

REGULATIONS

1. INTRODUCTION

The Concours KGP is an interuniversity, professional case resolution and presentation competition, which emphasizes the project management competencies of its participants. This event has been planned since 2009 by an organizing committee composed of students in the Project Management Master's program at École des sciences de la gestion (ESG) at the Université du Québec à Montréal (UQAM).

2. DEFINITION OF THE CASE COMPETITION

The members of the team have a limited time in order to find a solution to a project management problem, as well as prepare a presentation that they will present in front of a panel of judges composed of professionals from the project management field.

3. GENERAL INFORMATION

The competition aims to offer a learning and networking experience to the participants. It encourages healthy competition, professionalism, and interaction between present and future project managers. The organizing committee of the Concours KGP commits to resolving any issues or questions in a manner conforming to the rules and spirit of the contest.

All collaborators and participants of the Concours KGP must be familiar with and follow the present rules and directives.

In the case where the rules of the competition are not respected, sanctions may be applied up to and including the disqualification of the team in question (at the discretion of the organizing committee).

No reimbursement of any registration fees will be made.

4. RULES

4.1 DEFINITIONS

Competition: this term refers to the case competition.

Organizers: this term describes the entity who organizes the case competition, in other words, the members of the organizing committee.

Sponsors and partners: these terms designate all companies or organizations who sponsor the competition.

Students and participants: these terms refer to all people eligible and admissible to participate in the competition.

All terms used in the masculine include the feminine.

All terms used in the singular include the plural.

4.2 ADMISSIBILITY

The competition is open to all students in recognized academic institutions who have an interest in project management. The 10th edition also includes the introduction of the professional participant's category; this includes all individuals who are not students nor representing an academic institution.

The process for selecting participants for the Concours KGP is at the discretion of the participating universities. No selection process is defined by the organizing committee. Each university is free to use the process most convenient for them. The teams chosen by the selection committees in participating academic institutions will be privileged by the organizing committee over other teams formed within the same university.

In the case where a selection committee is absent or if the number of teams who wish to participate in the competition exceeds the allowed limit per university, the quality of the registration form will be evaluated by the organizing committee in order to select the participating teams.

Apart from the professional teams, in order to be admissible to the competition, students must provide proof of enrollment for the fall 2019 semester (proof of enrollment letter, tuition fees statement or a valid student ID). These documents will be required as part of the registration form for the competition.



4.3 PARTICIPANTS

The teams in the bachelor's and master's participant's categories must be made of four (4) participants from the same school or university.

However, in exceptional circumstances only, if a member of the team can not be present during the competition, we will permit the team in question to participate with a minimum of three (3) members present. However, teams of three (3) students will not benefit from any extra time or extra points. If this occurs, no registration fees will be reimbursed.

The teams in the professional participant's categories can be made of two (2) to four (4) members. However, no extra time or extra points will be given to teams of two (2) or three (3) participants.

If a team is made of members from different university levels (bachelor's and master's), the team will compete in the next level, with all the other master's level teams.

4.4 THE CASE

The case used in the framework of the Concours KGP is written exclusively for the competition by partners external to the organizing committee.

The case is verified and approved by three professionals and practitioners in the project management field.

