**I'M THE BEST CODER! CHALLENGE 2019**

**ADMINISTRATIVE PROGRAMME FOR PARTICIPANTS**

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| **Date:** | 20 October 2019, Sunday |
| **Time:** | 9.00am - 6.00pm<br>Registration starts at 8.00am and ends at 9.00am.<br>Please note that breakfast and lunch is <u>not</u> provided. |
| **Venue:** | Hall E, Basement 2<br>Marina Bay Sands, Sands Expo & Convention Centre<br>10 Bayfront Ave, Singapore 018956 |
| **Dress Code:** | Casual (e.g. Polo T-shirts, jeans, dresses, skirts etc.) Please note that slippers are not allowed. Please bring your jacket/ outerwear as the venue may be cold. |

**Event background**

At I'm the Best Coder! Challenge 2019, we are honoured to invite you to be part of the largest data analytics challenge in Singapore. The Opening Ceremony of the Challenge will be graced by Ms Sim Ann, Senior Minister of State, Ministry of Communications and Information & Ministry of Culture, Community and Youth, partners of the Best Coder Challenge 2019 and participants of the competition. Ms Sim Ann will be officiating the start of the challenge and the participants will work on 2 rounds of data analysis problems. (Please refer to **Annex A** for programme schedule)

**Further Information**

The following Annexes are enclosed for your information:
- Annex A - Programme Schedule
- Annex B - Location and Directions
- Annex C - Registration Procedure
- Annex D - Certificate and T-shirt Collection Procedure
- Annex E - Refund of Training Workshops Deposit

We look forward to seeing you at the event.

**PROGRAMME SCHEDULE**

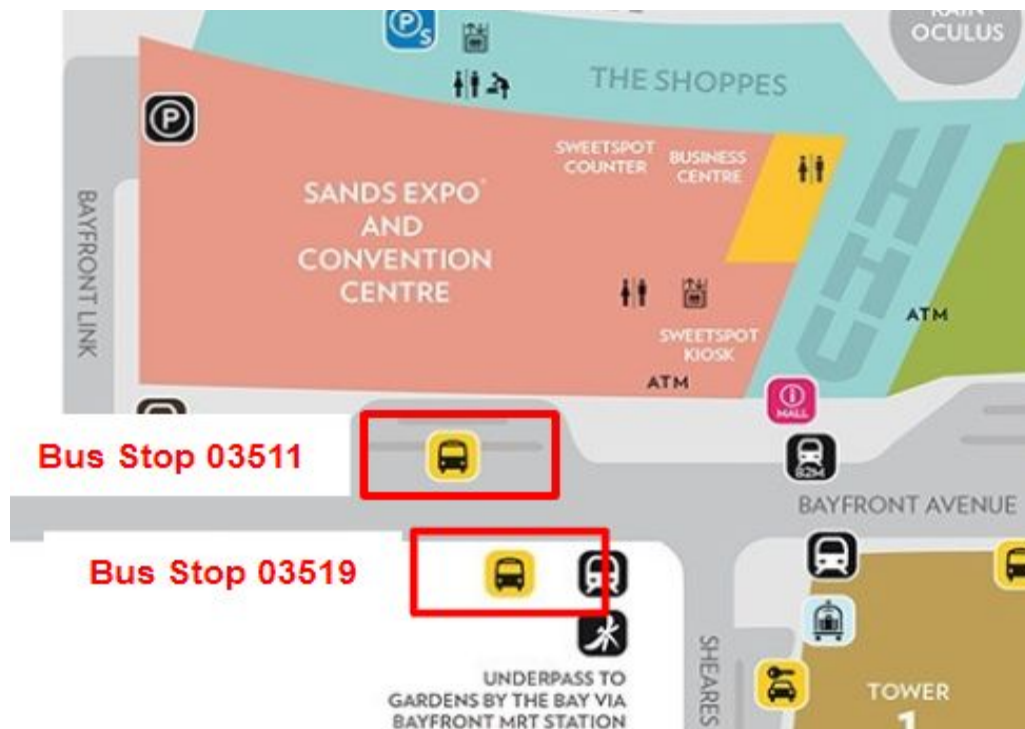| Time | Activity |
|------|----------|
| 8.00am - 9.00am | **Registration** (Refer to **Annex C** for registration procedures) and Collection of Goodie Bags (While stocks last) |
| 9.00am - 10.00am | **[Important & Compulsory] Administrative Brief and Pre-Challenge Set-up for Participants** |
| 10.00am - 10.10am | **Programme Starts**<br><br>**Arrival of Guest-of-honour, Ms Sim Ann, Senior Minister of State, Ministry of Communications and Information & Ministry of Culture, Community and Youth** |
| 10.10am - 10.15am | **Opening address by Ms Sim Ann** |
| 10.15am - 10.35am | **Introduction of the challenge details** |
| 10.35am - 10.40am | **Preparation and Enquiry for Round 1** |
| 10.40am - 10.50am | **Official Launch of the I'm the Best Coder! Challenge 2019 by Ms Sim Ann** |
| 10.50am - 12.05pm | **Round 1**<br>Duration: 1h 15mins |
| 12.05pm - 12.15pm | **End of Round 1 Debrief** |
| 12.15pm - 1.45pm | **Lunch**<br>Please note that lunch is not provided. You may refer here for food options at Marina Bay Sands. Please also note that food is not allowed to be consumed in the hall. |
| 1.45pm - 2.00pm | **Preparation and Enquiry for Round 2** |
| 2.00pm - 3.15pm | **Round 2**<br>Duration: 1h 15mins |
| 3.15pm - 3.30pm | **End of Round 2 Debrief** |
| 3.30pm - 4.15pm | **Break and Networking Booths** |
| 4.15pm - 4.30pm | **Participants to gather back at Hall E for Prize Presentation** |
| 4.30pm - 5.15pm | **Prize Presentation and Closing** |

