

The Secretary of Innovation, Science and Higher Education, hereinafter referred to as "SICES", in collaboration with the Higher Education Institutions located in the State of Guanajuato, hereinafter referred to as "HEI", convenes students enrolled in the last semesters Undergraduate or higher university technician and teachers to participate in:

First Meeting of Creativity and Innovation for Internationalization at Home

Announcement 2017

The objective of this meeting is to provide students from Guanajuato and their peers from another country, the international experience of collaborating in the search for the solution or analysis of a relevant problem in their field of study. The meeting is to solve a problem applying the engineering sciences to innovate, improve and find solutions with distance participation of mixed teams of students, with the support of a teacher - tutor both in Guanajuato and abroad and making use of the English language in the interaction and presentation of the Final Work.

OVERVIEW

Internationalization at Home is defined as an approach, a new paradigm to promote the integral formation with an international experience within the educational institutions from the institutions themselves, seeking the appropriation and involvement of all the actors related to the formative process.

Both teacher in Guanajuato and teacher pair abroad, have to form a team with students from HEI and with students from another country, to establish a collaborative work distance schema using the English language, where they can propose ideas, solutions and exchange points of view by solving a problem through the application of engineering.

In developing the final solution, the team members will have learned new knowledge, technical skills, how to work at a distance, other working methodologies and different ways of thinking. They will have lived an international experience from their own institution.

Also, working at a distance using IT is a dynamic that takes place today in practically all major companies and educational institutions. Therefore, the proposed dynamics is close to what teachers live with their foreign peers and will be similar to what students will face once they graduate and join the working market.

The deadline for submission of Final Work will be October 1, 2017.

For the above and in order to carry out the event in the best terms, the following are issued:

Rules

FIRST.- PARTICIPANTS

Participants will be able to participate in the last semesters / four month period of the HEI degree, from the different engineering programs to develop projects in some application category (Business and entrepreneurship, application in the areas of Health, Environment, Renewable Energies, Automotive, Food, Fashion, Chemistry, Aeronautics) with the support of a teacher - tutor both in Guanajuato and abroad.

SECOND.- REGISTRATION REQUIREMENTS

- I. Fill in English language, the Team Registration Card (Attachment 1) with the following information: Name of the HEI, name of team members, name of teacher - tutor in Guanajuato and abroad, country and name of the institution, emails, project name, engineering area, application category and a brief summary of the project (up to half a page), and send it by email during the **month of August 2017** to salasma@guanajuato.gob.mx. The registration must be sent by the teacher - tutor of the HEI. The deadline for receipt of the Team Registration Card will be 31st August, 2017.
- II. Students must be enrolled into an engineering program at the undergraduate or higher technical university level and attend an HEI.
- III. Students must have approved at least 80% of the total credits of the academic program at the close of the competition.
- IV. Teams must consist of between 3 and 5 students of an HEI plus at least one foreign student, it being advisable to have a number of foreign students equal to the number of students of HEI without exceeding the maximum limit of 5.

- V. Both teachers - tutors of HEI and abroad must have training in disciplines related to the project and have a great commitment of institutional collaboration. They are the ones who must form the teams, propose the problem to solve, the engineering area and the application category. A teacher - tutor can coordinate more than one team.
- VI. The projects can solve some of the problems raised in Attachment 2 by the productive sectors of Guanajuato.

THIRD.- PROJECT DEVELOPMENT

- I. The project will be developed by HEI students, with the participation of students abroad and with the support of a teacher-tutor in Guanajuato and another abroad.
- II. The process of elaboration and development of the project will be carried out according to Attachment 3.

FOURTH: FINAL WORK

- I. The teacher - tutor of HEI, will send the Final Work electronically by email in a maximum of 8 pages to salasma@guanajuato.gob.mx according to Attachment 3.
- II. It is possible to add another file with free format, wording and up to 10 pages where it is desired to expose and expand aspects not considered in Attachment 3.
- III. For documents sent, the format will be a Word or PDF file, letter Arial, size 12 points, line spacing 1.5, justified alignment, margins 2.5 cm on each side, no spaces between paragraphs, tables and figures in APA format and citations and references must be prepared according to the style of the American Psychological Association (APA).
- IV. If audio visual material is required, cloud storage can be used for best review. The team must attach the link within the Final Work, refer to it, do not modify it after the official submission of the Final Work, guarantee its availability for the day of the evaluation and should last for up to 3 minutes.
- V. The Final Work will have to show creative and innovative elements, have not been presented in public forums, nor have won a prize.
- VI. The protection and registration of the rights derived from the Final Work will be in charge of the participating Higher Education Institutions.

- VII. All written and audiovisual material that is written, integrated and / or presented, must be in English language.
- VIII. Final date for receipt of the **Final Work** will be on Sunday, October 1st, 2017, date that marks the closing of this announcement.

Only works of teams that have sent their Team Registration Card will be accepted.

FIFTH.- LIMITATIONS

Projects that are in the following cases will be excluded:

- A) Projects that do not meet the requirements of this announcement and / or do not submit the documentary evidence requested by SICES in time and form.
- B) Teams with more than 5 students from HEI.
- C) Final works that are not unpublished.

