

TEAM MILESTONES

Summer Holidays	Establish team structure AUTUMN TERM MILESTONE 01	Review Engineering Notebook framework AUTUMN TERM MILESTONE 02	Season plan / schedule AUTUMN TERM MILESTONE 03	Develop team brand! AUTUMN TERM MILESTONE 04			
Watch game reveal video	Follow 'Kick-off' flowchart AUTUMN TERM MILESTONE 06	Review game analysis AUTUMN TERM MILESTONE 07	Complete Robot Priorities list AUTUMN TERM MILESTONE 08	Make a social media account! AUTUMN TERM MILESTONE 09			
Follow 'Developing ideas' flowchart AUTUMN TERM MILESTONE 10	Follow 'Drivetrain' flowchart AUTUMN TERM MILESTONE 11	Generate manipulator ideas AUTUMN TERM MILESTONE 12	Familiarise with Blockly and setup phones AUTUMN TERM MILESTONE 13	Build a test board AUTUMN TERM MILESTONE 14	Spread awareness of your team! AUTUMN TERM MILESTONE 15		
October Half Term	Follow 'Prototyping ideas' flowchart AUTUMN TERM MILESTONE 16	Build a drivetrain AUTUMN TERM MILESTONE 17	Prototype with cardboard and metal AUTUMN TERM MILESTONE 18	Programme and test drive code AUTUMN TERM MILESTONE 19	Organise electronics AUTUMN TERM MILESTONE 20		
Follow 'Decision making' flowchart AUTUMN TERM MILESTONE 21	Complete Weighted Objective Table AUTUMN TERM MILESTONE 22	Choose a design AUTUMN TERM MILESTONE 23					
Review 'Final prototyping' flowchart AUTUMN TERM MILESTONE 24	Finalise design AUTUMN TERM MILESTONE 25	Conduct integration meeting AUTUMN TERM MILESTONE 26	Integrate manipulator AUTUMN TERM MILESTONE 27	Complete drive code AUTUMN TERM MILESTONE 28	Start manipulation code AUTUMN TERM MILESTONE 29	Assemble final electronics board AUTUMN TERM MILESTONE 30	
Winter Holidays	Review 'Final design' flowchart SPRING TERM MILESTONE 31	Assemble robot SPRING TERM MILESTONE 32	Programme autonomous models SPRING TERM MILESTONE 33	Reach out for financial support SPRING TERM MILESTONE 34			
Review 'Final design' flowchart SPRING TERM MILESTONE 35	Build spare parts SPRING TERM MILESTONE 36	What worked and didn't work? SPRING TERM MILESTONE 37	Like us on Facebook! @ftcuk SPRING TERM MILESTONE 38				
Review 'Final design' flowchart SPRING TERM MILESTONE 39	Conduct final robot check SPRING TERM MILESTONE 40	Iterate design SPRING TERM MILESTONE 41	Test autonomous modes SPRING TERM MILESTONE 42	Share your robot photo on Instagram! SPRING TERM MILESTONE 43			
February Half Term	Review 'Final design' flowchart SPRING TERM MILESTONE 44	Practice driving SPRING TERM MILESTONE 45	Plan an outreach event SPRING TERM MILESTONE 46				
Prepare for competition SPRING TERM MILESTONE 47	Practice driving SPRING TERM MILESTONE 48						UK & Ireland Championship Event GOOD LUCK!

Milestones are a key project management tool used by industry and business to mark specific moments along a project timeline – including key targets, pivotal moments, critical deadlines or review points.

Teams should set realistic deadlines at the start of the season and allow one to two sessions to achieve each block. Milestones should influence meeting agendas and be updated after each session. Keep in mind that this is a roadmap, rather than a to-do list, and teams may add other milestones as they see fit.

