

This document contains important information that the participating schools should be familiar with for InnoVenture 2017

# Role of School

InnoVenture 2017

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## I. School Registration

1. To confirm the School's participation in InnoVenture 2017, the School would submit the application online using this link for the [School Registration Form](#).
2. In case the above link does not work, please copy-paste the below link into your browser window:

<https://goo.gl/forms/uZeYCvHR9Snk6xBd2>

### Please note:

- As part of the registration process, you will be asked to select a **preferred week and day** for conducting round 1 from the following choices:
  - **14<sup>th</sup> August 2017, Monday -- 19<sup>th</sup> August 2017, Saturday**
  - **18<sup>th</sup> September 2017, Monday -- 23<sup>rd</sup> September 2017, Saturday**
  - **3<sup>rd</sup> October 2017, Tuesday -- 7<sup>th</sup> October 2017, Saturday**It is recommended to choose a single suitable date.
- Deadlines to school registration is till the end of September, we strongly recommend early registration so as to allow your students ample time to prepare for the competition via the online materials (which they shall receive post successful registration).
- The School is requested to kindly inform us in writing and also over phone in case of any desired change in the Round 1 date. We request a lead time of at least 10 working days to implement any change in schedule.

## II. Student Registration

- Student registrations are conducted by the respective schools directly by communicating with their students/parents.
  - IntelligencePlus gratefully acknowledges the efforts taken by the schools, principals and teacher coordinators in promoting and ensuring participation of their students in large numbers.
  - In our endeavor to conduct all our processes in an environment-friendly manner, we minimize the use of paper as far as possible. Hence, all student registrations would be done in a paperless manner.
1. The School will communicate the competition details to the students and their parents and encourage participation in high numbers. We will be sharing a Video and Presentation File which will help the coordinator to promote and spread awareness about InnoVenture among the students.
  2. **There should be at least 25 Students from the school participating for the InnoVenture Challenge.**
  3. The school gets to retain some percentage of the total amount on account of Administration Charges incurred during the InnoVenture Process.
    - a. 10% of the total amount if 0-100 Students from the school
    - b. 15% of the total amount if 100-200 Students from the school
    - c. 20% of the total amount if 200+ Students from the school
    - d. 30% of the total amount if all students from 4<sup>th</sup> to 9<sup>th</sup> Participate in the challenge (Compulsory Participation)

### **Suggestions for Promoting the Competition to your Students:**

- a. The school may allot a 15 minute talk during the school assembly for students and convey the competition details to them with the help of Video and Presentation File
  - b. The school may communicate information to the PTA about the competition and its benefits for all the students, so that the parents can also be informed in all the PTA meetings.
  - c. Electronic media may be leveraged such as creating awareness using School Website, WhatsApp, School Facebook pages and groups, emails to parents, SMS to parents to convey the competition details.
  - d. We suggest that the School could include the competition registration details in the student diaries/calendars/website circular.
4. The School will collect the participation fees (INR 250/- only) from each of the students and share the details of the same with IntelligencePlus via email ([events@intelligenceplus.com](mailto:events@intelligenceplus.com), [pranjal@intelligenceplus.in](mailto:pranjal@intelligenceplus.in)) in the



provided format (attached along with the email). **Please note, there are no additional fees to be paid for subsequent rounds.**

5. Payment Invoice would be raised to the School by IntelligencePlus. All the payments would be done by The School to IntelligencePlus via the below account details using NEFT:

**Kotak Mahindra Bank**

**East Street Branch Pune City**

**IntelligencePlus Eduvision LLP**

**Current A/C No.: 6111603666**

**IFSC Code: KKBK0000721**

**OR**

In case the school does not transfer funds online, the Demand Draft or Cheque in the name of **"IntelligencePlus Eduvision LLP"** should be couriered to IntelligencePlus directly at our corporate office in Camp, Pune.

