Instructions for laying Awana vinyl floor tape on hard surfaces such as a fellowship hall or gymnasium floor. Also works on some carpets.

The first step is to make sure that the floor is absolutely clean. Sweep and dust mop the floor, then wet mop it to make sure that there is no residue left on the floor. If the floor is concrete, it may be necessary to lay a sealer before putting the floor tape down, especially if it is a rough surface type concrete. If the floor is vinyl or tile this is not necessary.

The size of a full size Awana game square is 40 feet square. If your room is not large enough for this, and still have a 1½ to 2 feet outside the square for the kids to stand, then you will need to reduce the game square down. The best way to do that is to mark a line 1½ to 2 feet away from the walls, this will be the outside line of the game square. If the shape of your game square is actually a rectangle that is not a problem, go ahead and use the full room and make the game area a large as possible. Keep in mind that if there are wall petitions, pianos or other furniture in the room you will need to move the game area away from those items so that there is no interference and the kids aren't likely to run into them while they are playing the games.

It is not necessary to draw a line or to lay out where the floor tape is going to be. You only need to put marks at the corners at this point. After you determine where the corners are going to be, use either a pencil or a dry erase marker - something that won't permanently mark the floor - and make an X at each corner. After you have marked your corners, you will also need to mark the center of the game area. The easiest way to do that is to pull two strings diagonally across the game area from one corner to the next. The point where the strings cross in the center will be the center of the game square, make an X on the floor at this point.

After you have decided where you want the colors to be on the floor, remember that the order of the colors is red, blue, green and yellow going clockwise around the game area.

BE AWARE OF THE "STRETCHING PROBLEM!"

Get the red tape, have one person stand close to the X in one corner holding the end of the tape. Another person takes the roll of tape, pulling it off but keeping it <u>off the floor</u> as they are walking toward the next corner and stretching the tape as they are pulling it out. After they have pulled out enough for the entire length of that line go ahead and pull out some extra because the tape stretches quite a bit. **You will need to let the tape relax.** Let it draw back up as much as you can before you lay it on the floor. If you don't do this, the tape has a lot of tension in it and is more likely to pull itself off of the floor after you lay it down. Once you have allowed the tape to relax as much as it's going to, the person who is holding the end of the tape places that end of the tape at the X holding it very tightly. The person holding the roll of the tape slowly goes toward the floor at the other X, being careful not to pull the tape too tight and re-stretch it but not so loose that it doesn't make a straight line. It's best to try and lay the whole line down at once rather than pulling a little piece off the roll at a time and laying the line as you go, you'll get a much straighter line if you do it that way. After the tape is on the floor DO NOT SLIDE YOUR HAND OR FOOT OVER THE TAPE TO MASH IT DOWN! This will make the tape "crawl" and your lines will not be straight. Instead, walk back and forth over the tape without sliding your feet.

After you have placed the tape on the floor cut the tape where the second X on the corner is. Do all four outside lines of the game area/square this way.

The next step is to lay the diagonal lines that run from the center of the game area to the corner of the game area. The best way to remember which side this goes on if you are standing on the outside lines facing the center the diagonal line will be on your right-hand side it goes from that corner (the right-hand side) to the center. Lay it the same way you lay the outside line, pulling the tape out and allowing it to relax before you lay it on the floor, then cut the tape off at the corner.

