

VIRGINIA SPACE COAST SCHOLARS SUMMER ACADEMY 2025

Agenda

SATURDAY		
Time	Location	Activity
		<i>Staff in Academy Shirts</i>
2:00 pm - 3:30 pm	Murphy Hall Dorm Lobby	Scholar Registration and Check-in <ul style="list-style-type: none"> MTs and Interns assist student check-in
3:30 pm - 5:00 pm	Student Services Center Multipurpose Room	Program Kick off <ul style="list-style-type: none"> Welcome, Introductions, Rules, Manual - KD Manual, Platforms, Position Descriptions - Lead MT Students break out into platform groups in multipurpose room area
5:00 pm - 5:45 pm	Plateau Dining Hall	Dinner
6:00 pm - 6:45 pm	Student Services Center Multipurpose Room	6:00 - 6:15 pm: Intern Demo *Outside Optional* <ul style="list-style-type: none"> Interns Present Bull Ring Challenge and do demo 6:15 - 7:00 pm: Bull Ring Challenge (BRC) Icebreaker Activity
7:00 pm - 7:45 pm	Student Services Center Multipurpose Room	Platform Group Discussion <ul style="list-style-type: none"> MTs: Discuss platforms, interview, answer student questions, & review evening fire drill practice Students Sign up for interviews Let students know they are to be working on pre- academy assignments when NOT in an interview
8:00 pm - 9:30 pm	Murphy Hall Dorms	Team Interviews & Pre-Academy Prep <ul style="list-style-type: none"> Students will be pulled out for interviews Students NOT in interviews: Working on Pre-Academy presentations (Sunday morning) Make sure students are ready for fire drill promptly at 9:30 pm in 1st floor computer area
9:30 pm	Murphy Hall Dorms	Fire Drill Practice (<i>Tag up with students outside</i>)
10:30 pm	Your Room	Curfew and Room Check ALL STAFF TAG UP once students are in rooms

SATURDAY DELIVERABLES

- Interview for Mission Positions
- Pre-Academy Mission Presentation due (presenting tomorrow)

SUNDAY		
Time	Location	Activity
7:30 – 8:00 a.m.		Breakfast
8:00 am - 10:00 am	Student Services Center Multipurpose Room	8:15 am: MT and Students meet in 1st floor Comp Lab 8:30 am: Morning Announcements and Breakfast, & Pat Benner NASA WFF Introduction <ul style="list-style-type: none"> Badging: <i>STUDENTS AND STAFF - photo IDs for badge/access (ALL, even if they have other NASA badges)</i>
10:00 am - 12:00 pm	Student Services Center Meeting Rooms	INTERNS & STUDENTS Travel to Breakout Rooms <ul style="list-style-type: none"> Pre-Academy Mission Element Presentations Mission Design Work Meeting Rooms <i>2144 (Balloons), 2146 (ELV), 2147 (Small Sat), 2149-split (SR1 & 2)</i>
12:00 pm - 1:00 pm	Plateau Dining Hall	Lunch
1:00 pm - 4:00 pm	Student Services Center Multipurpose Room	1-2:30 pm: Traceability Matrix Presentation <ul style="list-style-type: none"> Students take notes in manual Developing a Mission and Quad Chart 2:30-4 pm: Mission Design Work - Breakout Rooms <ul style="list-style-type: none"> Team position announcements (MT) EXCEPT PM Work on mission design, project concept & science goals - <i>draft TWO due 6:30 pm</i>
4:00 pm - 5:00 pm	Plateau Dining Hall	Dinner
5:30 pm – 7:45 pm	Student Services Center Multipurpose Room	<ul style="list-style-type: none"> Mission work in Breakout rooms Develop Traceability Matrix and justification for each possible mission Prepare Quad chart for presentation
8:00 pm - 9:00 pm	Student Services Recreation Area	Recreation Area
9:30 pm	Murphy Hall Dorms	End of the Day <ul style="list-style-type: none"> Lead MT Tag up with whole group when get back to dorms in lounge area first floor (prompt 10 pm curfew/room check, no movement between floors, 7:15 am SHARP meet in lounge area first floor with backpack, ID/Badge, water bottle, laptop/charger, dress appropriate for NASA) Students work on Daily Reflection #1 (Moodle) due no later than 11 pm
10:00 pm	Your Room	Curfew and Room Check

