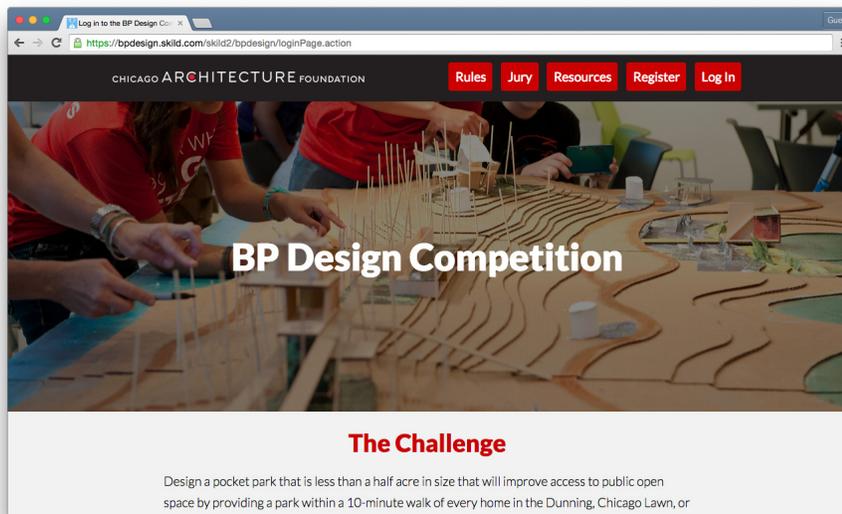


BP Design Competition Step-by-Step Instructions for Educators

Bringing the BP Design Competition into your classroom? This step-by-step guide will help you best use the competition platform. We hope the competition serves as an excellent hands-on project for you and an exciting real-world opportunity to your students. Following are step-by-step instructions for how to best use the competition platform.

STEP 1 Head to architecture.org/bpcompetition
(alternatively you can head directly to bpdesign.skild.com)



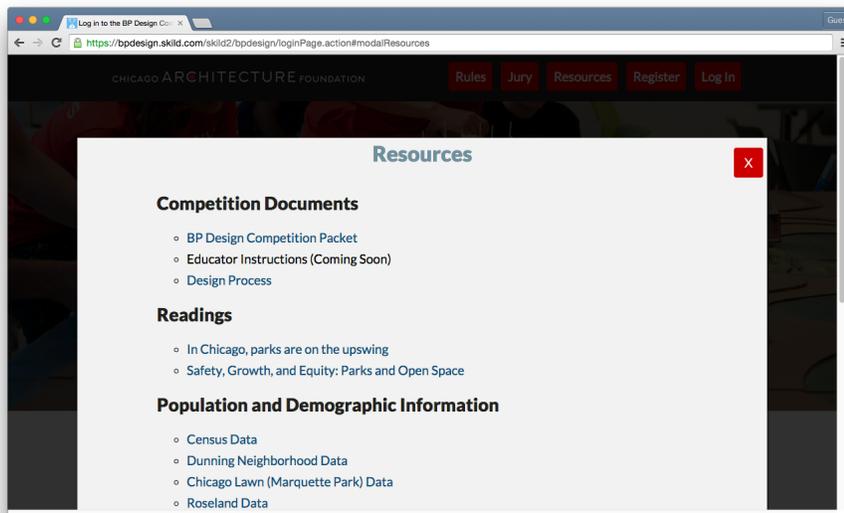
NOTE: As a teacher, you do not need to set up an account. Setting up an account registers students for competition entry. The menu bar at the top of the page has a menu for Rules, Jury and Resources and is accessible without the need of an account.

STEP 2 Check out the Resources Section

The Education Team at CAF has compiled a list of informational resources under the Resources menu that will help you get your students started on the competition. Resources include:

- **BP Design Competition Packet**
Start Here! This includes the Design Challenge, Background, Submission Requirements, Eligibility, Timeline, Prizes, Rules, Jury information, and all contact information.
- **Educator Guide**
This is the document you are reading! Includes a step-by-step view of the competition process for you and your students.
- **Readings**
This resource will include a collection of current events, scholarly articles and readings related to the competition design challenge.

