



UMD Info Challenge 2023 Participant and Mentor Information

1. Kick-off Day: Arrive between 10:15AM and 10:45AM

- In-person (IP) Participants: Check-in in the Colony Ballroom (2nd floor), Adele H. Stamp Student Union, UMD
[Campus Map](#) | [Parking Map for IC23](#) | [Stamp Student Union Map](#)
AND be in your team's channel on the IC23 Discord Server
- Virtual (V) Participants: Be in your team's channel on the IC23 Discord Server
You will be checked in by a IC23 Team Member.
- You will receive IC23 swag and a Terrapin Express card for lunch.

KEEP IN MIND, IF YOU DO NOT ATTEND KICK-OFF DAY FOR THE FULL DAY FROM 1045AM – 4PM, YOU WILL BE REMOVED FROM THE IC23 PARTICIPANT LIST AND NOT BE ABLE TO PRESENT TO THE JUDGES WITH YOUR TEAM THE FOLLOWING WEEK.

2. Kick-off Welcome begins at 11:00AM (Required)

- We will gather in the Colony Ballroom for IC23 Opening and Welcome.
- A YouTube link will be posted on the IC23 Discord server so virtual participants can watch it online.
 - IC23 Opening: Dr. Keith Marzullo, Dean, University of Maryland, College of Information Studies
 - IC23 Welcome: Mark Rabinowitz, EY Partner, Audit Practice
 - IC23 Kick-off Day Logistics: Sarah Cook, EY Faculty Relations Consultant

3. Announcements

- Announcements will be sent through the Discord Announcement channel.
- Be sure to check regularly in Announcement channel to find all new and past announcements.

4. Projects will be available to download until 2:00PM on Saturday, Feb 25.

- Access will be removed at 2:00PM.
- ***There will be no exceptions so download your project information early in the day!***

5. Working with your team and mentor

- Get to know your mentor and your team on Kick-off Day.
- Keep in mind your mentor may have more than 1 team that they are working with. If you do not see your mentor right away when you arrive, they may be working with the other team.
- Your mentor will work with your team on Kick-off Day, and will be available for the remainder of the week to guide you.
 - Mentors are experienced with problem solving but may not know all of the data analysis or design tools.
 - Mentors will help you formulate a research question about the challenge, or figure out how to answer the question the organization has asked about the challenge.
 - If your team and your mentor have additional questions, meet with an Info Challenge Advisor! More information about ICAs can be found in the "IC23 Info Challenge Advisor Bios and Information" on the GDrive.
- Mentors will also be checking in with you during the week and continue to support you as you work through your project.
- Do some brainstorming and exploring while you are all together.
- Make a plan for the rest of the week's work.
- Decide on a Team Lead. This team member will be the one to connect with the Mentor this week, submit your team's abstract on Thursday, and post your project to GitHub.

6. Project Outcome

- Remember, in an Info Challenge, you are not expecting to build anything technical, and you will not be judged on how advanced the technology is, or how complicated the dataset or project is. You want to think about how best to display your work so the judges can understand the full process of your project work and the results.

7. Frequently Asked Questions

- In your Participant Documentation folder there is a document titled “ICA FAQs”. These are questions that the Info Challenge Advisors are commonly asked. It will be updated throughout the day as more questions come in from the teams. So, check back often!

8. Info Challenge Advisors (ICA)

- Have a conversation with an ICA! ICAs are here to help you work through any question you have.
- ICAs are experienced mentors, know the Info Challenge very well, and can help you figure out a code that is challenging you, or find a feature in Tableau that can help with your visualization, or give you advice on your security project goals, or just answer questions about the Info Challenge in general.
- On Kick-off Day, they will be in the Colony Ballroom and on their own Discord channel.
- No need to schedule a time with them, just pop in to chat with them. They are here to help!
- Check the document “IC23 Info Challenge Advisors and Challenge Providers Information and Talks Schedule” in the Documents folder to learn more!

9. Challenge Partners (CP)

- Have a conversation with the organization that provided the challenge project you are working on! The CPs represent the organizations that have provided the challenge projects for IC23.
- The organizations are excited to have you all working on the projects and looking forward to your final products! You can meet with the CPs to ask any question about the project, or get more background about the project, or ask for suggestions about what else to add to your project so it is more meaningful to them, or just talk through your project ideas.
- On Kick-off Day, they will be in the Colony Ballroom and on their own Discord channel.
- No need to schedule a time with them, just pop in to chat with them. They are here to help!
- Check the document “IC23 Info Challenge Advisors and Challenge Providers Information and Talks Schedule” in the Documents folder to learn more!

