

THE GLOBAL DEFTECH

Guidelines and Code of Conducts of Participants (Teams)

Code for Peace!

BAKU, 2020

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Definitions / Glossary

Participant - any participant in The Global DefTech Hackathon.

Team Lead - leader of a team solving a chosen challenge or building a project.

Team - team participating and building a project in The Global DefTech Hackathon

Challenges - [The Global Deftech Hackathon](#) is divided into 4 challenges . These are like 4 parallel hackathons inside of The DEFTECH Hackathon.

Organisers - The teams behind the local initiatives in the The Global Deftech Hackathon are [Innovations Center](#) and [New Space Innovation](#) LLC

Challenge Organiser (team) - team organising the Challenge work during The DEFTECH Hackathon.

Lead Mentor - This person is the main mentor of the Challenge - he /she is experienced in mentoring hackathons and on-line hackathons - provides support and structure for Team Mentors, Moderators. **They are the CEO of their Challenge** - main contact for local organizers representative of the challenge.

Team Mentor - Mentor responsible directly for max 5 teams. They are the first contact for the team they mentor. Team's nanny. Team Mentor and teams they mentor should be from the same TZ region.

Response Mentor - Mentor with a specific skill set - able to respond to teams' problems. Response team should be from the Local Organizers.

Moderator - available on slack channels, keeping watch that everybody behaves and follows the code of conduct. Moderator is from the Local Organizers.

Disclaimer

With the core mission to protect civic population during war, DefTech Hackathon is designed to bring different nations together to share new ideas and develop innovative architecture and software solutions in the security and defence fields

The Global DefTech Hackathon is something that has not happened before - a lot of experimentation is involved. Therefore, the guidelines, code of conduct and other things are subject to change.

Organisational Note

[The Global DefTech Hackathon](#) is divided into challenges - each of them is run as a separate hackathon on a certain topic. Each Challenge is organised by a **Challenge Lead** who ideally has already been a hackathon organizer.

Organisation is split up between Innovations Center and NewSpace Innovation LLC.

Organisers:

Local Organizer provides

- prize pool for the overall Hackathon (up to USD 22k);
- international mentor pool of Team Mentors & Lead Mentors;
- guidelines, unified tools and access to tools like Slack, Zoom etc;
- training and on-boarding Lead Mentors, Team Mentors & Response Mentors - how to handle teams 1:1 in a deep-dive, how to run checkpoints etc.;
- international communication and unifying brand of the Global DefTech Hackathon;
- overarching webinars for all participants to feel part of a global movement (including welcoming words from global and local leaders);
- overall winner evaluation gathering among the top teams from the Final;

Therefore the Hackathon has the following organizational structure:

- Mentors
- Challenge organizing team including
 - Communication's person for in-hackathon communication and as a contact for Local Organisers and moderators
- Mentors divided into three groups, where each Mentor can have multiple Mentor roles:
 - Lead Mentors
 - Team Mentors
 - Response Mentors
 - Moderators

Challenge Organiser team is responsible for:

- managing Team Mentors & Response Mentors during the hackathon;
- managing people/teams in their Challenge track;
- supporting and encouraging teams to build actual prototypes during the hackathon;
- manage communications in Slack for their Challenge ;
- moderating content in Slack outside the mentor channels;
- ensuring prototype demos are uploaded in time for evaluation;
- communicating swiftly to Local Organizers team at any issues with tools;
- evaluation of the results and getting TOP 3 teams in the Challenge.

Hackathon Flow

The Global DefTech Hackathon will have a general Online Opening Ceremony in the beginning and an Online Closing Ceremony in the end. Both will be recorded.

Each Challenge will have it's own Kick-off after the Opening Ceremony. And also a Wrap-Up and Winners announced after the hacking is done.

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Code of Conducts & Guidelines

Participant roles and Code of Conducts

Code of Conduct

You are here to battle the Karabakh crisis through creating real impact & **bringing ideas to working solutions**. This is a hackathon to build stuff not just to brainstorm and create slide presentations (Working Code).

Be kind to other Participants, Organisers & Mentors - we are all here for the same goal (Rough Consensus).

Try to be patient - things will go wrong and we are trying our best to respond to changing conditions and problems (Do Good).

Guidelines

Want to participate here's how: [Register](#)

Instructions to teams:

- Set up your team:
- Once in Slack:
 - Set up your profile to boost virtual comms. Add a profile pic and display name = name / country
 - Set your status: :nerd_face:hacker, :heart_eyes:mentor, :hugging_face:organiser, :star-struck:community
 - You can and ask questions in the #ask-the-organisers track in Slack
- Submit your IDEA / PROJECT in [Application form](#)
- When you have assembled a team, the Team Lead needs to make sure the idea and the team members are registered in application form with a deadline 30th November 12:00 pm, GMT+4 . (The official Opening Ceremony starts at 01:00 PM, GMT+4, 4 December)

- You'll get one Lead Mentor assigned by the HQ. You're more than welcome to suggest your own Lead Mentor in addition to this person, but this must be someone who has strong experience in mentoring at hackathons. This crew has to be available 24/7 for other mentors.
- You will be invited to **Local organisers** Slack workspace. This is where you get help.
- You will be invited into the following channels along with all other track organisers:
 - **Global-comms-web** -> this is where we will share any messages that should be circulated and answer all your questions about comms
 - **Global-sponsors-mentors** -> any questions about sponsors and mentors
 - **Global-technical-setup** -> all questions and instructions on the tools and technical setup of the hackathon
- Your core team should consist of:
 - **Comms/social media person**, taking care of the external communication during the hackathon. You will also receive HQ support on messages that should be communicated externally during the hackathon.
 - **Internal comms team**, syncing the timelines, managing the teams, pushing out messages about checkpoints and other essential announcements passed on by the HQ, advising on tools; moderating the chatter on Slack.
 - **Lead Mentor**, handling other mentors.
 - Please make sure that your team is capable of working across the day . 24/3
- Pro Tip: Promote your idea in social media to build your team and get more attention under the hashtag #CODEFORPEACE #INNOVATEFORPEACE #GLOBALDEFHACK

