

# HACKUTD

# WELCOME



# PACKET



# HACKUTD

## ◆ Congratulations! ◆

Welcome to the HackUTD team! We look forward in collaborating alongside you to make HackUTD a **HUGE** success! This packet will provide a quick overview over the structure and how we will work this upcoming year!

## ◆ Background ◆

HackUTD initially started in 2015 alongside ACM with an organizing team of just 7 people. The debut Hackathon starred 250 participants and 11 sponsors. Following its first iteration, ACM established an official team for HackUTD and its sole purpose was to work and organize this annual event. This led to a distinguishable growth of the event with the help of the CS department and sponsors. Thanks to the diligence of previous organizing teams, HackUTD was able to reach a milestone of **700** **participants** in Fall 2019.



# HACKUTD

## ★ Teams ★

This year HackUTD is making some changes to it's overall organization structure . There will be 5 teams to get more work done and more efficiently:

- **Logistical Team** - They arrange food catering orders and merchandise orders as well as connect with Judges and Volunteers.

They are also in charge of building locations and layout.

- **Experience Team** - Experience's Team job is to ensure the best experience for Hackers at events by organizing events for participants. They are also in charge of monthly workshops to prepare participants for HackUTD.

- **Industry Team** - Their role is to communicate with potential sponsors prior the event and maintain company relationships

- **Marketing/Design Team** - They help establish a presence on campus and online! They produce the flyers, badges, stickers, videos, and pictures. They also assist the Director e-mailing participants and providing reimbursement.

- **Technical Team** - They are in charge of creating a website platform for HackUTD as well as creating applications that are used at events.

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## ♦ Operations ♦

- All Documents are kept religiously on the drive. This way, everyone has access to everything at all times. If it's a picture, file, receipt, slide, flyer, video, or a virus, put it on the HackUTD drive! *Everything goes on the drive!*
- Each team has a lead, and a few team members. Get to know your leads and teammembers because you'll be working with them.

## ♦ Meetings ♦

Every week we will be having a Meeting on Thursday's at 8:30 PM. At the meetings each team updates the director and other's know their status on their projects, assignments, or contacts. We'll also assign you new tasks at these meetings and come up with new ideas.

## ♦ Slack ♦

Our primary means of communication for the HackUTD team is Slack. This is where we will be doing primary communication outside the meetings. It's also our preferred messaging system to contact team-members regarding HackUTD.

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## ❖ Workshops ❖



Throughout the semester HackUTD will be hosting workshops organized by our experience team. This is to help prepare students and hype up participants for upcoming Hackathons. We encourage officers to attend these workshops, but they are not required.

## ❖ HackUTD Code ❖

-As a HackUTD Officer you are required to attend meetings, workshops, and HackUTD itself. If you are planning on missing any of these, you must let the Director know! You will be given **3 unexcused absences** throughout the semester. Any more and you will be cut from the team.

-You are also given tasks throughout the semester. If you are unable to complete these tasks, ask for help. Failure to complete these tasks without notifying anyone will not end well for the team and for you.

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I know this all can sound a bit scary and overwhelming at first, but do not worry! We'll be there to guide you through the first few meetings so you know your role and what's going on for HackUTD.

Finally, meet the team



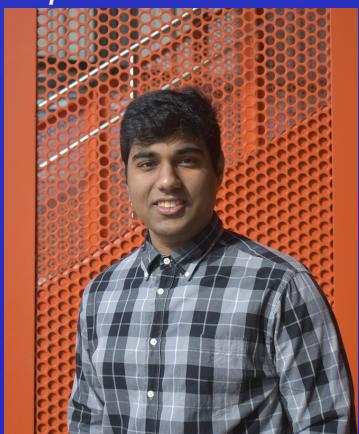
Guangze Zu  
*Experience Lead*



Camden Squire  
*Director of HackUTD*



Pallavi Vayalali  
*Logistics Lead*



Gautam Sapre  
*Industry Lead*



David Richey  
*Technical Lead*



Caitlin Tibbetts  
*Marketing/Design Lead*



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*We look forward to an  
amazing year of organizing*