

# 2019 IEEE REGION 3 SOUTHEASTCON

## STUDENT NETWORKING COMPETITION RULES

The IEEE Region 3 Networking Competition is an opportunity for IEEE student members to develop networking skills through feedback provided by Networking Competition Judges in order to mirror the experience of presenting pitches during real world job fairs.

### 1. TIMELINE

<b>Monday, April 1st, 2019</b>	Registration deadline and deadline for submitting resume created on ResumeLab (must e-mail to: <a href="mailto:r3secon2019networking@gmail.com">r3secon2019networking@gmail.com</a> )
<b>Friday, April 12th, 2019</b>	Competition begins at 8 AM
<b>Saturday, April 13st, 2019</b>	Competition ends at 12 PM

### 2. ELIGIBILITY

1. Student must create a resume in IEEE ResumeLab: <https://ieee.optimalresume.com>
2. Student must bring the following to the competition:
  - a. Enough copies of their resumes to provide one of each to every Networking Competition Judge they plan to interact with. We recommend at least 20.
  - b. A clipboard and writing utensils to use during their pitch to the Networking Competition Judge
3. Student must bring a cell-phone capable of:
  - a. Taking pictures
  - b. Sending emails
4. Student must have a pitch prepared before attending the conference.
  - a. See Appendix A for resources on creating your pitch
5. Student must pitch their Job Fair pitch to at least 5 Networking Competition Judges during the Networking Competition

### 3. COMPETITION PROCESS

1. The competition will start during the kickoff meeting on Friday morning. This is not a mandatory meeting. The purpose of the meeting is to answer questions and reviewing the process with students and judges prior to the competition. The location and time will be available on the conference program.
2. The competition will run **starting Friday 8AM until Saturday 12PM**. The students will self-drive the steps below during this time frame to present their pitches to Networking Competition Judge.

3. The **IEEE Student** must complete the following with at least 5 Networking Competition Judges during the Networking Competition time:
  - a. Approach the Networking Competition Judge
    - i. *judges will be wearing a Networking Competition Judge ribbon and a reference ribbon will be displayed at the registration desk*
  - b. Hand the Networking Competition Judge the following documents:
    - i. Student's Resume
    - ii. Networking Competition grading rubric (Last page of this document)
      1. *There will be extra copies of the rubric near the registration desk*
  - c. Give the judge time to review the rubric and your resume
  - d. Start your pitch
  - e. End your pitch
  - f. Ask the judge to fill out the rubric
  - g. Discuss feedback with the judge
  - h. **(BONUS POINTS)** Take a "selfie" with the judge
  - i. Take a picture of the filled out rubric and ensure all scores are clearly readable (comments or notes do not need to be clearly readable in the photo)
  - j. Use your smart phone to compose an email as follows (THIS STEP MUST BE DONE WITH THE OVERSIGHT OF THE JUDGE)
    - i. Title: [Students name] pitch with [judges name]
    - ii. Send to: [r3secon2019networking@gmail.com](mailto:r3secon2019networking@gmail.com)
    - iii. Cc'd addresses: [Judges email address]
    - iv. Contents:
      1. Photo of filled out judges' rubric
      2. "selfie" (BONUS POINTS)
    - v. Note that there does not need to be text contents in the body of this email
  - k. Inform the judge of the following
    - i. *Your resume is for them to keep*
    - ii. *There is nothing else that they need to do to complete the submission of the rubric. They do not need to turn in anything because you are submitting the completed rubric via email.*

At the end of this interaction, the student should walk away with the filled out rubric and the judge should walk away with the student's resume.

4. It is encouraged for students to practice their networking pitch with other students during the conference. Ribbons will be available to students to indicate to other students that they are available to practice their pitch. These ribbons will be different than the official judge ribbons and displayed at the conference check-in desk. Pitches judged by students will not count toward the students score and should not be submitted to the networking competition. Because these pitches are not graded, they are a great way for students to practice their pitch before doing pitches that will affect your score.

#### 4. PRIZES

Winners will be announced during the IEEE Region 3 SoutheastCon 2019 Awards Ceremony. The prizes for first, second, and third place will be in the form of real job interviews with companies looking to hire. (sponsors)

All resumes submitted to the competition will be made available to these companies in a resume book.

#### 5. JUDGING CRITERIA

Please see the last page of this document for a copy of the judging rubric.

