



NASA International Space Apps Challenge 2020

Project Submission Guide

OCTOBER 2-4, 2020

This guide is intended for participants of Space Apps 2020. The instructions contained in this document require users to be signed up and registered for this specific event.

Document last updated: Oct 1, 2020

For technical assistance with any of the content in this document, please email web@spaceappschallenge.org with a specific description of your problem.

Space Apps Project Submission Guide

Once you have registered for a location, picked a challenge, started or joined a team, you will gain access to your team's project page once the hackathon begins. This guide will walk you through the features of the project submission page and the various requirements your project must meet if you'd like your project to be eligible for Judging. For more information on teaming and judging/awards, see the [2020 Team Formation Guide](#) and the [2020 Judging and Awards Guide](#) located on the Resources page of our website: <https://www.spaceappschallenge.org/resources/>.

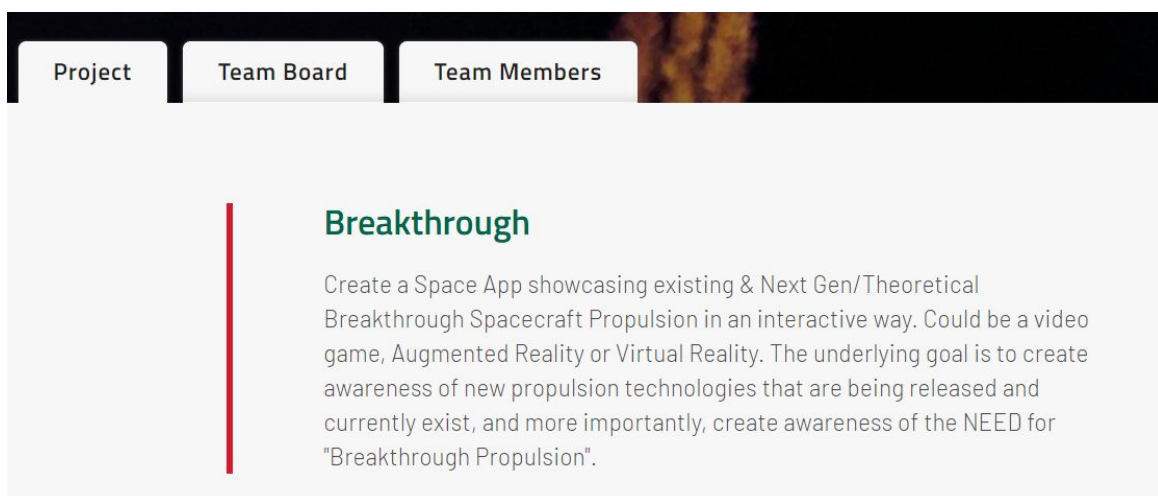
A reminder: We know that you only have 48 hours to complete your project. We do not expect you to have a completely finished, fully developed solution at the hackathon! Instead, we want you to be able to collaborate and hack in order to come up with creative ideas and solution starts. Please show us your solution blueprint and your reasoning behind your designs, even if you don't get very far into building them!

Project Submission Start and End Times

Project submission opens on Saturday, October 3 at 9 AM (local time). Project submission closes on Sunday, October 4 at 11:59 PM (local time). Your project must be submitted on the Space Apps website in accordance with the local time of the location for which your team is registered. *If your team is registered for the Universal Event, your project must be submitted in accordance with the local time of the member in the latest time zone.