These resources are here to help you create a plan for incorporating the competition into your curriculum and as inspiration to spur students' thinking about designing a pocket park.



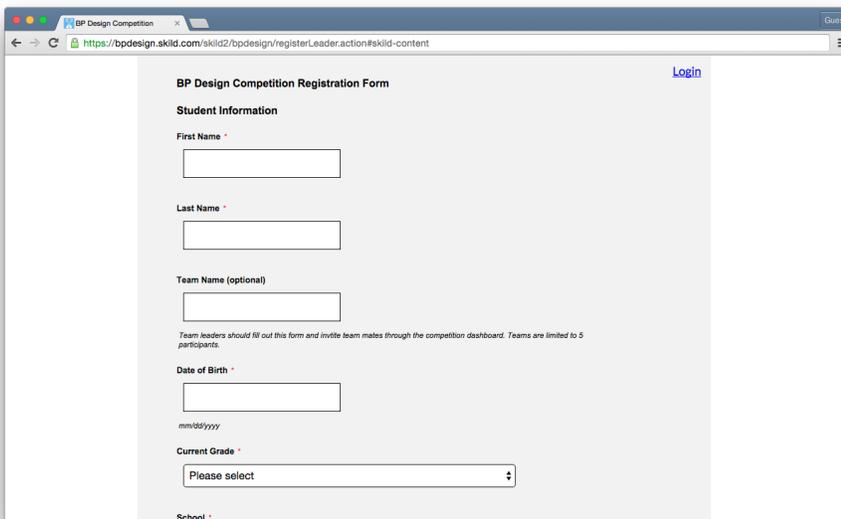
STEP 3 Register Your Students

The competition is open to Chicago Public School students aged 13 and up. In order for a student to sign up, they can click on the Register link at the top of the page.



This will take students to the Registration form.

This form will likely take students about 5-10 minutes to complete.



NOTE: All fields marked with a red asterisk are required. All information about competition eligibility and requirements can be found in the Design Brief (found under the Resources menu at architecture.org/bpcompetition). Additional information can be found at architecture.org/bpcompetition. If working in teams, the student team leader should complete the registration form. Other students should wait to set up an account until the team leader has sent them an invitation through the competition platform. Teams are limited to five participants per team.

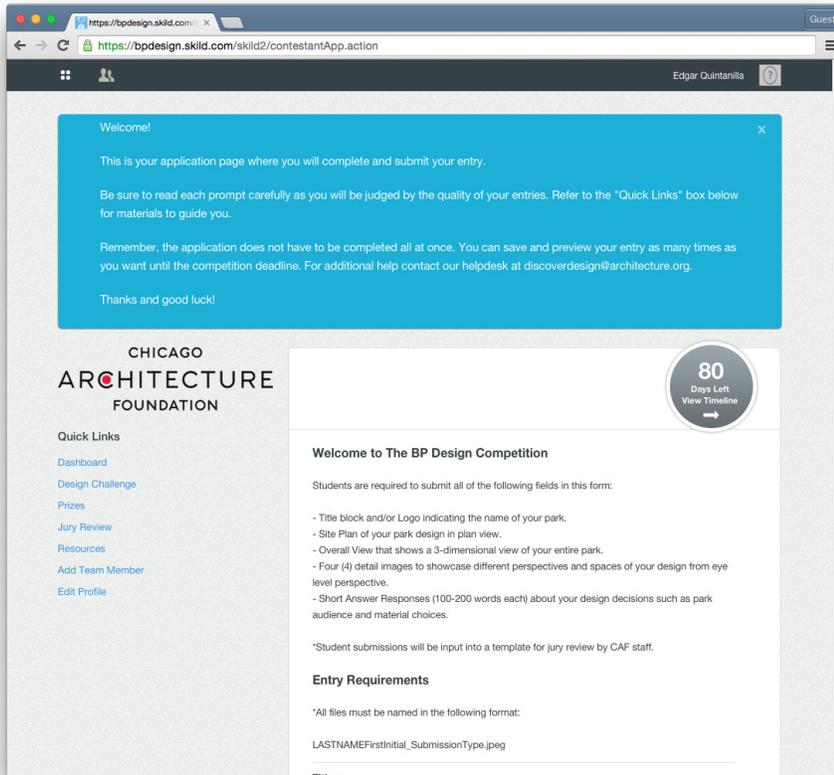
STEP 4 Email Confirmation

An email confirmation will be sent to the email address a student provides. Please make sure that students add discoverdesign@architecture.org to their address book to ensure that the confirmation message is not marked as spam. Please follow the instructions in the email we send to activate your account.

