



## **RESNA Student Design Competition Submission Guidelines 2016**

### **General Submission Guidelines**

- All language in all materials (design brief, website, video) must be in person-first language. Person-first language ensures the person is placed before the disability (i.e. person with autism as opposed to autistic person). For more information, please consult the resources provided on the RESNA Student Design Competition Website.
- Please consider accessibility when preparing your design brief, video, and optional website. Additional information and resources are provided on the RESNA Student Design Competition Website.

### **Submission Form Guidelines**

Each project must have a completed submission form. Please note, the submission form has fillable fields which may not appear in certain applications. For best results, please use Adobe Acrobat Reader to complete this form. Details below:

**Project Title:** Title should include the name of your product and a short description. Total title not to exceed 125 characters. Ex. TheraToy: A toy for children to develop hand function.

**Lead Author/Contact Name:** Please indicate a primary contact. This is the individual RESNA will communicate with regarding competition outcome.

**Email address:** Please ensure email address provided is valid for a minimum of one year following submission of your project. If you are graduating, we advise using a personal email address which will not expire when you complete your program.

**Additional Authors:** All authors should be included on the submission. Please check spelling of all names for accuracy. Names as submitted will be used by RESNA in conference publications and proceedings for finalist teams. Enter authors in the order which you wish to be cited.

**University Affiliation and URL:** Please name the university where you are completing your academic program, and provide a URL to identify the university and/or program.

**Program Type:** Please select the type of program you are enrolled in. For multi-disciplinary teams, you may select more than one option.

**Faculty Supervisor(s) Name and Email:** Please name the faculty member(s) who is/are supervising your design project. Provide a contact email for at least one of your faculty supervisors. Emails may be used to communicate competition outcomes, future contact regarding the device, and/or communication regarding future RESNA Student Design Competition events.



**Subject Area:** Please select a primary subject area which best reflects the product you have created from the list below, and indicate your selection on your submission form. .

*Computer Applications & Communication:* Augmentative and alternative communication, new or emerging technologies and applications, assessment and intervention strategies, language representation techniques, clinical/technical AAC research and developments, funding issues, service delivery options, outcomes measurement, computer access and use, innovation in software and hardware, training strategies, integration of computer technologies, alternative access, outcomes measurement.

*Cognitive and Sensory Impairments:* Cognitive disabilities, learning disabilities, developmental disabilities, cognitive rehabilitation and aids to memory, low vision/blindness, hearing impairments, aging and cognition changes.

*Internationally Appropriate Technology:* Providing services or conducting research relative to assistive technology in developing countries and other resource limited environments.

*Job & Environmental Accommodation – Including Ergonomics:* Access to employment, education, or built environments, ergonomics, farming and other rural interventions, EADL systems, universal design of products, places & systems, home accessibility, liability and legal issues associated with home access and workplace modifications.

*Emerging Technology:* Emerging technologies are new technologies and innovations with the potential to improve the health and well-being of people with disabilities.

*Service Delivery and Outcomes:* Service delivery programs and administration, telerehab, models, challenges, funding and best practices, ethics for practitioners; outcomes measurement tools, application, importance, practice; measuring/quantifying function, documenting change in performance, testing validity and reliability of measurement instruments.

*Public Policy and Advocacy:* Legislation, credentialing and certification, advocacy for assistive technology funding, access to services, nationwide or model programs.

*Seating and Mobility – Including Complex Rehab Technology (CRT):* Seating and wheelchair interventions, transportation issues, vehicle modifications, user training, wheelchair features and client/diagnosis matching, objective tests, custom vs. off-the-shelf solutions, documentation and outcome measures for funding approval, mobility issues over a lifespan.

*Other* (please provide a description)



**Abstract:** Please submit a project abstract, not to exceed 250 words. Include problem statement or research question, brief description of design solution, and expected significance of your product.

**Product Demonstration Video Link:** Each team is required to submit a video demonstrating the use of their product.

- Links may be public or private.
- Videos should not exceed 3 minutes.
- Videos must include a product demonstration.
- Videos with speaking must be captioned and include a descriptive caption. Captioning resources are provided on the RESNA Student Design Competition Website.

