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HOST'S WEBSITE GUIDE

Manage solutions submission and select your local winner



DigiEduHack is an initiative under the Digital Education Action Plan (2021-2027) of the European Commission



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INTRODUCTION

Welcome to DigiEduHack!



We are glad you decided to join our community of digital education enthusiasts!

We put together this second guide to complement your navigation on the newly created DigiEduHack website, with a focus on the process of solutions submission and choosing your winner at local level. We hope you find it useful!

If you still have questions after reading the document, don't hesitate to contact us at: contact@digieduhack.com.

GLOSSARY



CENTRAL TEAM

The Central Team is the DigiEduHack crew in charge of taking care and answering all the hosts' needs.

HACKATHON

A hackathon - or a DigiEduHack event - is a "local" online/in-person/blended happening that gathers participants around a challenge and features speakers, mentors, a jury, a competition... The outcome of a hackathon is to get together, share, care and select one winning solution attempting to solve the hackathon's challenge.

HOST ORGANISATION

A host organisation is the organisation / institution / team which is running (hosting) the hackathon.

LOCAL WINNER

A local winner is a team of participants whose solution has been evaluated and selected by the Host as a winner of the local Hackathon.

PARTICIPANTS

A participant is anyone, regardless of their age or background, who is interested in digital education, and who wants to join this global movement of digital education enthusiasts, by contributing to finding solutions to the proposed hackathon challenges.

STEERING GROUP

The Steering Group is one of our Governance bodies; it is composed of experts coming from different backgrounds who, among other tasks, will evaluate and select the finalist solutions to be put for public vote, from the pool of winning solutions at local level.



SOLUTIONS SUBMISSION BY PARTICIPANTS

- OVERVIEW

- STEPS

OVERVIEW



1. Host your hackathon
2. Share the *solution form* link with your participants and ask them to fill it in **before the end of the local hackathon**
3. Evaluate the solutions to your challenge (you will receive an evaluation grid and guidance on how to use it from the Central Team)
4. Review the solutions submitted, publish them on the challenge's web page and select your local winner
5. Choose the Global Award your local winner is running for (if you need support on this, the Central Team can help you)
6. Attend, and encourage your participants to attend, the Main Stage event online on the 13 November
7. Invite your local winning team to fill in further information about their solution for the Steering Group evaluation (they have 10 days to do this).

OVERVIEW



Solution link
Share it with your participants - has to be filled in before the end of the local hackathon

Choose your local winner
Indicate the Global Award category that your local winner is going to run for

More information from local winner
For their evaluation by Steering Group

Register on www.digieduhack.com

Publish your challenge

Evaluation of local solutions

Based on grid received from Central Team;
Review the solutions & publication on the DigiEduHack website

Attend Main Stage online event

Encourage your participants to attend

SOLUTION SUBMISSION – STEP 1

Share the solution form link – During the Hackathon



The screenshot shows the user interface of the DIGI EDU HACK website. At the top, there is a navigation bar with the logo on the left and links for 'About', 'Participate', 'Challenges', 'News', and a user profile icon on the right. The main content area is divided into two columns. The left column, titled 'Personal area', contains two sections: 'My profile' with links for 'Account details' and 'Logout', and 'Challenge management' with links for 'My challenge', 'Participants', and 'Solutions'. Below these is a dark box with the text 'You want to propose a solution to a challenge?' and a 'Choose a challenge' button. The right column, titled 'Participants', has a heading 'Participants' and a sub-heading 'Invite participants to submit their solutions to your challenge sending them the link located in the last column below.' Below this is a table with the following structure:

Name	Email	Team	Team description / research	Solution form
Example Host		Yes		Copy link

Log in to your personal area and...

- From the “*participants tab*”, copy the “*solution form*” link and share it with your participants for them to submit their solution.



The link is unique to your challenge, so you can share it in your Discord server with all the participants to your Hackathon.



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SOLUTION SUBMISSION – STEP 2

Review and enable solutions – During the Hackathon



Personal area

My profile

- Account details
- Logout
- DigiEduHack main Discord server

Challenge management

- General discord channel
- My challenge
- Participants
- [Solutions](#)

You want to propose a solution to a challenge?

[Become a participant](#)

Solutions

Solution Title	Author Name	Team	Go live	Is winner
Example solution	Bertrand Brisbois	WOOGIE	<input checked="" type="checkbox"/> Visible	<input type="checkbox"/> No



- Foresee a time during the Hackathon for participants to submit their solutions.

Only one member of each team should fill in the solution submission form! For this, you can ask teams to designate a “reporter” in charge of submitting the solution of the team before the end of the Hackathon.

*Make sure teams submit their **solutions in English!***

- Review the solutions submitted by your teams, and enable them on the website by clicking on “visible” from the “go live” column.

Should the solution have any typos, or the team simply wants to change some of the information submitted, contact the Central Team.

SOLUTION SUBMISSION – STEP 3

Select winning team and Global Awards – During the Hackathon



Personal area

My profile

- Account details
- Logout
- DigiEduHack main Discord server

Challenge management

- My challenge
- Participants
- [Solutions](#)

Solutions

Solution Title	Author	Team	Go live	Is local winner	Award category
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Select
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Select
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Beginner Awards: Social impact
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Beginner Awards: Disruptive technology
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Experienced Awards: Social impact
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Experienced Awards: Disruptive technology
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Experienced Awards: Social impact

From your personal area, within the “solutions tab” :

- **Select the winner of your Hackathon.** The solution will automatically appear highlighted as such on the website.



- **Select the Global Awards** your winning team is competing for (*more information on [Awards - DigiEduHack 2023](#)*)

SOLUTION SUBMISSION – STEP 4

Completing a solution by winning team – After the Hackathon



Personal area

My profile

- Account details
- Logout
- DigiEduHack main Discord server

Challenge

Solutions

Solution Title	Author	Team	Goals	Is local winner	Award category	Winner form
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Beginner Awards: Disruptive technology	Copy link
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Select	Copy link
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Select	Copy link
wefwef	Bertrand Brisbois	wefwef	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Select	Copy link

- Share the link from the “*winners form*” column with the winning team and encourage them to complete the extra information about their solution **within 10 days**.



Only the member of the team who submitted the first information about the solution can submit this second form with extra information.

The extra information will appear automatically on the website.

This extra information about the solutions is fundamental for the next stage of the competition and the evaluation by the Steering Group. **The more complete the solution is, the more accurate the evaluation will be.** For this, it is important that you encourage your local winning team to complete the second part of the solution submission.

SPECIAL CASE

OVERVIEW



If **you are hosting a Hackathon where part or all of the participants are underage**, and given that we do not want to miss any solution, we count on you to gather the information and send it to the Central Team at contact@digieduhack.com.

The Central Team will manually add the participants / teams and their solutions, from the back-end of the website so they appear on your challenge's webpage.

Steps:

1. Host your Hackathon
2. Gather the solutions / ideas proposed by your teams
3. At the end of your hackathon, send us the solutions proposed by your teams, pointing out the winner of your Hackathon and the Global Award your winning team is competing for.
4. We will do the rest !



For any question about
the website, reach us at
contact@digieduhack.com