STEP 5 Competition Entry

Once a student has registered AND confirmed their email, they are officially entered as a competition participant. They can log in to the competition platform, access the submission requirements and upload final images of the work they have done in class.

STEP 6 Submitting Content



When a student logs in, they will gain access to the competition submission page. All images and/or writing do not need to be uploaded all at once. Students may choose to upload materials as their work progresses, or upload to the site at the end of the project.

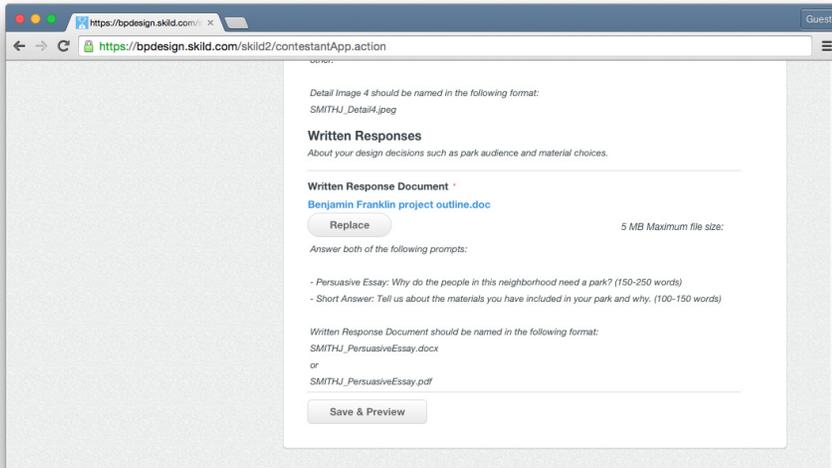
The entry form fields require either a written response or image(s). Entries will be considered eligible based on the thoroughness of writing and detail of images (see Judging Criteria for more information). The entry form requests the following:

- Title block (written response)
- Logo (image)
- Site plan (image)
- Overall view (image)
- Four detail images (image)
- Two short-answer responses
 - Why do the people in this neighborhood need a park?
 - What materials have you included in your park and why?

To be eligible for judging, all required assets must be uploaded (See Eligibility for more information). The students' digital assets will be weighed and scored according to originality and detail by a professional jury, with a custom rubric. These assets will be placed into a template by CAF staff for jury review.

NOTE: The student will be judged on the quality of their work for every question asked. It is important that they submit their best-quality work at every stage of the competition. See Judging Criteria for more information.

STEP 7 Submit Entry



Detail Image 4 should be named in the following format:
SMITHJ_Detail4.jpeg

Written Responses
About your design decisions such as park audience and material choices.

Written Response Document
Benjamin Franklin project outline.doc

Replace 5 MB Maximum file size:

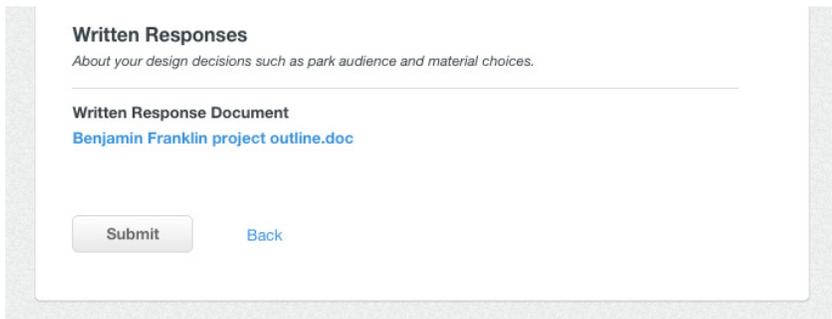
Answer both of the following prompts:

- Persuasive Essay: Why do the people in this neighborhood need a park? (150-250 words)
- Short Answer: Tell us about the materials you have included in your park and why. (100-150 words)

Written Response Document should be named in the following format:
SMITHJ_PersuasiveEssay.docx
or
SMITHJ_PersuasiveEssay.pdf

Save & Preview

Once a student has uploaded all required images and written materials, they will be asked to "Save and Preview".