SUNDAY DELIVERABLES

- Due by 6:30 pm: 2 Draft Mission Concept Proposals on Quad Chart
- Due by 9 pm: DRAFT Mission Science Goals for each Concept

ORDER OF SPEAKERS

Project Manager - *“Project Manager for ____ group.”* Gives a basic overview of mission

Research Scientist - Science Office: *“My name is YOUR NAME. I am a Research Scientist from the Science Office and I am from YOUR CITY, Virginia.”*

Applied Scientist - Science Office: *"My name is YOUR NAME. I am an Applied Scientist from the Science Office and I am from YOUR CITY, Virginia."*

Instrumentation Specialist - Engineering Office: *"My name is YOUR NAME. I am an Instrumentation Specialist from the Engineering Office and I am from YOUR CITY, Virginia."*

Environmental Specialist - Environmental Office: *"My name is YOUR NAME. I am an Environmental Scientist from the Environmental Office and I am from YOUR CITY, Virginia."*

Communications Specialist - Office of Communications: *"My name is YOUR NAME. I am a Communications Specialist from the Office of Communications and I am from YOUR CITY, Virginia."*

MONDAY		
Time	Location	Activity
7:15 a.m. – 8:00 a.m.	Plateau Dining Hall	Breakfast CHECK: ID and Badges <ul style="list-style-type: none"> Interns do visual check before leaving the dorms & before getting on the bus (also materials: laptops, chargers, manual, notebook, writing utensil, water bottle, layers)
8:00 a.m.	Bus	Travel to NASA WFF
9:00 am - 9:15 am	E100 Auditorium	Introductions - NASA WFF Staff <ul style="list-style-type: none"> Welcome from WFF Center Leadership VSCS: Announcement of Project Managers
9:15 am - 12:00 pm	E104 Breakout Rooms	Work on Mission Elements in NASA Breakout Rooms <ul style="list-style-type: none"> Mission Statement and Justification - Reference Manual Teachers follow mission design work guidelines Meet platform mentors - SMEs working with students
12:10 pm - 12:50 pm	Chesapeake Room	Lunch
1:00 pm - 2:50 pm	Leave from Chesapeake	Tour Agenda <ul style="list-style-type: none"> Leave from Chesapeake Room at 12:50 pm Tours of NASA Wallops Flight Facility (Group 1 - ELV/Balloons; Group 2 - SR1, SR2, and Small Sat)
3 - 4 pm	E104	Position Meetings
4:00 pm	Bus	Travel to UMES
5:00 pm - 6:00 pm	Plateau Dining Hall	Dinner <ul style="list-style-type: none"> Lead MT meets with PMs at dinner to discuss deadlines, progress, and role responsibilities
6:15 pm – 9:00 pm	Student Services Center Multipurpose Room	Mission Work in Breakout Rooms <ul style="list-style-type: none"> 6:15 - 7:45: Platform Group Work QUAD CHART due no later than 7:15 to lead MT/KD Debrief in Multipurpose Room <ul style="list-style-type: none"> 8-9: Quad Chart Debriefs w/ student Q's
9 pm - 10 pm	Dorm	End of the Day <ul style="list-style-type: none"> Lead MT Tag up with whole group when get back to dorms in computer area first floor Students work on Daily Reflection #2 (Moodle) due no later than 11 pm Groups can work in first floor area as needed
10:00 pm	Your Room	Curfew and Room Check

- Deliverables due to Moodle by 10 pm

MONDAY DELIVERABLES - DUE TO MOODLE BY 10 PM

- Mission Statement
- Justification
- Any modifications/updates to mission science goals
- Draft of traceability matrix

7:30 PM: QUAD CHART DEBRIEF ORDER

- Go in order of Thursday panel (SR1, SR2, Balloons, Small Sats, ELVs)
- Presentation order for introductions: *Students go in order → Name, Position, Office, City, Discuss something they did that day*
 - Order of presentations: PM → RS → AS → IS → ES → CS
- **Students and Interns** have 3 minutes to ask questions