4.5 INNOVATANK

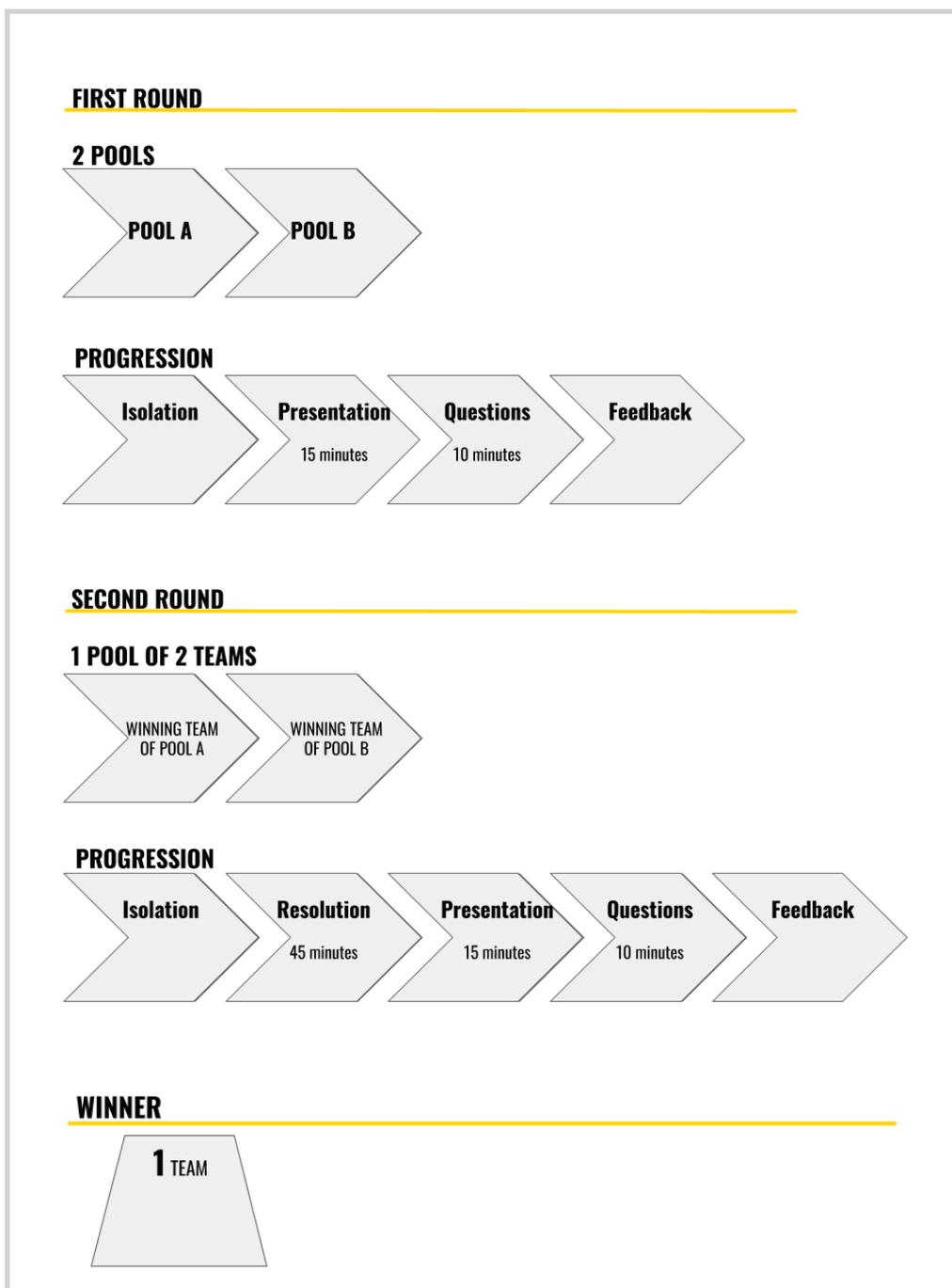
The Innovatank platform will be used this year in order to upload and evaluate presentations. The participants will have to register on the online Innovatank platform by following the instructions detailed in the Innovatank user's guide.