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| **5.15pm - 6.00pm** | **Collection of Best Coder 2019 Certificates and Limited Edition T-shirt** |

## LOCATION AND DIRECTIONS

You may reach the Marina Bay Sands, Sands Expo and Convention Centre by Bus, Car, Taxi or Train.

Upon arrival at the Sands Expo and Convention Centre, please proceed to Hall E for registration.

**By Bus**



The following transit lines have routes that pass near Marina Bay Sands Expo And Convention Centre:
- Bus 106
- Bus 133
- Bus 97
- Bus 97E

The following bus stops are located at Marina Bay Sands on Bayfront Avenue:
- 03511 - Marina Bay Sands MICE (outside Sands Expo & Convention Centre, opposite Hotel Lobby Tower 1)
- 03519 - Opp. Marina Bay Sands MICE (opposite Sands Expo & Convention Centre, adjacent to Hotel Lobby Tower 1)

**By Car**



Marina Bay Sands is located at 10 Bayfront Avenue, and is also accessible by vehicle via Sheares Avenue. From Changi Airport, you can reach us in a 20-minute direct drive along the East Coast Parkway (ECP) expressway, which leads directly into Sheares Avenue across the Benjamin Sheares Bridge.

If travelling to Marina Bay Sands via the Ayer Rajah Expressway (AYE), Central Expressway (CTE) or Kallang–Paya Lebar Expressway (KPE), connect at the Marina Coastal Expressway (MCE) which links directly to Marina Boulevard and Central Boulevard, and from there to Bayfront Avenue and Sheares Avenue.

To access the nearest carpark, turn from Bayfront Avenue on to Bayfront Link. Please note that carpark coupons are not provided.

