

TERMS AND CONDITIONS

**DO WELL
DO GOOD
CHALLENGE**
by ShARE-UP

Porto, 14th March 2022

Powered by:

**Porto
Business
School**

/ University of Porto

**NOS
PRIMAVERA
SOUND**



This document contains all the basic information and rules of the second edition of Do Well Do Good Challenge. It is indispensable that the Participants read the entire document to understand how it works and to take the best out of the experience. All the rules in this document must be applied throughout the whole duration of the Event.

Definitions

Event – Do Well Do Good Challenge, composed by online trainings an online competition, followed by a Final Presentation in all day presential Event;

Final event – In-person event where finalist Teams will present their work to the Jury (22nd March 2022);

Organizers – ShARE-UP;

Participant – Person accepted by the Organizers to participate in the competition from a Team registration;

Team – Group of Participants, that is qualified to participate in the competition if composed by 3-4 members and fulfills the registration and eligibility criteria;

Platform – Virtual Event Platform, that provides the Participants with all the necessary resources to attend the competition;

Website – Official webpage of the Event: <https://dowelldogoodchallenge.com>;

Mentor – Mentors work closely with teams who have been chosen to compete in the Challenge. They provide coaching and feedback to help teams improve their proposals and ideas. Mentors are absolutely essential to the contest both in mentoring and choosing the finalists;

Checkpoint – Intermediate moment in the competition where each Team will have the opportunity to work with Mentors that will provide feedback and help as possible;

Evaluation period – Pre-selection of the finalist Teams, where Mentors will evaluate Teams' projects and decide on the projects to be presented in the Final Event;

Final Event – Event where finalists Teams will present their work to the Jury;

Jury – Evaluation panel responsible for evaluating final projects and select the winning Teams;

Intellectual Property (IP) – Ideas, projects and content developed by the Participants for the Event that address the topic of "Youth";

Confidential Information (CI) – Any and all information disclosed by Organizers and/ or Mentors to the Participant in any form (including written, verbally, electronically, visually, or in any other tangible form, and all copies of any such information), which is identified as, notified as being, or which would be reasonably expected to be confidential or proprietary to the Organizers;

Author - The creator of any content during the Event.

Registrations and Eligibility

1. The registration on the Event is voluntary;
2. The registration should be performed using the form available through the Website;
3. Only Participants that are studying to University of Porto are allowed to register;
4. The participation in the Event is accomplished in Teams composed by 3-4 members;
5. Registration is done as a Team. A Team application that does not meet the aforementioned number of members is not eligible;
6. The Participant acknowledges that the registration and participation in the Event is free of any charge;
7. Team Captain's has 24h to make a 5 euros deposit for each team participant, from the moment they are informed they were selected.

Team Registration

1. The registration is valid in case the Team is composed by 3-4 Participants;
2. The registration process should be accomplished by one of the Team members, using the form available through the Website.
3. The registration of a Team requires:
 - a. The definition of its name. In the case the Team is being created as a representative of a partner association, please write the name of the association. If this is not applicable, the format "TeamName" is enough;
 - b. The determination and announcement of a representative (by default the representative is the Team member who fills the Participant 1 space on the form);
 - c. After the form is completed, all the Team members will receive an email to confirm the application.
4. The registration can be done until the 10th March (23h59);
5. The selection of Teams will be done considering some criteria. Main criteria: fit between the Team and the competition goals; Motivation; Experience and CV; Availability for the development of the final solution (for winners only). This information will be obtained from the data provided during the registration in the competition;
6. After the selection process, all the Team members will receive an email to communicate the verdict on the application (if the Team is selected or not). Then, they will have to pay a deposit within the following 24 hours, otherwise their registration will not be considered;

7. The number of Teams is limited to 15. After the maximum number of selected Teams has been reached, a waiting list will be opened and, in the case of a cancellation, the Teams on the waiting list will be contacted.

Deposit Terms

After the 15 Teams have been selected, each Participant will be asked to submit a deposit, which they can choose to donate. The donation will not impact the Team evaluation. If the Participant chooses to have the deposit returned, then it will be done after April 1, if the Participant follows the following requirements:

- At least 1 element of the Team should attend each session (as presented in the Event schedule, present in the event Website). If this requirement is not fulfilled, every Participant of the Team waives their right to the return of the deposit;
- Each Participant should attend at least one session (as presented in the Event schedule, present in the event Website). If this requirement is not fulfilled, only the Participant(s) of the Team who did not fulfill it waives the right to the return of the deposit;
- The Team should submit the required deliverables prior to the defined deadline. If this requirement is not fulfilled, every Participant of the Team waives their right to the return of the deposit;
- If the Team reaches the Final Event, they should present their solution at the scheduled time. If this requirement is not fulfilled, every Participant of the Team waives their right to the return of the deposit.

