



Welcome 2016 Mason Game & Technology Academy Fall Program Participants:

On behalf of the Mason Game & Technology Academy, welcome to Mason! Congratulations on becoming part of the vibrant Mason community. We are committed to offering you the highest quality instruction and enrichment and to ensure that your experience at our program is meaningful and inspiring. The following important information will let you know what to expect during your time with us and allow you to plan and prepare. ***WE ENCOURAGE YOU TO PRINT OUT THESE PAGES AND KEEP THEM HANDY FOR THE DURATION OF THE PROGRAM.***

SUPPLIES

WHAT TO BRING:

- *A computer workstation is provided for EACH participant*
 - *Each student will receive a USB to save their work*
 - Writing utensil
 - Your ideas, creativity and enthusiasm!
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DIRECTIONS

GETTING HERE – DRIVING DIRECTIONS:

This program takes place on the **Mason Fairfax Campus**, located at the intersection of Chain Bridge Road (Route 123) and Braddock Road (Route 620) in Fairfax VA. Each of our fall classes will be in the **Art and Design Building**.

From I-495: Take exit 54, Braddock Road (Route 620), westbound. Follow Braddock Road West for approximately six miles. Take a right on Nottaway River Lane (at the large Mason digital Marquee); the entrance to **Parking Lot A** will be on your left.

From Braddock & Rte. 123 (Chain Bridge / Ox Road) Intersection: Proceed east on Braddock Road. Take a left on Nottaway River Lane (at the large Mason digital Marquee); the entrance to **Parking Lot A** will be on your left.

MGTA parents have asked us to bring all MGTA students and parents together, to explore carpooling opportunities. Many of you travel across counties to attend our programs, even as you fight rush hour to make it to work! We hope that beginning a forum between you all will help ease the transportation challenges. Feel free to contact each other through our FB page, and we sincerely hope that you are able to connect with fellow travelers!

MASON GAME AND TECHNOLOGY ACADEMY FACEBOOK PAGE:

<https://www.facebook.com/masongameandtechacad/>

PARKING

The **Art & Design Building** is located on the Mason Campus in Fairfax, which is located at the intersection of Chain Bridge/ Ox Road (Rt. 123) and Braddock Road. The University address is 4400 University Drive, Fairfax, VA 22030. However, putting this address in a GPS device will not help you get to **Parking Lot A**, which is where you can park for free (**WEEKENDS ONLY**)! We suggest you take the "Nottaway River Lane" entrance from Braddock Road (across from Sideburn Road), where you will see the GMU Electronic Marquee. From there you will see Lot A on your left. Park closest to the tree line in front of you to be as near as possible to the Art & Design Building, which is #4 on the campus map:

<http://potomacacademy.gmu.edu/wp-content/uploads/PDFs/CampusMap.pdf>

From there, head towards the tree line and cross the bridge next to the parking lot. There will be a crosswalk directly in front of you and a pebble path leading uphill to the Art and Design Building. All classes will be taking place on the top floor of the building. For assistance if you get lost on the first day, please call Vera Lichtenberg at **202-285-9952** or Nerissa Hart at **540-419-6331**.

LATE ARRIVALS/ ABSENCES/ LEAVING EARLY

LATE ARRIVALS: If you anticipate a late arrival, please call Vera Lichtenberg at **202-285-9952** or Nerissa Hart at **540-419-6331** to let us know.

ABSENCES: If the participant is going to be absent for that day, please call Vera Lichtenberg at **202-285-9952** or Nerissa Hart at **540-419-6331** as soon as possible to let us know, otherwise a staff member will be calling you to check in.

LEAVING EARLY: If participants must leave early, please **send a note** with them to hand **to their instructor** so that our staff can plan ahead.

PICK-UP

VERY IMPORTANT DAILY PARTICIPANT PICK-UP PROCEDURES:

In order to pick up your child, you must park and come into the building. Each room will have a sign outside marking where each class is taking place. When the door for the classroom is opened, the class has ended and you may sign them out by initialing on the teacher's sign out sheet. Then, you will be allowed into the room to see your child's work and escort them out of the building.

