



AI Hackathon

AI FORUM HACKATHON BRIEFING DOCUMENT

PARTICIPANT PACK | What's in the pack?



<https://aihackathon.nz/>

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- ❓ **Venues and dates**
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The **AI for the Environment Hackathon Festival** is back for another year, taking place across Aotearoa, New Zealand. Thank you for hosting a Hackathon!

This year our problems to solve are based on the five key environmental outcomes ([AI for the Environment Report 2022](#)). We have expanded these to make them more relevant to all participants in 2023.

We are sourcing use cases from NGOs and citizen science groups to provide real problems to solve that are relevant to each location. These organisations provide subject matter expertise ahead of time and on the day. Participants are also welcome to bring their own problems to solve and we encourage early sharing of these ideas so that we can do our best to help with data sets and technology support.

Participants will learn many new skills, meet like-minded peers, and network with sponsors and mentors. At the end of the hackathon teams will demonstrate their project in front of a judging panel who select the winner. The best four winners have a chance to pitch their idea at the [AI Summit 23](#).

This briefing document will give you all the ins and outs for you to run a successful Hackathon.

Hackathon Locations:

Each site runs their own hackathon over 48 hours to the same general time frame and within the rules set out. All pitches are recorded and each event selects an overall winner. Each winning pitch is then submitted to the international judging panel.

The international judging panel will select the best solutions who will then have the opportunity to pitch to the AI Summit 2023 in Auckland on 21 September. The audience at the Summit will vote for the overall winner of the Hackathon Festival.

For all confirmed venues and locations, please visit the Hackathon website [here](#).

Key dates:

Please view the website for all key dates [here](#).

[Bootcamp](#) | You can view a pre-recorded session for participants, which outlines the Hackathon, the problems to solve, planned venue and logistics, datasets and technology.



[Live Q&A Session 1](#) | 24 July, 2023 5.00pm - 6.00pm - for participants to clarify questions about the hackathon - from rules of engagement and ideas to datasets and technology.

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[Live Q&A Session 2](#) | 7 August 2023, 5.00pm - 6.00pm - a second chance for you to ask questions and discuss ideas, venues, datasets and technology.



Venue Host logistics

Registrations close 24 hours prior to the start of Day 1 of your Hackathon. You will be sent a confirmation email at this time with all the venue logistic details.

Suggested Run Sheet and On-the Day Tips and Tricks

This is a suggested timeline of the Hackathon. Exact timings during the event are within the control of each host.

Day 1:

- 9.00am Welcome with a Karakia
Health and Safety messages
Scene setting
Introduce Mentors and Technical team
Brief pitches from subject matter experts (SME) on their problems to solve
- 9.15am Team forming / Idea choosing
- 10.00am Hackathon starts
Mentors and SMEs available
- 12:00-2:00pm Mentors check in with teams about clarity of ideas and how they will pitch
- 5.00-6.00pm Day 1 Hackathon ends

Day 2:

- 9.00am Day 2 starts (subject to Venue host schedule)



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- 12.00noon Pitch practice sessions with mentors
- 3:00pm Hackathon END
Judges arrive
- 3.30pm Judging Panel introduction
Overview of criteria
Regional Judging begins, recording of all presentations
Judging Panel confers and selected winners
- 5.00pm Winner of Region announced
- 5.05pm Karakia followed by Networking celebration

LOGISTICS

Resources

All resources are on the AI Hackathon website, under Essential Resources.

Check out <https://aihackathon.nz/> for:

- Pitch Deck downloadable example
- Bootcamp Recordings for all Hackathon information
- Problems to solve, overview and detailed challenges
- Updates on datasets, technology and training

Forming Teams

You can:

- Come as a pre-formed team
- Register as an individual and join a team on the day
- Diversity - we find that 'rainbow' teams tend to build the best solutions
- We recommend that teams have 3 to 6 members

Building a Team:

Hackathons are a safe space for people from diverse skill sets to come together around a problem to solve. When forming your team, a good mix of people and skill sets will help you to be successful.

- Think about the Dream Team Model of hipsters, hackers, and hustlers:

The Hipster brings the creative design and cool factor, the Hacker brings their utility belt of technology solutions, and the Hustler finds the right way to package it all up and take it to the masses in the form of sales and partnerships - a combination that is tough to beat.

Build on that foundation with people with a passion for the problem at hand, with knowledge of the area you are solving for, or at least a thirst to find out – and a time-keeper (project manager) to keep you on track!