Cancellation Policy

1. The Participant has the right to cancel his/her registration, which should be done by contacting the Organizers at share.univporto@gmail.com;
2. If a withdrawal of any Participant from the Team results in a number of members smaller than the minimum indicated (3), the Team is considered disqualified. As an alternative, before the beginning of the competition, the Team can indicate new member(s) to replace the Participant(s) who dropped out;
3. The cancellation of registration can only be made until March 13.

Communication Platforms

1. All information regarding the Event is available at the Website;
2. Registrations will also be available at the Website, using a Google Form;

3. The 2022 Case Study solving of Do Well Do Good Challenge will take place on a virtual Event Platform. This Platform can provide:
 - a. Live streaming of all the agenda (except the Final Event);
 - b. Access to key-documentation;
 - c. Chat with Team members;
 - d. Group feeds;
 - e. Video chats with mentors and the organization;
4. Submissions will be done through provided web links for cloud storage services (like Google Drive).
5. The Participant will be invited to join the virtual Event Platform some days before the setup period. Until then, all communication will happen by email.

Before The Event

1. After the Team is accepted, the Team's representative will need to:
 - a. Confirm the Team's participation by replying to the acceptance email and pay the 5 euros per participant deposit within 24 hours. Only the Team's representative will be asked to confirm the participation;
2. Only after the previous steps have been completed the participation is validated. If the steps are not completed until the time limit, the registration is cancelled, and the Team is replaced by another Team.

Agenda & Duration of the Event

1. The duration and the program of the Event is available on the Website;
2. The Organizers reserve the right to change the program without any warning.

Resources

1. The Organizers will provide access to information, data sets and tools, which will be announced during the Event. Information provided by internal data sources is pseudo-anonymized;
2. The Teams may use external data sources, as long as it complements the data provided by the Organizers and is obtained legally;
3. Other resources might be made available and will be announced closer to the Event.

Mentors

1. A Mentor is a technical or domain expert, distinguished members of the community, that will be available during the Event to help the Teams;
2. Each Team will have access to one exclusive Mentor that will make a close mentoring of the Team;
3. Mentors will be available during Mentor's checkpoints and whenever necessary, by direct arrangement between the Team and the Mentors;
4. Mentors' skill sets and LinkedIn contact will be available in the Website for consultation;
5. There will be three groups of five Mentors each and three groups of five Teams each. They will be randomly allocated (e.g. Group 1 of Mentors with Group 1 of Teams).
6. A Team from a certain Group of Mentors is allowed to contact other Mentors besides their exclusive one; however, it is not guaranteed that they will give you a response;
7. Mentors are also responsible for evaluating the Teams' projects and do the pre-selection for the Final Event;
8. A Mentor does not evaluate their any Team from their Group;
9. The Evaluation period is separate from Checkpoints and announced in the program;
10. All contacts with Mentors during mentoring and Evaluation period will be leveraged by the Platform.

Competition

Teams can only work on the challenge during the 36h of the competition period announced in the agenda:

1. Before the competition, warm-up activities will help with the setup for the challenge;
2. During the competition there will be 3 Mentors' checkpoints where Teams must present their on-going work to Mentors that will provide feedback and help as possible;
3. During checkpoints, Mentors will not evaluate their mentees' Team;
4. There will also be Challenge and Infrastructure' Help Desks that can help in questions regarding the case and the available resources;
5. The Teams' pre-selection for the Final Event will occur during the Evaluation period;
6. The time of Mentors' checkpoints, Evaluation period, and other activities will be announced on the agenda of the Event.

Evaluation and Eligibility

1. The Participant and its Team will only have the possibility to present the project developed during the Event, and receive prizes, if:
 - a. The data provided by the Organizer is used for the case study;
 - b. At least one of the Team members has been present in all activities;
 - c. The solution proposed is original and does not violate any intellectual property;
 - d. The Team has complied with the present regulation.

Pre-selection

1. The goal of the pre-selection is to select 5 Teams to do a final presentation to a Jury panel selected by the Organizers;
2. There will be one Evaluation period where Mentors will evaluate the Teams' projects and decide on the pre-selection for the Final Event;
3. The Team must upload the required deliverables in the referred link, using the resources provided by the Organizers, including a 10 minutes video with the Teams' Presentation, a presentation and an executive summary;
4. If the required deliverables change, they will be announced as soon as possible by the Organizers;
5. The pre-selection will be done based on the quality of the deliverables (e.g., modeling and feature selection, exploratory data analysis, creativity, and robustness of the approach) and performance demonstrated during the Evaluation period (e.g. presentation clarity, discussion);
6. The evaluation criteria will be announced as soon as possible by the Organizers.