**Office Address:**

**IntelligencePlus, Ground Floor,**

**842, Dastur Meher Road,**

**Camp, Pune - 411001**

**Tel. Nos: 9922210946| 9021122705| 020-26120090**

**Note: The school has to transfer the amount after deducting the Administrator Charges from the total amount collected from the students.**

**Student registrations would be confirmed by IntelligencePlus only post the receipt of payment to IntelligencePlus.**

### **III. Round 1 – Written Round to be conducted in the School itself:**

1. Post the completion of school and student registrations along with payment of participation fees, IntelligencePlus would courier the set of questions papers to the school for conducting Round 1 (written round) in the school itself within one week prior to the agreed Round 1 date. The School is expected to keep the question papers sealed till the commencement of the examination
2. The School will assign classrooms to conduct the examination on the agreed date and will appoint invigilators for conducting Round 1. Care should be taken to ensure no unfair means are used by any of the students and that the time limit for completion of the paper is adhered to
3. Students are permitted to use pens, pencils and crayons to effectively answer their questions (usage of colours is welcome for answers requiring graphical representation, however, the originality of the idea and concept will get more weightage than the colour and decoration)
4. Invigilators to collect the answer scripts post the completion of the examination and to sort them as per grade and seal the same.
5. The School will courier back the answer sheets to IntelligencePlus within 3 working days of the completion of Round 1
6. Assessment of the answer sheets would be done by IntelligencePlus independently. Round 1 result would be available on IntelligencePlus website and will also be communicated to school via email
7. All the certificates & medals would be sent to the school. It would be distributed as per the announced result

#### **Support by IntelligencePlus:**

1. Templates for School Registration (online link as well as offline copy) and Student Registration sheet template have been attached separately along with the email.
2. Question papers for Round 1 will be couriered directly to the School by the IntelligencePlus
3. Information about selected finalists for each stage shall be informed to the school
4. Detailed analysis of the performance of the School's students with respect to 21<sup>st</sup> century skills will be provided to the School along with recommendations for areas of improvement



#### **IV. Round 2 – Telephonic Interview to be conducted by IntelligencePlus in the school itself:**

1. Based on the all-India result for Round 1, IntelligencePlus would announce the list of qualified candidates for Round 2
2. Accordingly, Round 2 will be conducted over telephone with each student in the school itself on a mutually convenient date in the month of November 2017
3. The list of candidates qualifying for the Final Round shall be announced by IntelligencePlus on the website and will also be communicated to school via email
4. IntelligencePlus shall keep the School updated about the progress of their candidates and seek the School's support in communicating the same to the students and their parents.
5. Awards/Goodies for Round 2 candidates will be sent to the School directly for distribution



#### V. Final Round:

1. The entire final round shall be conducted by IntelligencePlus in Pune or one common location for all the national finalists around January 2018
2. IntelligencePlus will seek the School's support in communication and coordination but will conduct the event independently by arranging the venue, infrastructure, workshops, training and final evaluation.
3. Students (and parents/teachers/Principal, if they wish to accompany their children) are expected to make their own travel and accommodation arrangements. IntelligencePlus will provide assistance/guidance to them for the same to the extent possible.
4. Results will be announced by IntelligencePlus along with award distribution at the final round venue
5. School Awards, Head of Institute Awards and Teacher Co-ordinator Awards will be presented at the venue itself during the award ceremony. IntelligencePlus would greatly appreciate the presence of the award winners at the venue for felicitation and award distribution.

#### Please Note:

- Complete schedule for Round 2 and Final Round would be provided to the school
- Confidentiality of the competition details and proprietary IntelligencePlus materials is to be maintained
- All decisions regarding the assessment and declaration of results/winners lie with IntelligencePlus and the decision is final and binding.
- **Kindly note, any change in school official information (Principal/Coordinator/Contact Details or change of Round 1 examination date) must be informed via email and phone to IntelligencePlus at the earliest.**

Please reach out to [events@intelligenceplus.in](mailto:events@intelligenceplus.in) or 9922210946 in case of any questions/concerns.