

Functional requirement for Ideathon:

Objective:

An ideathon is an event that brings together individuals with different skills, backgrounds, and perspectives to collaboratively generate innovative ideas and solutions for specific challenges or problems. It is a highly interactive and dynamic event designed to foster creativity, teamwork, and problem-solving abilities. During an ideathon, participants typically form teams and work together to explore various problem areas, conduct research, and identify potential solutions. It offers an opportunity for networking, skill development, and learning from others. Overall, an ideathon serves as a catalyst for creativity and collaboration, empowering individuals to think critically, explore new possibilities, and contribute to positive change in their respective fields.

User Registration and Authentication:

An Ideathon platform must have user registration and profile building. They enable users to register and fill out pertinent information about themselves. The process of user registration and profile construction is briefly described here.

Users should be able to register for the Ideathon event on the platform's registration page. Personal information entry forms on this page normally ask for your name, email address, and password.

Account verification: After completing the registration form, users may need to click a verification link given to their registered email address to confirm their email address. This process contributes to the validity of user accounts.

Profile Setup: Once the account is authenticated, participants should be routed to their profile setup page. Here, individuals can include extra information such as their professional experience, abilities, and interests. They may also have the ability to post a profile photo or provide a short bio.

Privacy options: The platform may feature privacy options that allow users to manage the visibility of their profile information. Participants can opt to make their profile public or restrict access to particular details.

Access to the Platform: Once the profile setup is complete, users should have full access to the Ideathon platform, including the ability to submit ideas, join teams, and engage in collaboration.

User Registration and Profile Creation Workflow:

Step 1: The user accesses the Ideathon portal and clicks on the registration button.

Step 2: The user fills out the registration form with their name, email address, and password.

Step 3: The user submits the registration form.

Step 4: The platform sends a verification email to the user's registered email address.

Step 5: The user clicks on the verification link in the email to validate their account.

Step 6: The user is routed to the profile setup page.

Step 7: The user inputs more information, such as their career experience, abilities, and interests.

Step 8: The user has the ability to upload a profile photo and provide a short bio.

Step 9: The user specifies privacy settings for their profile.

Step 10: User profile setup is complete, and they receive access to the full capabilities of the Ideathon platform.

Step	Description
1	User accesses the Ideathon platform and clicks on registration.
2	User fills out the registration form.
3	User submits the registration form.
4	Platform sends a verification email to the user.
5	User clicks on the verification link in the email.
6	User is redirected to the profile setup page.
7	User enters additional information and profile details.
8	User has the option to upload a profile picture.

9	User sets privacy settings for their profile.
10	User profile setup is complete, and they gain platform access.

Idea Submission:

User Registration: Participants sign up for the Ideathon site by entering personal information or logging in with their social media profile

Idea Submission Form: Participants complete an idea submission form with information about their idea.

Idea Review: Organisers or judges evaluate submitted ideas using predetermined criteria.

Idea Rating: A rating or score is awarded to each concept based on its feasibility, innovation, impact, and other pertinent characteristics.

Shortlisting: Ideas with the highest evaluations or scores are nominated for further consideration.

Team Formation: Participants can build teams based on shortlisted concepts or join existing teams.

Collaboration and Refinement : Teams work together to improve their ideas, do research, and create prototypes or business plans.

Mentor Feedback: To develop their ideas, teams receive feedback and guidance from mentors or experts.

Final Submission: Teams submit their final improved concepts, along with any extra documentation or prototypes.

Preparation of Presentations: Selected teams prepare presentations or pitch decks to promote their ideas.

Presentation and Evaluation: Teams submit their ideas to a panel of judges or investors, who assess them using predetermined criteria.

Winner Selection: Based on their judgement, judges or investors select the winning concepts.

Awards and Recognition: Winners are declared, and trophies or accolades are presented to the victorious teams or individuals.

Idea Evaluation and Selection:

Define Evaluation Criteria: Decide on the evaluation criteria that will be used to examine and evaluate the ideas that have been presented. Feasibility, innovation, market potential, impact, scalability, and alignment with the Ideathon's aims are examples of these factors.

Assign Reviewers or Judges: Select a group of reviewers or judges to analyse and score each concept independently based on the stated criteria.

