

Duration	Topic	Speaker	Comments
2 mins	Welcome Cohort 3 Opening Remarks	Ray	
5 mins	Words of encouragement How to succeed with KaggleX (Mentors & Mentees)	Julia	
5 mins	KaggleX Program Overview & Cohort 3 Summary	Ray	
5 mins	Program Benefits <ul style="list-style-type: none"><li>- Mentor</li><li>- Mentee</li></ul>	Rainy	
5 mins	Program Expectations & Program Timeline <ul style="list-style-type: none"><li>-Mentor</li><li>- Mentee</li></ul>	Rainy	
30 mins	Communications & Tools Walk- Thru <ul style="list-style-type: none"><li>- Torch</li><li>- Discord</li><li>- Kaggle Portal</li><li>- Kaggle Folders</li></ul>	Rainy  Myles	
5 mins	What's Next?	Rainy	
30 mins	Q&A	Ray	Google   Proprietary & Confidential

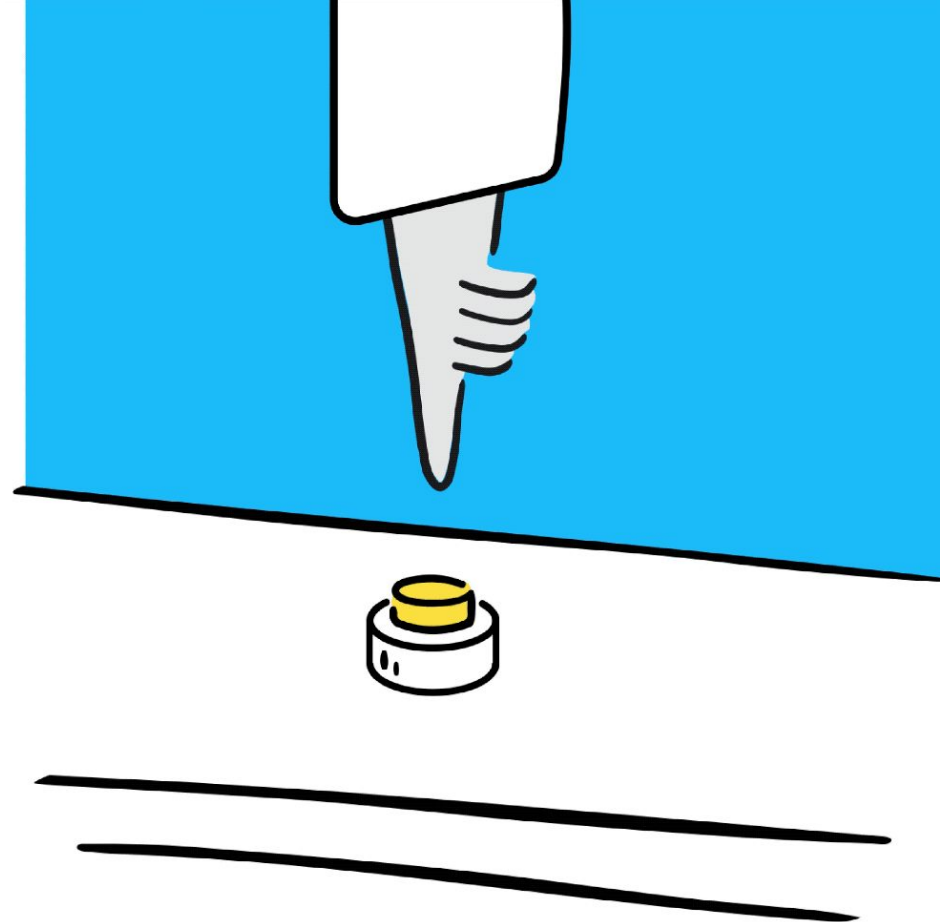
# Ground Rules

- Video is optional
- Please stay on mute throughout the presentation.
- Do not post questions in the GVC chat. Post your questions in our Discord forum questions-answers | Kick-off Q&A
- All questions will be addressed in the Q&A forum in Discord.
- Be open, patient & friendly



Don't forget to press

# RECORD





# KaggleX BIPOC Mentorship Program Kickoff

August 8, 2023

# Meet the Team



**Ray Harvey**  
Program Lead



**Rainy Winchell-Chaet**  
On-boarding & Administration

**Julia Elliott**  
*COO, Kaggle, &  
KaggleX Founder*

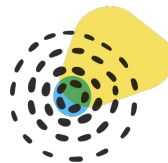


# Our Mission, Purpose & Values



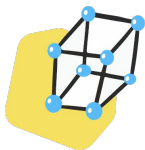
## MISSION

KaggleX is raising equity in data science by driving career advancement for historically marginalized communities.



