

IEEE IAS Most Impactful Webinar Contest (MIWC) Guideline

* *2024 Contest -*

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## 1. Glossary of Terms

* **IEEE IAS Most Impactful Webinar Contest (MIWC)**: The IEEE IAS Program, under the auspices of the Education Department of the Industry Applications Society, responsible for conducting this Contest.

* **Local Webinar Event (LWE)**: The respective event held by a Participating Entity. An LWE must be conducted and fully concluded within a 1 hr period.

* **Participating Entity (PE)**: The respective IEEE IAS Student Branch Chapter (SBC) or IEEE Young Professionals (YP) Affinity Group, hosting the LWE or LMP.

* **IAS Assessment Panel (AP)**: The panel of evaluators consisting of IEEE IAS members that will be responsible for assessing each submission and determining the winners.

* **Sample Report Template (SRT)**: An accompanying document meant to be used as a reference template for the final submission’s report.

* **Final Submitted Report (FSR)**: The actual report will be assessed by the IAS AP to evaluate and make a PE a valid contestant.

## 2. Background Information

### 2.1 Scope

The Most Impactful Webinar Contest (MIWC) is meant to incentivise IEEE IAS Student Branch Chapters (SBCs) and IEEE YP Affinity Groups to develop and host their webinar event, with the intention to benefit their membership base and attract new members to join the Society and their local entities.

Furthermore, this program intends to foster the creativity and innovative thinking of IEEE IAS (Students and YPs) youth members by incentivising and enabling them to come up with original activities, events, and programs that would be of significant value to their membership grades.

This IEEE IAS MIWC – 2024 Contest is expected to:

* provide opportunities for local/international engagement and interactions with peers from both industry and academia;
* invest in membership elevation by strengthening relationships among Students and YPs;
* enable and incentivize youth to suggest innovative programs, by them, for them, supported and acknowledged by the IEEE IAS.

### 2.2 Submissions

Each Participating Entity (PE) is expected to submit either of the following post-event/s:

* final report (following the Sample Report Template, found under Section [***6. Reference Materials***](#_heading=h.1mrcu09)***)*** and
* Video recording of the event

The final report or video will be assessed by the IASMIWC **Assessment Panel** (AP). The reports/video will be evaluated based on the criteria mentioned in Section [***5, Assessment Criteria***](#_heading=h.46r0co2) of this document.

### 2.3 Future Plans

Given that the winning submissions showcase high potential in terms of supporting a replicable model, IEEE IAS holds the right to introduce that submission’s model in the form of a suggested reference model for future Local Webinar Events (LWEs).

## 3. Eligibility Criteria for Participants

 The following explains the eligibility criteria. Should you have any queries, you can contact the Assessment panel via the email stated in ***10. Contact***

### 3.1 IEEE Industry Applications Society (IAS) Student Branch Chapters (SBCs)

* existing IEEE IAS SBCs,
* existing IEEE IAS SB joint Chapters (e.g. IAS/PELS),
* or any IEEE Student Branches (SB), provided that they would be willing to form a local IAS Student Branch Chapter (SBC), before the final registration date of their submitted LWE.

### 3.2 IEEE Young Professional (YP) Affinity Groups

* provided that there is at least one (1) IEEE IAS active member in the organising team,
* or they will be willing to co-host their local event alongside a local IAS SBC (in their Section).

## 4. Key guidelines

The following provides a minimum level of expectations concerning the nature of topics to be covered, expected “presenters” or “panelists” qualifications, and the level of participation expected from the event organizers.

### 4.1 Possible Topics

The topics of submitted LWEs should cover technical-related topics that strengthen the participants' specific skill sets or competencies. The webinar topic should be within the scope of IAS Technical, and Operating Departments (refer to [Technical Activities - IEEE Industry Applications Society](https://ias.ieee.org/technical-activities/)).

### 4.1 Timeline

The event should not be longer than 1 hour. This must consist of a presentation by the presenters or panelists and a Q&A session. The event should be organized and taken place between the “Contest Announcement Date” and “Deadline for Submissions” as stated in **8. Critical Deadlines.**

### 4.2 Presenters or Panellists

Any professional may qualify as a “Presenter or Panellist”, as long as they have reasonable experience of any sort (industry, academia, entrepreneurship, government, etc.) i.e. at least 5+ years - including sufficient credentials to cover the webinar topic. It is to be noted that the PE is responsible for finding suitable presenters/panelists for the program.