TUESDAY		
Time	Location	Activity
7:15 a.m. – 8:00 a.m.	Plateau Dining Hall	Breakfast CHECK: ID and Badges
8:10 a.m.	Bus	Travel to NASA WFF
9:00 am - 9:15 am	E100 Auditorium	Announcements and Agenda for the day - NASA WFF Staff
9:15 am - 11:15 am	E104 Breakout Rooms	Work on Mission Elements <ul style="list-style-type: none"> • Work on deliverables: Mission Science Measurements; Instrumentation Report; Mission Timeline & Operation; Stakeholder Value; Societal, Economic & Global Impacts; Mission Name, Logo & Strategy; Press Release and First Draft of Risk Matrix - assign students to each deliverable
11:15 am - 12:00 pm	Chesapeake Room	Environmental Office Presentation
12:10 pm - 12: 50 pm	Chesapeake Room	Lunch
1:00 pm – 4:00 pm	E104 Breakout Rooms	Mission Work <ul style="list-style-type: none"> • Continue Work in Breakout Rooms - Review and work with formal PPT presentation format (Canvas) • Evening presentation - can do quad chart OR present with powerpoint in progress
4:00	Bus	Travel back to UMES
4:45 pm – 6:15 pm	Plateau Dining Hall	Dinner Lead MT meets w/ PMs: discuss deadlines, progress
6:15 pm - 9 pm	Student Services Center	6:15 - 7:15 = Mission Work in Platform Groups 7:30 - 9 = Debrief w/ Quad Chart or PPT <ul style="list-style-type: none"> • All-Hands Debrief. PM discusses goals for the day & mission proposal status. Rest of the

	Multipurpose Room	team briefs about their roles & work for the day. MT/Intern Q's
9 pm - 10pm	Dorm	End of the Day Students work on Daily Reflection #3 (Canvas)
10:00 pm	Your Room	Curfew and Room Check

TUESDAY DELIVERABLES DUE BY EOD 10 PM

MTs and Interns make sure that you review the final presentation format with your students

Final Drafts

- Mission Science Measurements
- Instrumentation Report
- Mission Timeline & Operation
- Stakeholder Value
- Societal, Economic & Global Impacts
- Mission Name, Logo & Strategy
- Press Release
- First Draft of Risk Matrix

WEDNESDAY		
Time	Location	Activity
7:15 a.m. – 7:45 a.m.	Plateau Dining Hall	Breakfast CHECK: ID and Badges
7:45 a.m.	Bus	Travel to NASA WFF - Straight to Gate
9:00	E-100	AM Announcements
9:10 am - 12:00 pm	E104 Breakout Rooms	Announcements and Agenda for the day - NASA WFF Staff then go to Breakout Rooms <ul style="list-style-type: none"> ● Students work on finishing their presentations for practice presentations in Breakout Rooms ● SMEs compile questions/feedback for Scholars
12:10 pm- 12: 50 pm	Chesapeake Room	Lunch