## PURPOSE

We offer a mentorship program for historically marginalized people to increase representation in data science, create career opportunities, and develop individual growth.



## VALUES

### Transform

We connect resources for learning and development.

### Represent

We are committed to increasing diversity and equity.

### Achieve

We create pathways for career advancement and thought leadership.

### Community

We curate a space building long-lasting relationships and making a positive impact.





# 260

**Mentors**

# 521

**Cohort 3 Mentees**

# 40+

**Countries**





# Kick-off Agenda

- Getting Started
  - Program Benefits
  - Community Guidelines
  - Program Expectations
  - Program Outcome
- Program Timeline
- Communication & Tools
  - Torch
  - Discord
  - KaggleX Portal & Folder
- What's Next
- Q&A





# 01

# Getting Started

# Program Benefits & Resources

	Mentee	Mentor
Program Benefits		
Assigned an experienced mentor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Career development/ education grant (by application only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dedicated program support team	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kaggle Learn (no cost)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Google Cloud Skills Boost (6 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Google Cloud Platform Credits (6 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Personal & professional growth opportunities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Build your resume	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gain mentor/ leadership experience & exposure	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kaggle community engagement   opportunities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Networking opportunities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Give back to the community & grow industry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

\* Career/ development grant to be announced in the weeks coming. A select number of grants will be issued on a needs-basis. **Grant is by application only (not guaranteed)**

\*\* Google Cloud Platform credits must be redeemed within 3 months after issued



# Community Guidelines

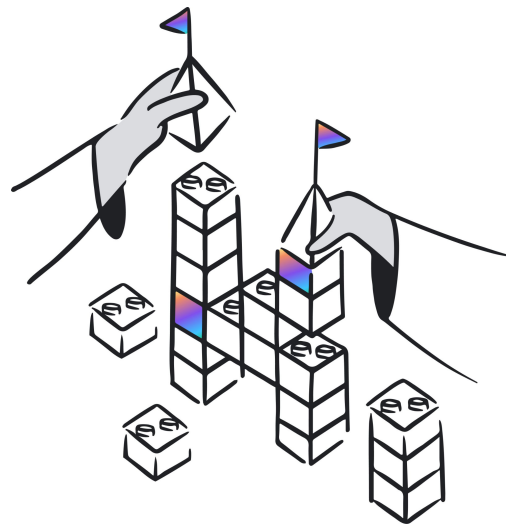
Review & uphold Kaggle's Community Guidelines

- Be patient. Be friendly.
- Discuss and respect ideas. Don't make it personal.
- Harassment and threats are unacceptable.
- Bigotry is not allowed.
- Don't try to manipulate the progression system.
- Avoid sharing any personal and confidential information.

# Program Expectations

## Mentors Guidelines

- ✓ Empathy, Communication, Time Management, & Organization
- ✓ Set & confirm weekly touchpoints with mentees (1hr)
  - Touchpoint examples: Chat, email, and or voice/video meeting
- ✓ Mentors send calendar deadlines of assigned task directly to mentee
- ✓ Review/ Update IDP & PPW with mentee(s)-provide support & advice on mentee(s) career interests and goals
  - Take note of your mentee(s) progress and follow up
  - Encourage reflection and highlight growth of the mentee
- ✓ Provide project guidance & subject matter expertise
  - Recommend educational courses based on mentee skill level and interest
  - Assist where needed in the development of project final showcase
- ✓ Keep a running log of discussions
- ✓ Post at least one question & answer daily in discord (we love interaction:)



