NAPROCK International Procon 2017

- Themed and Original Section -

Information for Participants

All participants for Themed and Original Sections of NAPROCK International Procon should **read this document thoroughly and submit the required documents before the assigned deadlines**. This document should be carried by all the participants during the contest.

1. Important Dates

Aug. 25	Submission deadline of the manuscript for the official guidebook and System Declaration Form
Sep. 22	Submission deadline of the source code list and the operation manual
Oct. 8-9	NAPROCK International Procon
	(Venue: Shunan-Shi-Bunkakaikan

(5854-41, Tokuyama, Shunan-shi, Yamaguchi 745-087, Japan))

2. Submission of Documents

(1) Manuscript for the Official Guidebook (Submission Deadline: August 25, 2017)
- ✓ Every team participating NAPROCK International Procon **must submit the manuscript for the official guidebook**.
- ✓ A sample file for the manuscript is attached to this document (07TO_SampleGuidebook.docx).
- ✓ **A detailed instruction for preparing the manuscript is given in the sample file.**
- ✓ **Read and strictly follow the detailed instructions** given in the sample file.
- ✓ All manuscripts should be prepared in **MS-WORD(docx) format** and **submitted before the deadline**. Any other file formats and any delays of submissions are not allowed.
- ✓ All manuscripts should be **uploaded to the file server**. An ID, a password and URL of the file server will be informed separately.

(2) System Declaration Form (Submission Deadline: August 25, 2017)
- ✓ Every team participating NAPROCK International Procon **must submit the System Declaration Form**.
- ✓ The format of System Declaration Form is attached to this document (08_SystemDeclarationForm.docx).
- ✓ **The detailed system configuration should be described** in System Declaration Form. For example, **this form should include the number of laptop computers, all the peripherals, any other devices, and so on**. The information described in this form is required to set up the demonstration booths.
- ✓ If **any special devices** are required, please **declare the specification of them in detail**.
- ✓ In the demonstration booths for Themed Section and Original Section, **public internet connection will be supplied on demand** by the organizer.
- ✓ The form should be prepared in **MS-WORD (docx) format** and **submitted before the deadline**. Any other file formats and any delays of submissions are not allowed.
- ✓ The form should be uploaded to the designated file server (same as the one used for submission of the

manuscript for the official guidebook).

(3) Source Code List of the Program (Submission Deadline: September 22, 2017)

- ✓ Every team participating NAPROCK International Procon **must submit the source code list of the developed software**.
- ✓ Source code list should be written in **A4 portrait paper** and submitted in **PDF format**. Do not use the landscape format.
- ✓ **A cover sheet is required** as the front page of the source code list. A sample file of the cover sheet is attached to this document (09TO_CoverSheetSouceCodeList.docx).
- ✓ Cover sheet includes the section name, title of the software, university/institute name, members' names, and mentor's name.
- ✓ Judge will review the source code list at the contest, so it should be **clearly printed and follow the required format**.
- ✓ **If the program is largely altered after the submission of the source code list, it would affect the result.**
- ✓ The PDF file size of the source code list **must be within 100MB**.
- ✓ The file should be uploaded to the designated file server.

(4) Operation Manual (Submission Deadline: September 22, 2017)

- ✓ Every team participating in **Themed/Original Section** of NAPROCK International Procon **must submit the operation manual of the developed software**.
- ✓ The operation manual should **include the detailed procedure from the startup of the system to the end of the operation**.
- ✓ The judges will operate the developed software by browsing the submitted operation manual in the judgment process.
- ✓ **Cover sheet is required** as the front page of the operation manual. A sample file of the cover sheet is attached to this document (11_CoverSheetOperationManual.docx).
- ✓ Cover sheet includes section name, title of the software, university/institute name, members' names, and mentor's name.
- ✓ The operation manual should be written in **A4 paper in the portrait format** and **within 12 pages including the cover sheet**. **Every page should be numbered.** It should be submitted in **PDF format** to the designated file server.
- ✓ The PDF file size of the operation manual must be **within 100MB**.

