

BEST Entrepreneurship Experience

Local BEST Group Lisbon

REGULATIONS

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NAME AND HEADQUARTERS

The Board of European Students of Technology (BEST) is a non-governmental and nonprofit students' association. BEST's main goals are to develop activities that promote continuous and transversal training of students of technology and to provide opportunities for personal and cultural development in an international context. BEST helps European students assert themselves internationally, giving them the opportunity to acquire knowledge of European cultures and develop work capacities on an international basis. Being one of the 13 founding members and with headquarters at Instituto Superior Técnico - Universidade de Lisboa (IST-ULisboa), the BEST Lisbon Local Group is, since its creation, one of the most active Local groups both at the National and International levels. The address is Instituto Superior Técnico (IST), Avenida Rovisco Pais, 1, 1049-001 Lisboa.

Article 1 [BEST Entrepreneurship Experience]

The Local Group BEST Lisbon hereinafter referred to as the Organization or as BEST Lisbon, organizes an Entrepreneurship Competition under the designation **BEST Entrepreneurship Experience**.

- a) BEST Entrepreneurship Experience is a 3 day event that will happen on the **7th, 8th and the 12th of May of 2025**, in the Alameda campus of Instituto Superior Técnico, Lisbon.
- b) Participants are required to try and solve a problem provided either by one of BEST Lisbon's partner companies, or elaborated by a core team member, with the supervision of an expert professor in this area, in the format of a business. Throughout the competition they will participate in workshops and innovation sprints meant to guide and help them in the resolution of the problems, and the growth of their business, while also having to practise a pitch, where they can receive feedback on their work.
- c) The competition is divided into **four equal slots**. In each slot, teams will go through a **workshop**, given by a professor expert in the topic lectured, an **innovation sprint**, where participants can implement the contents learnt in the workshops into their business ideas, which is followed by a **pitch**, where participants present their work to the professor, who then gives feedback.
- d) Each team will participate in the four slots, with slots 1 and 2 happening on the 7th, and slots 3 and 4 happening on the 8th.
- e) BEST Entrepreneurship Experience has the following goals to:

- a. Provide a supportive environment for students interested in entrepreneurship, especially those looking for a starting point.
- b. Stimulate creativity;
- c. Encourage teamwork;
- d. Develop interdisciplinary skills;
- e. Allow direct contact between students and companies;
- f. Develop problem-solving skills;
- g. Allow the practical application of theoretical knowledge;
- h. Encourage the discussion of different ideas;

Article 2 [Recipients]

All students enrolled in any university based in the Lisbon Metropolitan Area in the 2024/2025 school year can participate in BEST Entrepreneurship Experience.

- a) Participants should present their application alone or with teams, which have a maximum of 4 members and a minimum of 3, who should be present throughout the whole event. If a team member withdraws during the event, the team may be allowed to continue, **provided that at least 2 members remain**. Such cases shall be decided by the organization.
- b) Temporary absences during the competition are allowed **only in exceptional and justified cases** (e.g., medical reasons or emergencies), with mandatory prior communication to the organization and submission of valid proof if requested.
- c) If one or more participants can't assemble a full team, it is still possible for them to apply. Once the applications close, the organization will try to fill the teams up to the 4-member standard.
- d) Participants are fully responsible for their behaviour and any physical or psychological consequences of their actions during BEST Entrepreneurship Experience and therefore will be held accountable should any issue arise from them. Teams are responsible for all the members in their own team. If one member of the team commits misconduct, the whole team may be disqualified. The disqualification of such a team will be decided by the organization.
- e) The following infractions result in immediate disqualification:
 - Plagiarism, fraud, copyright violations, or any illegal or unethical conduct.
 - Use of illicit substances or alcohol at any stage of the competition, including the working period and final presentations;
 - Receiving help from external individuals not registered in the competition.
 - Acts that endanger others, as well as immoral or aggressive behavior.

The organizing team reserves the right to evaluate infractions on a case-by-case basis and apply further penalties or disqualification if necessary.

Article 3 [Location, Date, and Registration]

- a) BEST Entrepreneurship Experience will be held in the Alameda campus of Instituto Superior Técnico, in the Civil Pavilion.
 - Address: **Av. Rovisco Pais 1, 1049-001 Lisboa** ;
- b) The 4 slots will happen on the 7th (slots 1-2) and the 8th (slots 3-4) of May. The presentations and final evaluation will be on the 12th of May;
- c) The applications are done online, from the 21th of April to the 4nd of May. To apply for the event, students should fill out the form provided on the website;
- d) Pre-registration will be available from April 7th to April 20th. **Participants who pre-register will also need to complete the application form**, but they will be given priority in case of a surplus of participants.
- e) Participants who wish to remove their application must do so until the 4th of may. If they wish to do so after this date, they will not be eligible to receive the security deposit.
- f) The selection of participants will be determined by the fulfilment of the following selection criteria imposed by the Organization:
 1. 60% Diversity of Degrees among the team members - the more diversity, the more favourable the application;
 2. 40% Year of studies (Priority will be given to older students).
- g) The organization reserves the right to request any other necessary documents from the participating students, which must be delivered within the stipulated period, under penalty of disqualification.
- h) After the event, a feedback form will be sent to the participants, which should be filled out by the 23rd of May.
- i) The name of the team is subject to adjustment if the Organization considers it inappropriate.
- j) The teams will have to participate in the whole event to count as participants and be able to win prizes.
- k) If a team does more than one registration, only the last one will be considered.

