all parent/community workshops (recruit, host, set up, etc).

- **Technological Ambassador** - Facilitates demo/training of Bookport usage. Supports scoring room as needed.

- **Driver** - In charge of transporting everyone to and from the routes as needed. This includes O&M’s, Shadows, Contestants, etc.
Remains alert throughout the day to provide any assistance needed.

CONTEST DAY STAFF:

2 O&M Specialists needed to conduct Shadow training, accompany them on their route before the event and assign each Shadow a contestant to follow.

2 O&M Specialists needed, that serve as Captains, to conduct scoring training to O&Ms and accompany them on their route before the event and assign Cane Quest scoring checkpoints.

1 Staff member assigned to input scores from the field into the Cane Quest tally sheet.

1 O&M Specialist to walk the Scout Course with volunteers and assign stations.

Volunteers fall into three categories:

- **General Event Volunteers**—who assist with registration, lunch, etc. These can be anyone who feels comfortable around children who are visually impaired—a parent, a general education teacher, an agency administrator, etc.

- **O&M Specialists**—who are stationed along the route to score each student skill.

- **TVIs, grad students or other VI professionals** — who Shadow students as they walk the Cane Quest route.

Number of Volunteers Recommended:

20 TVIs or other VI professionals/grad students to be Shadows (1 per contestant)

4 Staff members or TVI/grad student to serve as a Team Leader for each Cane Quest contestant group.

10 - 20 O&M Specialists, depending on whether you create 1 or 2 routes.

15 General volunteers who can be quickly trained to help with the Scout Course. Use them to create a “Cane Arch” for contestants to walk through at beginning of Opening Ceremony.

4 General volunteers to serve as “greeters” on day of event. They provide directions, answer questions, solve problems, pass out materials, etc. Help stage contestants to march into opening ceremony.

2 General volunteers to man registration, assist with lunch
1 TVI, grad student who is good with technology to demo Bookports, troubleshoot, assist in scoring room
1 General volunteer in the scoring room to double check scores entered and tally total scores to name winners. May also be used as a runner to collect score sheet when contestants return from their routes.
SAMPLE VOLUNTEER FORM

VOLUNTEER APPLICATION
(Please Print)

PLEASE RETURN THIS FORM TO:
[AGENCY CONTACT INFORMATION]

First Name ___________________________ Last Name ___________________________
○ Mr. ○ Ms. ○ Mrs. ○ Dr. (check one)

Address ___________________________________________________________________

City ___________________________ State ________ ZIP ___________________________

Phone (primary) ___________________________ Phone (secondary) ___________________________
○ home ○ cell ○ work ○ home ○ cell ○ work

E-mail ___________________________ May we contact you by email? ○ Yes ○ No

Emergency Contact ___________________________ Relationship: ___________________________

Phone 1 ___________________________ 2 ___________________________ T-shirt: Adult ○ S ○ M ○ L ○ XL ○ XXL

Have you volunteered at Cane Quest before? ○ Yes ○ No

EMPLOYMENT (most recent):

Company/School District ___________________________ From – To: ___________________________

Position ___________________________

Duties ___________________________ Phone ___________________________

Languages ___________________________ (note whether fluent or conversational)

Certifications ___________________________

Signature ___________________________ Date ___________________________

CEU credits will be available for all O&Ms who volunteer and support this event.

PHOTOGRAPH, EDITORIAL AND RECORDING RELEASE

I hereby authorize [AGENCY NAME] and Braille Institute of America, Inc. ("BIA") to photograph, videotape, or otherwise record by visual, audio, electronic or manual means, the visual likeness and/or voice or other sounds created by the above named individual (collectively "Reproductions"). [AGENCY NAME] and BIA may use or permit to be used the Reproductions in any CD, DVD, exhibition, display, publication, solicitation or promotional or educational material or on any website including without limitation [AGENCY NAME] and BIA’s website, Facebook, or YouTube without compensation to the contestant, the contestant’s heirs, successors or assigns.

Signature ___________________________ Date ___________________________

1-800-BRAILLE (272-4553) • CaneQuest.org
TRAINING SESSIONS
FOR CANE QUEST FIELD ROUTES

Training for O&M Specialists

Scorers
Scoring for Cane Quest is somewhat subjective, so to make it as consistent as possible, O&Ms assigned to score contestants along the routes must go through a morning training session.

Materials Provided by BIA:
* O&M Scoring Video
* Scoring Video Rating Sheet
* Cane Quest Scoring Rubric (to request Explorer/Trailblazer Rubric contact rantoine@brailleinstitute.org)

We recommend allowing for an hour-and-a-half session. O&Ms will watch separate segments of the scoring video. Each segment shows different students demonstrating a range of skill levels performing various Cane Quest tasks, such as crossing a street. Volunteer O&Ms will be asked to rate the student in the video segment on a scale of 1 to 4, according to the scoring rubric provided. The O&M Training Facilitator will ask for a consensus, then lead discussion about why professionals arrived at different scores. The Facilitator then shares the correct score value and rationale behind each score provided. Through this process, volunteers will understand the basis for Cane Quest scoring. This process also allows for inter-rater reliability for future research potential. This process helps ensure consistency in scoring.
Training for Shadows

Likewise, serving as a Cane Quest Shadow may also be somewhat subjective. Some volunteers have a tendency to want to “give too much help,” while others may not know when they really should intervene. For this reason, it is VERY important that volunteer Shadows go through a training session.

Materials Provided by BIA:
- *Shadow Training Video
- *Cane Quest Contest Rules

An hour-and-a-half session is also recommended for Shadows. They will also watch separate segments of a training video. Each segment of the Shadow video gives an example of when contestants may need assistance, and demonstrates different interventions. The O&M providing

### Training for Shadows

#### Shadows

Likewise, serving as a Cane Quest Shadow may also be somewhat subjective. Some volunteers have a tendency to want to “give too much help,” while others may not know when they really should intervene. For this reason, it is VERY important that volunteer Shadows go through a training session.

Materials Provided by BIA:
- *Shadow Training Video
- *Cane Quest Contest Rules

An hour-and-a-half session is also recommended for Shadows. They will also watch separate segments of a training video. Each segment of the Shadow video gives an example of when contestants may need assistance, and demonstrates different interventions. The O&M providing
training will ask Shadows whether or not they felt the Shadow intervened correctly. The lead then shares the correct response and the rationale behind it. The lead also will go over the contest rules.

**Training for Team Leaders**

Team Leaders should be assigned several weeks in advance to attend a training and final walk-through before your event. This is essential for them to be oriented to the routes they will be doing and so they are clear where each route begins and ends.

They are in charge of one group of contestants for the entire day. It is their responsibility to:

* Make sure all contestants are present at the start of each route.
* Dispatch contestants at timed intervals to begin their route.
* Log the start time for each contestant.
* Make sure each contestant has a Bookport loaded with the correct route.

Materials Provided:

* A map of their route.
* A print copy of the audio instructions given to the contestants.
* Phone number to call for assistance.
* Names and stations of O&Ms on their routes.

**Training for Station Leaders (Scout Route)**

Station Leaders need to understand which skill(s) they will be scoring. This is important because key feedback will be given to the contestant and adult sighted guide as a way to promote fundamental O&M skills at an early age.

Materials Provided by BIA:

* Scout Course Scoring Video
* Scoring Video Rating Sheet
* Scout Scoring Rubric

During the suggested hour session, volunteers will watch separate segments of the Scout Course scoring video. Each segment shows different students demonstrating a range of skill levels performing various tasks, such as proper way to enter into a car. Volunteer Station Leaders will be asked to rate the student in the video segment on a scale of 1 to 4, according to the scoring rubric provided. The Scout Route Supervisor will
ask for a consensus, and lead discussion about why professionals arrived at different scores. The supervisor then shares the correct score value and rationale behind each score provided. Through this process, volunteers will understand the basis for Scout Route scoring and provide consistent feedback.