3. Schedule of the Contest

Oct. 7 (Sat.): **Check-in / Registration**

Oct. 8 (Sun.):

8:00	**The venue will be opened**.
8:15- 8:25	**Briefing for Themed/Original Section**
8:30- 8:50	Briefing for Competition Section
8:30- 9:05	**System for Themed/Original Section will be loaded to the venue.**
9:20-10:00	**Opening ceremony**

10:10-10:40	**System setting for Themed/Original Section**
10:10-13:00	Preliminary session for Competition Section
10:10-16:50	**Presentation review for Themed/Original Section**
10:40-17:00	**Demonstration for public (Themed/Original Section)**
14:00-16:50	1st round for Competition Section

Oct. 9 (Mon.):

8:00	**The venue will be opened.**
8:05- 8:15	**Briefing for Themed/Original Section**
8:05- 8:20	Briefing for Competition Section
8:15- 8:45	**System Setting for Themed/Original Section**
8:30-14:00	Consolation sessions / Semifinals / Final for Competition Section
8:45-12:00	**Demonstration and operation manual review for Themed/Original Section**
9:00-14:00	**Demonstration for public (Themed/Original Section)**
14:00-14:20	**System removal for Themed/Original Section**
14:30-15:00	**Invited Talks (in Japanese only)**
15:10-16:00	**Closing ceremony**
18:00 or later	**Cultural exchanging party with Japanese students (optional)**

Oct. 10 (Sun.):   Check-out / Excursion (optional)

4. Miscellaneous Remarks

(1) On Oral Presentations

- ✓ An oral presentation review will be scheduled for each team in Themed/Original Section. **Each team is asked to have a presentation** on the characteristics, usefulness and other features of their software.
- ✓ The speaker is only one member for each team, but other members can assist to operate their PC to show the slides.
- ✓ **Each team has 8 min. for presentation followed by a 4 min. Q&A session**. The bell will ring at 6 min. once, at 8 min. twice, and at last 12 min. 3 times that indicates the end of each session.
- ✓ **The connector for AV projector is mini D-Sub 15 pin only**. Only one screen will be prepared for each presentation.
- ✓ **Each team has to connect their PC** to the projector and operate the PC to show the slides by themselves.
- ✓ Any team cannot include the narration announcements in the presentation tools (slides) in advance, which implies that **any presentation should be real-time oral speeches**. However, appropriate audio effects can be used if necessary.
- ✓ The speakers have to **arrive at the presentation room before the session**.
- ✓ The speakers should prepare their PC and the presentation tool in order to start their speeches at any time.
- ✓ **Only the speaker can answer the questions at Q&A sessions**.
- ✓ The questions given in Japanese may be translated to English by translator (or the session chair) if necessary.

(2) On Demonstrations

- ✓ The systems developed by participants will be demonstrated during the contest. **There will be the demonstration reviews, the manual review as well as the demonstration opened for public**.
- ✓ **The demonstration reviews will be given by groups of the judges** and scheduled in advance. Each team has **2 min. explanation time followed by a 5 min. Q&A session**.
- ✓ **The manual review will be given by only one of the judges**. The judge will check if the system can operate correctly according to the submitted operation manual.
- ✓ The public demonstration will be opened in parallel with the demonstration reviews and the manual review.
- ✓ The panel for posters will be prepared by the organizer behind the desks where the system for demonstration is located. Each team can put the posters introducing the developed system. **The title (the name of the system) should be clearly printed on the poster**.
- ✓ **The size of the panel is 1800mm(W)×1800mm(H), but around 700mm from the bottom will be hidden** by the desks. **Pins, strings or hooks to hold the posters or any other displays should be prepared by the participants themselves**. The organizer will not supply them at the venue.
- ✓ Any displays of the system must be **exhibited in the restricted area of the size 1800m(W)× 1500mm(D)×2400mm(H)**. **The presenter should be also in this area**.
- ✓ The organizer will supply **2 desks of the size 1800mm(W)×45mm(D)** at each booth. Each team can remove 1 or 2 desks if not required. They can select 0-2 chairs to be used as well.
- ✓ The cardboard box to pack their system should be located below the tables during the contest.
- ✓ The organizer will prepare **at least one electric power socket** below the table at each booth. If any team requires 2 or more sockets, they should prepare them by themselves.
- ✓ **The electric power usage at each booth should not excess 300W**.
- ✓ A LAN cable for public internet connection (best-effort delivery) will be prepared for each booth if necessary.
- ✓ **There should be 2 or more members of the team at the booth** to demonstrate their system **at any time**.
- ✓ The demonstration booth should be cleaned up thoroughly after the demonstration ends on the second day of the contest. **Do not leave any garbage and personal belongings**.