#### 6. BONUS POINTS

Students may achieve bonus points in three ways:

- A. **Selfie bonus points:** Once the student has completed their pitch, they can take a “selfie” with the Networking Competition Judge and email it to the networking competition. These photos will be posted on IEEE social media platforms. For doing this, the student will earn 5 points that will be added onto each pitch that they complete with each Networking Competition Judge. An example of this calculation is shown in Ex. 8.1:

*Ex 8.1: A student conducted a pitch with: Networking Competition Judge 1 and scored an 85, Networking Competition Judge 2 and scored a 90, and Networking Competition Judge 3 and scored a 90. The student took “selfies” with Networking Competition Judge 1 and 3. Therefore, the students scores will be adjusted to 90 for Networking Competition Judge 1, 90 for Networking Competition Judge 2, and 95 for Networking Competition Judge 3. The student's initial average score was 88.3. After the selfie points are added, the students final score will be 91.6.*

- B. **Thank You Letter bonus points:** The practice of writing thank you notes or emails after an interview has become more common and preferred. When a company receives a thank you note from an interviewee, it tells them that you are very interested in the job that you interviewed for.

Once the student has completed their pitch, they can write a thank you note, in the form of an email, to the Networking Competition Judge. Details on how to submit this letter for bonus point credit is found in section 7. For doing this, the student will earn 5 points that will be added onto each pitch that they submit a thank you email for. An example of this calculation is shown in Ex. 8.1 (above).

- C. **Resume Review bonus points:** Students can earn 1 point for each faculty/staff member that have reviewed their resume at their university (maximum of 5 points) and 1 point for each IEEE professional member that has reviewed their resume (maximum of 5 points). These points will be added onto the students total score as shown in Ex 8.2.

*Ex 8.2: A student conducted 4 pitches with the following scores: 75, 78, 81, and 89. The student's initial average score is 80.75. The student had their resume reviewed by 7 faculty/staff members at their university and 3 IEEE professional members. Therefore, the student earned 5 faculty/staff points and 3 IEEE professional points. This means that the student's final score is now 88.75.*

Note: If a resume reviewer is a university faculty/staff member and a IEEE professional member, then the student will be able to earn 1 faculty/staff member point and 1 IEEE professional member point (for a total of 2 points)

## 7. SUBMISSION PROCESS

- A. **(MANDATORY) Completed Judging Rubrics:** Once the Networking Competition Judge has completed filling out the judging rubric for a student, the student is responsible for then taking a picture that clearly shows the scores of the completed rubric. The student must follow the steps below to submit the completed rubric with the oversight of the judge.

Use your smart phone to compose an email as follows (THIS STEP MUST BE DONE WITH THE OVERSIGHT OF THE JUDGE)

- i. Title: [Students name] pitch with [judges name]
- ii. Addressed to: [r3secon2019networking@gmail.com](mailto:r3secon2019networking@gmail.com)
- iii. Cc'd addresses: [Judges email address]
- iv. Contents:
  1. Photo of filled out judges' rubric
  2. "selfie" (BONUS POINTS)
- v. Note that there does not need to be text contents in the body of this email

It is recommended that the student holds onto these rubrics until after the conference has ended in case there are any issues in reading the information in the pictures.

- B. **(BONUS POINTS) Resume Reviews:** In order for the student to receive their bonus points for having their resumes reviewed prior to SoutheastCon 2019, the student must:
- a. Email [r3secon2019networking@gmail.com](mailto:r3secon2019networking@gmail.com) a compressed folder containing the following files:
    - i. OriginalResume.docx
    - ii. FinalResume.docx (resume that implements all recommended changes)
  - b. Have each reviewer of their resume send [r3secon2019networking@gmail.com](mailto:r3secon2019networking@gmail.com) an email stating that they reviewed the student's resume. The e-mail must look like this:  
Subject: SoutheastCon 2019 NC Resume Review for [Student's Full Name]  
Body: I confirm that I have reviewed [Student's Full Name] resume. My affiliation is [Faculty/Professional/Both Faculty and Professional]

In order to receive the Resume Review bonus points, Resume Reviews must be completed by April 1, 2019.