Scouts Orientation Video Rating Sheet – Sample:

Scouts Orientation – Rating Sheet

Example #1:

<table>
<thead>
<tr>
<th>Station: Human Guide Through a Door</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skills:</td>
<td></td>
</tr>
<tr>
<td>Contestant responds to the narrow stance position by moving behind the guide</td>
<td></td>
</tr>
<tr>
<td>Contestant holds the door open as he/she and the guide pass through, changing arms if necessary</td>
<td></td>
</tr>
<tr>
<td>Contestant and guide pass through the door</td>
<td></td>
</tr>
<tr>
<td>Contestant closes the door behind the team</td>
<td></td>
</tr>
<tr>
<td>TOTAL COINS EARNED FOR STATION</td>
<td>1 2 3 4</td>
</tr>
</tbody>
</table>

Example #2

<table>
<thead>
<tr>
<th>Station: About Face with Human Guide</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skills:</td>
<td></td>
</tr>
<tr>
<td>Guide communicates they have to turn around</td>
<td></td>
</tr>
<tr>
<td>Contestant responds to verbal “turn around” cue by facing the guide</td>
<td></td>
</tr>
<tr>
<td>Contestant reaches for the opposite arm of the guide at the same time the guide is offering their arm and then releases the current arm</td>
<td></td>
</tr>
<tr>
<td>Contestant and guide continue in the opposite direction with opposite arm using proper human guide technique</td>
<td></td>
</tr>
<tr>
<td>TOTAL COINS EARNED FOR STATION</td>
<td>1 2 3 4</td>
</tr>
</tbody>
</table>
CONTEST DEVELOPMENT

Trailblazers and Explorers: Route Design

SUBMISSION AND APPROVAL PROCESS

Step 1: Place at least 11 of the 16 regional mandatory skills (listed in the table below) to be tested.

Step 2: Video record potential route and intersections with 360 degree angle shots at each intersection and submit to BIA for feedback.

Step 3: BIA provides feedback via phone conference (must have access to a computer).

Step 4: Using Google maps, sketch out where checkpoints will be located AND draft preliminary route scripts to submit to BIA.

Step 5: Once approved, record and conduct walk throughs prior to your event (under the same conditions as your day-of event) and on the day of, with multiple O&Ms.

Step 6: Upload route script(s) to Bookports for day of event.

Step 7: Finalize revised script.

<table>
<thead>
<tr>
<th>Skill</th>
<th>Regional Mandatory</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cane Technique: Touch / Constant Contact / Congested Area Cane Techniques</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Cane Technique: Touch and Drag / 3 Point Touch Technique</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Street Crossing: Residential (Stop Sign Controlled) Intersection</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Street Crossing: Traffic Light Controlled Intersection</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Alley / Business Driveways</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Stairs Down/Up</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Skill</td>
<td>Requirement</td>
<td></td>
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<tr>
<td>--------------------------------------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>Doors with Door Knobs or Handles</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Seeks Assistance</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Human Guide</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Cardinal Directions</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Vehicle Detection</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Knowledge/Anatomy of Cane</td>
<td><strong>optional</strong></td>
<td></td>
</tr>
<tr>
<td>Negotiating Obstacles</td>
<td><strong>optional</strong></td>
<td></td>
</tr>
<tr>
<td>Escalators</td>
<td><strong>optional</strong></td>
<td></td>
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<tr>
<td>Bus Travel</td>
<td><strong>optional</strong></td>
<td></td>
</tr>
<tr>
<td>Tactile Maps</td>
<td><strong>optional</strong></td>
<td></td>
</tr>
</tbody>
</table>
Trailblazers/Explorers: Guidelines

Cane Technique
Contestant will be able to locate arm position, hand position, grip, wrist movement, are height, rhythm and pace, in-step, straight line of travel, appropriate technique for area (e.g. touch technique, constant contact, touch and drag), maintain appropriate distance to shoreline and 3 point touch.

Quiet Residential Crossing/Moderate Parallel Crossing/Heavy Parallel Crossing
Contestant will be able to maintain line of travel to locate curb (adjustments accepted after curb location), locate the down curb using cane, appropriate position at curb, appropriate stance at curb, sweep with cane to signal start of crossing, Crosses at appropriate time, maintain line of travel while crossing, locates opposite curb, clears, and steps onto curb.

Pedestrian Button Intersections - Light Signal Crossings/Moderate Signal Crossing/Heavy Signal Crossing
Contestant will be able to maintain line of travel to locate curb, locates down curb using the cane, locates pedestrian button, push pedestrian button at appropriate timing, appropriate position at the curb, appropriate stance at the curb, sweep with cane to signal start of crossing, crosses at appropriate timing, maintain line of travel while crossing, locates opposite curb, clears, and steps onto curb, locates sidewalk and resumes travel.

Alley/Business Driveways
Contestant will be able to detect alleyways or driveways with cane and stop and listen for traffic, sweep with cane to signal start of crossing, cross at appropriate time, maintains line of travel while crossing,

Negotiating Obstacles
Contestant will be able to straight line of travel, detects obstacle with cane, moves around obstacle, maintains line of travel, detects overhanging obstacle, uses upper arm protective technique, maintain line of travel.

Car Detection
Contestant will be able to detects care with cane, notes location of car, trails with cane around car, upper body protective technique, finds correct location on opposite side, turns and resumes line of travel.
**Mall Travel Stairs Up**
Contestant will be able to approach using full coverage cane technique and locates the edge of the first step with the cane, locate the handrail on the right, proper cane position when ascending the stairs, interchanging of feet while ascending, locating the landing, clearing at the top.

**Mall Travel Stairs Down**
Contestant will be able to approach using full coverage cane technique and locates the edge of the first step with the cane, locate the handrail on the right, proper cane position when descending stairs, interchanging of feet while descending, locating the landing, clearing at the bottom.

**Mall Travel Escalators Up**
Contestant will be able to locate the escalator in the building, approach the escalator, determine the direction of movement, approach edge of platform, board the escalator, proper foot placement, exit the escalator, proper foot placement, exit the escalator, clearing landing and step away.

**Mall Travel Escalators Down**
Contestant will be able to locate the escalator in the building, approach the escalator, determine the direction of movement, approach edge of platform, board the escalator, proper foot placement, exit the escalator, clear landing and step away.

**Doors with Door Knobs or Handles**
Contestant will be able to contact the door with cane, utilizes cane to find doorknob, free hand opens door, traverses through doorway, closes door, employs proper cane technique to clear area.

**Seeks Assistance**
Contestant will be able to stops, brings cane to appropriate position, detects person, asks for assistance, asks appropriate questions, uses info and heads in correct direction.

**Bus Travel**
Contestant will be able to locate bus stop, waits for bus appropriately, solicit driver for bus information, board bus, pay or show ID to bus driver, solicit assistance to find seat, locate seat, proper bus etiquette, solicit assistance for destination, exit bus, maintain orientation after disembarking.

**Human Guide**
Contestant will be able to make contact, grasp (elbow or hand grip), stance (half a step behind), narrow passage stance, demonstrates changing sides,
demonstrates hines break for refusing aide, demonstrates an about face (turning around), demonstrates going through a closed door.

**Dropped Object Exercise**  
Contestant will be able to demonstrate dropped object exercise.

*For a copy of the Explorer/Trailblazer scoring rubric, contact Rachel Antoine, at rantoine@brailleinstitute.org or call (323) 906-3113 extension 3113.*
Sample Explorer Route (neighborhood)
Sample Scouts Route (campus)

### Stations (1-5)
1. Human Guide thru Door
2. Narrow Passage
3. Dropped Objects
4. Touch and Drag
5. About Face

### Stations (6A-9)
6A. Laterality
6B. Cardinal Directions
7. Entering a Vehicle
8. Protective Technique
9. Around the Block

### Stations (10-14)
10. Standing in Line
11. Stairs Up
12. Finding Table and Chair
13. Stairs Down
14. Sound Localization

---

Map of 2019 On-Campus Route (King Hall) with various stations and annotations.

- Start at the highlighted location.
- Proceed through the numbered stations in order.
- Volunteers and staff tables are marked for assistance.
- Breakfast/Lunch Tables are also indicated for convenience.
- Fine Arts, Lecture Hall 1, and other key locations are clearly labeled.
CONTEST DEVELOPMENT

Scouts: Route Design

The Scout route may be held indoors or outdoors to simulate various environments. The route should include at least 11 of the regionally mandatory skills out of a possible 14 (listed in the table below). Teams will consist of one contestant and one adult sighted guide that will be blindfolded. Teams will travel from station to station when instructed by the Station Leaders (volunteer). At each station a Station Leader will assess the team’s skill level based on the Scout Scoring Rubric provided to coordinators by Braille Institute and give students instructions to go to the next station. Students will also earn coins/tokens at each station, given by Station Leaders. The stations do not need to be organized in any specific order.

