

Report no.  
17

## Summarization for meeting no : 17

Date of Report: 18 / 03 / 2023

### SUMMARY:

The meeting discussed the final stage of the hackathon, including the criteria for evaluation, the process, and the timing. There will be 250 teams evaluated in 12 rooms by four experts, with the evaluation criteria based on the relevance to local problems, practicality, marketability, innovation, and sustainability. Each team will have three minutes to present their project, and the winners will be announced after a final live performance. There will be eight judges, and fairness and justice will be ensured in the evaluation process. Participants are advised to focus on the positive aspects of their project and to present it in a simple and convincing manner. A Hackathon ID and certificate are required for all judges, and teams should prepare a project title and describe the main problem they are solving. The committee should respond to objections and concerns and plan for any difficulties that may arise. Overall, the focus should be on the benefit to society, innovation, and practicality.

### TASKS:

- Final discussion to be held with clear criteria.
- Discussion period is 48 hours and ends at 4.80pm.
- 12 rooms with 3-4 experts in each to evaluate criteria.
- Control rooms available for assistance.
- Each team will have 3 minutes to present project to judges.
- Judges will evaluate based on local problem, practicality, model, stability, and innovation.
- Evaluation criteria will be rated as weak, acceptable, good, excellent, and distinguished.
- Judges will be trained for evaluation and reviews will be made for fairness.
- Each team needs to have a team name and project title.
- Live presentation is required to convince judges.
- Judges must have a Hackathon ID and certificate.
- There will be 8 judges in total from different fields.
- Top 10 teams will be announced and perform a show.
- Judges will be divided into 3 teams with 2 teams and 1 judge each.
- The committee is looking for practical solutions to local problems.
- Judges will evaluate based on project value and used technologies.
- All attendees need to be fair and respond appropriately.
- The committee wants participants to care about the benefit of the community.
- All information and presentation needs to be summarized within 3 minutes.
- Participants need to be prepared for any delays or changes.

### EFFECTIVENESS:

- Provide clear and concise criteria for evaluation to ensure fairness.
- Give teams enough time to present their project but enforce time limits to keep the discussion on schedule.
- Ensure all judges have Hackathon IDs and the necessary certification to participate.
- Encourage teams to focus on local problems or challenges and provide practical solutions that can be implemented in their society.
- Evaluate projects based on established criteria and train judges to ensure consistency in evaluations.
- Place emphasis on the value of the project and its potential impact on society.
- Ensure all age groups are represented on the committee to provide fair and diverse evaluations.
- Encourage teams to showcase their product and respond to questions from judges effectively.
- Focus on the benefit of the committee when presenting the project.

## Thank you!

### NOTICE:

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