Your Team Page

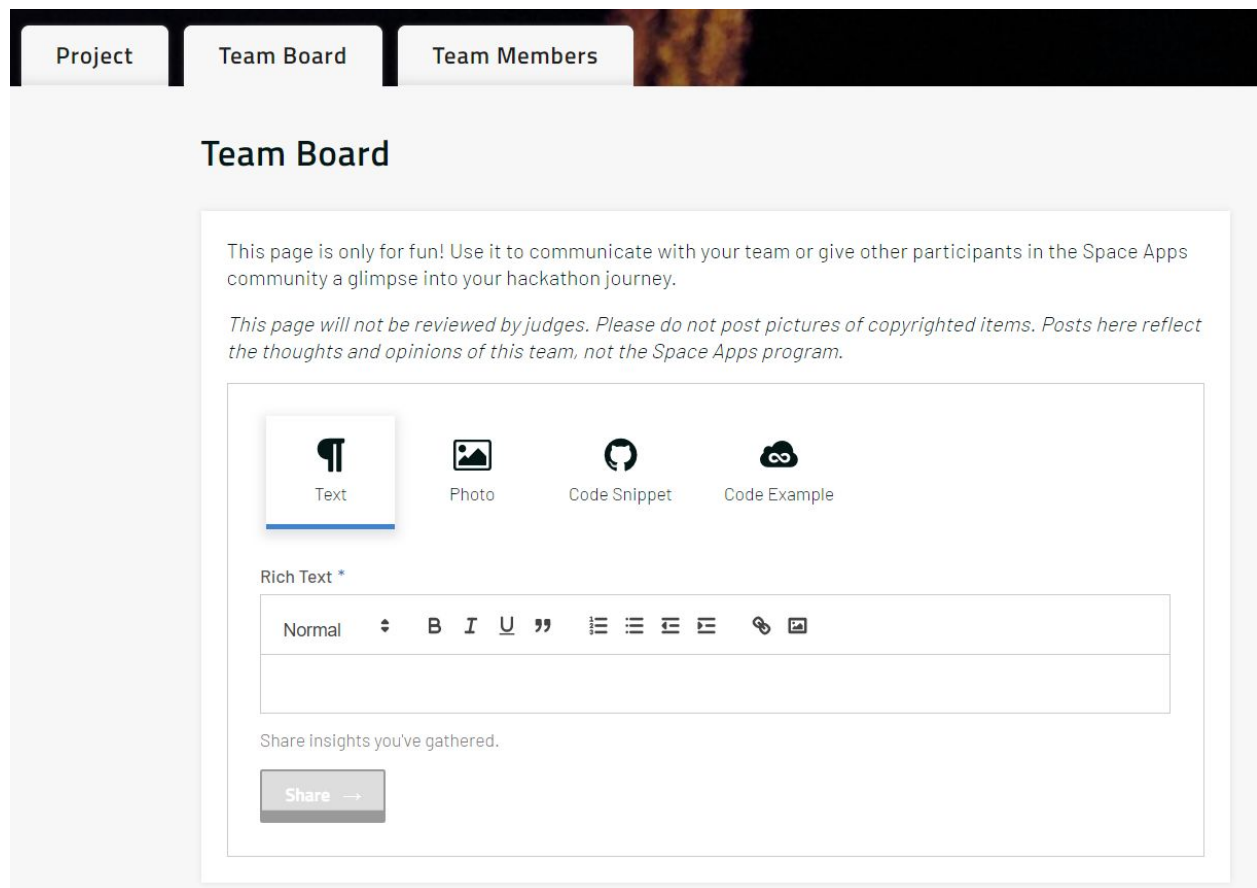
Your team pages include three tabs: the Project tab, the Team Board tab, and the Team Members tab.



Team Board

This page is only for fun! Use it to communicate with your team or give other participants in the Space Apps community a glimpse into your hackathon journey. Please note: This page will not be reviewed by judges. Please do not post pictures of copyrighted items. Posts here reflect the thoughts and opinions of this team, not the Space Apps program.

To post, select the appropriate format (Text, Photo, Code Snippet, and Code Example) and click on the “Share” button. Updates will be posted as a feed.



The screenshot shows a web interface with three tabs: "Project", "Team Board", and "Team Members". The "Team Board" tab is active. Below the tabs, the heading "Team Board" is displayed. The main content area contains a text block with the same disclaimer as above. Below the text is a selection menu with four options: "Text" (selected), "Photo", "Code Snippet", and "Code Example". Underneath is a "Rich Text" editor with a toolbar containing icons for bold, italic, underline, quote, list, link, and image. At the bottom of the editor is a "Share" button with a right-pointing arrow.

Team Members

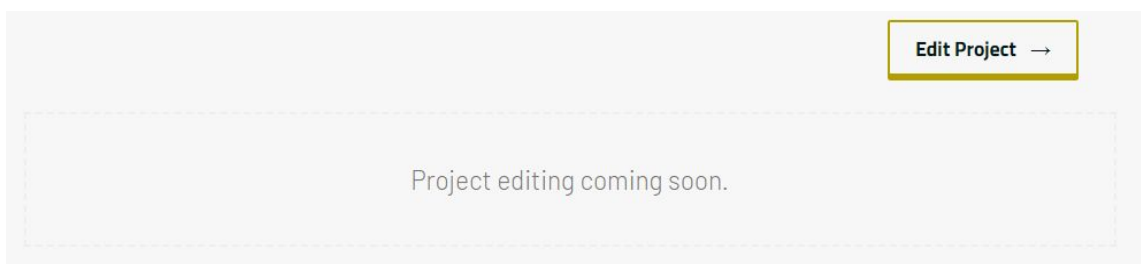
This page will list the team’s members. You can use this page to join a team, to contact a team leader, or to change information about a team that you are part of. For more information review the [2020 Team Formation Guide](#).

Project Tab

When hackathon weekend begins on October 3 at 9am (local time), you will be able to edit and submit your project in the Project tab. This is where you will provide details about your project, descriptions about your process, references to the data that you used, and other information.