Idea Evaluation: Reviewers evaluate and rate each idea independently, assigning ratings or scores to each criterion.

Consolidate Evaluation Results: Gather all of the reviewers' evaluation results and aggregate them for each idea.

Weighted Scores (Optional): If specific evaluation criteria are given additional weight or importance, apply suitable weights to each proposal to obtain a weighted score.

Final Rankings: Based on the evaluation scores or weighted scores, determine the final rankings of the ideas. Sort the ideas according to their ratings in descending order.

Top Idea Selection: Choose the top-ranked ideas based on the number of ideas that will proceed to the next round or be awarded. This can be a fixed number or a percentage of all submissions.

Feedback and Notifications: Provide participants with feedback on the evaluation results, emphasising strengths and opportunities for development. Notify the chosen participants of their advancement to the next level or their selection as top ideas.

Idea title	Feasibility	Innovation	Impact	Weighted score
Smart home	8	9	7	8.2
Delivery robot	7	9	8	7.8

Ecofriendly app	9	7	9	8.4
Education AI	7	8	7	7.4
Social Impact	9	7	9	8.6

Collaboration tools workflow:

Team Communication: Provide communication tools to team members to promote real-time collaboration, such as:

Messaging: Allow team members to send instant messages to one another either individually or in groups.

Video Conferencing: Use video conferencing solutions to allow team members to conduct virtual meetings, discuss ideas, and collaborate face-to-face.

Discussion Forums: Create a specific forum for team members to discuss, share updates, and ask questions.

File Sharing and Version Control: Provide tools that enable seamless file sharing and version control, such as:

Cloud Storage: Provide a centralised location for team members to store and access shared files and documents.

Document Collaboration: Allow team members to work on documents at the same time, making real-time modifications and tracking changes.

Version Control: Enable version control to track document revisions and enable for easy rollbacks if necessary.

Task Management: Implement task management tools to assist teams stay organised and measure progress, such as:

Task Assignment: Allow team leaders or members to delegate projects to people with defined deadlines and priority.

Task Tracking: Create a dashboard or system for tracking task progress, including status updates and completion percentages.

Reminders and Notifications: Send team members automated reminders and notifications about forthcoming tasks or deadlines.

Ideation and Collaboration: Provide tools to encourage team members' ideation and collaboration, such as:

Virtual Whiteboards: Provide a digital whiteboard where team members can collaborate on diagrams or sketches, brainstorm, and visualise ideas.

Idea Sharing: Establish a forum for team members to share ideas, receive comments, and collaborate on developing them.

Polls and Surveys: Allow teams to build and administer polls or surveys in order to collect feedback, opinions, or preferences from team members.

Collaboration tool	Description
Slack	Real – time messaging and group
Microsoft teams	Video conferencing and collaboration
Google drive	Cloud storage and file sharing
Google Docs	Collaborative document editing
Trello	Task management and tracking
Miro	Virtual whiteboard for ideation
Survey Monkey	Polls and surveys for feedback gathering

Resource allocation:

In an Ideathon, resource allocation refers to the management and distribution of numerous resources that are required to run the event properly. Here are some important sources to think about:

Physical Space: Set aside suitable locations or areas for the Ideathon, such as zones for registration, concept creation, teamwork, and presentations.

Technical infrastructure: Ensure that participants have access to the computers, laptops, projectors, video equipment, and any other technical resources they may need to develop and present their ideas.

Mentors and Subject Matter Experts: Choose and assign mentors or subject matter experts who can advise, critique, and encourage the participants throughout the Ideathon.

Establish an organisation team that will be in charge of organising the Ideathon and assigning positions like event coordinators, judges, facilitators, and support staff.

Budget funds for marketing and promoting the Ideathon, which will be used to create promotional materials, conduct social media campaigns, and contact potential participants.

Prizes and Incentives: Set aside funds for prizes or incentives to encourage participation and honour exceptional concepts or teams.

If necessary, allocate funds for catering and refreshments during the Ideathon while taking into consideration dietary needs and preferences.

Allocating funds for communication technologies like email, message services, and video conferencing software can help participants, mentors, and organisers communicate effectively.

