TECHNOVATION
JUDGE
TEAM BUILDING EVENT

HANDBOOK

2024

technovation.org

TECHNOVATION

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TECHNOVATION JUDGING

Technovation is a global tech-education nonprofit aimed at addressing the gender-gap in STEM. Technovation operates an annual, technology entrepreneurship global competition in which teams of girls, ages 8 to 18, follow a 12-week coding and AI curriculum and work with volunteer mentors and coaches to use technology to solve a problem in their community. At the end of the season, judges provide scores and written feedback to help determine who will progress through to the semifinals then the global finals.

The feedback provided to girls creates an opportunity for them to further their learning from industry experts. Girls will use this feedback to inform decisions they make in future seasons of Technovation and beyond the program. Making judges' feedback an important part of their learning journey. As a corporate partner, judging is a fantastic way to learn about the program. You get to see the final product of the girls' work and see a wide variety of projects and problems that girls around the world face and are ready to solve.

WHAT IS NEEDED FOR JUDGING

- At least 3 hours (includes completing training and judging 5 submissions)
- A computer
- Internet access (including YouTube and Vimeo)
- Access to Slack, optional

HOW IT WILL WORK

Judges will need to set up a Technovation account and complete training, before they can judge submissions. This handbook will take you through the process and provide sample schedules that can be used as is or modified to meet your needs. **Each schedule will consist of 4 key elements:**

▶ ## ACCOUNT SETUP

Judges need to create an account at **my.technovationchallenge.org**. Here they will gain access to training, judge resources, and the submissions!

Have each participating employee create an account, time is built into the schedules below to allow for this. Some companies have employees judge in pairs, and we have seen great success with this model. Working in pairs, means that judges are assigned a peer that they can chat with. They can go over the check-in questions together and can get input from each other when they feel stuck on how to word their written feedback or making sure their numeric score feels appropriate.

JUDGE TRAINING

Technovation provides training for judges that goes over the submission materials, the rubrics, a video demonstration of the platform and how to best provide feedback (including some examples). Training can be completed in approximately 45 minutes. Employees can review the training on their own or they can go through it altogether. Corporate partners with more than 50 volunteer employees can request a Technovation staff member to run live training. Subject to availability of Technovation staff. The company must be able to have the Technovation staff member join the event virtually. Once complete, each account holder will need to confirm completion via the button on the judge training homepage.

JUDGING SUBMISSIONS

Using the rubric, judges will provide a numeric score and written feedback on the submission materials right in the platform. Judges need to review at least 5 submissions. The first submission may take about 45 minutes to complete, as they get used to the process. The remaining submissions should take about 30 minutes each.

DEBRIEF

With the provided questions, you can check-in with judges or conclude your time together. The check-in questions will help make sure employees understand the process, and feel comfortable moving forward with other submissions. The concluding questions give employees space to share about their experience and help them think about what they want to take away from the opportunity.

SAMPLE SCHEDULES

Below you will find sample schedules of how your team building time can be structured. These are guides to give you a starting point, feel free to adjust the timings and add in other activities as needed.

2 HOURS

15 Minutes Introduction
- Provide any welcome/instructions you need to share

Account Setup

1 Hour Judge Training

45 Minutes Judge 1st Submission and Debrief

Note: the remaining 4 submissions will need to be completed by judges outside of the session.