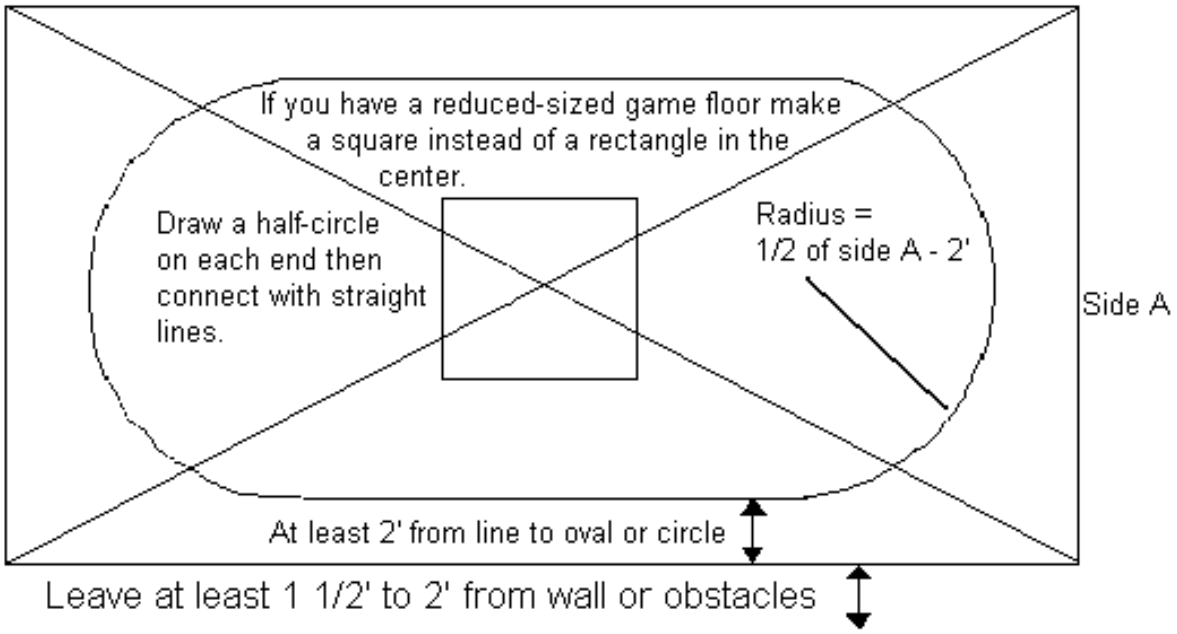
The next step will be to lay the inside square. On a full size game square you would make a mark 7 feet from the center at the diagonal lines, which would establish the corners of the inside square. If your game square is reduced in size, or if you are laying a rectangle rather than a square, you may choose to use a different measurement other than 7 feet. You may choose, if it's a rectangle, to make the corners so that they establish a square in the middle instead of a rectangle. The reason for this is that some of the games require a good number of kids to stand inside that square and if it becomes too small that may hinder playing the games. Use your judgement on where to make the corners of the inside square depending on the number of kids you expect to be playing games at one time. After you establish where the corners of the inside square or inside game area will be, lay the floor tape as you did the other areas.

The next step is laying the hash marks that go on each diagonal line. These are the same color as the tape of the diagonal line that your laying them on. Simply refer to the chart of the game area. Make a mark on the floor from the center out to where these lines will be, cut your floor tape and lay it across. If you have to reduce your game area, just estimate the percentage of how much you reduced your game area and reduced that distance from the center of the game area out to the first mark and then keep your marks one foot apart.

The next step is to lay the circle. The simplest way to lay the circle is to borrow my Circle Layer. However, with as many churches as we have been starting, it may not be available when you need it. Another option is to draw a circle on the floor using a string to establish the 15-foot radius (or less if you have a smaller game area.) Use a dry erase marker so that you don't leave permanent marks on the floor. Have one person hold one end of the string at the center of the game area. Tie the dry erase marker 15-foot from the center and simply draw a circle on the floor, using the string to establish the radius. If you have a reduced game square, the best way to determine how small to make the square is to leave at least 2 feet between the circle and the outside square. Measure the distance from the outside square to the center, subtract 2 feet and that would be the length of the radius that establishes the circle that you are going to draw. After you have drawn the circle on the floor you will have to by hand lay the tape on the floor one small section at a time as you crawl around the circle. The last step then is to lay the 18-inch white marks that are 4 feet from the diagonal line simply make a mark where these lines go, cut your tape 18 inches and lay it there. If your game area is a rectangle rather than a square, you will need to lay an oval shape rather than a circle in the middle. The simplest way to do this is to first of all establish what the radius of each end of the oval is going to be. As I stated earlier the minimum distance that you want between the game square and the circle/oval is two feet. If you can have 3 or 4 feet that's better, as long as the circle/oval doesn't get too small by doing that.