Invest resources in recording the Ideathon, including taking down participant information, concept descriptions, feedback, and any other pertinent data. For the management and analysis of data, resources such as humans or technology may be allocated.

Invest resources on logistics and operations, such as event setup, participant registration, scheduling, and maintaining efficient operations during the Ideathon.

Aspects	Description
Physical Space	Allocate suitable venues for registration, idea development, etc.
Technical Infrastructure	Ensure access to necessary technical resources (computers, internet)
Mentors and Experts	Allocate mentors to provide guidance and support to participants
Organizational Team	Allocate a team for event management and coordination
Marketing and Promotion	Allocate resources for marketing and promoting the Ideathon
Prizes and Incentives	Allocate resources for prizes or incentives for participants
Catering and Refreshments	Allocate resources for food and refreshments during the event
Communication Tools	Allocate tools for effective communication among participants
Documentation and Reporting	Allocate resources for data management and analysis

Logistics and Operations	Allocate resources for logistical arrangements and event operations
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Workflow:

Ideathon Promotion: Spread the word about the Ideathon through multiple media and make sure everyone is aware of the deadlines and registration information.

Participant Registration: To register for the Ideathon, participants must submit the relevant information, including their name, contact information, and any affiliations they may have.

Planning resources: Determine the resources needed based on the anticipated participant count, venue availability, technical infrastructure, mentor availability, and other resources as described above.

Allocate physical venues, technological resources, mentors, members of the organisational team, marketing initiatives, rewards or incentives, catering, communication tools, and resources for documentation and reporting.

Ideation and Concept Development: Participants use the system to submit their concepts, work with mentors to develop them, and do so in the designated physical places and technological infrastructure.

Review and evaluation of ideas: Using predetermined criteria, the judges and organisers consider and rank the ideas that have been submitted. In order to select the finalists or winners, they may score or rank the concepts.

Participants pitch their ideas to a panel of judges and the public during a presentation. Allocate the presentations with the proper locations and the required audiovisual tools.

Judging and Results Announcement: The judges evaluate the presentations, offer comments, and rank or score the proposals. Invest resources in tallying the results and selecting the winners or finalists.

At the conclusion of the event, gather participant, mentor, and judge feedback to assess the success of the Ideathon. Allocate funds for reporting, documentation, and any other required follow-up tasks.

Ideathon Pitching and Presentation:

In an Ideathon, participants present and pitch their ideas to a panel of judges and, if possible, a larger audience. Participants are given the opportunity to clearly express their concepts, illustrate their value proposition, and emphasise the potential significance of their solutions at this phase. The presentation and pitching procedure at an Ideathon is briefly described here:

Participants budget time and resources for the preparation of their presentations. They improve the descriptions of their ideas, create visual aids (such as presentations or prototypes), and get delivery practise.

Allocate defined time slots for each participant or team to express their views during the discussion. To make a workable schedule, take into account the number of attendees and the length of each session.

Determine the presentation format, such as spoken pitches, slide shows, in-person demonstrations, or a combination of these. If needed, give examples or templates.

Presentation content: Participants should include important details in their presentations, such as the problem statement, a summary of the solution, its special selling point, the market potential, and the execution strategy. Allocate funds to creating templates or rules to help participants organise their presentations.

Guidelines for Pitching: Establish rules or requirements for the pitching procedure, such as evaluation standards, time constraints, and requirements for participants' presentations. Allocate funds for developing and disseminating these rules.

Infrastructure for presentations: Budget money for things like a presentation space or stage, audiovisual tools, projectors, microphones, and other technical necessities.

Plan pitching events where participants can present their concepts to a judge's panel. Take into account the quantity of judges, the sequence of presentations, and any upcoming Q&A sessions.

Feedback and Evaluation: Judges assess each presentation using predetermined standards or norms. Allocate funds so that judges can offer their opinions on the presentations, enabling participants to get useful criticism to enhance their concepts.

Resources should be allocated to ensure audience participation during pitching sessions, such as by allowing for audience questions or comments.

Winner Selection: Based on the assessments and comments obtained during the pitching sessions, judges discuss and allocate resources to select the winners or finalists.