1:00 pm - 4:00 pm	E100 Auditorium	<ul style="list-style-type: none"> Practice presentations 																		
4:10 pm	Bus	Travel to UMES																		
5:00 pm - 6:00 pm	Plateau Dining Hall	Dinner <ul style="list-style-type: none"> Lead MT meets with PMs at dinner to discuss deadlines and progress 																		
6:15 pm - 9:00 pm	Student Services Center Multipurpose Room	Team Debriefs in Breakout Rooms <ul style="list-style-type: none"> 6:15 - 6:45: Go over last minute changes to final presentation, upload to Moodle & give USB to KD Presentation Practice <ul style="list-style-type: none"> 6:45 - 8:45: Mock run through of final presentations with questions by staff (timed) <table border="1"> <thead> <tr> <th colspan="3">PRESENTATION PRACTICE UMES <i>Whole group presentation practice run-through in MPR</i></th></tr> </thead> <tbody> <tr> <td>6:45 - 7:05 pm</td><td>12 min present, 7 min questions</td><td>Sounding Rockets 1</td></tr> <tr> <td>7:10 - 7:30 pm</td><td>12 min present, 7 min questions</td><td>Sounding Rockets 2</td></tr> <tr> <td>7:35 - 7:55 pm</td><td>12 min present, 7 min questions</td><td>Scientific Balloons</td></tr> <tr> <td>8:00 - 8:20 pm</td><td>12 min present, 7 min questions</td><td>Small Sats</td></tr> <tr> <td>8:25 - 8:45 pm</td><td>12 min present, 7 min questions</td><td>Commercial Resupply (ELV)</td></tr> </tbody> </table>	PRESENTATION PRACTICE UMES <i>Whole group presentation practice run-through in MPR</i>			6:45 - 7:05 pm	12 min present, 7 min questions	Sounding Rockets 1	7:10 - 7:30 pm	12 min present, 7 min questions	Sounding Rockets 2	7:35 - 7:55 pm	12 min present, 7 min questions	Scientific Balloons	8:00 - 8:20 pm	12 min present, 7 min questions	Small Sats	8:25 - 8:45 pm	12 min present, 7 min questions	Commercial Resupply (ELV)
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9:00 pm - 9:30 pm	Dorm	End of the Day <ul style="list-style-type: none"> Students work on Daily Reflection #4 (Moodle) Deliverables due to Moodle by 10 pm - Final Presentation due no later than 10 pm USB 																		
10:00 pm	Your Room	Curfew and Room Check																		

WEDNESDAY DELIVERABLES (DUE BEFORE WE LEAVE NASA)

- Education outreach plan
- Environmental risk assessment and risk matrix

WEDNESDAY EVENING DELIVERABLES (DUE BY 10 PM)

- Final Presentation in PowerPoint format ON FLASH DRIVE

PRESENTATION PRACTICE NASA <i>Please arrive PROMPTLY at your scheduled time to the E100 Auditorium</i>	
1:00 - 1:30 pm	Sounding Rockets 1
1:40 - 2:10 pm	Sounding Rockets 2
2:20 - 2:50 pm	Scientific Balloons
3:00 - 3:30 pm	Small Sats
3:30 - 4:00 pm	Commercial Resupply (ELV)

THURSDAY		
Time	Location	Activity
Staff and Students in Academy Shirts and Khakis		
7:15 a.m. – 7:45 a.m.	Plateau Dining Hall	Breakfast CHECK: ID and Badges
7:45 a.m.	Bus	Travel to NASA WFF

9:00 am – 10:40 am	E100 Auditorium	Mission Presentations to Wallops Community <ul style="list-style-type: none"> Each team has 12 minutes to present, and there will be 7 minutes of questions <i>Welcome..... 9:00 - 9:05am</i> <i>Sounding Rockets 1..... 9:05 – 9:24 am</i> <i>Sounding Rockets 2..... 9:24 – 9:43 am</i> <i>Scientific Balloons 9:43 – 10:02 am</i> <i>Small Satellites..... 10:02 – 10:21 am</i> <i>Commercial Resupply (ELV)... 10:21 – 10:40 am</i>
11- 11:20 am	E104	<ul style="list-style-type: none"> Prep for trip to Assateague
11:30 pm – 1:00 pm	Chespk Room	Lunch <ul style="list-style-type: none"> Certificate presentation and lunch
1 – 4:50 pm		Trip to Assateague (see last page for agenda)
4:30 pm	Bus	Travel to UMES
5:30 pm - 6:30 pm	Plateau Dining Hall	Dinner <ul style="list-style-type: none"> Lead MT meets with PMs at dinner to discuss closing ceremony abbreviated presentations (details on next page) Back to dorms to change for bowling
7:00 pm - 9:00 pm	Student Center	“Strike Zone” Bowling
9:30 pm	Dorm	End of the Day Students work on Daily Reflection #5 (Moodle) due no later than 11 pm
10:30 pm	Your Room	Curfew and Room Check

THURSDAY DELIVERABLES (DUE BEFORE 10 PM)

- PMs:** condensed version of mission presentation for closing ceremony: 5 slides maximum (intro slide, 3 info slides, thank you slide)
- Friday Scholar Presenters:** Prepare a 3 minutes max speech (can be less) sharing some positive highlights from the week