NOTE: Students will only be allowed out of the building by themselves if they have either previously indicated that they will be driving themselves or if they have a note from a parent saying they are allowed to drive themselves. Otherwise, **parents MUST come into the building to sign out their child!**

Late pick-up: Any pick-up that occurs after 30 minutes from the program end time is considered a "late pick-up." A \$10 fee for late pick-up will be assessed every 15 minutes starting at 4:30PM payable by the next morning's check.

LOCATION

SPECIFIC LOCATION OF PROGRAM ACTIVITY:



The **exact location** of your program is the **Art & Design Building** (#4 on the Summer map). Daily Check-In/Check-Out will take place in this location as well.

FOOD

FOOD CHOICES:

Each class will have a 20-minute break. If a student would like to bring a snack to eat outside the classroom, they are more than welcome to do so. Vending machines are also available in the building, which teachers can walk them to if they would like to purchase a snack. The break/snack time will be supervised, and participants are not allowed to wander around campus on their own.

SCHEDULE

DAILY SCHEDULE:

Each class will be 3 hours long, with a 20 minute built in snack break.

SATURDAYS:

Web Development with HTML & CSS

10:00am-1:00pm, Room 2002

Taught by Danny Tran and Evan Smith

Computer Game Programming with Python

10:00am-1:00pm, Room 2001

Taught by Eamon Bell and Douglas Potesta

Intro to Game Design, Creation, & Entrepreneurship

1:30pm-4:30pm, Room 2002

Taught by Evan Smith, Ehren Burns, and Andrew Schwartz

SUNDAYS:

Minecraft Modding: 3 Levels of Challenge

1:30pm-4:30pm, Room 2002

Taught by Andrew Griffith and Kaitlin Fick/Will Marietta

Illustrative Python: An Introduction to Programming

1:30pm-4:30pm, Room 2001

Taught by Eamon Bell & Douglas Potesta

ATTIRE

APPROPRIATE ATTIRE:

Participants should dress casually but appropriately.

BEHAVIOR

BEHAVIOR/ DISCIPLINE:

In the rare case that a participant displays disruptive behavior and is a hindrance to the progress of the program, that participant (and parents of a minor) will receive a verbal warning. If the behavior continues, students will be asked to leave the program permanently with no refund granted. The following are examples of unacceptable behavior that will not be tolerated and will cause disciplinary action to be taken:

Hitting/fighting/causing physical harm	Verbal Assault	Sexual misconduct
Profanity/disrespect to staff or participants	Refusal to cooperate	Violation of rules and policies
Possessing weapons/drugs/tobacco	Stealing	Biting/spitting
Temper tantrums	Leaving facility grounds	Bullying

ELECTRONICS

PERSONAL ELECTRONICS POLICY:

While we realize that many participants have cell phones, they should not use them during program hours except during scheduled breaks or in case of emergency. Other personal electronic devices, such as handheld game systems may be brought for breaks, but may not be used without permission during class.

MEDICAL

MEDICAL ISSUES/ ILLNESS:

If a participant does not feel well and may need to leave early, they should tell a staff member. We will contact the parent to assess the situation, and, if necessary to arrange a pick-up. For everyone's safety and well-being, we cannot allow children with contagious or communicable disease to attend the program. In the rare case of serious illness/accident, a staff member will call 911 and then immediately contact the parent.

CAM/VID

CAMERA/VIDEO POLICY:

As a reminder, when you registered for this program, you accepted the following waiver:

"I do hereby grant and give these groups the right to use my or my child(s) photograph/video or image with or without my or my child's name, both singly and in conjunction with other persons or objects and presentations, advertising, publicity, and promotion relating thereto."

Of course, any images/video from the program will be used strictly for organization promotional purposes only and with the utmost discretion, and student names will never be posted without special permission.

CONTACT US

HOW TO REACH US ON-SITE:

For on-site assistance, please contact the following –

Vera Lichtenberg, 202-285-9952 (cell phone)

Nerissa Hart, 540-419-6331 (cell phone)

If you have any further questions or concerns, don't hesitate to contact the Mason Game and Technology Academy office at 703-993-7101 or vlichten@gmu.edu. ***We look forward to seeing you soon!***

Sincerely,



Vera Lichtenberg,

Mason Game & Technology Academy Director