Project & Team Registration

We are looking for:

1. solutions to problems caused by the military crisis, like how to help people to evacuate timely and more effectively, or interactive tools for informing people about potential danger zones.
2. solutions that will help us fight information leakage and all crises for that matter, more effectively so we have never threatened cyber attacks. Or like how to develop more effective fake information monitoring tools online , how to repurpose defence tech industries quickly and inexpensively meet unconventional needs in times of military crisis, etc.
3. new solutions for the new world after the military crisis. New possibilities in areas like information security,digital deceit, defence technologies, civic defence technologies.

Team size - minimum 2 people (recommended maximum 8 people - otherwise it's hard to manage).

Team has to be functional and able to deliver and build the idea to a functional prototype / product. For example:

- if a software component to the project, you have to have all the necessary skills (mobile OR web-front-end + backend);
- if hardware component to the project, then mechanics + electronics engineers;
- you also need people for bringing it to the world and put in use - marketing, sales or hustlers.

Individual participants are not accepted.

We will have an approval mechanism. Once your team is Approved we will invite the Team Lead into the Slack. In Slack you:

1. create a channel with the name **#team-your-team-name** (this will be your team's channel / workspace)
2. Invite all your team members into the slack, and make sure they join your team's channel.
3. Find out who is your team's Team Mentor, take up communication with them
4. Join their #checkpoint channel.

Final submission of the project

Deadline for Registration will be open until **November 30th 23:59 GMT+4**

Submissions of the Final project will be open until **December 6 th 15:00 GMT+4.**

- Make your submissions in the Google Drive (you will be provided with the link before Hackathon starts). Further instructions will be provided in the Slack channel.
- See submission instructions (Response Mentors will provide details)
- Get help in **#final-submissions** in Slack if you get stuck.
- How to use Zoom to record a video: <https://youtu.be/jVfK29unb5s>
- Upload your video on Google Drive where you can get a link to view it. This link goes to Hackathon Final submission.

Teams must present a **VIDEO OF A PRESENTATION AND WORKING PROTOTYPE IN ACTION** of max 3min for the final demo. **Slides or presentations are not allowed.**

Submission Form elements:

1. **Describe the problem** your idea is solving (max 3 sentences)
 - a. Define the problem & target, who has this problem. Try to define the problem as precisely as possible.
2. If you had something ready before the hackathon - **what did you have?**
3. **What did you build during the hackathon?** (max 5 sentences)
 - a. Describe the technical and non-technical elements as best as you can.
 - b. Evaluation criteria: What the team has built, how hard have they been working and what are the results?
4. **What are your next steps** / plans to go forward with the idea? (max 3 sentences)

- a. Evaluation criteria: Will the team be able to bring the idea forward - make it happen after the hackathon?
5. **What kind of impact are you expecting to have with this solution?** (max 3 sentences)
 - a. Evaluation criteria: Impact on the world.
6. **Link to the demo video - max 3min**
 - a. Upload your video on Google Drive where you can get a link to view it.
 - b. Evaluation criteria: Delivery and the demo of the built solution.

Final submission evaluations

We will evaluate teams on the 4 following criteria:

1. **Market Potential**

Does the offer provide a solution to a real problem (customer care and pain)? Is a clearly defined customer segment shown? Is it possible to move to other markets?
2. **Innovation and Technology Potential**

Is there new technology in the project? Is a new business model offered? Or is there an existing technology and business model but access to a new market?
3. **Global Impact of the Idea**

Is there a real problem being solved?
4. **Team execution during the hackathon**

What the team has built, how hard have they been working and what's their progress during the checkpoints? Will the team be able to bring the idea forward and make it happen after the hackathon?
5. **Pitching and Prototype Quality**

How good is the presentation & the final prototype?

We choose the top 3 of each of the Challenges for the Grand Finals. E.g top 3 of Information Security , top 3 of Digital Deceit, top 3 of Defence Technologies and top 3 of Civil Defence Technologies. Total 12 ideas will be presented to Judges. Challenges with not enough teams will be merged together based on a similar field.

The evaluation is done in 2 rounds:

1. **Round 1 / Team Mentor Picks:** Team Mentors pick the teams who go to round 2. Objective criteria: Has the team built a working prototype? Subjective criteria: send (minimum 3 and maximum) ½ of your teams to the next round.
2. **Round 2 / Grand Final:** The Grand jury chooses the overall top 3 winners

Team Lead

You are your team's leader, you represent your team. You are the team's main contact for the organisers and mentors.

After the team is formed, the role of the Team Lead can move to another member of the team, if you choose it as a team.

It's your responsibility to have your project / idea registered in [APPLICATION](#) and all your team members added to your project there.

Slack Channels

Main public channels for participants:

- [02-track-announcements](#)
- [03-ask-the-community](#)
- [04-ask-the-organisers](#)

Track specific channels - anything Challenge Organizer wants to add.

Official mentor help channels:

Where teams can ask for specific help from experts. Mentors are setting up their own as well, but should follow the "mentor-help-spec" format.

- [#mentor-help-marketing_business_sales](#)
- [#mentor-help-governance_legal](#)
- [#mentor-help-tech-development](#)
- [#mentor-help-design](#)

- [#mentor-help-cybersecurity](#)

- [#mentor-help-engineering](#)