Once you establish what the length of the radius is, make a mark going across the short side of the rectangle exactly half way across. That distance, from half way across to the other side, is the same distance that you will make the mark from the long end of the rectangle, so that you will have a mark on each end inside your rectangle and it will be exactly half way between the short sides of the rectangle and it will be the distance from halfway to the short side to the end of the long end of the rectangle, your radius will be 2 feet less than that distance. What you will draw (or the line that you will lay if your using a Circle Layer) will be a half circle, one on each end inside the rectangle. Then, lay the tape in a straight line joining these two half circles to form the oval shape, as I have indicated on the drawing below.

Rectangle Game Area



How to Paint a Game Square on a Parking Lot or a Concrete Surface

The first step is to establish the corners and the center of the game square. To make sure that your square is indeed "square" you can measure diagonally across the corners. If that measurement is the same both ways then you have a perfect square. For a full size 40 foot square that measurement from corner to corner should be about 56' 7". Once you have marked where the corners are, use a carpenter's chalk line to "pop" two lines from corner to corner diagonally across the center. See figure 1.

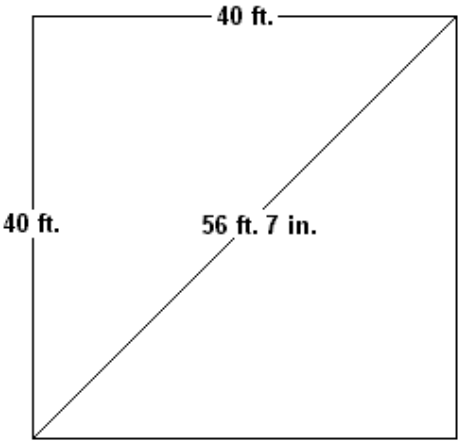


Figure 1

Then "pop" a chalk line from corner to corner around the square.
It should now look like figure 2.

The easiest way to paint the lines is to purchase a 2-inch wide roller and a long handle that screws into the handle of the roller. With this you won't have to bend over or crawl on your knees while you are painting. Then you will just follow the chalk line that you popped with the chalk string. Follow it from one corner to the next, painting the outside line, then paint the diagonal lines that go from the center to the corner using the same process. Use the chart to make sure you are painting your diagonals the right color. Also use the chalk line string and pop a line for the inside square. This starts at a point 7 feet from the center going down the diagonal line. The corners will intersect with the diagonal lines.

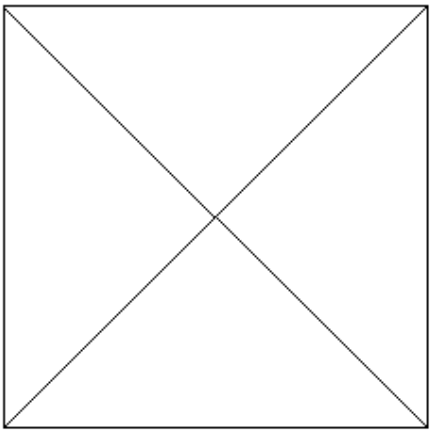


Figure 2.

To paint the circle: Fasten a lightweight chain or a strong nylon string to a pole which you will place at the center of the square. Make sure that it will swivel or slip on the pole and will not wrap around the pole as you go around it. Attach the other end of the chain or string to the roller at a point exactly 15 feet from the center. One person will hole the pole in the center and a second person will push the roller - making the circle by keeping the chain or string slightly tight. The chain or string will force the roller to make a perfect circle. It would be wise to practice this with a dry roller first before you put use paint.
Be sure and save your string, roller, and handle because about once a year you will want to repaint your game square.

The remaining lines need to be marked and can be easily painted with the roller.

To make your game square paint last longer you can seal over the top of it with a polyurethane sealer. This will help it endure not only weather but also driving over it.

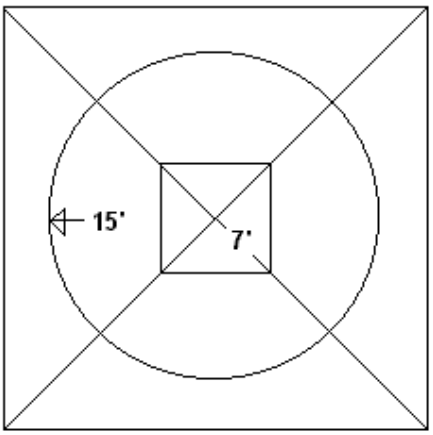


Figure 3