4.6 COMPETITION PROCESS

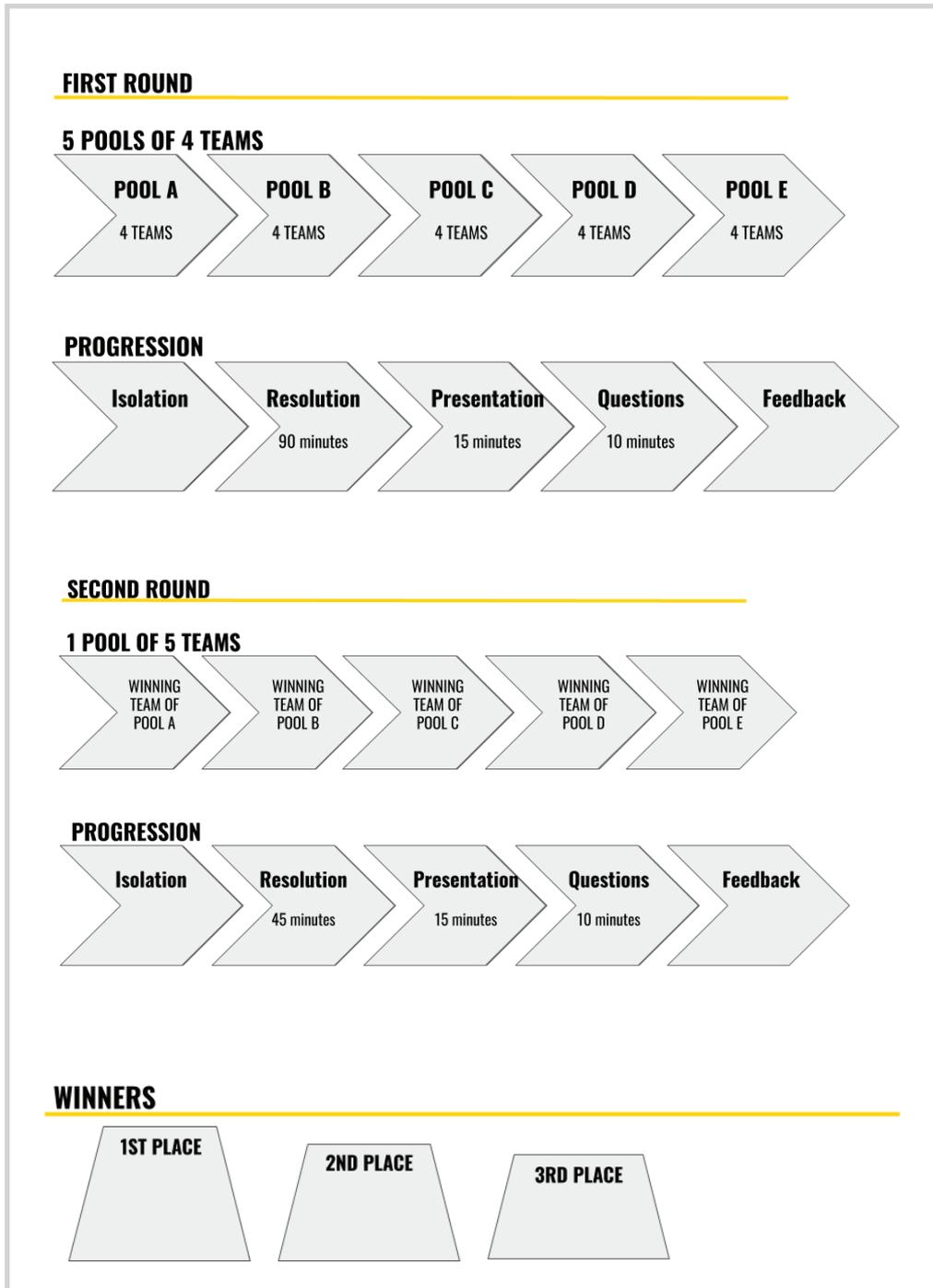
Bachelor's

The competition will take place over two rounds. During the first round, all the teams in the bachelor's category will have the opportunity to present their case resolution to the judges in the competition. Then, during the second round, the finalists from each pool will have to resolve the sequel to the case and present it before a panel of judges in order to determine the winner. One team will place on the podium: the winner of the bachelor's category.