FINAL PRESENTATION REHEARSAL SCHEDULE

	SR1	SR2	Balloons	SmallSat	ELV
10:00 – 10:20	PRACTICE	Watch team practice	Watch team practice	Watch team practice	Gift Shop
10:25 – 10:45	Gift Shop	PRACTICE	Watch team practice	Watch team practice	Watch team practice
10:50 – 11:10	Watch team practice	Gift Shop	PRACTICE	Watch team practice	
11:15 – 11:35	Watch team practice	Watch team practice	Gift Shop	PRACTICE	Watch team practice
11:40 – 12:00	Watch team practice	Watch team practice	Watch team practice	Gift Shop	PRACTICE

- **ALL Scholars:** Should be downstairs no later than 7 am with things packed and ready for key return.

FRIDAY, Aug 8		
Time	Location	Activity
7:00 am - 8:30 am	Plateau Dining Hall	6:45 - 7:30 am: Pack the Bus <ul style="list-style-type: none"> • Lead MT: Coordinate Key turn-in at front check-in desk area • Students pack all items on bus - we will not be returning to UMES • ALL staff: Pack your items in your vehicles 7:30 - 8:15 am: Breakfast <ul style="list-style-type: none"> • Be at the bus loop PROMPTLY at 8:30 am
8:30 am	Bus	Travel to NASA WFF Visitor Center
10 am - 11:30 am	NASA WFF Visitor Center Auditorium	Virginia Space Coast Scholars Summer Academy 2024 Closing Ceremony <ul style="list-style-type: none"> • VSGC and NASA WFF Leadership Kickoff Ceremony • Distinguished Guest Speakers • VSCS KD Program Coordinator and Lead MT introduce students • Lead MT Remarks and introduce PMs and Speakers <ul style="list-style-type: none"> ○ PM shortened presentation ○ Selected Scholars Presentation • KD to close

A Note from WFF Visitor Center Staff

After the Closing Ceremony, please DO NOT congregate right outside of the Auditorium as this poses a fire hazard. Instead, you are welcome to visit the main exhibit area where there is more space to gather.

IMPORTANT INFORMATION

Immediately after the closing ceremony, please head to the BUS to get your luggage and SIGN OUT of summer academy. Please also pick up medications from Lead Master Teacher and sign them out.

You are welcome to visit the visitor center for as long as you'd like afterwards!

Want to become a VSCS Ambassador? Check out how on page 45 of your Summer Academy Manual!

Virginia Space Coast Scholars

Final Plan for Afternoon Visit to Assateague Island/Wildlife Refuge

July 24, 2025

Contact: Mary Sandy, msandy@odu.edu, 757/766-5210 or cell – 757/218-4496

1:00 p.m. Depart Wallops Flight Facility

1:20 p.m. Arrive Assateague Island

1:25 - 1:35 p.m. Walk to Light House - About ¼ mile round trip.

1:35 to 2 p.m. Time at Light House. Can climb the light house. There will be an enactor in costume as a Light House Keeper.

Return to bus by 2:05 p.m.

Drive to Bateman Education Center

2:10 to 2:30 p.m. – Time to check out exhibits. There is a small gift shop. There is also a large classroom where students can hang out after seeing the exhibits.

2:35 p.m. – Depart Bateman Center and do an Island drive in search of wild ponies.

2:50 p.m. – Arrive at Beach drop off spot in parking lot. Restroom and faucets for feet cleaning are there.

2:50 p.m. to 3:50 p.m. – Wade and play time on Beach.

4 p.m. – Bus departs Assateague.

4:20 p.m. – Stop for ice cream at Island Creamery

4:50 p.m. – Depart Creamery for Dorms

Waiver for bus entry fee has been secured.

Students need to know in advance to bring insect repellent, sunscreen, and a towel for sitting on the beach and cleaning their feet prior to getting on the bus. Mary will bring some screen and insect repellent in case they are needed.

At the Beach, students can walk on the beach and wade in the water no high than their knees. There are no lifeguards and swimming for our group is strictly prohibited. Students should be in groups with at least one buddy at all times. Teachers should be with their groups. Mary is bringing a couple beach balls and 3 frisbees which students can use.