3 HOURS

15 Minutes Introduction
- Provide any welcome/instructions you need to share

Account Setup

1 Hour Judge Training

45 Minutes Judge 1st Submission and Debrief

2 Hour Judge Submissions
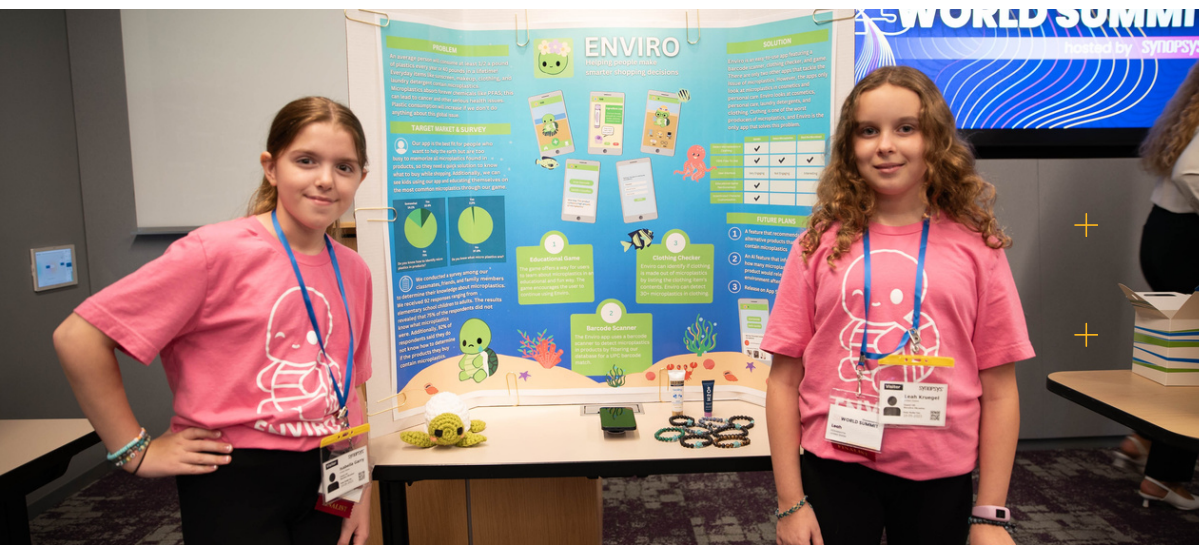- Aim to complete at least 4 more submissions

15 Minutes Debrief

CHECK-IN QUESTIONS

It is not required to go through all check-in questions with your team. Question 1 is required and we recommend asking the group at least 3 additional questions from the list to get them to think about their process and ensure that any concerns or concerning behaviours are addressed before moving on to other submissions.

1. **Required**- Were there any areas of the rubric or guidelines that you require clarification on?
2. Did you approach each project with an open mind, considering the unique perspectives and abilities of the young participants?
3. Did you provide clear and specific feedback for each project to ensure the participants can understand and learn from it?
4. Did you maintain a positive and encouraging tone in my feedback, acknowledging the efforts and creativity of the participants?
5. Did you consider the potential impact of your feedback on the girls' motivation and confidence?
6. Did you adapt your feedback style to match the age and experience level of the participants?
7. How can you improve your review process for future evaluations of projects?

DEBRIEF QUESTIONS

Like the check-in questions it is not required to go through all the questions. We recommend going through at least 3 of the below questions. This will help judges reflect on the activity and any takeaways from the experience.

1. Did you feel inspired or motivated by the projects you reviewed, and did you consider how your feedback can help nurture that inspiration in the participants?
2. How did the projects make you feel? What elements contributed to these feelings?
3. If judging in pairs,
   a. How did your review process and team dynamic evolve over the course of the judging process?
   b. Are there lessons from this collaboration you can take back to your work?

APPENDIX

JUDGING EVENT INVITATION LANGUAGE

To use this template, replace the [Pink text in brackets] with your own information. Feel free to edit the other parts as needed.

Technovation Girls is all about inspiring the next generation of women tech leaders and entrepreneurs. We're on a mission to ignite the spark of innovation and empower young girls to tackle real-world problems through technology and entrepreneurship. Your expertise and guidance as a judge can make a world of difference in their journey! Take a look at the 2023 Finalist and Regional Winning Teams to get an idea of what problems girls are working to solve.

[text about your partnership with Technovation]. Part of this partnership is providing volunteer judges to give feedback and guidance to the girl's on their projects.

As a Technovation judge you'll get to witness the incredible projects created by the girls. Your feedback can help shape their learning journey! You can connect with a passionate community of fellow judges at our organization and globally, through Technovation's Slack community. You're sure to be inspired by the creativity and innovation displayed by these girls.

We will be hosting a judging event on [insert date and time]. To register as a Volunteer Judge for this event, please click on the following link: [registration link]. If you have any questions or need further information, feel free to reach out to [name of organization contact] at [your contact email].

We can't wait to have you on board as a Technovation Girls Judge. Thank you for considering this opportunity. Your expertise and enthusiasm will help make this event a success.
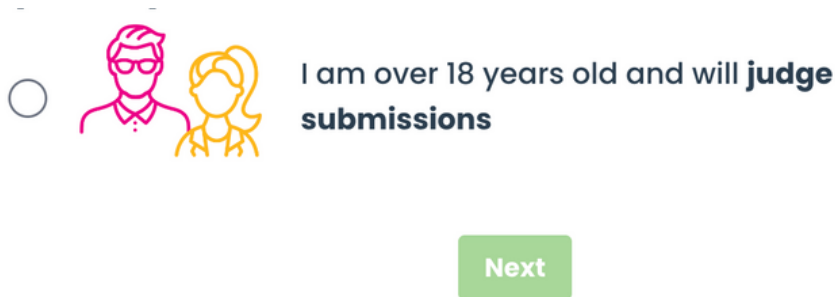
SETTING UP YOUR JUDGE ACCOUNT

Using existing credentials
1. Go to my.technovationchallenge.org
2. Use the email and password from previous seasons or the current season to login.
   a. If you mentored this season, select 'Switch to Judge Dashboard' underneath your name in the upper right.
   b. If this is your first time logging in for the season, it should automatically create a judge account for the season.
3. Now, you have a judge account ready to go!

CREATING A NEW JUDGE ACCOUNT

1. Go to my.technovationchallenge.org
2. Select 'Sign up' then 'I am over 18 years old and will judge submissions

3. Fill out your information and follow the screens to finish registration
4. Now, you have a judge account ready to go!

I STILL HAVE QUESTIONS.

Feel free to reach out to the Volunteer Engagement Team at Technovation with any additional questions.
volunteers@technovation.org

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