Internal Hackathon:

Power & Teams Platform Coach Guide

**Hello! Thank you for joining Power & Teams Platform hackathon**

The hackathon takes place over the course of **6 hours on March 4th**. This guide is meant to provide additional details and context to help you make the most of the hackathon.

**What is a hackathon?**

A hackathon is an intensive experience to generate ideas towards a pressing challenge. Participants work on teams over the course of several hours to ideate and refine a solution. Teams are provided access to subject matter experts and Learning material with the aim of having an MVP as a solution to the problem. They then present, or “pitch”, their idea to other participants and reviewers.

**What makes a good hackathon solution?**

Good hackathon solution comes down to the MVP. It is the Minimum number of features that you can demonstrate, to showcase your solution to the challenge. For e.g., **it is not** the everyday details like login screen, **it is how** can you show the application does in few screens and in few details as possible.

**What are the problems this hackathon is trying to solve?**

* Insert problems statements here

**What are the goals of the hackathon?**

The aim is to generate a Minimum Viable Product (MVP)

The goals for you and your team are:

* Deeply understand the problem statement and the end user’s needs.
* Come up with a creative idea or solution to the problem.
* Learn from your peers.
* Create an MVP

**How to make the most out of this hackathon?**

* Be curious! Come to the hackathon with an open mind and willingness to learn. Attend the sessions and office hours and be open to feedback from others.
* Be courteous and collaborative. Think of the other teams as your peers. Reach out to the group through Microsoft Teams and don’t hesitate to ask questions or ask for advice!
* Have fun! We hope the hackathon will be a fun experience for you and your team

**Agenda:**

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| **Pacific Time** | **Central Time** | **Eastern Time** | **Schedule** |
| 8:00am | 10:00am | 11:00am | **Hackathon Kick off (45 mins)**  Welcome to the hackathon  Purpose of hackathon  Discuss the problem statements  Agenda Demo |
| 8:45am | 10:45am | 11:45am | **Ideate:** Pick a track (We will reveal during kick off call) and start brainstorming  **Build:** Develop and deploy a solution using Power Platform. The solution **must** use **one or more** of these options:  Power Apps  Power Automate (Flow)  Power BI  Power Virtual Agents  Dataverse |
| Take breaks as needed | | | |
| 12:30pm | 2:30pm | 3:30pm | **Share (1.5 hour)**  Hackathon will conclude with each team presenting their solution. (10 mins per team includes Q&A) |
| 2:00pm | 4:00pm | 5:00pm | **End** |

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| *Practical resources for the participants:* <https://aka.ms/HackathonLearningCollection>  Feedback form - [HackathonEval (LINK TO MS FORM)] |

## **Coaches:**

Coach 1, Coach 2, Coach 3, Coach 4

## **Pre-hackathon checklist:**

1. Readthrough this guide.
2. Ensure you have access to the Hackathon Team. Use Team code to join the team. Insert Join Code:
3. Accept Office hours meeting on your calendar.
4. **Office hours** - Insert date and time - Attend Office hours
5. Ensure all the Hackers in your team have completed the setup. We will provide you with the list of Hackers in your team. (Look at the last page of the document.
6. If Hackers have specific questions you can't answer, ask your other peer coaches for assistance, using the chat in Kick off call.

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**Kick off call (8AM PST) in General channel -**

Join this meeting to attend the Kickoff call and **learn about the problem statements**

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**Closing / Sharing call (12:30PM PST) in General channel**

Join this meeting to attend the Closing call and **share your MVP in under 10 minutes.**

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## **Hackathon Day Insert date-**

1. Join the Kickoff call (in General channel).
2. Go to your team’s assigned channel after the kick off call and start the meeting using Meet Now option.
3. Ensure collaboration by asking every Hacker to share their screen throughout the Hackathon.
4. Keep teams on track by providing as much help as needed to move forward. Point them towards any new resources or set of tools.
5. Individuals and teams have varying skill/experience levels. Determine where you can help to add the most value.
6. Each Hacker should deploy the solution in their environment.
7. Ensure your team joins the Sharing/Closing session (in General channel) starting at 12:30pm PT on <Insert Date>.
8. Remind everyone to fill out feedback form. [HackathonEval (LINK TO MS FORM)]
9. -----------------------------------------------------------------

# **Hackathon FAQs**

**Do I need to develop my idea at the hackathon? Or can I come in with a solution?**

You can come up with an idea at the hackathon or you can refine an existing idea or solution you have. Everyone should be encouraged to provide input to the new/existing solution.

**Can I come in with my own team or will the team members be assigned on the day of hackathon?**

We will be assigning you with your team members. Each team will have 3-5 members.

**How long is the pitch and Q&A?**

Total time allotted to your team will be **10 mins.** This includes time for presenting your **MVP** and **Q&A.** Please be ready to screenshare when the previous team is going through their Q&A.

**How many team members can present the pitch?**

We recommend every member participate during the pitch session.

Team assignments on last page

# **Team Assignments**

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| **Teams** | **Coaches** | **Hackers** | **Teams meeting link** |
| Team 1 | Coach 1 |  | Click here to go to your team's channel |
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| Team 2 | Coach 2 |  | Click here to go to your team's channel |
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| Team 3 | Coach 3 |  | Click here to go to your team's channel |
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| Team 4 | Coach 4 |  | Click here to go to your team's channel |
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**Organizing Team:**

For any follow up questions, please reach out to:

* [NAME] at [EMAIL]
* [NAME] at [EMAIL]