# Program Expectations

## Mentees Guidelines

- ✓ Enthusiasm & dedication to program participation
- ✓ Weekly check-ins with your mentor
  - Ask questions- Come prepared to your meeting with questions
  - Email your agenda/ questions ahead of time
  - Be teachable- Being respectful, proactive, and open to learning
- ✓ Mentee self-initiation, including in project work and learning (average 7-10 hours per week)
  - Communicate expectations & goals to your mentor
  - Complete tasks assigned by mentor
  - Use resources provided, as needed
  - Attend workshops, office hours and networking events
- ✓ Network & community-building
  - Participate in discord; Ask questions & engage with others
- ✓ Complete and submit at least one project for the final showcase



# Mentee Program Outcome

**Define and deliver (at least one) work product to add to your data science portfolio.**

Turn in a 5 min prerecorded video that includes the following:

- Background
- Project Definition
- Project Details

## **Examples of Project Ideas:**

- Author a notebook with data visualization or exploratory data analysis on a new or existing dataset
- Participate in a Kaggle competition
- Create an instructional YouTube video
- Write a Medium blog post on your data science work
- Share code for a predictive model on a Competition or other dataset

***Path to folder: KaggleX > Cohort 3 > Final Project Showcases***





# 02

## Program Timeline





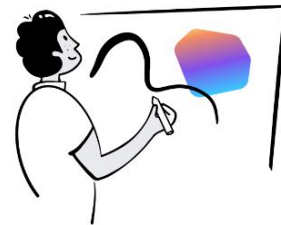
# Project Activities & Key Milestones

Week	Activity & Milestones
1	Set Personal & Professional Goals Complete the Individual Development Plan (IDP)
2	Brainstorm Potential Projects
3	Identify Project & Validate
4	Complete Project Plan (PPW)
5	Project Execution
6	
7	
8	
9	Project check-in & Iteration
10	Project Execution
11	
12	
13	Project Closure
14	Project Submission
15	End of Program Celebration



# Weekly Mentee Activities

Weeks 1-5



## Week 1 - Aug 8th

- Mentee/Mentor schedule/confirm initial meeting
- Mentees/Mentors review **individual goals & development plan** during your 1st meet and greet
- Complete Torch Activities
- Complete Check in Survey
- Attend **KaggleX Workshop**

## Week 2 - Aug 14th

- Use the learning resources weekly
- Attend **KaggleX Workshop**
- Mentees **update IDP** weekly
- Mentors **review IDP (every 10 days or as you see fit)**
- Attend **Networking Event (8/15 & 8/17)**

## Week 3 - Aug 21st

- Identify potential project topic
- Mentees **update IDP** weekly
- Mentors **review IDP (every 10 days or as you see fit)**
- Complete Check in Survey
- Attend **KaggleX Workshop**

## Week 4 - Aug 28th

- Discuss/ work on completing project planning worksheet (located in the portal)- update/ review weekly
- Mentees **update IDP** weekly
- Mentors **review IDP (every 10 days or as you see fit)**
- Attend **KaggleX Workshop**

## Week 5 - Sept 4th

- Work on project final Showcase
- Mentees **update IDP** weekly
- Mentors **review IDP (every 10 days or as you see fit)**
- Attend **KaggleX Workshop**
- Complete Check in survey

# Weekly Mentee Activities

Weeks 6-10



## Week 6 - Sept 11th

- Work on project final showcase
- Attend **KaggleX Workshop**

## Week 7 - Sept 18th

- Work on project final showcase
- Attend **KaggleX Workshop**
- Complete Check in Survey
- **Attend Mentor | Mentee (Project Plan) check in meeting (9/20-9/21)**

## Week 8 - Sept 25th

- Work on project final showcase
- Attend **KaggleX Workshop**

## Week 9 - Oct 2nd

- Work on project final showcase
- Complete Check in Survey
- **Attend KaggleX Workshop**

## Week 10 - Oct 9th

- Work on project final showcase
- **Attend Project office hours**
- **Attend KaggleX Workshop**

# Weekly Mentee Activities

Weeks 11-15



## Week 11 - Oct 16th

- Attend **KaggleX Workshop**
- Attend **Project Office Hours**
- Work on project final showcase
- Complete check- in survey