<table>
<thead>
<tr>
<th>Skill</th>
<th>Regional Mandatory</th>
<th>Station Leader Options</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Guide Through Door</td>
<td>✓</td>
<td>TVI, O&amp;M, CVRT, or Support Staff</td>
<td></td>
</tr>
<tr>
<td>Lateral Directions Solo</td>
<td>✓</td>
<td>TVI, O&amp;M, CVRT, or Support Staff</td>
<td></td>
</tr>
<tr>
<td>Cardinal Directions Solo</td>
<td>✓</td>
<td>TVI, O&amp;M, CVRT, or Support Staff</td>
<td></td>
</tr>
<tr>
<td>Dropped Objects Solo</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>Narrow Passage</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>About Face</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>Touch and Drag</td>
<td>✓</td>
<td>O&amp;M</td>
<td></td>
</tr>
<tr>
<td>Around the Block</td>
<td>✓</td>
<td>TVI, O&amp;M, CVRT, or Support Staff</td>
<td></td>
</tr>
<tr>
<td>Activity</td>
<td></td>
<td>Requirement</td>
<td></td>
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<tr>
<td>--------------------------------</td>
<td>-------</td>
<td>------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Standing in Line</td>
<td>✓</td>
<td>TVI, O&amp;M, CVRT, or Support Staff</td>
<td></td>
</tr>
<tr>
<td>Protective Technique</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>Stairs Up</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>Stairs Down</td>
<td>✓</td>
<td>TVI, O&amp;M, or CVRT</td>
<td></td>
</tr>
<tr>
<td>Locating a Table and Chair</td>
<td></td>
<td><img src="https://example.com" alt="optional" /></td>
<td></td>
</tr>
<tr>
<td>Entering a Vehicle</td>
<td></td>
<td><img src="https://example.com" alt="optional" /></td>
<td></td>
</tr>
<tr>
<td>Sound Localization</td>
<td></td>
<td><img src="https://example.com" alt="optional" /></td>
<td></td>
</tr>
</tbody>
</table>

**SUBMISSION AND APPROVAL PROCESS**

**Step 1:** Place 11 of the 14 regional mandatory skills (listed in the table below) along the route. Adapt stations to match existing resources on host agency premises.

**Step 2:** Submit to BIA for approval.

**Step 3:** Once approved, create scoring booklet for day of event.
Scouts: Guidelines

**Human Guide Through a Door**
Instruct the team to walk in a straight line to the back wall with the teammate as the guide. Close the dorm door. They are to go through the dorm door. The team should show proper human guide technique with the contestant catching and closing the door behind them.

**Laterality**
Ask contestant to identify their left and right hand. Instruct the teammate to face the contestant and ask the contestant to identify his/her partner’s right hand and then his/her left hand. Instruct contestant to walk to the chalkboard table, which to their left and 20 feet straight ahead and to place their cane to the right of the table, then to the left of it, then above table, and finally below table. Instruct the team to the next station, to the south wall near the restroom.

**Cardinal Directions**
Orient contestant, with their back to the wall and tell them they are facing NORTH. Name the cardinal directions in any order and instruct the contestant to point in the appropriate direction. Name the cardinal directions in any order and instruct the contestant to turn their body in the appropriate direction.

**Dropped Objects**
Instruct the teammate to guide the contestant into the room. Instruct the contestant to find several objects that will be dropped in front of them, one at a time. Use the following four objects: wooden block; quarter; plastic cup; set of keys. Drop each item once in front of the contestant. If they successfully find the object, drop it a second time off to their side, a bit farther away.

**About Face with Human Guide**
Instruct the team to use human guide technique to walk to the wall, then use the proper “About Face” technique to turn around 180 degrees and return to their starting point.

**Navigating “Around a Block”**
Ask the contestant to describe how to “walk around a block”. Instruct the contestant to use proper cane technique to navigate around the block and
to identify when they return to where they started. Instruct the teammate to walk behind and remain silent.

**Standing In a Line Using Appropriate Personal Space**

Have three or four volunteers standing in a line, with another volunteer facing them at the front of line to serve as a “greeter.” The line is to be in motion, with each volunteer moving up to the greeter, who is the scorer for this station. Each person should say a few words to the greeter as they get to the front of the line, then go back to the end of the line. Instruct the contestant toward the line and ask them to go to the end. Instruct them to follow the person ahead of them until they are greeted. Instruct the teammate to walk behind and remain silent. The greeter then instructs the contestant to the next station.

**Protective Technique**

Instruct the contestant to trail the wall for approximately 10 feet using upper body protective technique to avoid an overhanging object. Teammate follows quietly behind. Direct the team to the doorway to the dorm rooms for the next station.

**Stairs UP**

Instruct the team that they will use proper human guide technique in ascending the stairs. (Cane is not used in this station.)

**Stairs DOWN**

The contestant will use proper cane technique to descend the stairs. Teammate will follow quietly.

**Locating a Table and Chair**

Instruct the teammate to put on a blindfold. Instruct the contestant to walk 5-10 feet to guide the teammate towards the designated room tables. Ask the contestant to identify an empty chair for their teammate, then to go around the table and find their own chair and sit down. Instruct the teammate to remove the blindfold.

**“Team bonding station”**

Explain to the team that they will perform a task. The contestant will complete the task first then give instructions to their teammate, who will be blindfolded. Instruct the teammate to put on a blindfold. Instruct the contestant to pour water from a pitcher into a glass. Instruct the contestant
to give verbal instructions to their teammate to do the same thing. Offer the contestant the choice of sorting change or tying a shoe. Instruct the contestant to give verbal directions to their teammate to do the same thing.

**Sound Localization**
Create a repeated sound, or utilize a beeper, and be sure there are no obstacles in the way. Blindfold the teammate and instruct the contestant to guide their teammate using proper technique. Instruct the contestant to point towards the beeper or sound and walk toward it, using proper cane technique and guiding their teammate.
SCORING RUBRIC: SCOUTS
Scouts: Scoring Rubric Station #1
Human Guide through Door with Teammate

SCRIPT (Spoken to Contestant)
Welcome to Station #1
My name is _______ and I’m your station leader. What are your names? (Write down contestant’s name above).

Carefully listen to all the instructions:

- At this station you and your teammate will work together.
- Your teammate will guide you through the door using Human Guide Technique.
- Remember what you learned from your mobility teacher and make sure you help your teammate; they don’t have a mobility teacher.
- Use your best teamwork and have fun. When you finish we will review how you both did.
- Any questions? (Station Leader may re-read instructions if necessary). Ready? Let’s begin.

<table>
<thead>
<tr>
<th>Station: Human Guide Through a Door</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant responds to the narrow stance position by moving behind the guide</td>
<td></td>
</tr>
<tr>
<td>Contestant holds the door open as he/she and the guide pass through, changing arms if necessary</td>
<td></td>
</tr>
<tr>
<td>Contestant and guide pass through the door</td>
<td></td>
</tr>
<tr>
<td>Contestant closes the door behind the team</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL COINS EARNED FOR STATION 1 2 3 4

Great Work! Let’s review how you did:
You earned ____ coins! You did well! Here are things to practice for next year______.

Practical Application and Enrichment:
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the doors in their homes, school, and everywhere they go.
- Encourage continued practice with family and friends as often as possible
- Provide lots of praises as this is meant to promote O&M skills.

(Point team in the direction of the next station)
SCRIPT (Spoken to Contestant)
Welcome to Station #2
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

What grade are you in? (3-4 graders use the Lateral Rubric; 5-6 graders use the Cardinal Rubric)

Laterality Rubric and Script for 3-4th Graders
At this station your teammate will only join you for the first part. I am going to ask you several questions and your job is to answer as best as you can. Ready?

1. Which side is your LEFT? Which side is your RIGHT? (Pause and grade Skill 1)

2. Teammate please come and face __________ (Contestant Name)
   • To contestant: Which side is your teammate’s LEFT side? Which side is your teammate’s RIGHT side? (Pause and allow contestant to respond to each question. Grade Skill 2)

3. Teammate: For the rest of this station please stand to the side and cheer your teammate on.
   • (Contestant Name)_______ Please sit down at this bench (designate a bench).
   • I will give you several instructions of a route. Raise your hand when you have finished completing each instruction given. Please note that I can repeat instructions at any time.
   • Are you ready?
     o Stand up, walk forward and find bench #2 in front of you! Raise your hand when you find it. (Pause and allow contestant to locate bench).
     o Now you are facing bench #2, turn to the left, trail on your right until you find bench #3. Raise your hand when you find it! (Pause and allow contestant to locate bench).