Should you decide to submit your project for Judging, this is the page that the judges will review. The more information you provide, the better the judges can rate your submission! If you wish to be considered for judging, please ensure that your project meets the minimum requirements (below).

1. Click the “Edit Project” button to access and edit your Project page.



2. On your project page, provide your project details. The screenshots below showcase the different sections that you will be asked to complete. The asterisks (*) indicate fields that are required if you wish to submit your project for Judging.

You can save your work at any time by clicking the “Save Project” button at the bottom of the page, so remember to save often to not lose your work! Please note: even if you submit your project, you will still be able to edit your project page until the end of your local event. Only the final submission will be evaluated during judging.

Sharing files: The Project page does allow the upload or copy/paste of images amongst your project submission. However, it does not allow for the upload of videos or documents. Instead, please follow these instructions:

- Upload video or document material to another website (YouTube, Google Drive, One Drive, Dropbox, etc.) equipped to host the media, and then provide a publicly accessible link in your submission.
- These sites usually have a “share” option, where you can copy a URL. Before doing so, ensure that the share option allows for public access to the file. Also, test the URL with your teammates or a private browsing window.

- Whether you link to a Google slide deck, a YouTube video, or something else, there are plenty of ways to incorporate visuals in your final submission.
- There is no limit to the number of items you can link to on your project page. However, please provide only one link in the section where it asks you to “Demonstrate your solution.”

Project Title

100 character limit

Provide a high-level summary of your project

700 character limit

Describe how your project addresses this challenge ⓘ

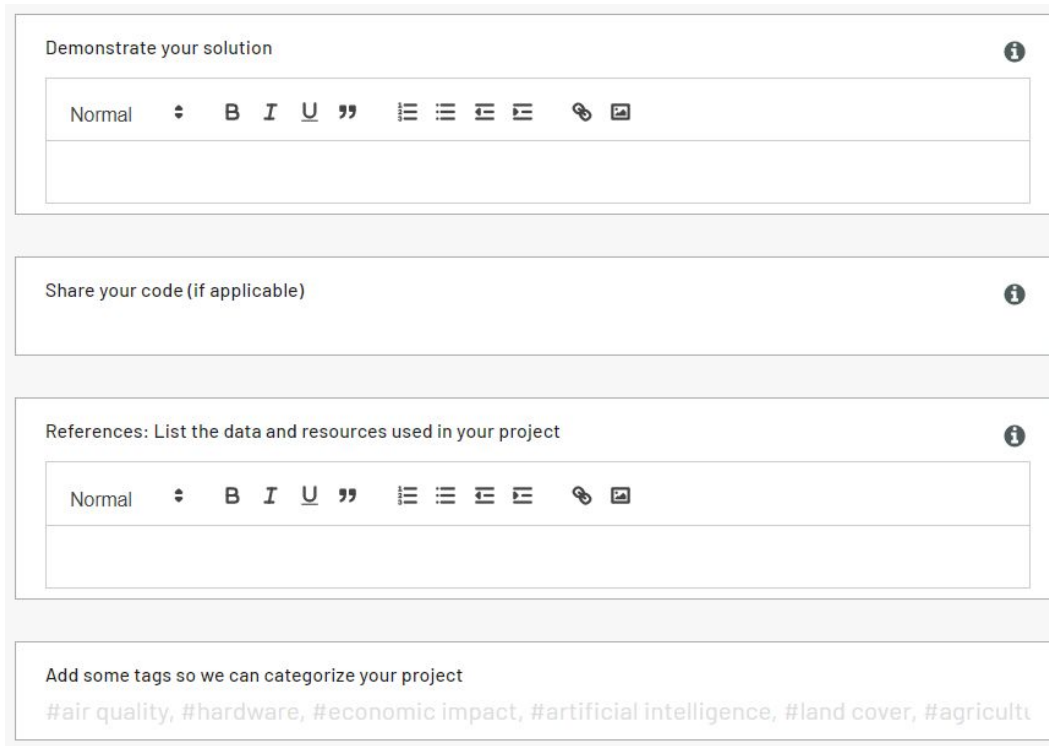
Normal ⌵ **B** *I* U ” ☰ ☷ ☹ ☺ 🔗 📎

Describe how you developed your project ⓘ

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How did you use space agency data in your project? ⓘ