## Week 12 - Oct 23rd

- Work on project final showcase presentation & a 5 min video
- Attend **KaggleX Workshop**

## Week 13 - Oct 30th

- Work on project final showcase presentation & 5 min video
- Program Wrap-up/ Last meeting with mentors 11/1-11/3
- Attend **KaggleX Workshop**
- Complete check- in survey
- Submit final project (Mon, 10/30- via the kaggle folder)

## Week 14 - Nov 6th

- Presentation Readiness
- Attend **KaggleX Workshop**
- End of Program Celebration (Virtual)11/08-11/09
- Complete End of Program Survey
- Submit mentee/ mentor program feedback
- *Share Blogs (Optional)*

## Week 15 - Nov 13th

- Networking Activities (TBD)
- Celebrate your accomplishments!



# 03

## Communication & Tools

# Communication Channels

**Email:** Communications from Kaggle Program Admins

- Primary for sending & receiving: **[kagglex-admin@google.com](mailto:kagglex-admin@google.com)**
- Email distribution lists for mentee & mentors - one way communication (no action for participants)

## Feedback

- Mentor & Mentee Check-ins & Surveys
- **Direct outreach:** [kagglex-support-external@google.com](mailto:kagglex-support-external@google.com) or send a direct message through discord

## Tools | Platforms

- **Torch:** platform for completing onboarding activities and mentor/mentee matching
- **Discord:** communication channel to ask questions, network, chat with your peers, and to find program related announcements, etc.
- **KaggleX- Portal:** centralized location for finding program materials & resources
- **KaggleX Folder:** repository for program related information, and mentees folders for their final project showcase

# Torch Pathway & Required Activities Overview

Torch is our platform being used for: profile management, mentor-mentee matching, & surveying.

We have established **Pathways/Paths** which contain items you are required to complete. Please see the details below for the required activities in each pathway.

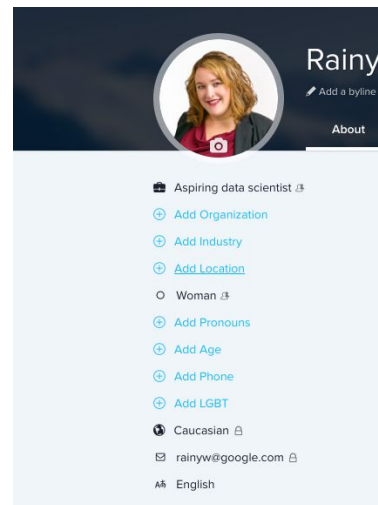
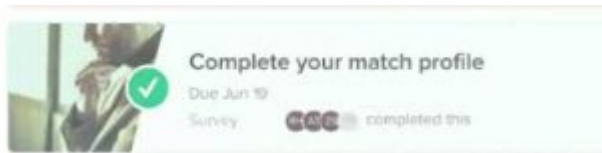
<b>Welcome to KaggleX Mentees</b> <i>Used for Mentee Onboarding</i> <b>Available today</b>	<b>Welcome to KaggleX Mentors</b> <i>Used for Mentor Onboarding</i> <b>Available today</b>	<b>KaggleX Partnership</b> <i>Used for Mentor-Mentee collaboration</i> <b>*Made available after Mentor-Mentee Matching is Complete</b>
<b>Section: Get Started</b> <ul style="list-style-type: none"><li>Review/Sign KaggleX program agreement</li><li>Complete your match profile</li></ul> <b>Section: Getting started with KaggleX</b> <ul style="list-style-type: none"><li>Complete all activities</li></ul>		<b>Section: Meet each other and build a strong foundation</b> <ul style="list-style-type: none"><li>Complete all activities</li></ul> <b>You are also required to:</b> <ul style="list-style-type: none"><li>[Both] Upload your CV</li><li>[Mentees only] Upload your Individual Development Plan (IDP)</li><li>[Both] Provide feedback via surveys.</li></ul>