**By Taxi**
You can alight at Sands Expo & Convention Centre (10 Bayfront Ave, Singapore 018956).

**By Train**
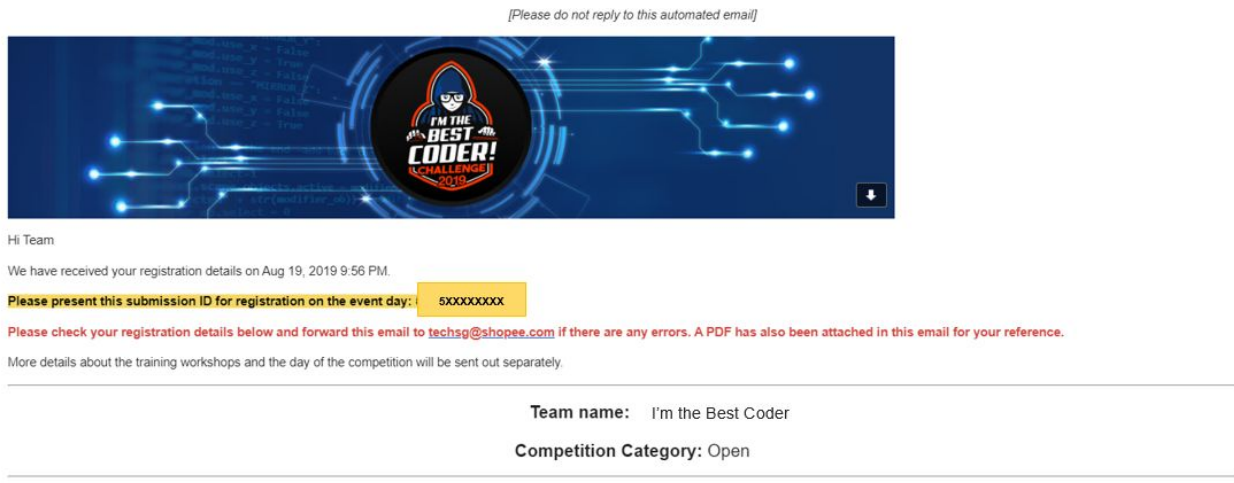You can take the Downtown Line or Circle Line to CE1/DT16 Bayfront Station.

MRT services to/from Bayfront Station operate daily from (approximately) 6:00am to 12:00am midnight. Visit the TransitLink Journey Planner to learn today's MRT service schedules to Bayfront Station.

Proceed to Exit D. Take the escalator down and turn left to Sands Expo & Convention Centre.
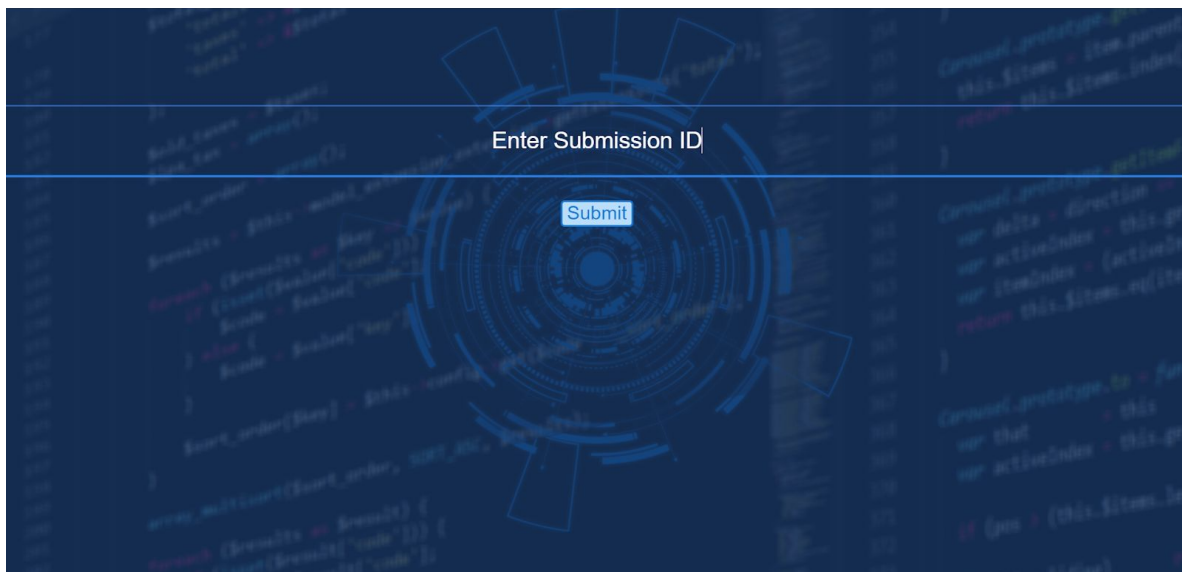
# REGISTRATION PROCEDURE