4. Please face bench #3
   • Is there anything BELOW the bench?
   • Is there anything ABOVE the bench?
   • Is there anything to the RIGHT side of the bench?
   • Is there anything to the LEFT side of the bench? (Contestant should find bag/object)

Station 2A: Laterality - For 3rd and 4th graders ONLY!
Contestant must answer all parts of each skill correctly in order to receive a point/token. No partial points given.

Place “+” for EACH skill demonstrated

1. Contestant identifies LEFT and RIGHT on their own body
2. Contestant identifies LEFT and RIGHT on the teammate’s body
3. Contestant locates bench, given verbal directions (of left/right/straight ahead)
4. Contestant identifies LEFT, RIGHT, ABOVE, and BELOW relative to the bench
Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the doors in their homes, school, and everywhere they go.
- Encourage continued practice with family and friends as often as possible.
- Provide lots of praises as this is meant to promote O&M skills.
(Point team in the direction of the next station)
Scouts: Scoring Rubric Station #2B
Lateral/Cardinal Directions Solo

**Cardinal Directions Rubric and Script for 5-6th Graders**

At this station your teammate will stand back and watch you use your mobility skills!
Your job at this station is to answer a few questions about cardinal directions and walk a short route.
Are you ready? Can I lead you to a starting point? I am going to position you so that you are facing North.

1. To Contestant: Please point towards the East; Point towards the West. (Skill 2)
   (Pause and allow contestant to perform task)
2. Point towards the North; Point towards the South. (Skill 1)
   (Pause and allow contestant to perform task)
3. Take 5 giant steps towards the North, and then take 5 giant steps towards the South. (Skill 3)
   Remember to use your cane; there might be things in your way!
   (Pause and allow contestant to perform task)
4. Take 5 tiny steps towards the East, and then take 5 tiny steps towards the West. (Skill 4). Remember to use your cane! (Pause and allow contestant to perform task)

**Station #2B: Cardinal Directions - For 5th and 6th graders ONLY!**

***Contestant must answer all parts of each skill correctly in order to receive a point/token. No partial points given.***

**Skills:**

<table>
<thead>
<tr>
<th>Skill</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Contestant points in the direction of North, South, East and West.</td>
<td></td>
</tr>
<tr>
<td>2. Contestant turns their body to face East and West.</td>
<td></td>
</tr>
<tr>
<td>3. Contestant turns their body to face North and South.</td>
<td></td>
</tr>
<tr>
<td>4. Contestant locates bench, given verbal directions (North, South, East and West)</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1 2 3 4

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

**Practical Application and Enrichment:**
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the doors in their homes, school, and everywhere they go.
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises as this is meant to promote O&M skills.

**Scouts: Scoring Rubric Station # 3**

**Dropped Objects Solo**

*(Bring Contestant to starting point!)*

**SCRIPT (Spoken to Contestant)**
Welcome to Station #3
My name is ______ and I'm your station leader. What are your names? (Write down contestant’s name above).

At this station you will work on your own! Teammate, please stand and observe from the side. Thank you!

Listen carefully to all the instructions:

• At this station your job is to find dropped objects.
• As you stand, I will drop several objects all around you.
• Then use your cane and hands to find as many dropped objects as you can!
• Listen carefully and keep track of where you hear the items drop!
• Remember to use upper body protective technique when you bend down, so that you don’t bump your head!
• You will have a total of 2 minutes!

Any questions? (Station Leader may re-read instructions if necessary).

Let’s see what you will find! I am going to drop the objects now! Wait for me to tell you when to start!
(Drop 5 objects to the contestant’s right/left and drop 5 objects in front of contestant.). Ready? Go find them.

<table>
<thead>
<tr>
<th>Station #3: Dropped Objects Skills:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant locates 3 or more objects dropped in front of them</td>
</tr>
<tr>
<td>Contestant locates 3 or more objects dropped to the side/further away</td>
</tr>
<tr>
<td>Contestant uses cane and/or circular or grid-like search pattern with their hands to locate the dropped objects</td>
</tr>
<tr>
<td>Contestant uses appropriate protective techniques while searching for the objects.</td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
</tr>
</thead>
</table>

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• You can ask the student how often do they drop something or have to pick something off the floor.
• Encourage contestant to practice using the proper technique, especially to protect their head.

(Point team in the direction of the next station)
Scouts: Scoring Rubric Station #4
Stairs Up with Teammate

(Bring team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #4
My name is ______ and I'm your station leader. What are your names? (Write down contestant's name above).

Carefully listen to all the instructions:

- At this station you and your teammate will work together.
- Your teammate will lead you up stairs using Human Guide Technique.
- Work as a team!
- Teammate: it is important to communicate to (contestant name) ______________ from the start to the end, about where the steps and handrails are.

Any questions? (Station Leader may re-read instructions if necessary).

I can't wait to see your team work! Let's begin.

<table>
<thead>
<tr>
<th>Station #4: Stairs UP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skills:</strong></td>
</tr>
<tr>
<td>Contestant maintains pace set by guide, pausing and stopping as indicated at bottom of stairs</td>
</tr>
<tr>
<td>Contestant finds handrail, on their own, and uses it appropriately</td>
</tr>
<tr>
<td>Contestant ascends stairs while interchanging their feet</td>
</tr>
<tr>
<td>Guide communicated appropriately to the contestant as the contestant reached the top of the stairs.</td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

| 1 | 2 | 3 | 4 |

Great Work! Let's Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the stairs at school, and everywhere they go.
- Encourage continued practice with family and friends as often as possible.
• Provide lots of praises as this is meant to promote O&M skills.
(Point team in the direction of the next station)

**Scouts: Scoring Rubric Station #5**
**Narrow Passage with Teammate**

*(Bring team to starting point!)*

**SCRIPT (Spoken to Contestant)**
Welcome to Station #5
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

Carefully listen to all the instructions:

- At this station you and your teammate will work together.
- Your teammate will lead you using Human Guide technique.
- Teammate: your job is to walk through this building and use the narrow area technique when it gets narrow and tight. Follow the line on the floor until it ends.
- Teammate: remember to communicate with (contestant name) __________ and let him/her know a narrow area is coming up and he/she needs to walk behind you.

Any questions? (Station Leader may re-read instructions if necessary).
Start now!

<table>
<thead>
<tr>
<th>Station #5: Narrow Passage Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guide communicates they are entering a narrow space</td>
<td></td>
</tr>
<tr>
<td>Guide moves arm behind back</td>
<td></td>
</tr>
<tr>
<td>Contestant slides hand down to wrist of guide</td>
<td></td>
</tr>
<tr>
<td>Contestant follows behind with arm extended to give guide room to walk</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1 2 3 4

**Great Work! Let’s Review how you did:**
You earned _____ coins! You did well! Here are things to practice for next year______.

**Practical Application and Enrichment:**
- If appropriate give the team some tips on how to properly perform this skill.
• Ask them to think of some places they can use this technique (hallways, stores, doors, crowds).
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises as this is meant to promote O&M skills.
(Point team in the direction of the next station)

Scouts: Scoring Rubric Station #6
Stairs Down Solo

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #6
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

Listen carefully to all the instructions:

• At this station you will work on your own. You get to show us your great mobility skills!
• Teammate: please wait at the bottom of the stairs. Thank you!
• Contestant: your job at this station is to walk down the staircase in front of you.
• Use your BEST cane skills to find the first step, find the handrail, walk down, find the bottom and clear your next steps as you walk forward.
• Remember what you learned from your mobility teacher and do your best!

Any questions? (Station Leader may re-read instructions if necessary).

Can’t wait to see your skills! Begin now, the stairs are directly in front of you.

<table>
<thead>
<tr>
<th>Station #6: Stairs Down Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant uses cane to locate the first step and the railing at top of stairs</td>
<td>![ ]</td>
</tr>
<tr>
<td>Contestant descends stairs with cane extended a step below his/her foot</td>
<td>![ ]</td>
</tr>
<tr>
<td>Contestant interchanges feet while descending stairs</td>
<td>![ ]</td>
</tr>
<tr>
<td>Contestant locates the bottom and clears with cane</td>
<td>![ ]</td>
</tr>
</tbody>
</table>

TOTAL COINS EARNED FOR STATION

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

**Practical Application and Enrichment:**
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the stairs in their homes, school, and everywhere they go.
- Encourage continued practice with family and friends as often as possible.
- Provide lots of praises as this is meant to promote O&M skills.
Scouts: Scoring Rubric Station #7
About Face with Teammate

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #7
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

Listen carefully to all the instructions:
• At this station you and your teammate will work together.
• Your teammate will lead you using Human Guide Technique and make an about face turn.
• In front of you there is a square drawn on the floor with chalk. It is similar in size to an elevator. Teammate: guide (Contestant Name)________ forward and find the square.
• Step inside the square and make an About Face Turn without stepping outside the lines.
• When you complete the turn, step out of the square and walk back to this starting point.
• Teammate be sure to tell (Contestant Name)________ when it is time to turn around!
• Let’s see your best teamwork and remember to have fun!