# Torch

## Reminders:

- ❑ **Complete matching profile no later than August 9th**
  - Incomplete profiles will disqualify you from the program
  - Once you receive your matching notification, continue completing the remaining Torch activities
  - Note: Email notifications from Torch will go out to the mentor to confirm their mentee. Mentor must confirm. Mentee will receive an email notification from Torch with their mentor information
- ❑ **Set up your Torch profile details.** You are encouraged to include the following:
  - Byline (mentor/mentee) located under you name (top left corner)
  - Pronouns
  - Location
  - Racial demographic
- ❑ **Complete Mentor/Mentee checklist** by August 8th



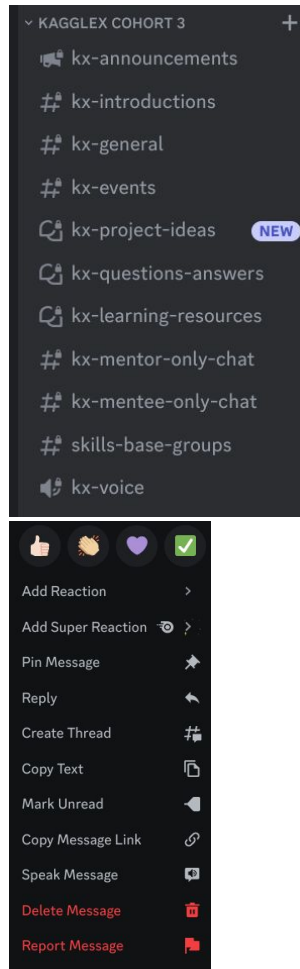


# Discord

Discord is our communication platform that is used between program admins, mentors, and mentee(s). We share a wealth of information including but not limited to: program updates/ announcements, networking, sharing project ideas and data science information. The categories and channel descriptions can be found in the [KaggleX portal](#).

## Getting Started

- Adhere to [KaggleX Community Guidelines](#)
- Once you have clicked the registration link in the Discord path in Torch, please complete the following [instructions](#) to set-up your profile and receive the correct access.
  - **Important Step:** Set-up your server name (Use your full name)
  - Select your appropriate server role. (Mentor or Mentee)
  - Introduce yourself in **#kx-introductions** and explore the rest of the server.
  - Consider toggling on your notification settings
- Best practices
  - **Channels are designed based on specific topics - Do not post unrelated topics/ commentary**
  - Respect each others' posts
  - Search for keywords/sentences of your question to see if the question has been asked
  - Stay engaged and share meaningful posts
  - Keep responses to questions in the same question (hover & click on reply arrow)



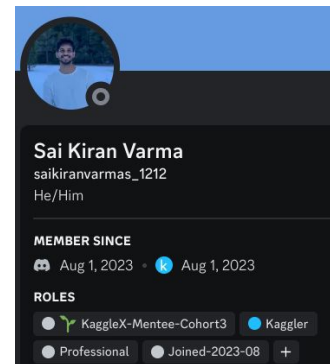
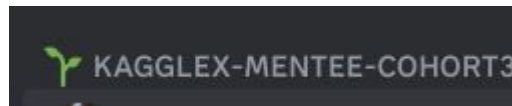
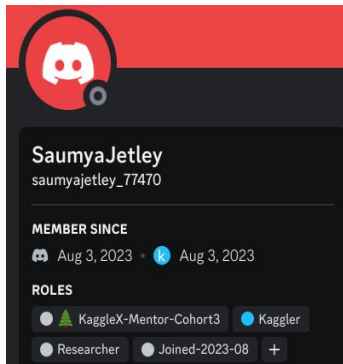
# Discord Mentor/Mentee Identifiers

## How do I know who is a mentor vs a mentee?

There are two ways to quickly identify a mentee and a mentor

- Click into the profile name
  - Under the “Roles” section you will see a list with their roles
- Member list
  - When active mentees/mentors are logged in, the member list will designate either:

**KAGGLEX-MENTOR-COHORT3** or **KAGGLEX-MENTEE-COHORT3**



# Discord Channels & Forums: Cohort 3

## Channels

- **kx-introductions:** Introduce yourself and say “hello”!
- **kx-announcements:** This channel is designed for making important announcements to the community members
- **kx- events:** Networking instruction, updates, collaboration about the event, and speaker talk session discussions
- **kx-general:** Conversation about general topics
- **kx-mentor-only-chat:** Chat specific for mentors to collaborate with other mentors
- **kx-mentee-only-chat:** Chat specific for mentee(s) to collaborate with other mentee(s)
- skills-based-groups
- **kx-voice:** Voice message vs. text message

## Forums

- **kx-project-ideas:** Share your potential project ideas
- **kx-questions-answers:** This forum is for asking technical questions and getting solutions. We want to help you make progress towards your goals as fast as possible. Remember, "There is no such thing as a dumb question."
- **kx-learning-resources:** This forum is for sharing about any ML/AI/DS coursework you've found helpful! Questions about Kaggle Learn Courses: [kaggle.com/learn](https://www.kaggle.com/learn).



# Discord Channels & Forums: Program-wide

## Channels

- **kagglex-instructions:** program and discord setup instructions
- **kx-alumni-announcements:** This channel is designed for making important announcements for alumni members only
- **kx-alumni-general:** Conversation about general topics
- **kx-celebration:** Share small/big wins & shout outs
- **kx-jobs-opportunities:** Share Internships/Job opportunities, Seeking Jobs and Interview Support, Building your resume
- **alumni-spotlight:** Share your accomplishments, recent promotions and new job offers



# KaggleX Portal & Folder

## KaggleX Portal



The KaggleX portal is our one centralized location that is updated weekly where you can find all program related information.

For example:

- Program announcements
- Mission, purpose & values
- Important dates / Calendar activities
- Quick links
- Resources & Assignments
- Workshop/speaker recordings
- Previous cohort Final showcases

Note: See recording for high level walk-through on how to use the portal & folder

## KaggleX Folder



The KaggleX folder- cohort 3 houses folders and files with program related items. Resources are added as needed.

For example:

- Storing individual participants project work/ submissions
- Workshop recordings/ presentations
- Schedules i.e. workshops/office hours
- Program end certificates
- Much More!



# 04

## What's Next



# Mentor-Mentee Matching

1. Matching process:
  - a. Torch Platform completes matching (Target: By Friday, August 11th)
  - b. The mentor is notified by email from Torch to accept their mentee(s).
  - c. A notification email from Torch will then be sent out to the mentee letting them know their mentor match
  - d. Matching was based on time zone, capacity, experience, & interest
2. Mentor should reach out via Discord to coordinate with mentee(s) schedule your 1st meeting (1 hour)
  - a. Be prepared to discuss your personal & professional interests, & goals
3. Review and complete the items on the mentee checklist
4. Questions or concerns reach out to ***kagglex-support-external@google.com***



# Next Steps



## Mandatory Tasks: Over the next week

- Complete your match profile in Torch
- Once matched, schedule your mentor-mentee 1st meeting
  - Matching will be complete by Friday, August 11th
  - In Torch: The “Partnership Path” will be initiated. Upload your Individual Development Plan & CV
- Introduce yourself & engage in Discord (#kx-introductions)
- Register for [Google Cloud Skills Boost](#)

## Reminders for Optional Tasks

- Once you received your Swag invite | Submit Swag request by 9/1 (only submit 1 entry)
- Invites will be sent over the next few days for our networking event on 8/15 & 8/17. Please make sure to **follow the instructions** when logging into our vendors video platform.
- Explore the KaggleX Portal resources





# Q&A



# FAQ

Q: When will we be matched with our mentee/ mentor?

A: You must complete your match profile in Torch in order to be matched. We are aiming to have all matches completed by August 11th.

Q: How can I get access to the swag portal?

Q: I am unable to access KaggleX Discord channels.

Q: Where can I upload my CV & IDP?

Q: Where can I access the Cloud Skills Boost courses?

Q: How can I apply for the career/ development grant?

Q: Is the Research grant and the KaggleX career/ development grant the same?

Q: What are the mentor's responsibilities?

Q: How can I assess my mentee's experience & skill level?

Q: Can I reach out to other mentors? How can I find them?

Q: I am having issues with my mentor-mentee match.