**#1:** To generate your unique team QR code, you will need your Submission ID. This can be found in the registration receipt email sent after you registered online.
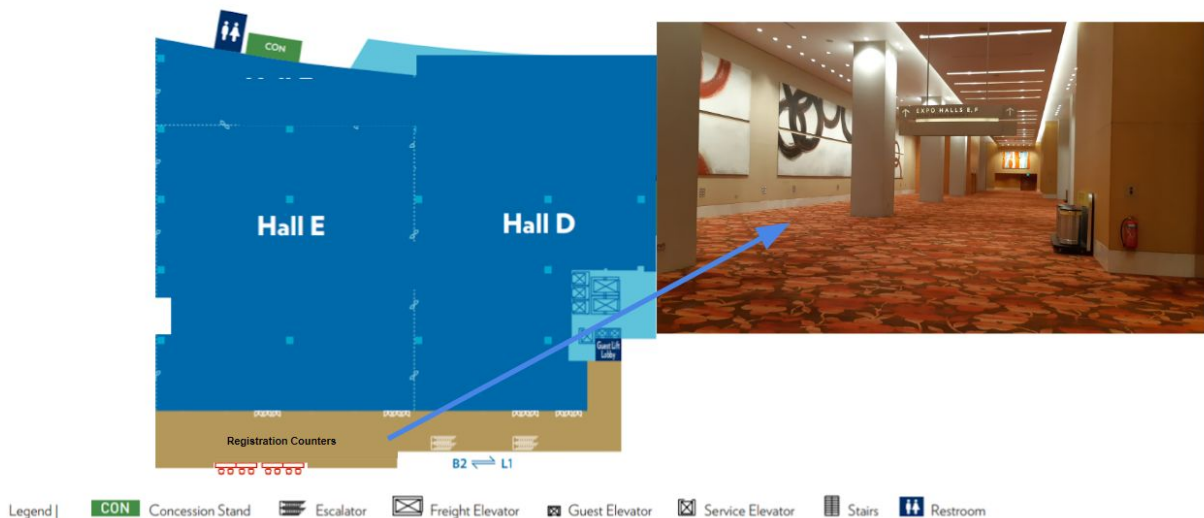


**#2:** Generate your unique team QR code via this LINK. Key in your Submission ID and click 'Submit'.

**#3:** Your unique team QR Code will be generated with your team name on top. Please ensure that you have this on hand when you register on the day of the event.



**#4:** Registration will be done in teams and you are encouraged to only join the queue when everyone in your team is present. The registration counters will be located in the foyer outside of Hall E (see below). For directions to the hall, please refer to *Annex B*.



**#5:** When it is your turn, please present the QR code to our registration staff from your smart device (i.e. mobile phone, tablet etc.). To ensure a smooth and quick registration, please have your QR code on standby.

**#6:** Once you have been successfully registered, you will be given a wrist tag with the colour representing your category and with your seat number which has to be worn at all times.

**<u>Important notes:</u>**

- While attendance is recorded individually for each member, participants are encouraged to queue as a team.
- Walk-ins are strictly not allowed.
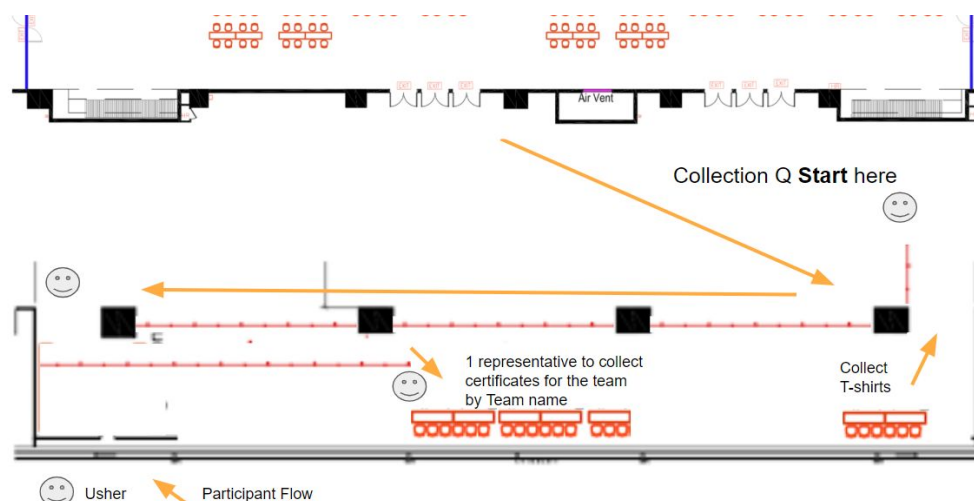- Participants without QR code or an invalid QR code will be denied entry.

