TERMS AND CONDITIONS

EUREKATHON
Challenging Data for Zero Hunger

Porto, 21st September 2020

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This document contains all the basic information and rules of the 2020 edition of EUREKATHON. It is indispensable that the Participants read the entire document to understand how it will function and 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** – Eurekathon, composed by an online competition, followed by a Final Event;
- **Organizers** – LTPlabs, Porto Business School and NOS;
- **Participant** – Person accepted by the Organizers to participate in the competition, either from an individual or Team registration;
- **Team** – Group of Participants, that is qualified to participate in the competition if composed by 4-6 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: www.eurekathon.com;
- **Mentor** – Technical or domain expert that will be available during the Event to help the Teams. He/she will be also responsible for evaluating Team's projects and do the pre-selection for the Final Event (during the Evaluation period);
- **Checkpoint** – Intermediate moments in the competition where each Team will have the opportunity to present their on-going work to 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 'Zero Hunger';
- **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

Introduction

1. EUREKATHON is a competition organized by LTPlabs, Porto Business School and NOS that addresses societal challenges associated with sustainable development goals. The second edition of the Event will address the topic 'Zero Hunger', aligned with global efforts to address the additional challenges emerging from the pandemic Covid-19;

2. The goal is to finish the Event with a set of concrete and creative solutions that should benefit the organization that will sponsor this edition – Banco Alimentar Contra a Fome -, bringing this way a direct contribution to society;
3. The target of the Event are students and professionals from emerging areas of business analytics and data science;
4. The competition will happen online during 3 days. At the end of the competition, finalists will have the opportunity to present their work to the jury on a live Event (Final Event);
5. The date and schedule of the competition will be available on the Website.
6. During the competition Participants will have access to a diversity of data sources, both private and public, that they should leverage to build analyses, models and tools to solve the given social development challenge. No personal data is shared: information provided by private databases is pseudo-anonymized;
7. During the competition there will be optional activities which any Participant can choose to participate in;
8. Before the end of the competition, Finalists will be selected and announced;
9. The Finalists' Final Presentation will happen at the Final Event. The date and venue of the Final Event will be announced on the Website;
10. The competition will be preceded by a setup period. This schedule will be available on the Website;
11. The winning Team might be invited to proceed with the project after the competition, ensuring its fill implementation on the organization supporting the challenge.

Registration 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 with 18 years or older are allowed to register;
4. The Participants cannot be employed by LTPlabs, Porto Business School or NOS;
5. The participation in the Event is accomplished in Teams composed by 4-6 members;
6. Registration can be done individually or as a Team. A Team application that does not meet the aforementioned number of members is not eligible;
7. The selection of applications for the Event will comply with the following ratio: Teams – 60-80%, individual registrations – 20-40%. The Organizers reserve the right to adjust the ratio in function of the received applications;
8. The Participant acknowledges that the registration and participation in the Event is free of any charge.

Team Registration

1. The registration is valid in case the Team is composed by 4-6 Participants;
2. The registration process should be accomplished by one of the Team members, using the third-party registration Platform available through the Website. During the

registration process, the representative has to invite other Team members to join the Team and register themselves;

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 an association, community or university, the format "TeamName@Affiliation" should be used (e.g., TeamName@CommunityName). 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 submits the application).
    c. After the form is completed, all the Team members will receive an e-mail to confirm the application;
4. The registration can be done up to 2 days until the Event setup;
5. The selection of Teams will be done considering some criteria. Main criteria: fit between the background of the Team and the competition goals; professional/academic experience. Secondary criteria: motivation; past experience in hackathons or other challenge's Events. 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 e-mail to communicate the verdict on the application (either the Team is selected or not).
7. The number of Teams is limited. 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;

Individual Registration

1. The registration process should be done using the third-party registration Platform available through the Website;
2. After the form is completed, the registration will be confirmed by e-mail;
3. The registration can be done up to 2 days until the Event setup;
4. The selection of Participants will be done considering some criteria. Main criteria: fit between the background of the Team and the competition goals; professional/academic experience. Secondary criteria: motivation; past experience in hackathons or other challenge's Events. This information will be obtained from the data provided during the registration in the competition;
5. The Organizers will form Teams from the individual registrations. The creation of the Teams will follow a criterion of diversity (e.g., experience, background);
6. After the selection and Team's creation processes, the Participant will receive an e-mail to communicate the decision on the application (either he/she is selected or not). In case the application is accepted, the Participant should confirm their presence in the competition within 5 days, and then more information about the Team will be provided. In case of an application in the last week, the Participant should confirm their presence in the competition within 2 days before the Setup.
7.