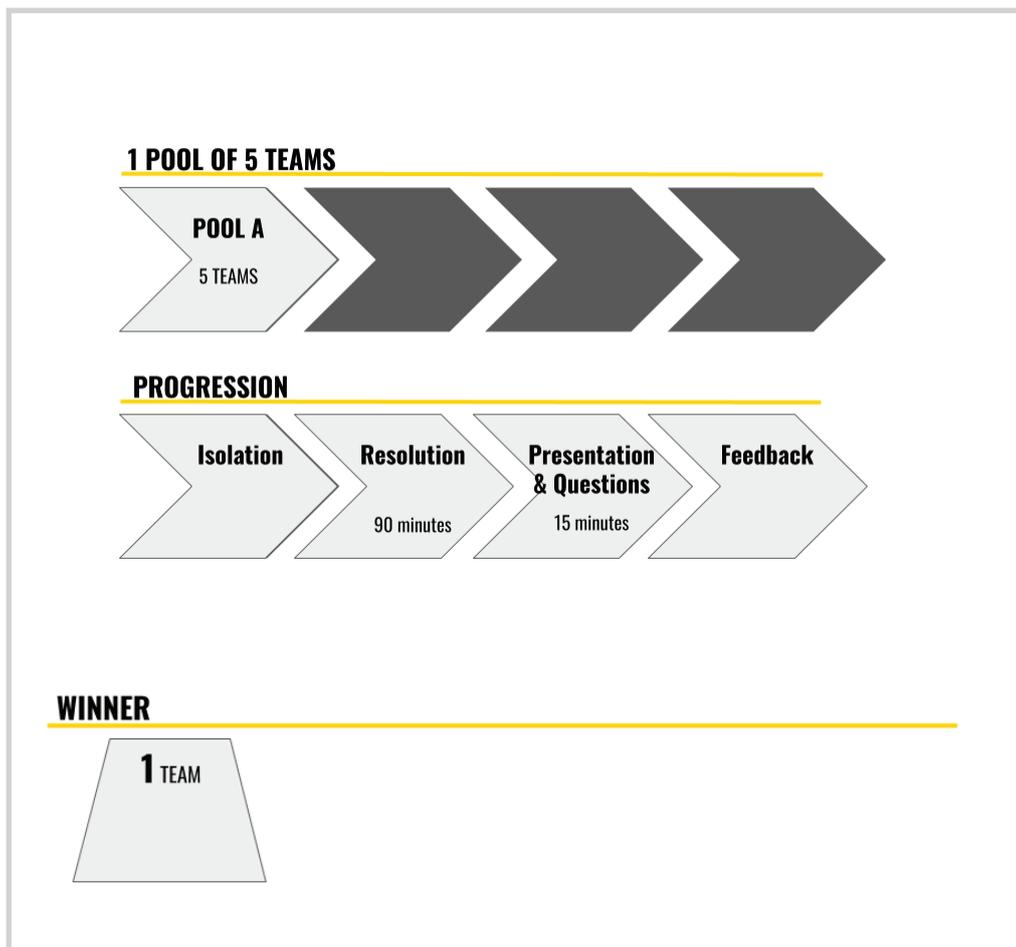
Master's

The competition will take place over two rounds. During the first round, all the teams in the master's category will have the opportunity to present their case resolution to the judges in the competition. Then, during the second round, the finalists from each pool will have to resolve the sequel to the case and present it before a panel of judges in order to determine the winner. Three teams will place on the podium: first, second, and third place.



Professionnal

The competition will take place over a single period during which all the teams in the professional category will participate. During this competition period, all the teams in the professional category will have the opportunity to present their case resolution to the competition judges. One team will place on the podium: the winner of the professional category.



4.7 ISOLATION PERIOD

USB key ;

In order to ensure that no participant benefits from privileged information before beginning the case resolution period, the participants must present themselves to the isolation room at the time indicated in their schedule. If a team is late in presenting itself to the isolation room, it will be disqualified. No personal belongings will be permitted in the isolation room apart from materials permitted by the organizing committee. Therefore, the following materials are prohibited during the team's isolation period:

wallets ;
handbags and purses ;
backpacks ;
calculators ;
cellphones ;
pagors ;
laptops ;
electronic tablets ;
smart watches ;
USB key ;
cameras ;
notes de cours ;
manuals ;
papers ;
and all other material.

The only authorized material is a language dictionary, but it must be presented to the individual welcoming you to the isolation room.

The possession of one or more prohibited objects in the isolation room will lead to the automatic disqualification of the participant at fault, and consequently the entire team.

