

FEP - U.Porto ICC 2020

COMPETITION RULES AND FORMAT

The following rules aim to be as detailed as possible. Should any doubts or concerns arise, our organizing team is available to provide additional clarifications.

Team eligibility

- (1) Each team will comprise 4 full-time students, who are enrolled in their first undergraduate programme at the time of the competition. Participants who have started a master programme are not eligible.
- (2) Participating students should not have completed any other degree.
- (3) The age limit for participating team members is 25 years of age.

Advisors

- (1) All teams are entitled to be accompanied by a Faculty Advisor.
- (2) A copy of the case will be provided to all Advisors on the presentation day.
- (3) Communication between advisors and their teams is strictly forbidden from the moment the case is delivered until after the team's final presentation (case preparation period).
- (4) Communication between advisors and finalist teams is only allowed after the team has made its final presentation.

Competition General Format

- (1) FEP - U.PORTO ICC 2020 starts on the 17th November and ends on the 20th November. The first day consists of the opening session, rule clarification, division draw and a social event. Case preparation will take place on days 2 and 3. Preliminary and Final presentations will be on the 4th day of UPORTO ICC.
- (2) FEP - U.PORTO ICC 2020 involves 12 teams. In the preliminary round teams will be split into 3 divisions. Teams will be assigned to a division through a random public draw run on the first

day of the competition. The order in which the presentations will be given will be fixed that same day.

- (3) The case preparation period will start with the launch of a video with the presentation of the case challenge. Teams will also be given a written case.
- (4) In the preliminary round, the three divisions will run in parallel.
- (5) The three winning teams of each division will take part in the finals and will present the same set of slides used in the preliminary presentations to different judges.

Details of the Live Case Format

FEP - U.PORTO ICC 2020 has a live case format:

- (1) The case presentation with the video release starts at 9h00 am (GMT time) of the 18th November.
- (2) The case will be digitally provided to each team.
- (3) At 2h00 pm (GMT time), there will be a Q&A session with a case company representative. Each team will be allowed to ask one question to the company speaker. The order of the questions will be randomly drawn at this session.

Case Solving Period

- (1) Teams will have approximately 34 hours for case solving, from 9h00 AM (GMT) of the 18th November to 7h00 PM (GMT) of the 19th November. In the time given, teams are expected to address the case presented in the most innovative, logical, and efficient way and to develop a presentation based on their analysis and recommendations. The case itself can cover a wide range of fields all of which are business-related.
- (2) After 34 hours (day 3), teams will be required to submit a PowerPoint and a PDF with the presentation and a PDF with an Executive Summary to the organizing committee.
- (3) Preliminary and final presentations will occur on the 20th November.

Details and Restrictions during the Case Preparation Period

- (1) Participants are allowed to use an unlimited number of textbooks and reference materials.
- (2) Internet use is allowed in the case preparation period, but access to any source that requires passwords is strictly forbidden.
- (3) Communication with advisors or any other persons external to the team are strictly forbidden from the launch of the case until the participation of the team ends.
- (4) Teams that do not respect the rules will be automatically disqualified

Presentations

- (1) All presentations must be in English.
- (2) Presentations must be prepared exclusively in Microsoft PowerPoint.
- (3) Teams must submit a PDF copy, which will be used in the presentation if the Power Point Presentation presents problems. Teams must make sure that there is no overlapped information (e.g. from animations) in the PDF file.
- (4) All team members must participate in the case presentation.
- (5) Both preliminary and final presentations will be limited to 15 minutes, followed by a 15 minutes question and answer (Q&A) period. Once the said time limit has been reached, presenters may only finish their current sentence.
- (6) Participants can use their official University name and logo in their Presentations.
- (7) A volunteer will signal when there are 10, 5 and 1 minute left for the presentation.
- (8) Teams are not allowed to watch the presentations of the other teams in the preliminary rounds.
- (9) Only non-finalist teams are allowed to watch the final presentations.
- (10) Advisors can watch all the presentations in their team's division in the preliminary round.
- (11) Finalists are not allowed to make any slide changes between the preliminary and final rounds.
- (12) All materials produced by the organizing committee and teams during the competition are property of FEP - UPORTO ICC, i.e. slides, pictures, videos, etc.

Judging

- (1) The judges will consist of senior business executives and business experts.
- (2) PowerPoint slides and an executive summary will be provided to the jury members by the organizing committee.
- (3) The judging criteria will be as follows:

Judging criteria	
Problem identification and quality of analysis	20%
Innovative ideas and evaluation of alternatives	10%
Detail and feasibility of recommended solutions	20%
Adequate analysis of financial and operational implications	10%
Performance in the Q&A session	20%
Structure and quality of the presentation	10%
Overall performance (flow, team, persuasiveness...)	10%
TOTAL	100%

Disclaimer

Circumstances for which no provision is made in these rules shall be decided by the Organising Committee and its decision shall be final.