### 4.3 Participation

An LWE should have a minimum attendance of at least ten (20) participants, including IEEE IAS and Non-IEEE members.

## 5. Assessment Criteria

The assessment will be based on the following criteria.

The webinar program will be assessed based on weighted categories and may be used as the framework to complete the final report. In addition, an SRT will be available online, as stated in Section [***6. Reference Materials***](#_heading=h.1mrcu09). A webinar should NOT be more than 1.30 hrs and will not be considered an eligible submission for this contest.

### 5.1.1 Goals and Objectives (10 marks)

List out the intended goals and objectives of the LWE, including the key skills, resources or information output of the event/s.

### 5.1.2 Number of Attendees (30 marks)

High numbers of attendance (especially in terms of mentees in the audience) will be considered favorably. The event attendance list should be presented as “screenshots”. Please be mindful of the guidelines stated in sub-section ***4.3 Participation.***

### 5.1.3 Panellists/Presenters Experience (15 marks)

The number of panelists/presenters and their proven experience on the topic/s covered will be considered favorably. A short bio of the presenter/s and/or panelists highlighting the key relevant experience should be included in the report, in the form of accompanying documents to the final report. Please be mindful of the guidelines stated in sub-section ***4.2 Presenters or Panellists.***

### 5.1.4 Topic/s Covered (25 marks)

Fresh and relevant topics that will benefit the students and young professionals will be considered favorably. Please refer to the guidelines stated in sub-section [***4.1 Introduced Topics***](#_heading=h.2lwamvv).

### 5.1.5 Event/s Program Structure (15 marks)

The structure of the program of the LWEs will be reviewed by the IAS AP. This Section should consist of the information explaining how organizers planned, designed, and conducted the program with a view to achieving overall success.

### 5.1.6 Lessons Learnt & Future Improvements (5 marks)

The report should also include a review section highlighting the experience gained, things that were learned, things that could have gone better, and future recommendations.

## 6. Reference Materials

Please access to [Event information site](https://ias.ieee.org/member-development/society-chapter-awards/)

## 7. Report OR Video Submission

Post-event submitted report, written in English, provided by the PE to the IAS AP, as explained in ***Section 7. Report OR Video Submission[[1]](#footnote-0).***

In the case of a .docx or .pdf format, the report should NOT exceed 10 pages in length, including any appendices, and should be accompanied by photographs, as evidence.

The final version of this report should be verified (including signature and contact information) by the respective chair of the organizing team and the presenters/panelists.

Post-event video, In English, provided by the PE to the IAS AP, as explained in ***Section 7. Report or Video Submission***. The video should be in MP4 format and should NOT exceed 1 hour in time and 500 MB in capacity.

Upon completion of the Webinar Contest, the final report/video should be uploaded to the [Event Submission link](https://bit.ly/miwc-submission)

## 8. Critical Deadlines

* Contest Announcement: 11th April 2024
* Deadline for Submissions: 20th June 2024
* Winners Announcement: 1st July 2024

## 9. Monetary Awards

1.1000 USD – First (1st) place, with certificates for the organizers. + travel grant for two people to attend IAS Annual Meeting 2022,

2.750 USD – Second (2nd) place, with certificates for the organizers.

3.500 USD – Third place (3rd), with certificates for the organizers.

Note: If in the opinion of the Selection Committee, the quality of the submissions does not sufficiently meet the evaluation criteria, the committee reserves the right to not present the award. The travel grant will be subject to IEEE travel regulations and the status of the Covid-19 pandemic in 2022. IAS reserves the right to suspend the travel grant.

## 10. Contact Details

For any further inquiries, please contact Nishad Mendis (rasanjana2000@gmail.com) or Lakshitha Gunasekara(lakshithag@ieee.org)

1. In the video submission, the recording should consists of all the assessment criteria explained in Section 5. [↑](#footnote-ref-0)