

RMM 2021 – General Information

Dear Friends,

On behalf of the Organizing Committee of RMM 2021, we inform you about the organizing details of the RMM 2021.

The main activities scheduled are:

- October 11th, Monday, Online Opening Ceremony of RMM 2021
- October 12th, Contest day 1
- October 13th, Contest day 2
- October 14nd – 16th, Coordination
- October 17th, Online Closing Ceremony

General Information:

- All activities will be exclusively on-line;
- All information will be sent to leaders using the email submitted in the form which was previously transmitted;
- Each country will have a dedicated Google drive that will contain all the needed information (materials, information's, address, phone numbers etc.);
- Every day before the two days of the competition (around 20 UTC) the leaders will be able to see the subjects for the next day in a dedicated place, and to prepare (if needed) the translations which will be remitted to rmm@ssmr.ro.
- The scanned papers will be uploaded using Google Forms transmitted to the leaders;
- The coordination will be done via Google Meet conferences and will be scheduled after consulting all the coordinators and the countries leaders.
- The Leaders should monitor their submitted email address

RMM 2021 video surveillance test:

- For every participating country, the testing day will be Monday October 11th, **at** UTC 10.00 AM for European and Asian countries and at UTC 2 PM for countries in the Americas
- Use Google Meet platform.
- Previously you will receive an email that will give you additional information (the url of the conference).
- During the testing time you will have to join the conference with video, from all your cameras and get confirmation from IT staff in the conference chat that you are on the screen and everything is okay.
- **Your name in the conference must contain your RMM country code**
- Each Exam Centre must set up at least 2 webcams monitoring the Exam Centre: one must observe the examination room where students work during the exam and another one must observe the working desk of leader/commissioner dealing with copying, printing and scanning of the examination materials.

Exam centre procedure:

The RMM 2021 Exams will take place on October 12th, Contest day 1 and October 13th, Contest day 2, starting on each day at UTC 10.00 AM for European and Asian countries and at UTC 2 PM for countries in the Americas, finishing 4 hours 30 minutes later.

Webcams will be monitoring the activities. From October 10th the leaders will be able to download PDFs with badges and other RMM materials.

The Team Leader should do some printing in advance of RMM:

- Badge content, fold and put into a badge support for each registered person as ID
- Personalized Q&A sheets for each student (3 per person for each day),
- Personalized scan cover pages (4 per person; 3 for problems, 1 for extras for each day).
- Official answer papers.
- Scratch papers

The official answer papers: print a sufficient number of official answer papers, maybe 10-12 per student and 10-12 scratch papers. The student should carefully label all pages with their name and/or ID code, and write page numbers separately for each problem.

At each Exam Centre there should be at least two adults present, the National Team Leader or their representative (a registered Deputy or Observer). In the event that extra ICT expertise (webcams, scanners, printers) is required, there may also be one Computer Expert present. Only registered RMM Adults may be in the Exam Room with the students.

If translation work is needed, leader will be able to do it, for each contest day, on the evenings before the contest days. Registered observers and deputies may be present to assist translation if this is needed. A translation should stay as close as possible to the English version (although minor deviations are permitted for clarity, no deviation should give extra mathematical information). After the translation are finished they will be remitted to rmm@ssmr.ro. Leaders should monitor their email in case they receive messages from the RMM organizers regarding issues concerning the translation. After a translation is completed the leader should ensure that there is no informal contact between the students and adults who have knowledge of the contents of the Exam.

The ICT (Computer Expert) should arrive at least 1 hour before the Exam Start Time to set up webcam surveillance and liaise with RMM 2021 IT. The Leader can start printing the Contest Papers with 30 minutes before the Exam Start Time. The Contest Papers should be printed out of the sight of the Contestants. The Leader should ensure the security of the Contest Papers. The printer should be either in or near the Exam room. All exams for participants are personalized.

Note that only registered RMM adults may be in the Exam room with the students (so only Leaders, Observers and Deputies are allowed to be present). 15 minutes prior to the Exam, all participants (students and adults) should approach the main surveillance webcam and show their face clearly, and hold their RMM ID badge up to the camera.

Students must hand smartphones and any other communications equipment switched into silent mode or off, to the Leader for the duration of the Exam.

Q&A: During the first 30 minutes of the Exams, students are permitted to ask questions of clarification in writing. The Team Leader (or substitute) will study any Questions from the students. In general, written answers that clarify the meaning of the question are permitted, but answers which give mathematical assistance are forbidden. If the Team Leader needs further advice on what answer would be appropriate, an online conference room will be available and they can also contact by mail a representative of the jury at the address Calin.Popescu@imar.ro and attach a photo of the Question taken on a smartphone, translating the text into English if necessary. The subject line should contain the name of the Country and Exam Centre. The text should include the student's RMM code – e.g. ABC4. After the first 30 minutes, students may no longer ask questions for clarification. At the end of the exam all Q&A forms must be scanned and uploaded to the drive (extra pages).

A registered RMM adult should escort to and from the Exam room students to toilets. Scratch Paper (i.e. Rough Work) which the student wishes to be considered (often a good idea) should be labelled (on every page) Rough or Scratch, the pages numbered and appended to the student's official solution to that problem. The students should do this numbering. Therefore, it is necessary to use only one side of Rough Paper pages and to use different pages for different Problems. After the Exam is finished, the students can leave. The scripts must then be scanned and uploaded using a form submitted to the Leader. The personalized student's printed scan cover page should be used as the top page of each solution uploaded, then their answer, and then their rough (scratch) work. Unfortunately, some students may not label their rough paper correctly but it can be uploaded. There is a special scan cover page for unsorted/unclassified rough work. If you want to upload such disorganized rough work, you have to scan it including the appropriate cover page. Before scanning, do not forget to write on the cover page the exact number of pages scanned in each pile (excluding the cover page). After scanning and before upload, each scan must be renamed as stated on the cover page. After uploading all the papers and confirming the submission, no more uploading of students' scripts is allowed.

Separate guidance from the Chief Coordinator about the coordination activities will be submitted.

The Team Leader must have access to the students' scripts of his or her Country folder. Marking Schemes and Official Solutions will be published for RMM Adults just after all the students' papers have been uploaded.

Important email addresses:

- RMM Organizing Committee: catalinliviu.gherghe@gmail.com, rgolog@yahoo.com, sever_moldoveanu@yahoo.com
- RMM Q&A advice and translations: Calin.Popescu@imar.ro, rgolog@yahoo.com
- RMM Coordination: cristian.alexandrescuedu@gmail.com, rgolog@yahoo.com
- RMM IT (website, webcams, Q&A regarding IT): rmm@ssmr.ro