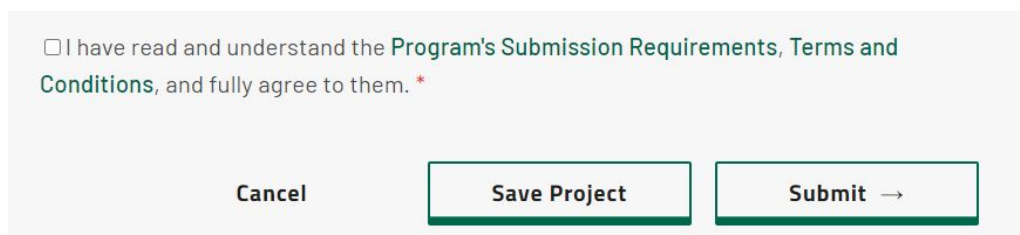
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The screenshot shows a form with four sections:

- Demonstrate your solution**: A text area with a rich text editor toolbar (Normal, Bold, Italic, Underline, Quote, Bulleted List, Numbered List, Indent, Outdent, Link, Image).
- Share your code (if applicable)**: A text area.
- References: List the data and resources used in your project**: A text area with a rich text editor toolbar.
- Add some tags so we can categorize your project**: A text area containing the example tags: `#air quality, #hardware, #economic impact, #artificial intelligence, #land cover, #agricultu`.

- To submit your project, complete your team’s Project page, agree to the [Terms and Conditions](#), and click “Submit.”



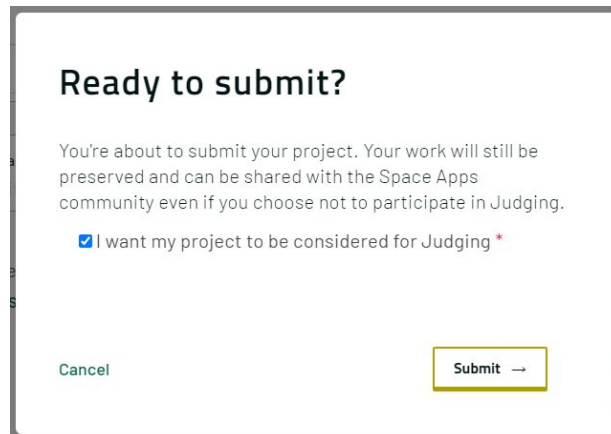
I have read and understand the [Program's Submission Requirements, Terms and Conditions](#), and fully agree to them. *

Cancel **Save Project** **Submit →**

- If you would like your project to be eligible for Judging and awards, check the box on the pop-up box that says, “I want my project to be considered for Judging” (screenshot below). Please note: your work will be preserved and shared with the Space Apps community, even if you choose not to participate in the judging process.

The deadline to submit your project is 11:59pm, Sunday, October 4 in accordance with the local time of the location for which your team is registered. *If your team is registered for the

Universal Event, your project must be submitted in accordance with the local time of the member in the latest time zone.







Congratulations on completing your project!

Tool Tips for the Project Page:

There are a number of tools to allow you to format your project text.



1. Click “Normal” to change the font size and set headers to sections within a text box.
2. Click the **B** to **Bold** highlighted text.
3. Click the *I* to *Italicize* highlighted text.
4. Click the U to Underline highlighted text.
5. Click the ” to callout quoted text.
6. Click 1 2 3 ••• to either create a numbered or bulleted list respectively.

7. Click   to right or left indent text respectively.
8. Highlight text and then click  to hyperlink it to a URL.
9. Click  to upload an image from your device. You can also copy and paste images from the web into these text boxes.

Eligibility for Global Judging:

To be eligible to advance to Global Judging from either a Local Event or the Universal Event, your team and/or project MUST:

- Respond to one of the official Space Apps Challenge statements.
- Clearly show how NASA, ESA, JAXA, CNES, or CSA datasets, products, or resources were integrated into your project.
- Provide a "demo" of your project by sharing a public link to slides (up to 7) or a video (30 second limit). Please note: you must upload your video/files to another website equipped to host it and then provide a publicly accessible link in the demonstration section. (In other words, links should not require permission or registration to access them.)
- Include a link to code in a public repository on your project page (if applicable). Space Apps is all about open data and collaboration!
- Use English language on the project page (demonstrations can be in other languages but must include English language subtitles).
- Make sure that the project does not contain profanity or inappropriate language.
- Ensure that all team members are registered and identified on the team's webpage.
- Have no more than six people on your team.
- Finish updating your project page on the Space Apps website by 11:59pm, Sunday, October 4 in accordance with the local time of the location for which your team is registered. *If your team is registered for the Universal Event, your project must be submitted in accordance with the local time of the member in the latest time zone.
- Complete all of the required fields on the project submission page.
- Adhere to all rules within the Space Apps [Participant Terms and Conditions](#).
- Check the box on the project submission page that says, "I have read and understand the Program's Submission Requirements, [Terms and Conditions](#), and fully agree to them."
- Check the box on the project submission page that says, "I want my project to be considered for Judging."