8. The number of Teams is limited. 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;

Cancellation Policy

1. The Participant has the right to cancel his/her registration, which should be done by contacting the Organizers at eurekathon@gmail.com;
2. In the case of a Team application, if the withdrawal of any Participant results in a number of members smaller than the minimum indicated, the Team is considered disqualified. As an alternative, before the begging of the competition, the Team can indicate new member(s) to replace the Participant(s) who dropped out;
3. In the case of an individual application, the Organizers reserve the right to replace the Participants who withdrew from the competition.
4. If a Participant fails to communicate the cancellation of registration up to 5 days before the beginning of the competition or does not attend the Event, he/she may be penalized in the selection process in the Eurekathon's next year edition.

Communication Platforms

1. All information regarding the Event is available at the Website;
2. Registrations will also be available at the Website, using a third-party registration Platform;
3. The 2020 edition of Eurekathon will take place mostly on a virtual Event Platform. This Platform can provide:
   a. Live streaming of all the agenda (including Final Event);
   b. Access to key-documentation;
   c. Chat with Team members;
   d. Group feeds;
   e. Video chats with mentors and the organization;
   f. Submissions and voting process;
4. The Participant will be invited to join the virtual Event Platform some days before the setup period. Until then, all communication will happen by e-mail.

Before the Event

1. After the Participant is accepted, he/she will need to:
   a. Confirm the Teams' participation by replying to the acceptance e-mail within 5 days. In case the registration is done as a Team, only the Teams' representative will be asked to confirm the participation;
   b. Complete a set of warm-up tasks to be defined closer to the Event and communicated by e-mail;
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 and 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 data sets, which will be announced closer to 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 or more Mentors 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. Teams may also contact other available Mentors with skill sets that may help in specific technical domains;
5. Mentors' skill sets will be available in the Platform for consultation;
6. Mentors are also responsible to evaluating the Teams' projects and do the pre-selection for the Final Event;
7. A Mentor does not evaluate its own Teams;
8. The Evaluation period is separate from Checkpoints and announced in the program;
9. 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 3-days 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 two 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' Helpdesks 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. There will be some optional activities which any Participant can choose to participate in. The participation – or not – in these activities will not influence at all the final evaluation of the projects.
7. 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 an award, if:
    a. The data provided by the Organizers is used;
    b. At least one of the Team members have been in the Event online Platform during the checkpoints;
    c. The solution proposed is original and does not violate any IP;
    d. The Team has complied with the present regulation.

Pre-selection

1. The goal of the pre-selection is to select 6 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. Before presenting their work in the Evaluation period, the Team must upload the required deliverables in the Platform, using the template provided by the Organizers;
4. The required deliverables 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 finalists Teams which will present the project to the Jury at the Final Event;
2. Each Team will have 15 minutes 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.

Awards

1. An award will be given to the best three Teams.
2. The awards 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;
4. The award will be partially donated to a non-profit organization chosen by the awarded Teams;
5. Each Team should announce the non-profit organization at the Final Event;
6. The award shall be divided equally by each Team member;
7. 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. The Organization will give access to a remote server where the data is available, accessible via VPN. For data protection, the challenge should be solved within the remote server without extracting any information;
3. Teams should ensure access to the internet to connect to the remote server and to the Virtual Event Platform;
4. The Organizers do not take responsibility for connectivity issues that may jeopardize the Team's participation in the competition;
5. 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 (eurekathon@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. CIincludes any data, software, software documentation, source code, 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. The Participant must not reverse engineer or decompile any software included in any CI or make any unauthorized copies of any CI;
6. 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;
7. 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.

These terms and conditions were created on 21 September 2020 and updated on 21 September 2020.