Final Presentation

1. There will be 5 finalists Teams, which will present the project to the Jury at the Final Event;
2. Each Team will have 20 minutes maximum to present their work, and there will be 10 minutes for questions from the Jury;
3. The deliverable must be submitted by the means and time announced by the Organizers during the Event;
4. More information about the evaluation criteria and the expected deliverables will be announced as soon as possible by the Organizers;

5. The Final Event is going on the 22nd of March and presential.

Funding

1. The winning team will receive funding to further develop their solution;
2. The Funding will be announced on the Event's Website;
3. Organizers have the right to substitute the awards up until the day of the Event without any warning, as long as it is in the benefit of the Participants;
4. No awards will be distributed if no project is eligible.

Equipment and Commodities

1. Teams should have their own computers and other equipment that they find relevant to solve the challenge;
2. Teams should ensure access to the internet to connect to the remote server and to the Virtual Event Platform;
3. The Organizers do not take responsibility for connectivity issues that may jeopardize the Team's participation in the competition;
4. The Organizers reserve the right to adjust the way data is accessed until the day of the Event without previous warning, to ensure the necessary conditions for the participation of all Teams.

Rules of Conduct

1. The Organizers aim to provide a creative, fun, cooperative and innovative environment. For this, it is extremely important that each Participant acts in a cordial and respectful manner, irrespective of the communication mean (i.e., online or presential);
2. The use of obscene language, abusive or threatening behavior towards other Participants will not be tolerated, irrespective of the communication mean (i.e., online or presential);
3. During the Event, any activity found to be suspected should be reported immediately to a member of the Organizers, either by chat or e-mail (share.univporto@gmail.com);
4. Any resources made available by the Organizers, physical or not, can only be used in the context of the Event;
5. The Organizers reserve the right to expel any Participant that does not respect these regulations.

Intellectual Property

1. The Participant accepts that all ideas, projects and collaboration between the Participants Of the Event are Intellectual Property (IP) of the Participant or the Team that presents them (the Author);
2. The Participant will not use any original idea or its information to generate revenue without the authorization of the Author;
3. The Participant agrees not to disclose any information about an original idea or its information without the authorization of the Author;
4. The IP and the work developed before, during and after the Event belongs to the Participant and its Team;
5. The partner non-profit organizations and the Organizers can use the results published and/or presented during the Event.

Personal Information

1. Personal information provided to the Organizers will not be shared with third parties, except for the Platforms which will be used exclusively for the purpose of the Event;
2. By participating in the Event, all the Participants allow the Organizers to use photos or videos in the context of promoting the Event;
3. The Participant undertakes to cooperate with the Organizers by responding to questionnaires and providing comments on the Event and the evolution of its project.

Confidential Information

1. The term Confidential Information (CI) means any and all information disclosed by Organizers and/or Mentors to the Participant in any form (including written, verbally, electronically, visually, or in any other tangible form, and all copies of any such information), which is identified as, notified as being, or which would be reasonably expected to be confidential or proprietary to the Organizers;
2. CI includes any data, documentation for functional specifications, development guidelines, inventions, training materials, third party confidential information, and any information given by the Organizers which is disclosed to the Participant in connection with the Event;
3. The Participant may only use CI disclosed to it under these regulations for the sole purpose of the Event;

4. The Participant must not disclose any CI to any third party without the express and prior written consent of the Organizers;
5. In case the Participant is authorized by the Organizers to make copies of any CI, he/she shall do it exclusively for the purposes of the competition. All the copied CI, as well as the respective supports, must be eliminated as soon as the competition ends. The Participant can keep no copies of the information;
6. The Participant must not attempt to re-identify any personal information that has been de-identified in the CI.

Final Remarks

1. The participation in the Event implies acceptance of all the terms of the present regulations;
2. The Organizers reserve the right to amend the present regulations;
3. All cases not mentioned or not clearly stated in the present regulations shall be assessed and decided by the Organizers and/or the Jury, depending on the circumstances;
4. All communication during the event (including the Case Study Presentation) will be done in Portuguese.

These terms and conditions were created on the 24th February 2022 and last updated on the 28th of February. They can suffer some changes, as long as it is for the benefit of the participants.