

# THE **PENALTY** PAPER

*Houston, we have a problem!*

**AVOID THESE COMMON MISTAKES** to maximize scores and minimize heartbreak.

## Providing an incorrect team number

**Penalty = 5 points per instance (up to 15 points per round)**

Every team is assigned a unique, 11-character team number, written as:

**STLX13-XXXX**

[STELLARXPLORERS] [season #] [dash] [Assigned 4-digit number]

You are asked to provide this number several times during a round, and because this number is used to identify your team during the automated scoring process, it is extremely important that you provide the correct number in the correct format.

For this example, we will use team number STLX13-0987. Here's a list of correct and incorrect ways for team STLX13-0987 to type their team number (based on real-life examples):

CORRECT	INCORRECT (and will result in a penalty)		
<p><b>STLX13-0987</b></p> <p><i>The is the one and only way to write the team number.</i></p> <p><b>CASE SENSITIVE!</b></p>	STLX-13-0987	STXL13-0987	STX13-0987
	STLX13-987	STLX13-0xxx	13-0987
	STLX-0987	STX13-0987	STLX13-0987x
	stlx13-0987	STLX13-9087	STLK-0987

*Extra spaces before or after the team number will also result in a penalty.*

## Incorrectly naming and/or submitting your VDF file

**Penalty = 5 points per instance (up to 5 points per round)**

Team numbers are also part of the VDF file submission. An original VDF file for a round might be named as such:

**PR1\_STLX13-0xxx**

[Round Abbreviation] [underscore] [team number place holder]

You must rename the file to include your own team number. Here's a list of correct and incorrect ways for team STLX13-0987 to name their submitted VDF file during Practice Round 1 (PR1).

CORRECT VDF filename	INCORRECT (and will result in a penalty)
<p><b>PR1_STLX13-0987.vdf</b></p> <p><i>The is the one and only way to name the .vdf file</i></p> <p><b>CASE SENSITIVE!</b></p>	<p>PR1_STLX13-0xxx.vdf</p> <p>PR1_STLX13-987.vdf</p> <p>PR1_STLX13-0987_final.vdf</p> <p>John_Doe_PR1_STLX13-0987.vdf</p> <p>PR1_STLK-0987.vdf</p> <p>PR1_STLX13-0987.zip</p> <p>PR1_STLX13-0987.sc</p>

When you fill out the submission form during the upload process, do **NOT** provide your actual first and last name. Instead, follow the on-screen example of what to type into the first and last name fields.

## Skipping the Start Form

**Penalty = 25% of your total score**

Submitting the Start Form is always the first step of a competition round. It lets us know when your 6-hour time limit begins, and it grants you access to the scenario booklet and other competition files. If you don't fill out this form but still complete the round:

1. we don't know when your 6-hours began
2. we can only assume that you worked with another team (*a big no-no!*) to get the link to the competition files

**Tip:** When submitting your Start Form, double check that you've correctly entered your team director's email address. This ensures quick delivery of the confirmation email that includes the link to the competition files.

## Going over your 6-hour time limit

**Penalty = 1% of scenario score per minute and/or 1 point of quiz score per minute**

Your 6-hour competition clock begins the moment you submit your Start Form. Make a note of this time, and submit all solutions (VDF files, quizzes, etc.) before that time expires.

Late scenario solutions submissions incur a 1% penalty for each minute over 6 hours.

Late quiz submissions incur a 1-point penalty for each minute over 6 hours.

## Changing Fixed Variables in STK

**Penalty = See scenario-specific penalties in booklet**

DO NOT change any of the Fixed Variables in STK. The Appendix of the Scenario Booklet will include clarifying information on which variables can and cannot be changed. These variables include but are not limited to:

- Start Time, Stop Time, Propagator, Step Size, Coord Epoch Time, etc.
- Components on the satellite, targets, or facilities on the ground.

Because we use a team's VDF to determine that team's score, these variables must remain the same so that we can fairly evaluate every team.

## Ignoring scenario-specific requirements

**Penalty = See scenario-specific penalties in booklet**

Across the various competition rounds, you'll see that each scenario has its own set of requirements that you must follow. Some of these requirements include weight limits, budget restrictions, timelines, and Classical Orbital Elements (COEs). Read the scenario closely to make sure you meet the requirements.

## Collusion (working with another team or outside resource)

**Penalty = 50% of your total score**

While we rarely have a need to enforce this penalty, it is important to mention. Collusion and any other form of cheating is not tolerated by the StellarXplorers Program Office. If we have reason to believe (and can prove with proper investigation) that a team is guilty of cheating, their score will be reduced by 50% for that round. Any additional instances of cheating, and that team is subject to disqualification and removal from the competition.