**Product Website:** Teams have the OPTION of submitting a website to provide additional information, photos, and/or videos pertaining to their product.

- Site may be password protected if desired. Please provide the password in the field provided where necessary.
- Websites should be designed as a marketing tool for the product you have created and may include photos or videos.
- Full details below. Resources for website creation available on the RESNA Student Design Competition Website.

**Additional Requirements (Checklist Included):**

- Teams must prepare a Design Brief (6 pages maximum, PDF AND WORD format). Details and instructions provided below.
- Teams must submit a signed letter from their supervisor. Details provided below.
- Teams must upload a product photo which clearly displays the product, and can be used by RESNA for marketing purposes, and/or publication in the conference proceedings. Teams must provide a caption for this photo. Captions may be used as alt-text for photo accessibility therefore should adequately describe the photo.
- Teams must upload a team photo which may be used by RESNA to showcase finalist teams on the RESNA website or other publications. Teams must provide a caption for this photo. Captions may be used as alt-text for photo accessibility therefore should adequately describe the photo.

### Design Brief Guidelines

Each project must submit a design brief which meets the standards outlined below.

**Content:** Each of the following content areas should be addressed. Each content area has a suggested maximum of one page, however this is meant only as a guideline.

- 1) Problem Statement/Research Question and Background
- 2) Methods/Approach/Solutions Considered
- 3) Description of Final Approach and Design
- 4) Outcome (Results of any outcomes testing and/or user feedback)
- 5) Cost (Cost to produce and expected pricing)
- 6) Significance
- 7) Acknowledgements and References (not included in 6 page maximum)

### **Format**

- 6 pages maximum (plus acknowledgements/references), 8.5x11in, in PDF Format
- Teams ***must*** also submit a text-only version in Microsoft Word; this will be used for publication in the RESNA Conference Proceedings for finalist Teams.
- Font size 12 minimum, minimum 1in margins
- Photos
  - At minimum, a product photo (final or prototype) is required
  - Additional photos may be included if desired
  - All photos should measure at least 2inx2in
- Format should showcase work completed, while maintaining a professional approach and appeal. Teams may exercise creativity in presenting their work, as long as the formatting guidelines are met.

### Supervisor Letter Guidelines

Each team must submit a signed Supervisory Letter.

- Please submit a signed letter from your supervising faculty member
- The letter should include
  - Confirmation of student status, including relevant program (i.e. BSc, MSc), and expected completion date, for all students involved.
  - Confirmation that appropriate photo/video consent has been obtained for all photographs, images, or video footage of any individuals seen in the design brief, website, and YouTube video
- Please upload in PDF Format.



### **Video Guidelines**

Teams must submit a product demonstration video which provides the reviewers with an understanding of the operation of the submitted product.

There is no specific format required, however please keep the following in mind:

- Accessibility: Where a video includes a voiceover or speech, a transcript must be provided, with captioning within the video.
- Design should be simple and functional.
- All text should be in person-first language.
- All images and videos must be suitable for public release, and must include individuals who have consented to the use of their image for public use.

If you have concerns regarding intellectual property issues or non-disclosure agreements, teams are free to provide a password for their video. Passwords will only be made available to SDC judges.

Resources for video creation, including captioning (i.e. video platforms, links to captioning resources) will be provided on the RESNA Student Design Competition website.

### **Optional Website Guidelines**

Teams have the option of creating a website which could be used as a marketing tool for your product, should the product go to market. This is NOT mandatory for submission to the competition.

There is no specific format or platform required, however please keep the following in mind:

- Accessibility: Text and images should be available to an individual with low or no vision, including accessibility by screen reading software.
- Design should be simple and functional.
- All text should be in person-first language.
- Any photos and videos must be suitable for public release, and must include individuals who have consented to the use of their image for public use.

If you have concerns regarding intellectual property issues or non-disclosure agreements, teams are free to provide a password for their website. Passwords will only be made available to SDC judges.

Resources for website creation (i.e. website generators, free website platforms) can be found on the RESNA Student Design Competition website.

***For questions pertaining to the Student Design Competition, please contact Emma Smith at [info@jumpstartot.ca](mailto:info@jumpstartot.ca)***