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| **ABOUT YOUR TEAM (minimum of 2 members per team)** | | | |
| **Please provide the following information on your team and details of all your team members.**  **By signing on the designated field, you agree to comply with all the terms and conditions of innovJam.** | | | |
| **Team Name:** | | | **No. of Team Members:** |
| **Organisation sponsored Individual initiated:** | | | |
| **Team Member 1 (Team Leader)** | | **Role:** | |
| 1. **Name:** |  | 1. **Designation:** |  |
| 1. **Organisation:** |  | 1. **Email Address:** |  |
| 1. **Mobile Contact:** |  | 1. **Signature of Team Member** |  |
| **Team Member 2** | | **Role:** | |
| 1. **Name:** |  | 1. **Designation:** |  |
| 1. **Organisation:** |  | 1. **Email Address:** |  |
| 1. **Mobile Contact:** |  | 1. **Signature of Team Member** |  |
| **Team Member 3** | | **Role:** | |
| 1. **Name:** |  | 1. **Designation/Role:** |  |
| 1. **Organisation:** |  | 1. **Email Address:** |  |
| 1. **Mobile Contact:** |  | 1. **Signature of Team Member** |  |
| **Team Member 4** | | **Role:** | |
| 1. **Name:** |  | 1. **Designation/Role:** |  |
| 1. **Organisation:** |  | 1. **Email Address:** |  |
| 1. **Mobile Contact:** |  | 1. **Signature of Team Member** |  |
| **Team Member 5** | | **Role:** | |
| 1. **Name:** |  | 1. **Designation/Role:** |  |
| 1. **Organisation:** |  | 1. **Email Address:** |  |
| 1. **Mobile Contact:** |  | 1. **Signature of Team Member** |  |

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| **ABOUT YOUR PROJECT** |
| **Project Name:** |
| **Please describe the learning challenge you intend to solve and why you think it is a challenge worth solving. Please substantiate with evidence and data, where relevant.**  **The learning challenges could be in any of the following areas:**   1. **Engaging Learners in Online and Blended Learning:** [Example] How might we leverage AI to create more engaging, interactive and personalised learning experiences in online and blended environments, ensuring higher completion rates and maintain learner motivation? 2. **Integrating Innovative Learning Technologies for Business Growth:** [Example] How might we leverage AI-driven learning technologies to efficiently upskill the workforce ensuring that employees gain the necessary skills to drive business growth and remain competitive in a fast-changing market? 3. **Assessing Workplace and Job Performance Effectively:**   [Example] How might we use AI-driven assessment tools to create more accurate and scalable methods of measuring workplace and job performance, ensuring that training translates into real-world skills and competencies?   1. **Matching Skills with Industry Demand:** [Example] How might we leverage AI to ensure that learning programmes stay aligned with industry demands by dynamically matching learners’ skills with job opportunities and emerging market needs? |
| **Proposed GenAI solution:**  **Please describe the key features of the proposed solution and how you expect it to address the challenge you have articulated in the preceding section.** |

**OFFICIAL RULES, TERMS, AND CONDITIONS**

**THE ORGANISER RESERVES THE RIGHT TO USE ANY AND ALL CONTENTS SUBMITTED BY THE TEAM AS PART OF OUR EFFORTS TO PROMOTE TECHNOLOGY ENABLED CONTINUING EDUCATON AND TRAINING (CET)**

DESCRIPTION OF THE PROGRAMME: The innovJam (“Programme”) supports Learning & Development professionals seeking to test out, iterate and validate ideas and solutions that tackle existing Learning & Development challenges.

For the 2024 edition of innovJam, we explore the transformative potential of Generative AI within the Training and Adult Education (TAE) sector. innovJam 2024 encourages trainers and Learning & Development (L&D) practitioners to create and refine practical GenAI solutions that will contribute to shape the future of learning. This initiative aims to harness the power of GenAI to enhance training practices, streamline content creation, and personalise learning experiences, ultimately advancing the way training and learning are delivered and consumed.

In submitting this application form, the team is committed to go through the innovJam’s development process as illustrated in Table 1 below and submit their iterated idea/solution for judging.

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| **Date / Time** | **Programme** | **Remarks** |
| 18 Oct to  10 Nov 2024 *(submission deadline)* | Submission of **innovJam 2024 Application Form** | Teams to submit innovJam 2024 application form with their ideas/solutions in the form of learning artefacts that they intend to build using Gen AI. |
| 15 Nov 2024 | Confirmation of teams qualified for Pitching Day | |
| 21 Nov 2024 | **Pitching Day** | Shortlisted teams to pitch their submitted ideas/solutions to a panel of judges. Winning teams each win S$5,000 to further develop their learning artefacts.  *\*Team is free to decide how they want to do the pitch but one member should be designated to take questions though other members may come in to support and complement in the answers.* |
| 27 March 2025  *(tbc)* | **Showcase Day** | Winning teams to further develop their ideas/solutions and showcase their winning solutions during Showcase Day. |

Table 1

Submissions will be evaluated in accordance with the established Evaluation Criteria as elaborated below. Winning teams will be awarded SGD$5,000 to develop their ideas into an artefact which will be showcased during Showcase Day.