SIXTH.- CONFIDENTIALITY

The information presented by the participating teams shall be of a "strictly confidential" nature, in the terms of article 20, Fractions I and II of the Law on Transparency and Access to Public Information for the State and Municipalities of Guanajuato, as well as Article 6 Fraction III of the Law of Protection of Personal Data for the State and municipalities of Guanajuato and will not be used for any purpose other than the evaluation and selection processes.

SEVENTH.- SICES EVALUATION COMMITTEE

A) The SICES Evaluating Committee described in the Secretarial Agreement 004/2017 signed by the Secretary of SICES on June 14th, 2017, will be made up of entrepreneurs, researchers, technicians and / or public officials with professional prestige with high commitment and with English language proficiency, and will be responsible for the review and analysis of 100% of the projects in the first stage to determine if they continue to the second stage.

B) In the second stage, the SICES Evaluation Committee may convene other experts and interested parties in the purpose of this announcement to issue its ruling of unappealable character, qualifying the finalist projects from highest to lowest score.

EIGHTH.- EVALUATION PROCESS

Once the participants submit their Final Works, the evaluation will be carried out in two stages under the rules of the Evaluation Committee of SICES:

First.- During the first stage, the Evaluation Committee of SICES will qualify 100% of the projects and will select the 8 proposals with the highest score.

Evaluation period: 02 to 06 October.

Second.- Students of the HEI of the teams of the 8 proposals that pass to the second stage, will present their projects in a face-to-face and / or virtual session to the Evaluation Committee of SICES. Each team has 20 minutes for their presentation and up to 10 minutes for a question and answer session. The presentation format will be free. The interaction should be in English. During this evaluation period, SICES will integrate the equipment dossier: the teacher's letter of assignment to the institution, the record of enrollment and the percentage of credits approved of the students.

Evaluation period: 09 to 13 October.

EVALUATION COMMITTEE OF THE SICES

FIRST STAGE: Evaluation of all projects

The SICES Evaluation Committee will review the documentation of the 100% of the projects submitted and will take into account the following criteria to select the 8 projects with the highest score:

EVALUATION CRITERIA WEIGHTING	WEIGHTING
I. Background, justification, objectives and development methodology proposed in the project	15%
II Scope - Project analysis - Generation of alternatives - Commercial and technological risks associated with the project	15%
III. Market analysis - Benchmarking studies, marketing and marketing plan - Positioning of the project in the market - Methodology to achieve the objective	15%
IV. Technical feasibility - Description of the technical solution to the problem	20%

- Elements of social and / or economic impact of the project - Project requirements - Scaling /Escalation Plan	
V. Innovation - Elements of technological innovation of the project with respect to the existing one - Level of impact (economic, social, environmental, etc.) of technological innovation	20%
VI. Presentation, fluency, clarity and written expression in English	15%
TOTAL	100 %

SECOND STAGE: Presentation in English by the 8 projects with the highest score. Up to 30 minutes per team.

In a free format, students from the 8 HEI teams and foreign students (optional) will participate in a session in which they will present the project in person or virtual session to the SICES Evaluation Committee and they will be able to answer some related committee questions with the theme or with the international experience. Both the presentation and the questions and answers must be expressed in English. The SICES Evaluation Committee will rate the proposals submitted from highest to lowest score and will deliver the results on the same day of the evaluation.

The Evaluation Committee of SICES will take into account the results of the previous stage, the presentation and interaction in English language, the innovation shown and the feasibility of generating a technology-based company from the project, and thereby qualify from highest to lowest score the proposals presented to make the results known on the same day of the session. The ruling will be final and unappealable.

NOVENA.- AWARDS AND ACKNOWLEDGMENTS

- I. 3 teams with the highest score determined by the Evaluation Committee of SICES, as a prize will present the Final Work in the foreign institution together with their peers, for which SICES will support with round air transportation, lodging and with 150 US dollars per day so that each winning participant can defray their expenses of feeding and / or transfers during the visit of up to 5 days.
- II. The visit will be in December 2017.

- III. The teacher- tutors of the winning teams of the HEI will organize the visit and logistics of their winning team together with their pair abroad for the presentation of the project face to an audience in abroad.
- IV. An acknowledgment will be given to the winning participants abroad after the agreement with the institutions of origin.
- V. The award will be for the students and the teachers of the HEI of the 3 teams with the highest score determined by the Evaluation Committee of SICES and that meet the requirements of this call.
- VI. Winning students and teachers must have international medical expense insurance.
- VII. It is the responsibility of each winning participant to comply with the immigration requirements that the country of visit requires.
- VIII. The payment of the fees for obtaining visas, passport and international medical expense insurance will be borne by each member of the winning team and the teacher - tutor will follow up on compliance with these requirements.
- IX. Beginning in 2018, the Secretary of Innovation, Science and Higher Education will seek forums and events to promote the best 8 participating projects to link them with productive sectors and / or support them to become technology-based companies, benefiting both the participants of HEI and from abroad.

Period during which the trip must take place: 01 to 23 December 2017.

TEN.- SITUATIONS NOT EXPECTED

Any situation not foreseen in this announcement will be solved by the Evaluation Committee of SICES, a resolution that will be final and irrevocable.

This announcement is issued in the city of Silao, Guanajuato, on August 4th, 2017.

SINCERELY

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