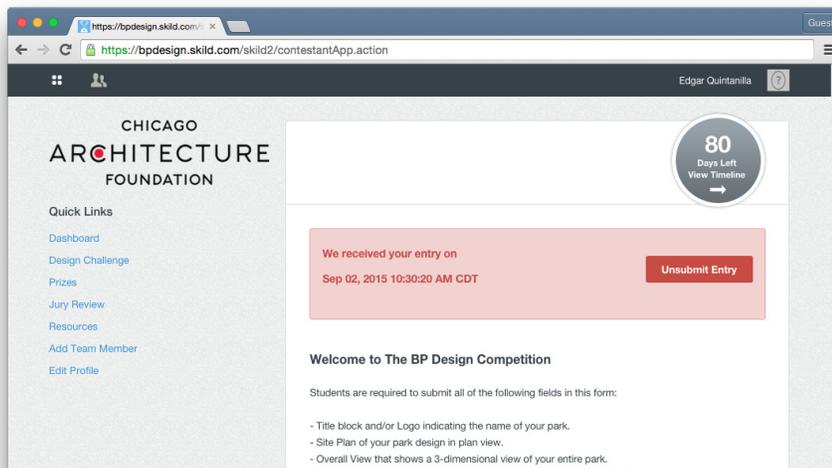


Written Responses
About your design decisions such as park audience and material choices.

Written Response Document
Benjamin Franklin project outline.doc

Submit Back

This will bring them to a final review page of all their content. If satisfied with the content, they can hit "SUBMIT."



CHICAGO ARCHITECTURE FOUNDATION

Quick Links
Dashboard
Design Challenge
Prizes
Jury Review
Resources
Add Team Member
Edit Profile

80 Days Left
View Timeline

We received your entry on
Sep 02, 2015 10:30:20 AM CDT Unsubmit Entry

Welcome to The BP Design Competition

Students are required to submit all of the following fields in this form:

- Title block and/or Logo indicating the name of your park.
- Site Plan of your park design in plan view.
- Overall View that shows a 3-dimensional view of your entire park.

Submissions can be edited until the submission deadline on November 20, 2015, 5pm CST. A student must hit "Submit" in order for it to be viewable for judging. After the November 20, 2015 deadline, the submission cannot be changed.

STEP 8-10 Jury Review

Judging process

All entries meeting the eligibility requirements will be printed and displayed for jury review. If any design entries do not meet the requirements, the panel reserves the right not to award a winner. All decisions made by the panel are final. Judges will provide online feedback for the top three winning student projects.

Jury timeline

November 23, 2015	Initial review begins
November 30–December 3, 2015	Jurying process*
December 3, 2015	Top 10 finalists announced
December 15, 2015	Final showcase and top three winners announced

Judging criteria

- Originality in your design
- Your ability to creatively solve the design challenge
- How well your pocket park uses energy and natural resources in order to minimize the building's impact on the environment
- The quality of images, sketches, drawings and models you have uploaded in each of the required submission categories
- How well you have written about and explained your thinking in each of the short answer essays



SIGNATURE PARTNER

PRESENTING SPONSOR

COMMUNICATION

Reminders will be sent to all registered students on key due dates. CAF will also contact a participant, teacher, mentor, or parent at any time if participant content warrants such, or for special event details. For more detailed communication, please sign up for our Teach+Learn E-newsletter at architecture.org/educatorenews.

CONTACT INFORMATION

If you have any additional questions about the competition, please contact us at discoverdesign@architecture.org and a member of our team will assist you.

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We look forward to seeing the work your students submit!