

SUBMISSION GUIDELINES

INTEGRATED CATEGORY



I. GENERAL TERMS

- **Competition Organizer:** The organizer is AIMAcademy Training Joint Stock Company (“AIM Academy”), who will be referred to as the “Organizer” or “Competition Organizer”.
- **Competition Sponsor:** The sponsor is a corporation duly established and operating in Vietnam, or in any other jurisdiction, or any individual, who would like to sponsor Vietnam Young Spikes 2018 held by AIM Academy, hereinafter be referred to as the “Sponsor”.
- **Brief Owner:** The Brief Owner is the organization or an individual who issues the brief for a category. The Brief Owner is legally responsible for content of the brief in terms of information, copyright and trademark (if applicable). The Brief Owner has all rights to possess content from the submissions of the competition contestants, including ideas and works in forms of text and visual.
- **The Work:** The Work is the pdf file presenting a team’s submission for the competition of Vietnam Young Spikes 2018.
- **Submission Round:** Submission Round is the first round of the Competition where the Works are submitted online and judged anonymously.
- **Final Round (Presentation & Winner Announcement):** This is the Final Round of the Competition where Top 5 teams of 2 leagues and 3 categories will present their Works directly to the Jury Panel and publicly at a designated venue.
- **Contact the Organizer:** via hotline 099 7272 066 or email vietnamyoungspikes@aimacademy.vn.

II. SUBMISSION GUIDELINES

- All submissions must be in English.
- Across your document, the minimum font size is 12 points.
- Your maximum **10-page** proposal must be in PDF format, maximum 10 MB. You do not need the Opening or Thank you slide. You can use <https://smallpdf.com/compress-pdf> to compress your pdf.
- **The presentation’s final slide** must be the **one-page executive summary** to briefly recap the presentation. Think of this slide as the elevator’s pitch, where your idea has to win the Jurys’ heart in 1 page.
- The file name's format for the presentation submission: **TEAM-ID.pdf** (Example: **24551.pdf** or **24552.pdf**).
- Your Team’s ID (registration ID) is in the confirmation email sent from vietnamyoungspikes@aimacademy.vn after your registration completed. If you don’t receive your Team’s ID, please send email to vietnamyoungspikes@aimacademy.vn; or call hotline 099 7272 066 .
- Photo/image:
 - All photos or supporting visual materials must be original or copyrighted stock photos with license for public usage.
 - You can also used watermarked photos (unpurchased) from major commercial stock photo sites such as Shutterstock, GettyImages, and iStockphoto...
 - Please **do not use** Google searched images because there might be copyright infringement issues.
 - Photos pulled through the Brief owner’s website is acceptable.
 - Images of KOL/ celebrity should be noted “for illustration only”.

- The content of the submission should be **completely anonymous**. These content below is NOT allowed **inside** the work:
 - Team member's name;
 - Team's name;
 - Team member's ID number ("So CMND");
 - Team ID
 - Team member's portrait photos and Facebook profile picture
 - Company's name.
- See previous 2017 winning works here for reference: <https://goo.gl/gVpDbM>, but please note that the judging criteria might be different for each year.
- To submit, follow these steps:
 - Step 1: Visit <http://vietnamyoungspikes.vn/submit.html>
 - Step 2: Enter the Team's Hash ID
 - Team's Hash ID, not the Team's Registration ID, if you forgot it, you can request your unique Team's Hash ID by clicking the text "If you don't know your team Hash ID, please click here to enter your email" and entering either one of the registered emails.
 - Step 3: Select PDF file, click "Upload" to submit your work
 - Step 4: Click "Submit Your Work"
- After finishing, you will receive an email in 15' to inform your submission is submitted successfully. Please contact Hotline 0997272066 if you do not receive the email.

Important notes:

- Submission can be done once for each team's Hash ID. Think carefully before pressing "Submit entry".
- The submission system in vietnamyoungspikes.vn is automatically closed at deadline (as stated below), the Organizer cannot interfere with the submission process and will not accept any works submitted outside the submission system, including but not limited to email, file sharing, Facebook messenger or any other platforms allowing file transfer.
- To make sure that your work is submitted hassle-free, please try to get the submission done even before the deadline. The Organizer will not accept or consider to solve any proof proving that the works are submitted on time, e.g screenshot of successful submission.

III. FINAL NOTES TO THE CONTESTANTS:

- The work must be submitted **ONLINE** (don't email) **no later than 12pm, Monday 20 August**. The submission system will close sharply at **12pm** for all contestants of **Integrated category**.
- **This is a serious competition**. Your work will be judged by the top senior experts in the industry. Only Top 5 from each category and each league will proceed to the Final Round (Presentation & Winner Announcement). The Shortlist will be announced on **27 August** via email and our official website. For Final Round (Presentation & Winner Announcement), we will use your submitted proposal from the Submission Round and no changes can be made. Each shortlisted team will be emailed their respective timeslot and they have maximum **5 minutes for presentation** and **5 minutes for Q&A** with the Jury Panel.
- **Double and triple check the submission guidelines**. The final work that infringes copyright or submission guidelines can be automatically disqualified by the Competition's Organizer. Any awards will also be withdrawn and you will not be eligible for the next competitions organized by the Competition Organizer.
- **Stay true to yourself!** No external help or influence is permitted at the time of the competition. No one is watching now, but everyone will be watching when you are shortlisted. Fame can come fast, but reputation is what lasts in this career. Cheating is never accepted with any reason.
- **No copycat**. The Submission may be disqualified in case of any copycat conducted in the submission intentionally or unintentionally. Contestants need to spend effort to make sure no commitment to any copycat. The Judges will not be obliged to check and research to confirm.
- **Cheating ruins your career and your company/university's reputation**. No external help or influence is permitted for the entire time of the competition.

- **We are here to support!** We try to make the submission guidelines as clear as possible. Should you have any concerns and doubt during the 48-hour competition, please email to vietnamyoungspikes@aimacademy.vn; or call hotline 099 7272 066.
- **Let's all commit to practice fair play and integrity.** In case you find any misconduct or violation of the submission guidelines, kindly email to Integrity@aimacademy.vn and we will respond within 24 hours.
- **Finally...Make this a memorable experience!** Please share with us your teamwork's moments by posting the pictures on Facebook or Instagram with Hashtag **#vietnamyoungspikes2018**. Don't forget to set the post's Privacy settings as Public.

Notice of Confidentiality

This document contains information that has been prepared for the sole and exclusive use of the intended recipient and on the basis agreed with that person for the Vietnam Young Spikes 2018. Please note that by disclosing part or entire information to any other third parties might infringe the regulations and result in the disqualifications of the contestant(s).

CONTACT US

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