**C. (BONUS POINTS) Thank You Notes for Networking Competition Judge:**

In order for the student to receive bonus points for a thank you note in the form of an email, the students must send an email as follows:

Title: [Students name] thank you to [judges name]

Send to: [judges email]

Cc'd to: [r3secon2019networking@gmail.com](mailto:r3secon2019networking@gmail.com)

Body: The body of this email must be a thank you note that meets the following requirements

- a) Thanks the judge for taking the time to review your job fair pitch
- b) Minimum of 4 sentences
- c) Details at least one change you made to your pitch based on the feedback from the judge.

The student must send this email by 12 pm on April 13<sup>th</sup> 2019 in order to receive the bonus points.

- D. (BONUS POINTS) Selfie photo:** If the student takes a selfie with the professional, the student must then include the picture in the email sent in section 7A, Submission process for completed judges rubrics.

## 8. FAQs

**Do you have to be in the networking competition to practice your elevator pitch with a Networking Competition Judge or receive resume feedback?** No. All students and professionals at the SoutheastCon are more than welcome to talk with Networking Competition Judges at any point about networking and resumes.

**What happens if we need to print more resumes than we initially brought?**

It is the full responsibility of the students to bring enough copies of their resumes. They may also find out the requirements for using their hotel business center.

**Is there specific attire for the students?**

No. There are no points allocated on the networking competition rubric for student attire.

**Will student be graded on their resume?**

No. There are no points allocated on the networking competition rubric for student resumes. Students are expected to have their best resume available for the Networking Competition Judges in the chance that the Networking Competition Judges they are practicing their pitch with is interested in hiring them for a job. Additionally, students are allowed to ask for feedback from Networking Competition Judges on their resume and change their resume throughout the competition in order to create their strongest resume.

**Can you participate in the networking competition if we are also in another student competition?**

Yes. The networking competition is designed to be an open time frame to allow students to still participate in various other student competitions and activities.

## Appendix A - Resources for Pitches

We recommend reviewing the following websites when creating your pitch:

- [1] <https://www.wikihow.com/Develop-Your-Personal-Elevator-Pitch>
- [2] <https://theinterviewguys.com/write-elevator-pitch/>
- [3] <https://careersidekick.com/best-elevator-pitch/>
- [4] <https://www.kent.edu/career/your-one-minute-elevator-pitch>
- [5] <http://www.salisbury.edu/careerservices/students/interviews/60secondElevator.html>
- [6] <https://titanwebmarketingsolutions.com/elevator-pitches-examples-suggestions-students>

Judge:

Student:

Judge E-mail:

IEEE Region 3 Networking Competition Judging Criteria		
<b>Introduction</b>	Speech contains (1 point each): <input type="checkbox"/> Full name <input type="checkbox"/> School <input type="checkbox"/> Degree(s) <input type="checkbox"/> Class/Grad date <input type="checkbox"/> Position they are seeking (ie. internship, full time) <input type="checkbox"/> Objective	___ / 6
	Strong handshake	___ / 5
<b>Body</b>	Speech contains: <input type="checkbox"/> 1-2 accomplishments on their resume <input type="checkbox"/> Hard skills <input type="checkbox"/> Soft skills	___ / 3
	Discusses <b>most</b> compelling/relevant accomplishments on resume	___ / 10
	Discusses <b>most</b> compelling/relevant skills on resume	___ / 10
<b>Closing</b>	Speech contains (2 points each): <input type="checkbox"/> Call to action ensured for follow up <input type="checkbox"/> Shows self-action steps for following up	___ / 4
<b>Delivery</b>	Student maintained eye contact	___ / 5
	Student sounded confident	___ / 5
	Students voice was clear	___ / 5
	Student maintained a good pace	___ / 5
<b>Organization</b>	Pitch was well organized and had a clear direction	___ / 5
	Smooth transition between sections	___ / 5
	Logical flow of information	___ / 5
<b>TOTAL</b>		___ / 73
Overall, the pitch was (circle one):      Professional    Proficient    Developing    Incomplete		



## Revision History

Date	Version	POC	Notes
02/08/2018	1.0	Victor Basantes <a href="mailto:victor.basantes@ieee.org">victor.basantes@ieee.org</a>	First release of rules
01/11/2019	2.0	Bailey Ulferts <a href="mailto:Bailey.ulferts@gmail.com">Bailey.ulferts@gmail.com</a>	Updated rules for 2019 SoutheastCon