Aspects	Description
Presentation Preparation	Participants allocate time and resources to prepare their pitches
Time Allocation	Allocate specific time slots for each participant's presentation
Presentation Format	Determine the format for presentations (verbal, slides, demos)
Presentation Content	Provide guidelines for the key elements to include in presentations
Pitching Guidelines	Create guidelines or criteria for the pitching process

Presentation Infrastructure	Allocate necessary infrastructure for presentations (room, AV)
Pitching Sessions	Schedule sessions for participants to present their ideas
Evaluation and Feedback	Allocate resources for judging presentations and providing feedback
Audience Engagement	Plan for audience engagement during the pitching sessions
Winner Selection	Judges determine winners or finalists based on evaluations

Workflow:

Participants set aside time to hone their concepts, create engaging presentations, and hone their sales pitches.

Consider the number of participants and the intended length for each pitch when allocating time slots for each participant's presentation.

Determine the presentation format, such as oral pitches, slide decks, in-person demonstrations, or a combination of these.

Give participants guidance for the main points to include in their presentations, such as problem identification, a summary of the solution, the value proposition, the prospective market, and an implementation strategy.

Pitching Rules: Establish rules or criteria for the pitching procedure, including standards for participant presentations, time constraints, and evaluation criteria.

Winner Selection and Awards:

Completion of the Evaluation Process: Ensure that the evaluation process for all submitted ideas or initiatives, including scoring, evaluating, and ranking, is completed.

Final Evaluation Meeting: Call a meeting with the judges or evaluation panel to go over the top-ranked concepts and choose the winners. Take into account the evaluation scores, ranks, and any other variables set by the Ideathon organisers.

prize Categories: Determine the prize categories based on the Ideathon's objectives and key areas. Some examples include "Best Overall Idea," "Most Innovative Solution," and "Social Impact Award." Establish criteria for each award category.

Winners selection: Winners are chosen for each award category based on final evaluations and discussions among the judges. Determine whether several winners will be chosen for a single award category or if each category will have a single winner.

Prize Distribution: Choose the awards or rewards for the winners. These can include monetary rewards, mentorship possibilities, incubation or acceleration assistance, recognition certificates, or any other incentives that correspond with the Ideathon's goals.

Announcement and Celebration: Inform the winners of their selection as well as the prizes they have received. Announce the winners publicly via numerous avenues, such as social media, websites, or newsletters. Organise an award ceremony or celebration, either virtual or in person, to recognise and honour the victors.

Sample Winner Selection and Awards Table:

Award category	Winner	Description
Best Overall Idea	Tech Innovators	The idea demonstrated a unique solution with high potential impact.
Most Innovative Solution	Sustainable Solutions	The solution showcased exceptional creativity and novelty.
Social Impact Award	Innovation Wizards	The idea exhibited significant potential for positive social impact.

Evaluation and input: Gather input from participants regarding their Ideathon experience. This input can be used to identify areas for improvement and gather ideas for future events.

Winner Showcase: Highlight the winning teams and ideas in numerous ways, such as a special section on the Ideathon website, social media posts, or newsletters. This promotes their labour and accomplishments.

Mentorship Opportunities: Match winning teams or participants with relevant mentors or experts who may provide assistance and support in developing their ideas or projects further.

Incubation or Acceleration Programs: Partnerships with incubators, accelerators, or startup support organisations to offer post-Ideathon support in the form of incubation programmes, access to resources, funding opportunities, or networking events are all possibilities.

Opportunities for Collaboration: Facilitate connections and collaborations between participants, winners, and industry stakeholders who may be interested in implementing or supporting the ideas or projects.

Recognition and Awards: Distribute certificates or badges to all attendees to recognise their participation and efforts. Additionally, special recognition and rewards should be given to winning teams or noteworthy participants.

Learning Resources: Curate and deliver appropriate learning resources, such as online courses, webinars, or publications, to participants to assist them improve their skills or knowledge in areas relating to the Ideathon theme.

Community Building: Create a community platform or forum where members may continue to interact with one another, exchange updates, seek advice, and collaborate on future projects or efforts.

Sample Post-Ideathon Support Table:

Team Name	Support Offered
Tech Innovators	3-month mentorship program with industry experts
Green Solutions	Access to incubation program and funding opportunities
Future Tech	Networking connections with relevant industry partners
Impact Makers	Featured in media and press releases

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