(3) The Judging Method

- ✓ **The originality is the most important factor at the presentation review**. Technical strength to develop the system (including the submitted source code list), the description of the manuscript for the guidebook, oral presentation, usefulness of the developed system as well as originality are comprehensively reviewed through the presentation. The 3-grade evaluation will be given, that is, A (6pts), B (3pts), C (1pt).
- ✓ **The originality is also the most important factor at the demonstration review**. Technical strength, usefulness, operability, explanation capability, the demonstration including posters, integrity of the system as well as originality are comprehensively reviewed through the demonstration. The 3-grade evaluation will be given, that is, A (6pts), B (3pts), C (1pt).
- ✓ **The correctness and the description of the operation manual are reviewed** through the manual review. The 5-grade evaluation for the correctness will be given in the following way:

    A (7pts):   The system can operate correctly according to the operation manual.

A' (5pts): The system can operate correctly according to the operation manual, but additional explanation is required.

B (3pts): A part of the system cannot operate according to the operation manual.

B' (2pts): Several parts of the system cannot operate according to the operation manual.

C (1pt): There are many problems in the operation manual.

On the other hand, 3-grade evaluation for the description of the operation manual will be given, that is, A (3pts), B (2pts), C (1pt).

✓ The evaluations are given independently by each judge. The final evaluation for each team will be given as summation of each judge's evaluation.

(4) Intellectual Property Rights:

✓ Each team should deeply concern **any intellectual property rights issues**.

✓ Any rights should not be violated in the developed software and documents.

✓ All rights on the developed software are reserved by each participant.

✓ The organizers will use any documents or data submitted by the participants, photos and videos recorded during the contest and other materials regarding to the contest in video recording, website, guidebook or any educational purposes.

✓ Each participant should **sign Intellectual Property Rights Agreement Form** on the day of the contest.

(5) Japanese Power Plugs and Sockets:

✓ The voltage used throughout Japan is uniformly **100 volts, A.C**.

✓ The frequency of electric current is 60 Hertz.

✓ A convertible type of electrical appliance such as a hair dryer, travel iron and shaver will therefore be handy; otherwise a step-down transformer is required to convert the voltage.

✓ There are no columnar-shaped plugs or 3-pin plugs used in Japan but **2-flat-pin plugs are used** instead. **Japanese power outlets are identical to ungrounded (2-pin) North American outlets.**

✓ It is advised to purchase a plug adapter beforehand if required. **Please prepare the electric converters and plug-adapters by yourselves. The organizer will not provide the attendees with neither converters nor adapters in the contest venue.**

(6) Some Remarks on the Venue:

✓ **Any foods and drinks are prohibited** in the venue other than the designated area.

✓ **Please attention your personal belongings including variables** at any time during the contest. The organizer assumes NO responsibility on any lost or broken items.

✓ **Please turn off the mobile phones** at the demonstration area, competition area as well as during the presentation, opening and closing ceremonies.

5. Inquiries

Any questions on this document should be sent to **naprock-procon@tokyo-ct.net** by e-mail.