10. Additional Datasets

- Be sure to think about including additional datasets to enhance your project.
- There are many open datasets you can access at places such as:
 - <https://opendata.maryland.gov/> (each state will have similar open data)
 - <https://www.data.gov/>
 - <https://datascience.nih.gov/covid-19-open-access-resources>
 - <https://www.transportation.gov/data>

11. Team Abstract Submissions Due March 2 at 12NOON

- Your team lead will need to submit 250-word abstract about your team’s project by Thursday, March 2 at 12noon. This will allow your team to be paired with appropriate judges.
- You do not need to be finished with your project, but should be far enough along to share the basics in an abstract.
- NO LATE ABSTRACTS WILL BE ACCEPTED! If your team does not submit an abstract your team will not be allowed to participate in the Judging session on 3/5.
- Submit your abstract [here](#).

12. GitHub Submissions Due March 4 at 9:00AM

- You must submit your final presentation on GitHub before the Judging Sessions begin.
- Final presentations are due on GitHub by March 5 at 9:00AM
- There are GitHub instructions can be found in the IC23 Documents for Participants, Mentors, ICAs and CPs folder on the GDrive.
- Submit your GitHub link by March 4 at 9am [here](#).

13. Work wherever you want

- You do not need to work on the IC23 Discord server, you can work wherever you want. But if you choose to meet with an ICA or CP, the meeting must be on the IC23 Discord server.

14. Judging Day Schedule Sent to Teams on Friday, March 3 by 6:00PM

- Judging Day will be in-person only!
- You will receive information about your team's scheduled judging time by Friday, March 3 at 6:00PM. The information will include:
 - The judges you will be presenting to and their bios
 - Your team's judging session time

15. Judging Day: Arrive 30 minutes before your judging time

- You will need to arrive and check-in at the back of the Colony Ballroom at least 30 minutes before your judging session time.
- You are welcome to check in as early as 930am.
 - You will receive your t-shirt and a Terrapin Express Card for lunch.
 - You will also receive the location about where your team will be for the day, in either Colony or Carroll rooms. This will be your team's table to prepare and wait for your judging time, and also where your team will be for the Showcase Event.
- Only those team members that have checked in 30 minutes prior to your team's judging time will be allowed to present to the judges. Any late arrivals will no longer be considered a IC23 Participant.
- When the judges are ready for your team, a volunteer will escort you to your designated judging room. DO NOT GO TO THE JUDGING ROOM WITHOUT A VOLUNTEER!

16. Presenting to the Judges

- The judges will spend 10-15 minutes with each team. Plan your presentation to be about 8 minutes so there are a few minutes for the judges to ask questions at the end.
- The volunteers are in the room to make sure you do not go over time.
- You will depart the room after 20 minutes with the volunteer and return back to the Colony Ballroom.
- You will be free to get lunch or relax for the rest of the day waiting for the Showcase Event.

17. Showcase Event | March 4, 2PM in the Colony Ballroom

- Judging sessions will end at 2pm. At that time the scores will be tallied.
- While we are waiting for the scores, you will have the opportunity to present to friends, family, and info enthusiasts. Feel free to invite anyone that would like to join us for the Showcase Event and Awards Ceremony!
- During the Showcase Event, visitors will be wandering around to the team tables as the teams are presenting their final product. You may use any type of visualization to show off your project, as long as it fits on a 3ft x 6ft table.
- Many special and surprise guests are invited to the Event!

18. Awards Ceremony

- The IC23 Awards Ceremony will be hosted in the Colony Ballroom with a welcome by UMD's President Pines. The ceremony will also be broadcast live on the iSchool YouTube channel.
<https://www.youtube.com/watch?v=AMjcQvLWC1o>

Feel free to forward it to friends and family to watch the festivities!

- All team members must be present during the ceremony to be considered part of the team. If a team member is not present, they will no longer be considered part of the team and will not receive an award or prize.
- During the Awards Ceremony, teams that receive awards will be expected to come up on stage to receive your certificate, and talk with the Emcee, Dr. Tammy Clegg.
- Once your team has completed the award acceptance, you will move off of the stage and have your picture taken in front of the IC23 Partners Banner.

19. Information and Assistance

- If you need help, type a question in the #questions text channel on Discord during the Kick-off Day or through the week. Or send a direct message to one of the volunteers or IC Team Members. They can be identified with a - Vol at the end of their name and are in green, or – IC Team at the end of their name and are in red.

20. Judging Rubric

- Be sure to review the Judging Rubric as you are working through your project, and also as you are thinking about your presentation.
- The judges will be giving a score of 1-10 for each of the items in the rubric.
- The teams with the most points in each category will be the award winners.

21. Awards

There will be an award given for each of the following categories:

1. **Grand Prize**
Team with the most points scored in all categories
2. **Best Team Presentation**
Team with the most points scored in this rubric category
3. **Outstanding Data Analytics Project**
Team with the most points scored exploring a data analytics project
4. **Outstanding Design Project**
Team with the most points scored exploring a design project
5. **Outstanding Cybersecurity Project**
Team with the most points scored exploring a cybersecurity project

Have a fantastic time at UMD Info Challenge 2023!