Any questions? (Station Leader may re-read instructions if necessary). Start Now!

<table>
<thead>
<tr>
<th>Station #7: About Face with Human Guide Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guide communicates they have to turn around</td>
<td></td>
</tr>
<tr>
<td>Contestant responds to verbal “turn around” cue by facing the guide</td>
<td></td>
</tr>
<tr>
<td>Contestant reaches for the opposite arm of the guide at the same time the guide is offering their arm and then releases the current arm</td>
<td></td>
</tr>
<tr>
<td>Contestant and guide continue in the opposite direction with opposite arm using proper human guide technique</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL COINS EARNED FOR STATION 1 2 3 4

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• Ask them to think about where they can use this technique (elevators, small hallways/spaces).
• Encourage continued practice with family and friends as often as possible.
Provide lots of praises as this is meant to promote O&M skills.

**Scouts: Scoring Rubric Station #8**

Locating a table and chair with Teammate

(Bring Team to starting point!)

**SCRIPT (Spoken to Contestant)**

Welcome to Station #8

My name is ______and I’m your station leader. What are your names? (Write down contestant’s name above).

At this station you and your teammate will work together.

Teammate please put your blindfold on now.

Listen carefully to all the instructions:

- (Contestant Name)________ you will have three big jobs at this station.
- First, use your best Human Guide Technique to lead your teammate to the table directly in front of you.
- Second, help your teammate find a seat at the table.
- Third, find a seat on the opposite side of the table for yourself and sit down.
- (Contestant Name)________ remember to communicate with your teammate all the way through this station. Tell your teammate what to do, and cheer them on, and make sure he/she is safe. It can be scary for your teammate under blindfold!

Any questions? (Station Leader may re-read instructions if necessary).

Begin now!

<table>
<thead>
<tr>
<th>Station #8: Locating a Table and Chair Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant uses constant contact cane technique and human guide technique to guide teammate to the table and chair</td>
<td></td>
</tr>
<tr>
<td>Contestant locates 1 empty chair and guides teammate’s hand to the back of the chair</td>
<td></td>
</tr>
<tr>
<td>Contestant locates a 2nd empty chair on opposite side of the table</td>
<td></td>
</tr>
<tr>
<td>Contestant sits down in an empty chair or on a bench</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1  2  3  4

Great Work! Let’s Review how you did:

You earned ____ coins! You did well! Here are things to practice for next year____.

**Practical Application and Enrichment:**

- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the doors in their homes, school, and everywhere they go.
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises as this is meant to promote O&M skills.
  (Point team in the direction of the next station)
Scouts: Scoring Rubric Station #9
Touch and Drag Cane Tech. with Teammate

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #9
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

At this station you and your teammate will work together.
Teammate please put your blindfold on now!

Listen carefully to all the instructions:

- (Contestant Name)________ you have a big job at this station.
- You will guide your teammate using your best Human Guide Technique.
- At the same time, you will trail the wall on your left using your best touch and drag technique.
- Follow the wall around TWO corners/turns, then stop and let me know you have finished.
- (Contestant Name)________ remember to talk with your teammate all the way through this station. Tell your teammate what to do, cheer him/her on, and make sure he/she is safe.

Any questions? (Station Leader may re-read instructions if necessary). I can’t wait to see you use your best mobility skills, so that you can lead your teammate safely!
The wall is on your ______ (left or right).

<table>
<thead>
<tr>
<th>Station #9: Touch and Drag cane technique and Human Guide Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant uses proper touch and drag technique</td>
<td></td>
</tr>
<tr>
<td>Contestant makes the turn to the Left/Right</td>
<td></td>
</tr>
<tr>
<td>Contestant gives proper human guide to their teammate</td>
<td></td>
</tr>
<tr>
<td>Contestant gives verbal directions to their teammate and encourages them</td>
<td></td>
</tr>
<tr>
<td>TOTAL COINS EARNED FOR STATION</td>
<td>1  2  3  4</td>
</tr>
</tbody>
</table>

Great Work! Let’s Review how you did:
You earned _____ coins! You did well! Here are things to practice for next year _____.

Practical Application and Enrichment:
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the places they can use this technique.
- Encourage continued practice with family and friends when possible.
- Provide lots of praises as this is meant to promote O&M skills.

(Point team in the direction of the next station)
Scouts: Scoring Rubric Station #10
Around the Block Solo

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #10
My name is _____ and I'm your station leader. What are your names? (Write down contestant's name above).

At this station you are working on your own. Your teammate looks beat so we will let him/her break! Teammate, please stand and watch from the side. Thank you!
Listen carefully to all the instructions:

- I will first ask you a question about walking around the block then I will have you show me.
- This is not timed, so take your time!

Are you ready?
- What is a city block? Or how would you know when you have walked around an entire city block? (Pause and let contestant answer)
- Great. Now I will have you walk around this fountain (insert appropriate language, per regional discretion). It is like a city block. It has 4 sides and 4 corners. Use your best touch and drag technique and trail around the block. Walk along all 4 sides and all 4 corners until you arrive back here, at the starting point.
- Tell me when you have finished and arrived back at this starting point.

Any questions? (Station Leader can re-read instructions if necessary). Begin now! The fountain is on your ______ (left or right) side.

Station #10: Navigating “Around a Block”
SKILLS:
Contestant verbalizes the concept of walking around a block  
(example: it is like a square/rectangle; or has 4 sides and 4 corners)
Contestant walks on all four sides of block
Contestant uses touch & drag cane technique to travel around the block
Contestant correctly identifies starting point following one trip around the block

TOTAL COINS EARNED FOR STATION
1 2 3 4

Great Work! Let's Review how you did:
You earned _____ coins! You did well! Here are things to practice for next year_____.

Contestant Name / #
**Practical Application and Enrichment:**

- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all the doors in their homes, school, and everywhere they go.
- Encourage continued practice with family and friends as often as possible.
- Provide lots of praises as this is meant to promote O&M skills.
- *(Point team in the direction of the next station)*
Scouts: Scoring Rubric Station #11
Water Pouring with Teammate

(Bring Team to the table and have them sit down)

SCRIPT (Spoken to Contestant)
Welcome to Station #11
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

At this station you and your teammate will work together. Teammate please put your blindfold on now!

Carefully listen to all the instructions before you begin:

- On the table in front of you there is a water pitcher and a glass (or water bottle/cup/other container).
- Your first job is to find the pitcher and pour water into the glass by yourself. Do your best not to spill too much water.
- Remember to use your finger on the edge of the glass to help you know when it is full. (Pause and allow contestant to complete task).
- Your next job is to help your teammate pour water into the glass.
- Tell your teammate what to do, step by step. Tell your teammate where the water and the glass are.
- Then tell your teammate how to hold their finger on the edge of the glass.
- Lastly, tell your teammate how to know when the glass is full of water.

Any questions? (Station Leader may re-read instructions if necessary).
Okay, you can start now. The water and the glass are in front of you on the table.

<table>
<thead>
<tr>
<th>Station #11: “Team bonding station” – Pour Water Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant locates pitcher of water and glass</td>
<td></td>
</tr>
<tr>
<td>Contestant pours water from a pitcher into a glass with little or no spillage *Definition: &quot;little spillage&quot; should be no more than about 1/8 of a cup.</td>
<td></td>
</tr>
<tr>
<td>Contestant gives verbal directions to teammate to pour water from a pitcher into a glass</td>
<td></td>
</tr>
<tr>
<td>Teammate pours water into glass with little or no spillage, blindfolded *Definition: &quot;little spillage&quot; should be no more than about 1/8 of a cup.</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL COINS EARNED FOR STATION  

1 2 3 4

Great Work! Let’s Review how you did:
You earned _____ coins! You did well! Here are things to practice for next year ______.
Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises (as this is meant to promote O&M skills).
(Point team in the direction of the next station)
Scouts: Scoring Rubric Station #12
Standing in Line Solo

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #12
My name is ______and I’m your station leader. What are your names? (Write down contestant’s name above).

At this station you will work on your own and your teammate will observe from the side. Teammate, please stand to the side. Thank you!

