

# **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 will happen on the 11th and 13th of May of 2024, in the Alameda Campus of Instituto Superior Técnico.
- b) BEST Entrepreneurship Experience is a 2-day event, the 11th with 3 workshops and 3 innovative sprints; the 13th with the final presentations, each slot with a topic related to entrepreneurship.
- c) Each slot is composed of three parts - Company presentation and Workshop, Innovation Sprint and Evaluation by jury.
- d) Each team will participate in the three slots.
- e) BEST Entrepreneurship Experience has the following goals to:
  - a. Stimulate creativity;
  - b. Encourage teamwork;
  - c. Develop interdisciplinary skills;
  - d. Allow direct contact between students and companies;
  - e. Develop problem-solving skills;
  - f. Allow the practical application of theoretical knowledge;
  - g. Provide learning opportunities through new experiences;
  - h. Encourage the discussion of different ideas;
  - i. Provide fun and leisure moments.

## Article 2 [Recipients]

All students enrolled in any university based in Lisbon in the 2023/2024 school year can participate in BEST Entrepreneurship Experience.

- a) Participants should present their application alone or with teams, with a maximum of 4 members, who should be present throughout the whole event;
- b) 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.
- c) 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.

## Article 3 [Location, Date, and Registration]

- a) BEST Entrepreneurship Experience will be held at the 'Civil' Building, on the Alameda Campus of Instituto Superior Técnico;
- b) The 3 slots will happen on the 11th of May the presentations and final evaluation will be on the 13th of May;
- c) On May 11th, the teams will have 3 slots for Evaluation, where they will present the solutions developed throughout the Innovative Sprint to a jury composed of professors, company representatives, and/or other relevant people;
- d) The applications are done online, from the 18th of April to the 30th of April, extended to the 8th of May on BEE's Lisbon website. To apply for the event, students should fill out the form provided on the website;
- e) 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).
- f) 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.
- g) After the event, a feedback form will be sent to the participants, which should be filled out by the 31st of May.
- h) The name of the team is subject to adjustment if the Organization considers it inappropriate.
- i) The teams will have to participate in the whole event to count as participants and be able to win prizes.

- j) 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 2024 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 2024 Application Forms). Students who wish to participate in BEE must pay that deposit and submit the proof of transfer by May 8th 2024 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 end of the event, all the students should be in the 'Átrio do Pavilhão Central', except if there is a justification, to be considered by the Organization.
- b) The use of personal objects is allowed.
- c) Computers will not be provided by BEST, each group is responsible for bringing their own.
- d) Throughout the activity, the participants are allowed to clarify any doubts with the organizers.
- e) The participants can only go outside the building with the permission of the organizers.
- f) The participants are not allowed to join with other teams.
- g) The participants are not allowed to enter the Organizers' space, without previous permission.
- h) At the end of the event, each team should present their work, even if it is not finished.
- i) Submissions after the deadline will be penalized.
- j) The teams will have to accept the Terms of Responsibility before the event starts.
- k) The students may use whatever software they desire.
- l) If the students' presentations exceed the time allotted, are penalized and depending on the time exceeded, they can be disqualified.
- m) For each component of the event, all the team has to be present, unless there is a justifiable reason presented to the BEST Entrepreneurship Experience Core Team.

## Article 6 [Competition and Evaluation]

- a) The evaluation criteria and test conditions will be given by the representative of the sponsor company of the respective slot.
- b) The intellectual property of the solutions will belong to the sponsor of the respective slot.
- 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 13th 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 Alameda Campus of Instituto Superior Técnico.

## Article 9 [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.

## Article 10 [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](mailto:lisbon@best-eu.org).

*Lisbon, 22nd of April of 2024*

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