## CERTIFICATE AND T-SHIRT COLLECTION PROCEDURE

The collection of certificates and T-shirt will take place at 5.15pm and will be done concurrently.

**Certificate Collection**

Once you have exited the hall, join the queue in the foyer with your team. Please appoint one representative to collect the certificates on the team's behalf while the rest of the team collect their T-shirts.

The certificates will be arranged alphabetically by team name and signages will be displayed to indicate which alphabets each counter is serving. Please queue behind the counter that has the first alphabet of your team name. When it is your turn, please inform the staff of your team name.



**T-Shirt Collection**

Each participant is entitled to one (1) I'm the Best Coder! T-shirt. To collect your T-shirt, please exchange your wrist tag for a T-shirt at the T-Shirt counter. When queuing, an usher will assist to remove your wrist tag.

For the team representative who is collecting the certificates, he/she may choose to either 1) collect the T-shirt on his own or 2) ask the team mate to collect it on his behalf by passing them his wrist tag. Samples of the T-shirts will be made available from lunchtime onwards. Do ensure that you check your size before joining the queue.

*Note:*
- *Collection of certificates can only be done in person.*
- *As there are limited quantities for each T-shirt size, exchange requests will be subject to availability and can only be done after everyone has collected their T-shirts.*

- *T-shirt collection will be done on a first-come-first served basis. While stocks last!*

## REFUND OF TRAINING WORKSHOPS DEPOSIT

1) Deposits made during training workshops will be refunded by our training partners **after** participants completed I'm the Best Coder! Challenge 2019 successfully as a team. Deposits will be fully refunded to participants by **25 October 2019.**

**Deposit via Cash, PayLah or PayNow for Yidu AI/ UpLevel training workshops**
- Refunds will be via **PayLah or PayNow.**
- Kindly fill up this form if you have made a **Cash deposit** during the training workshop, do not have any PayLah or PayNow and have not filled up the form before.

**Deposit via Eventbrite for Coding Lab training workshop**
- Refunds will be via **PayPal or to your credit card**, depending on the payment method that you have opt for on Eventbrite.

2) Deposits will not be refunded to training workshop attendees who did not attend I'm the Best Coder! Challenge 2019.

3) Kindly write in to **techsg@shopee.com** only if **you do not receive the deposit refund after 25 October 2019**. Training workshop queries that are not in the following format will expect delays in replies.

**Please include the following information in your email to us:**

Email Subject Title: Training Workshop Deposit - Your Name - Your Team

1) Your Name
2) Your Team
3) Date(s) of Workshop(s) Attended
4) Issue e.g. did not receive deposit refund

## FAQ

**Q1: I have attended 2 training workshops and made 2 deposits, how will I be refunded?**

You will be refunded via 2 separate transactions as our training workshops are conducted by different training partners.

**Q2: If my group member has attended the workshop but then is unable to attend the Competition, will the deposit be refunded to the other team members who will still be attending the Competition?**

The group member that is unable to attend the I'm the Best Coder! Challenge 2019 will not be able to get the deposit back. However, the rest of the team members that have already paid a deposit and will attend the I'm the Best Coder! Challenge 2019 will receive their deposits back after successfully completing the Challenge.

**Q3: One of my team members has withdrawn but is registered under the team name already. If that team member does not show up on the Competition day, will the other team members' deposits be affected?**

No, it will not affect the deposits of the team as deposits will be refunded individually.

**Q4: I have someone to replace me for the training workshop. Will I get the deposit back if I completed I'm the Best Coder! Challenge 2019 successfully with my team?**

The replacement for the training workshop will **not** get back his/her deposit even though he/she has made the deposit on your behalf for the training workshop.

Since the training workshop is registered under your name, deposit will be refunded directly back to you instead. Therefore, deposit will be refunded to you if you have completed I'm the Best Coder! Challenge 2019 successfully with your team.