The organizing committee is not responsible for any confiscated personal effects.

The organizing committee is responsible for preventing all communication of participants in isolation with all other persons outside the room during the isolation period. Therefore, access and movement around the isolation room will be controlled. No participant is permitted to exit or travel outside the isolation and resolution rooms without being accompanied by a Concours KGP volunteer.



4.8 RESOLUTION PERIOD

During the resolution of the case, teams have a limited time to prepare their solution and present it in front of a panel of judges.

No preparatory documentation before the competition is authorized.

Participants must use the Innovatank platform to transmit their presentation. A volunteer will oversee making printed copies of their presentation.

No outside documentation or any other material is permitted in the resolution rooms (except for the materials and contents of the participant's bag provided by the organizing committee).

The materials necessary for the resolution period and the presentation will be provided to each of the teams (board, crayons, paper, pens, and access to the Innovatank platform).

No personal effects are tolerated or admitted into the resolution and presentation rooms except for materials provided and authorized by the organizing committee. As a result, wallets, handbags, backpacks, calculators, cellphones, pagers, laptops, electronic tablets, smartwatches, USB keys, cameras, course notes, manuals, papers, and all other materials are prohibited when the team enters isolation. All use of these objects will lead to the immediate disqualification of the team without reimbursement.

At the end of the resolution period, all presentation material will be given to the responsible volunteer. No materials (notes, memory aids, cue cards, the case, etc.) will be permitted during the presentation period.

During the time from the end of the resolution period until the presentation period, the members of the team are not permitted to continue their discussions about the case. No communication is permitted between the members of the team during transition periods in the hallways.



4.9 PRESENTATION PERIOD

The participants must ensure that all team members have an active part in the presentation, however, it is not necessary that these parts be equal. The term “part” for the purpose of this article refers to the portion of the presentation time given to each participant from the same team.

Each team can do their presentation to the panel of judges in a single language, either in English or in French. This decision will be taken during the registration period and can not be changed. All presentations must be created using Microsoft PowerPoint.

Observers will only be accepted in the presentation rooms during the second round of the competition. Observers can be other participants of the contest, judges from the first round or any other guests.

The material created (i.e. the PowerPoint presentation) by the members of the team during the resolution period will be given to the judges just before the presentation period.

It is strictly prohibited to mention the name of the team’s university of provenance in the presentation. Any mention in this vein (name, location or entity), will lead to the immediate disqualification of the team.

4.10 THE JUDGES

The judges must originate from professional and academic communities.

The judges are selected by the organizing committee of the competition and its partners.

The panels of judges will be formed by the organizing committee.

The judges evaluate participants with the help of an evaluation grid established and validated by the organizing committee of the competition and the authors of the case. The judges must give an account of their observations by providing a grade to each team. The grade and comments will be transmitted to the team in question on the Innovatank platform.

The judges of the final round must choose the single (1) winning team among the two (2) finalists of the bachelor’s category, the three (3) winning teams among the finalists in the master’s category, as well as the single (1) winning team among the teams in the professional category. They must also select the best orator at the bachelor's level, at the master's level, and at the professional level.

The judges’ decision concerning the winners of the competition is final and without appeal. In the case of a tie, the team having obtained the highest score during the first round will win.

4.11 PARTICIPANTS CONSENT

The participants authorize the Association étudiante de la maîtrise en gestion de projet (AémGP) and the Concours KGP to use their name, their photo and all other verbal statements or writing related to the competition for promotional purposes, without any remuneration or compensation.

The participants authorize the Concours KGP to transmit their CV to professionals and teachers in project management as well as partners of the Concours KGP present during the competition.

The participants authorize the Concours KGP to use their coordinates (email and phone number) for recruitment and promotional means for subsequent editions of the Concours KGP as well as with the partners of the Concours KGP 2019.

The participants will be invited to provide their testimonies and impression to the AémGP, the organizing committee of the Concours KGP and its partners. The AémGP, organizing committee and its partners may use this information in their publications without any financial compensation to the participants.