Listen carefully to all the instructions:

- There is a line of people in front of you. The people are waiting in line to ask the greeter a question.
- Your job is to find the end of the line.
- When you find the group of people you can ask them where the end of the line is.
- Your next job will be to wait in the line and move forward as the line moves forward.
- Your last job will be to find the greeter at the front of the line and ask the greeter where you can find a taxi because you need a ride!
- Remember to hold your cane a little closer to your body and walk slower when you are around a lot of people.
- You don’t want them to trip over your cane!
- And remember when you are waiting in line, keep checking to see if the line has moved forward! You don’t want to lose your place in line.

Any questions? (Station Leader may re-read instructions if necessary). I can repeat this at any time!
Begin now! The line is directly in front of you!

<table>
<thead>
<tr>
<th>Station #12: Standing In a Line Using Appropriate Personal Space Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant locates the end of the line</td>
<td></td>
</tr>
<tr>
<td>Contestant uses appropriate shortened cane or congested area cane technique</td>
<td></td>
</tr>
<tr>
<td>Contestant moves forward as line moves forward</td>
<td></td>
</tr>
<tr>
<td>Contestant faces greeter and verbally responds to greeter upon reaching the front of the line</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL COINS EARNED FOR STATION</strong></td>
<td>1  2  3  4</td>
</tr>
</tbody>
</table>

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year______.

**Practical Application and Enrichment:**
- If appropriate give the team some tips on how to properly perform this skill.
- Ask them to think about all places they need to wait in line (school, stores).
- Encourage continued practice with family and friends as often as possible.
- Provide lots of praises as this is meant to promote O&M skills.

*(Point team in the direction of the next station)*
Scouts: Scoring Rubric Station #13
Entering a Vehicle Solo

(Bring Team to starting point!)

SCRIPT (spoken to Contestant)
Welcome to Station #13
My name is ______and I’m your station leader. What are your names? (Write down contestant’s name above).

Are you looking for a taxi? You have come to the right place! A taxi will be here is just a moment!

Listen carefully to all the instructions:
• At this station you and your teammate will work together.
• Teammate your job is to guide ________ (Constant Name) to the front of the taxi cab. 
• (Contestant Name)________ your job is to find the back passenger door, get in and fasten your seat belt, put your cane in a safe place, close the door and let the taxi driver know when you are ready to go!

This is pretend; the taxi driver will not drive off with you!

Any questions? (Station Leader may re-read instructions if necessary). I can repeat this at any time. Begin now!

<table>
<thead>
<tr>
<th>Station #13: Entering a Vehicle Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant independently locates proper backseat passenger door &amp; opens it</td>
<td></td>
</tr>
<tr>
<td>Contestant checks and clears seat &amp; takes a seat &amp; fastens seat belt</td>
<td><em>(Note: Contestant must perform all parts of this task to receive a coin/point.)</em></td>
</tr>
<tr>
<td>Contestant stows cane appropriately</td>
<td></td>
</tr>
<tr>
<td>Contestant says or yells “clear” before closing door</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1  2  3  4

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• Ask them to think about how often they get in a car to go somewhere.
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises as this is meant to promote O&M skills.
(Point team in the direction of the next station)
Scouts: Scoring Rubric Station #14
Sound Localization with Teammate

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #14
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

Carefully listen to all the instructions:

• At this station you and your teammate will work together.
• Teammate please put on your blindfold.
• To Contestant: Your job at this station is to use your best listening skills and walk towards a sound, while guiding your teammate.
• I will stand in front of you and make a sound using _________. This is the sound you will hear.
• Once you hear the sound, point to it with your hand, then walk towards it until you find me.
• Remember to use your best Human Guide and cane technique to lead your teammate. Your teammate is trusting that you will keep him/her safe!

Any questions? (Station Leader may re-read instructions if necessary). I can repeat this at any time. Ready? Listen Carefully!

<table>
<thead>
<tr>
<th>Station #14: Sound Localization Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant points towards the sound</td>
<td></td>
</tr>
<tr>
<td>Contestant walks in a straight line towards the sound</td>
<td></td>
</tr>
<tr>
<td>Contestant uses proper cane technique when traveling to the sound</td>
<td></td>
</tr>
<tr>
<td>Contestant uses proper guiding skills for their teammate</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

| 1 | 2 | 3 | 4 |

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• Encourage continued practice with family and friends as often as possible.
• Provide lots of praises (high fives) as this is meant to promote O&M skills.
(Point team in the direction of the next station)

Scouts: Scoring Rubric Station #15
Protective Technique Solo

(Bring Team to starting point!)

SCRIPT (Spoken to Contestant)
Welcome to Station #15
My name is ______ and I'm your station leader. What are your names? (Write down contestant’s name above).

At this station you will work on your own. Your teammate will observe you from the side!
Teammate please wait at the end of the path and meet (Contestant Name) ______ when he/she has finished this task! Thank you!

You are going to trail the curb on the left (or right) side with your cane all the way until I tell you to stop. Be aware there are many plant leaves and overhead obstacles along this path, so use your best protective technique to protect your head as you walk through this station. Whenever you find an obstacle do your best to go around it.

Any questions? (Station Leader may re-read instructions if necessary).

Are you ready? Begin now…the curb is on your left (or right).

<table>
<thead>
<tr>
<th>Station #15: Protective Technique Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant appropriately trails the curb on left/right side, maintaining contact for up to 10 feet</td>
<td></td>
</tr>
<tr>
<td>Contestant responds appropriately upon contacting something in the upper field (stops, moves around, etc.)</td>
<td></td>
</tr>
<tr>
<td>Contestant demonstrates correct positioning for upper body protective technique</td>
<td></td>
</tr>
<tr>
<td>Contestant effectively blocks obstacles in the upper field from contacting face/head by using the appropriate upper body protective technique.</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1 2 3 4

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year______.

Practical Application and Enrichment:
• If appropriate give the team some tips on how to properly perform this skill.
• Ask them to think about all the doors in their homes, school, and everywhere they go.
Encourage continued practice with family and friends as often as possible.  
Provide lots of praises as this is meant to promote O&M skills.  
(Point team in the direction of the next station)

**Scouts: Scoring Rubric Station #16**  
**Writing a Letter with Teammate**

(Bring Team to table and have them sit down)

**SCRIPT (Spoken to Contestant)**  
Welcome to Station #16  
My name is ______ and I’m your station leader. What are your names? (Write down contestant’s name above).

At this station you and your teammate will work together.

You both have several tasks to do! I can repeat any of the instructions at any time. Just let me know!  
1. First you and your teammate are going to write a letter to someone in your family or a friend.  
   (Contestant Name)________ Tell your teammate what to write in your letter. You can write something cool or fun about Cane Quest today. Wait as your teammate writes it all down! (Pause and allow task to be completed).  
2. (Contestant Name)________ your next job is to fold the letter and put it into an envelope. The envelope is placed in front of you. (Pause and allow contestant to complete task).  
3. The last job is for your teammate. Teammate please put on your blindfold now. Your job is to write the address of the recipient on the front of the envelope using an address guide. If you don’t know it, you can use your home address. The envelope, pen and guide are placed in front of you now. (Pause and allow teammate to complete task).

<table>
<thead>
<tr>
<th>Station #16: Writing Letter Skills:</th>
<th>Place “+” for EACH skill demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contestant tells teammate what to write</td>
<td></td>
</tr>
<tr>
<td>Teammate writes letter</td>
<td></td>
</tr>
<tr>
<td>Contestant folds letter and places it in envelope</td>
<td></td>
</tr>
<tr>
<td>Teammate fills out front of envelope with template while wearing blindfold</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COINS EARNED FOR STATION**

1 2 3 4

Great Work! Let’s Review how you did:
You earned ____ coins! You did well! Here are things to practice for next year_____.

**Practical Application and Enrichment:**
- If appropriate give the team some tips on how to properly perform this skill.
- Encourage continued practice with family and friends as often as possible.
- Provide lots of praises as this is meant to promote O&M skills.
Cane Quest Scoring
For every 10 contestants, there must be at least one computer station. There are three basic roles: Score Room Administrator, Data Entry Volunteer and a Score Reader. The Score Room Administrator should be a certified O&M Specialist that understands the rubric and is able to answer any questions as necessary. The Data Entry role enters the data while the Score Reader verbally reads the score sheets.