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Pitch Practice:

We suggest you start to think about your pitch from 12 noon on Day 1. Can you describe the problem you are solving and how your idea solves that problem?

Ask a mentor to listen and help formulate your presentation.

Mentors will ask teams to practice their pitches in front of them from midday on Day 2. This will help you to shape and refine both the content and style of your pitch.

Hackathon end:

Hackathon ends 30 minutes before judging to give teams time to finalise their pitches.

Participant Rules of Engagement:

We are inclusive organisations, we welcome people from all genders, ethnicities and backgrounds. We ask that you:

- Be welcoming to each other and treat everyone with respect
- Be open to learning new things and form new friendships
- Be fair. You can pre-plan with your team, but keep to the spirit of the event by collaborating and developing your ideas at the event itself
- Be respectful. Our hosts are welcoming you into their environments, please follow their guidance and rules

Intellectual Property:

Neither the AI Forum nor any of the sponsors have any interest in IP created at the event – whatever you create is your own.

Please be mindful of what others have created – legally you must comply with the terms and conditions of any IP ownership rights that exist regarding the things that you use. Any rights infringements are at the participants' own risk.

Judging:

Some larger events might need to start at 2.45pm to ensure they get through all the teams. Each pitch is 5 minutes, allowing 1 minute either side is 7 minutes per team (max 8 teams per hour)

Solution to solve and Judge Criteria:

Both the problem to solve and judging criteria were shared at the Bootcamp on 12th July and can be found on the website [here](#).

Mentors:

We will have mentors available (either on the ground or remotely) with these skills sets:

- Identification and proofing of problem, solution and outcomes
- Technical advice on technology and data sets



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- Planning and execution
- Market and Commercials
- Successful Pitching
- Environmental Science / Issues

Mentor Roles:

There will be mentors available at each venue either in person or online. Their roles will be:

Day 1 morning

- Help Participants to form effective Teams
- Help Teams to Plan
- Help Teams to focus their ideas
- Identify the right data and technology and provide technical advice
- Help teams on planning and execution

Day 1 afternoon

Help teams to:

- FOCUS their ideas into solutions
- Start to think about their PITCH
- Technical support / advice

Day 2 morning

- Help Teams to FOCUS their ideas / Pivot where necessary
- Technical support / advice
- Time keeping
- Marketing and commercials
- Help teams on planning and execution
- Subject matter expert advice
- Push part of the team to focus on PITCH

Day 2 afternoon

- PITCH practice / critique / repeat
- Subject matter expert advice
- Keep them focused on what they can achieve in the time
- Time Keeping

During Judging

- Cheerleading during pitches



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JUDGING:

There will be a panel of Judges at each event. Their role is to select the winner for that venue. Each winner's pitch will then be considered by the international judging panel who will select the final 4 to pitch at the [AI Summit 23](#).

Judging at each Venue

- Each team gives a 5-minute pitch – an example pitch deck is available on the Resources page [here](#)
- Each venue will have mentors able to coach teams on pitching during the hack
- Each venue will have a judging panel made up of: 1 panellist from the host organisation, and 2 judges who are industry and academic experts provided by the AI Forum
- All pitches will be recorded
- The winning pitch will be saved to an AI Forum Google Drive and send to the AI Forum's project co-ordinator (as back up)
- Note, there may be additional awards made at each venues' discretion (e.g. a People's Choice Award)

International Judging Panel

- Held on 22nd August, 2023
- The national judges join together via Zoom
- Recordings of regional winners' pitches will be shown to the international judging panel
- 5-minute pitch from any regional winner whose recorded pitch is not available
- The Judging panel will be made up of 5 judges, led by Matt Lythe, Chair of AI Forum NZ's Environment Working Group
- The Judging panel will select the top 4 teams who will be announced that day, with all teams notified by 24 August 2023
- Those Top 4 teams will be invited to pitch at the [AI Summit 23](#) on 21 September 2023

Finalists announced 22nd August 2023

After being notified the final 4 teams will be given 2 working days to confirm their availability for the Summit (end of day on Monday 28 August, 2023).

If a finalist team is unavailable, the next team ranked by the national judging panel will be offered the opportunity.

Pitching at the Summit

Teams will be able to refine their pitches ahead of the Summit but **not** their solutions.

Each team will give a 5 minute pitch to the [AI Summit 23](#) audience who will vote for the overall winner.