Article 4 [Security Deposit]

- a) Participation in BEE requires the payment of a deposit of **3 € (euros) per participant**;
- b) The payment of the deposit will be made via bank transfer to BEST Lisbon's IBAN, PT50 0010 0000 38695740001 14, which will also be communicated to participants via the registration platform (BEE 2025 Application Forms);
- c) The payment of the deposit for all participants in the same team should be made in just one bank transfer;
- d) After payment, participants must submit the **proof of transfer to the registration platform** (BEE 2025 Application Forms). Students who wish to participate in BEE must pay that deposit and submit the proof of transfer by May 5th 2025 in order to finalise their registration for the event. If that deadline is not respected, the student's enrolment will be cancelled;

e) The deposit will be returned after answering the feedback form, and if no irregularity is committed.

Article 5 [Event]

- a) At the beginning and at the end of the event, all the students should be in the Civil Pavilion, except if there is a justification, to be considered by the Organization.
- b) During the event hours, all participants must wear their nametag, provided by the organization. At the end of the day, the nametags should be given back to an organization member.
- c) The use of personal objects is allowed.
- d) Computers will not be provided by BEST, each group is responsible for bringing their own.
- e) Throughout the activity, the participants are allowed to clarify any doubts with the organizers.
- f) The participants can only go outside the building with the permission of the organizers.
- g) The participants are not allowed to join with other teams.
- h) The participants are not allowed to enter the Organizers' space, without previous permission.
- i) At the end of the event, each team should present their work, even if it is not finished.
- j) Submissions after the deadline will be penalized.
- k) The teams will have to **accept the regulations** before the event starts.
- l) The students may use whatever software they desire.
- m) If the students' presentations exceed the time allotted, they are penalized and depending on the time exceeded, they can be disqualified.
- n) For each component of the event, all the team members have to be present, unless there is a justifiable reason presented to the Organization.

Article 6 [Competition and Evaluation]

- a) The evaluation criteria and test conditions will be given by the jury panel.
- b) The intellectual property of the solutions will belong to the sponsor of the respective problem.
- c) The presentation of the solutions is required to be in English if there is a non-Portuguese student in one of the teams, otherwise, they can be in Portuguese.
- d) The presentation of the solutions is subject to questions by the jury.
- e) The winners will be publicly announced at the end of the event, on the 12th of May.
- f) All formal moments will be in English if there is a non-Portuguese student in one of the teams, otherwise, they can be in Portuguese.

Article 7 [Jury]

- a) The jury will be composed of members of the sponsor company.
- b) The jury can be composed of professors or relevant bodies of IST, ISEG, and/or BEST Lisbon partners representatives.
- c) The jury is expected to:
 - i) Support the fulfilment of the articles included in these regulations;
 - ii) Evaluate the solutions, annotating the results;
 - iii) Select the winners;
 - iv) Apply the regulations they find relevant in missing cases of these Regulations.
 - v) Support the teams throughout the competition giving them mentoring advice.
- d) The decisions made by the jury throughout the event will be considered sovereign.

Article 8 [Awards]

- a) Awards will be given to the first, second, and third place winners.
- b) The top 3 places will receive a diploma.
- c) All the participants can receive a Certificate, signed by the Main Organizer of BEE and the President of BEST Lisbon.
- d) The awards will be given at the end of the event at auditorium Abreu Faro.

Article 9 [Code of Conduct]

- All participants, sponsors, professors, and BEST members must be treated with respect.
- Hate speech, discriminatory behavior, or any conduct deemed inappropriate or unethical by the organization will not be tolerated.
- Participants who witness inappropriate behavior should immediately notify a member of the organizing team

Article 10 [Image Rights]

By participating in the event, participants authorize BEST Lisboa to use their image, photographs, or videos for promotional and informational purposes for up to 2 years following the event. No compensation will be provided for this use.

Article 11 [Irregularities]

- a) In the case of non-fulfilment of any of the regulations, the team will be disqualified.
- b) In the case of non-fulfilment of the instructions in the script, the penalty will be decided by the jury.

- c) The team is responsible for keeping the spaces of the event in good condition. Damaging property or disturbing other teams may result in point deductions or disqualification.

Article 12 [Final Considerations]

- a) Participation in BEST Entrepreneurship Experience requires the acceptance of these regulations.
- b) All the missing cases will be decided by the Organization, according to the circumstances.
- c) BEST Lisbon and the jury have the right to modify these regulations, in situations of force majeure.
- d) The event can be cancelled by the decision of the Organization.
- e) The Organization has the right to change the dates of the Event, in extraordinary situations.
- f) In case of any doubt or suggestion, the participants should consult the information provided on the websites and social media or contact BEST Lisbon through the email lisbon@best-eu.org.

Lisbon, 22nd of April of 2025

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