Below are general guidelines to be followed:
- As score sheets come in, the Score Room Administrator reviews them for any missing or multiple entries before passing them on to the Score Reader.
- Since there is no particular order to be followed, scores can be entered as they come in.
- For planning purposes, make sure the volunteers are trained on use and importance of not inputting ‘averages’ or ‘guestimates’.
- Keep an “IN” and “Out” box at each computer station in order to track of scoring sheets.
- Once data has been entered, the Score Room Administrator reviews the results to make sure there are no missing score sheets. In the event this occurs, all the results from that particular checkpoint or station will have to be discarded. One missing score invalidates all the scores for that checkpoint (Trailblazer/Explorer route) or station (Scout route).

<table>
<thead>
<tr>
<th>Role</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Score Room Administrator</td>
<td>Must be a certified O&amp;M Specialist</td>
</tr>
<tr>
<td>Data Entry Volunteer</td>
<td>1 computer station for every 10 contestants</td>
</tr>
<tr>
<td>Score Reader</td>
<td></td>
</tr>
<tr>
<td>Runner</td>
<td>Useful but not necessary</td>
</tr>
</tbody>
</table>
# SAMPLE SCORING SHEET

## 2015 Cane Quest Score Sheet - Explorers

<table>
<thead>
<tr>
<th>Checkpoint 1</th>
<th>技能</th>
<th>B1</th>
<th>Contestants</th>
<th>B2</th>
<th>Multiplier</th>
</tr>
</thead>
<tbody>
<tr>
<td>92</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>93</td>
<td></td>
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<tr>
<td>94</td>
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<td>97</td>
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<tr>
<td>98</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>23 22 10 28 0 23 20 19 0 17 18 23 20 17 25 27 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Checkpoint 2</th>
<th>技能</th>
<th>B1</th>
<th>Contestants</th>
<th>B2</th>
<th>Multiplier</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101</td>
<td></td>
<td></td>
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<tr>
<td>102</td>
<td></td>
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<tr>
<td>103</td>
<td></td>
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<tr>
<td>104</td>
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<tr>
<td>105</td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
<td>45 42 22 21 28 0 25 22 19 0 17 18 23 20 17 25 27 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Checkpoint 3</th>
<th>技能</th>
<th>B1</th>
<th>Contestants</th>
<th>B2</th>
<th>Multiplier</th>
</tr>
</thead>
<tbody>
<tr>
<td>110</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40</td>
<td></td>
<td></td>
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<tr>
<td>111</td>
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<td>115</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>31 22 25 12 0 11 10 12 23 11 11 10 12 11 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Final Results - Explorers

### B1

<table>
<thead>
<tr>
<th>Contestant</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 (student name)</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#2</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#3</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#4</td>
<td>#VALUE!</td>
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<tr>
<td>#5</td>
<td>#VALUE!</td>
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<tr>
<td>#6</td>
<td>#VALUE!</td>
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<tr>
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<td>#VALUE!</td>
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<td>#VALUE!</td>
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<td>#19</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#20</td>
<td>#VALUE!</td>
</tr>
</tbody>
</table>

### B2

<table>
<thead>
<tr>
<th>Contestant</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>#21</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#22</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#23</td>
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</tr>
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<tr>
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<td>#VALUE!</td>
</tr>
<tr>
<td>#39</td>
<td>#VALUE!</td>
</tr>
<tr>
<td>#40</td>
<td>#VALUE!</td>
</tr>
</tbody>
</table>
O&M SPECIALIST CEU CREDITS

The Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP) is a private, not-for-profit legal certification body dedicated to meeting the needs of the vision services field and providing high-quality professional certification in the discipline areas of low vision therapy, orientation and mobility and vision rehabilitation therapy. ACVREP is a member of the National Organization for Competency Assurance (NOCA) and follows standards set by the National Commission for Certifying Agencies (NCCA).

As a regional partner, you have the option of offering all Orientation and Mobility Specialists who participate in Cane Quest up to 5 hours of Continuing Education hours recognized by ACVREP. The Braille Institute of America is an approved provider. Your fee is covered through BIA but event dates must be submitted to BIA 90 days prior. You do not have to complete any forms other than providing the event date, location and contact person for the day of your event to BIA. Post event, BIA will need a typed list of those receiving credit with a dated signature.

For more information visit www.acvrep.org and click on the ‘Continuing Education’ tab.
SAMPLE CEU CERTIFICATE

Edit the certificate below and if sending it electronically, it must be a Portable Document Format (PDF) file.

Certificate of Completion

Cane Quest 2019 has been approved by the Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP) for 5 continuing education hours.

is awarded 5 continuing education hours for completion of this program/activity.

Date when CE Program activity was held:
Month #, 20xx

Date of Completion: Month #, 20xx

Location: Organization Name
Address Line 1
Address Line 2

Signature of CE Provider Representative:

Sergio Oliva, Associate Vice President, National and Youth Programs, Braille Institute of America
PRIZES & GIVEAWAYS

Following are materials to assist you in tracking prizes and giveaways:

- Sample Prizes and Giveaways Table
- Sample Prize Solicitation Letter

Each year different vendors contact Braille Institute to offer prizes that we can make available to Regional Cane Quest Coordinators free of charge. Coordinators will be sent gift certificates that contestants redeem directly with the vendors. Prizes may be used for any category of contestant you choose. Be sure to check with BIA staff regarding regional prizes.

- All prizes forwarded by Braille Institute must be acknowledged in all Regional Cane Quest contests’ marketing materials, including:
  - Announcements (newsletter, media); Programs; Cane Quest contest-related email correspondence
  - On agency Web site (including link back to sponsor’s home page).

SAMPLE SUGGESTED PRIZES/GIVEAWAYS

<table>
<thead>
<tr>
<th>GROUP</th>
<th>RAFFLE #1</th>
<th>RAFFLE #2</th>
<th>RAFFLE #3</th>
<th>THIRD PRIZE</th>
<th>SECOND PRIZE</th>
<th>FIRST PRIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scouts</td>
<td>$25 Gift Certificate</td>
<td>Art Supplies</td>
<td>Braille Board Game</td>
<td>Braille Board Game</td>
<td>$50 iTunes Gift Card</td>
<td>iPod</td>
</tr>
<tr>
<td>Explorers</td>
<td>$25 iTunes Gift Card</td>
<td>Braille Card Game</td>
<td>$30 Movie Passes</td>
<td>$25 iTunes Gift Card</td>
<td>$50 iTunes Gift Card</td>
<td>Mini iPad</td>
</tr>
<tr>
<td>Trailblazers</td>
<td>$25 iTunes Gift Card</td>
<td>Braille Card Game</td>
<td>$30 Movie Passes</td>
<td>$25 iTunes Gift Card</td>
<td>$50 iTunes Gift Card</td>
<td>iPad</td>
</tr>
</tbody>
</table>
SAMPLE PRIZE SOLICITATION LETTER

Insert Agency Logo
Address

Date

Cane Quest® is an Orientation & Mobility contest for school-age students that test their independent travel skills by having them follow a secret route through residential and business neighborhoods. The event hosted by (Agency Name) on (Date of Event) will be held at (Location Name) in (City of Event).

We are seeking your support for this very important event through the donation of (List desired donation). Your donation will serve as prizes to be awarded to local winners of this contest. Categories of the competition include Scouts (Grades 3-6), Explorers (Grades 7-9) and Trailblazers (Grades 10-12).

Cane Quest® is a national orientation and mobility program of Braille Institute of America, Inc. hosted by regional schools and agencies that serve blind and visually impaired children.

We would greatly appreciate your participation in helping (Agency Name) continue to promote independence through our own regional Cane Quest®. If you would like to lend your support to this effort or have any questions, please feel free to contact (Name of Contact) at (Contact Phone Number).

Thank you in advance for your consideration.

Sincerely,

(Name of Agency Contact)
SAMPLE CERTIFICATE OF ACHIEVEMENT

Certificate of Achievement

Demonstrated exemplary orientation and mobility skills to safely and independently complete:

Cane Quest® 2019
[Name of Regional]

Sergio Oliva, Associate Vice President, National and Youth Programs, Braille Institute of America
MARKETING SAMPLES

Following are examples that can be customized for you to use for marketing your Cane Quest® event. We can also send artwork you can customize for your t-shirts, bags, signs, and event programs. Contact Rachel Antoine, National Programs Coordinator, at rantoine@brailleinstitute.org or via phone at (323) 906-3113 ext. 3113.

- Registration postcards
- Press release template you can edit in Microsoft word
- T-Shirt artwork
SAMPLE REGISTRATION POSTCARD
(Sample shows generic version distributed by Braille Institute—similar artwork will be customized with information from each regional agency.)

Day of Week, Month #, 2019

Showcase your Orientation & Mobility skills and travel techniques!
Navigate our exciting route, make new friends, and win cool prizes!

All contestants will be given instructions and earn points by using proper travel techniques, and they will be monitored at all times by trained volunteers.

CANE QUEST IS A NATIONAL PROGRAM OF Braille Institute

WWW.BRAILLEINSTITUTE.ORG/CAINE-QUEST
SAMPLE PRESS RELEASE

FOR IMMEDIATE RELEASE

Date: 

Contact: Event Contact Person, Title, Phone Number, Alternate Day-of-Event 

Contact Info 

(Agency Name) Launches Unique Competition for Blind Students: 

Students from Across (Regional Name) to Compete Local Cane Quest® Mobility Challenge 

(Region Name)—For years the white cane has been a symbol of independence and ease of travel for children and adults with visual impairments. It helps people with low or no vision navigate the world around efficiently, and alerts other travelers that the carrier is visually impaired. But on (Date of Event), the white cane will become a tool in a fun yet challenging competition—(Cane Quest Regional Name). The event will be held from (time of event), at (Location of event), in (City of Event). 

Created by Braille Institute of America, Inc. as a part of its expanding National Programs offerings, Cane Quest® is a national competition that tests the ability of blind and visually impaired youngsters to navigate the world around them independently. The Quest will test participant’s independent travel skills by having them follow a secret route through residential and business neighborhoods via auditory instructions. The participants will be divided into three competitions levels; Scouts (3-6 grades), Explorers (7-9 grades) and the Trailblazers (10-12 graders). 

“The purpose of this event is to shine a spotlight on the importance of building successful white cane navigation skills in children and teens with visual impairments,” said Braille Institute Assistant Vice President of National Programs Nancy Niebrugge. “When these kids are out in the real world they are going to have to be able to navigate from their home to the bus stop to go to work, or to find their classes on a college campus. The skills they’re building in this competition will ensure that they’re prepared to face the sighted world with confidence.” (Or Enter Appropriate Regional Quote) 

Cane Quest® seeks to motivate students to master their mobility skills, while also educating the sighted public about the abilities of blind youth to travel independently. The participants will be awarded special prizes at an awards ceremony at the end of the competition, including (List of Prizes). 

If you would like additional information on Cane Quest®, or if you would like to follow the route or interview any participants, please contact (Event Contact Person), (Title), at (Phone Number).
SAMPLE T-SHIRT ARTWORK

2019 Name of Regional Cane Quest®
b* Braille Institute®

2019 Name of Regional Cane Quest®
b* Braille Institute®
REGIONAL CONTEST EVENT SUMMARY FORM

After your event, you will be asked to complete and submit this Regional Contest Event Summary Form.

Congratulations on completing your Cane Quest event! Please answer the following questions to help us track all Cane Quest activities in order to continue providing any support as needed. Please email your form back to Rachel Antoine at rantoine@brailleinstitute.org.

General Information

Regional Coordinator Name:

Number of Years as a Regional Site:

Total number of contestants attendance by category and visual acuity:

<table>
<thead>
<tr>
<th>Category</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scouts</td>
<td></td>
</tr>
<tr>
<td>Explorers B1</td>
<td></td>
</tr>
<tr>
<td>Explorers B2</td>
<td></td>
</tr>
<tr>
<td>Trailblazer B1</td>
<td></td>
</tr>
<tr>
<td>Trailblazer B2</td>
<td></td>
</tr>
</tbody>
</table>

Total number of additional attendance:

<table>
<thead>
<tr>
<th>Category</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volunteers</td>
<td></td>
</tr>
<tr>
<td>O&amp;Ms</td>
<td></td>
</tr>
<tr>
<td>Other Guests</td>
<td></td>
</tr>
<tr>
<td>Guest Speakers</td>
<td></td>
</tr>
</tbody>
</table>

Name/Title (if applicable)

1.
2.
3.
4.
5.
## Final Results

<table>
<thead>
<tr>
<th>Team</th>
<th>1st Place</th>
<th>2nd Place</th>
<th>3rd Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scouts</td>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td>Final Score:</td>
<td>Final Score:</td>
<td>Final Score:</td>
</tr>
<tr>
<td>Explorers B1</td>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td>Final Score:</td>
<td>Final Score:</td>
<td>Final Score:</td>
</tr>
<tr>
<td>Explorers B2</td>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td>Final Score:</td>
<td>Final Score:</td>
<td>Final Score:</td>
</tr>
<tr>
<td>Trailblazers B1</td>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td>Final Score:</td>
<td>Final Score:</td>
<td>Final Score:</td>
</tr>
<tr>
<td>Trailblazers B2</td>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td>Final Score:</td>
<td>Final Score:</td>
<td>Final Score:</td>
</tr>
</tbody>
</table>

## Workshops and/or Panels

No: [ ]

Yes: [ ] If yes, how many?

Please provide title and brief description:

<table>
<thead>
<tr>
<th>Title of workshop or panel</th>
<th>Brief description</th>
<th>Was workshop/panel successful? If yes, please explain.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4.

Quotes

Please provide a quote from each of the following about your regional event

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Coordinator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contestant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>O&amp;M</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Volunteer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Marketing

Did you receive any media coverage?

No: [ ] Yes: [ ]

If yes, please provide a brief description below:

<table>
<thead>
<tr>
<th>Type of Media Coverage</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Article titles, TV stations, website addresses, etc.)</td>
</tr>
<tr>
<td>Radio</td>
<td>1. 2. 3. 4. 5.</td>
</tr>
<tr>
<td>TV</td>
<td>1. 2. 3. 4. 5.</td>
</tr>
<tr>
<td>Print</td>
<td>1. 2.</td>
</tr>
</tbody>
</table>
Did you take photos or video of the event?

Yes: [ ] (please email or mail copies if possible)  No: [ ]

Please send samples of any marketing/publication materials where Braille Challenge prize sponsors were acknowledged. These help us tell others about the scope of Cane Quest to maintain support for this national program.

Do you want Braille Institute’s media support for the next Cane Quest Season?

Yes: [ ]  No: [ ]

**Social Media**

How often did you post updates, stories, videos or pictures on Social Media?

<table>
<thead>
<tr>
<th>Social Media</th>
<th>Very frequently</th>
<th>Frequently</th>
<th>Occasionally</th>
<th>Rarely</th>
<th>Never</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facebook</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instagram</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Twitter</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (please specify):</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>


Please provide your Social Media profile name(s) so Braille Institute can follow your Cane Quest updates/posts.

<table>
<thead>
<tr>
<th>Social Media</th>
<th>Profile Name(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facebook</td>
<td></td>
</tr>
<tr>
<td>Instagram</td>
<td></td>
</tr>
<tr>
<td>Twitter</td>
<td></td>
</tr>
<tr>
<td>Other (please specify)</td>
<td></td>
</tr>
</tbody>
</table>

Do you have a social media coordinator who manages your social media or marketing, different from the Regional Coordinator?

No: ☐ Yes: ☐

**Prizes and Sponsors**

Did you distribute prizes forwarded by BIA from our national sponsors? 

No: ☐ Yes: ☐

Did you receive any other gifts/donations? 

*If yes, please list them below.*

<table>
<thead>
<tr>
<th>Type of gift/donation</th>
<th>Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tbody>
</table>

Check the various ways you acknowledged all sponsors (please provide samples if possible):
School/agency website
☐ Social Media (Facebook, Instagram, Twitter, etc.)
☐ Event program, brochure, newsletter, or other printed materials
☐ Press release
☐ During event or awards ceremony

**BIA Support**

Please rate the following on **quality of content:**

<table>
<thead>
<tr>
<th>Type of Materials</th>
<th>Excellent</th>
<th>Above average</th>
<th>Average</th>
<th>Below average</th>
<th>Extremely poor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contest Rules and Guidelines</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration Log</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scouts Rubric</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Explorers and Trailblazers Rubric</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collateral Material</td>
<td></td>
<td></td>
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</tbody>
</table>

Please rate the following on **delivery:** (Were materials delivered on time?)

<table>
<thead>
<tr>
<th>Type of Materials</th>
<th>Excellent</th>
<th>Above average</th>
<th>Average</th>
<th>Below average</th>
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</tr>
</thead>
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<td>Registration Log</td>
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<td>Collateral Material</td>
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<tr>
<td>Explorers and Trailblazers Rubric</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collateral materials</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
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</tr>
</tbody>
</table>

Additional Suggestions:

Thank you for taking the time to complete the Regional Summary. We value your feedback and look forward to the next Cane Quest season!