1. Official Entry: All participating teams will submit their entry into the programme via the official entry form. Any changes to the team composition after submission will only be considered with the expressed support of every team member in the official request to change team composition form.
2. ELIGIBILITY: Individuals or employees, aged 18 years and above, with experience in designing or delivering at least one training/learning course.
3. EVALUATION: All entries are evaluated based on the following criteria (the “Evaluation Criteria”). Teams must score at least 60 points out of the maximum 100 points based on these criteria and have the consensus of all judges to qualify for the prize monies.

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| Criteria | Description[[1]](#footnote-1) | Weightage |
| 1 | **Problem Definition and Alignment with Learning Challenges**   * How clearly and thoroughly does the team define the **learning challenge** they are addressing? * Does the team demonstrate a good understanding of the problem within the context of the **Training and Adult Education (TAE) sector**? * To what extent does the proposed solution align with this specific challenge and show promise in addressing it meaningfully? | 40% |
| 2 | **Innovativeness and Creativity of the Solution**   * How creative is the team’s approach in tackling the identified challenge? * Does the solution demonstrate **innovative thinking** that could lead to a breakthrough or significantly improved outcomes in the TAE sector? * Is the team able to clearly communicate the **novelty** of their idea and how it could transform traditional training and learning practices? | 40% |
| 3 | **Feasibility of Early Implementation and Iteration Potential**   * To what extent does the solution demonstrate **early-stage feasibility**, even as a wireframe or high-level concept? * Is the idea **workable** enough to be developed further through **pilot trials** and initial iterations? * Does the team provide a **clear vision** for how they would approach testing, refining, and evolving the solution? | 20% |

1. Award of prize monies:

* innovJam: prize monies of S$5,000 each qualified winning team.
* Disbursement: the monies will be disbursed within 3 months after the announcement of the winning teams after Pitching Day.
  + The monies will be disbursed after the team returns this form with duly signed signature/s of all team members.
  + The monies will be credited to the bank account of a Singapore registered company or the Team Leader as indicated in this form.

The sharing or distribution of the prize monies shall be at the sole discretion of the awarded team based on the team members submitted in the official participation form. The Organiser is not responsible for any disputes arising among team members concerning the treatment of the monies.

In the event any participant engages in behavior that (as determined by Organiser in their sole and absolute discretion) is obnoxious, inappropriate, or threatening, illegal or that is intended to annoy, abuse, threaten or harass any other person, the Organiser reserves the right to terminate the disbursement of the monies after the award, and claw back the monies disbursed. The Organiser also reserves the right to claw back the monies disbursed if Entrants is not able to develop the proposed higher fidelity level solution concept as indicated in the submission documents of the innovJam Pitching Day.

1. INTELLECTUAL PROPERTY: With the exception of the use of any materials belonging to the Organiser and its assignees, the foreground intellectual and industrial property rights to each entry, including the application and code, if any, will remain with the Entrants.
2. PRESS AND PUBLICITY: Entrants agree that at the point of the submission of entry to the Showcase, they shall not make, and shall not permit, any press release and media publicity of the submission idea and solution they are working on. The Organiser reserves the right to showcase the winning idea in events, or to conduct joint publicity, as they best see fit to encourage and drive adoption and use of the developed idea within the sector.
3. CONDITIONS FOR PARTICIPATION: Prizes conferred are not transferable under any circumstances. In the event a winning team is unable and / or unwilling to accept the award or withdraws for whatever reason, the Organiser reserves the right to award it to the next highest scoring team that meets the qualifying criteria.
4. Signing on this form deems the Entrants agreeable to being bound by these Official Rules, Terms and Conditions and by the decisions of the judging panel, which are final and binding on all matters pertaining. Due to the unique nature and scope of this Programme, the Organisers reserve the right to alter or modify these Official Rules, Terms and Conditions at any time. In the event the Organisers are prevented from continuing with the Programme by any event beyond its control, including, but not limited to, fire, flood, epidemic, earthquake, explosion, labor dispute or strike, act of God or public enemy, communications or equipment failure, utility or service interruptions, riot or civil disturbance, terrorist threat or activity, war (declared or undeclared), interference with the Programme by any party, or any government law, order, or regulation, order of any court or jurisdiction, or other cause not reasonably within Organisers’ control (each a “Force Majeure” event or occurrence), the Organisers shall have the right to modify, suspend or terminate the Programme.
5. ELIMINATION: Any false information provided within the context of the Programme by any Entrant concerning identity, postal address, telephone number, ownership of right or noncompliance with these rules or the like may result in the immediate elimination of the Entrant from the Programme. If the Entrant is a team, and any single team member provides such false information, the Organiser reserves the right to disqualify the entire team. The Organiser further reserves the right at any time, including after announcement of winners, to disqualify any entry that it believes, in its sole and absolute discretion, infringes upon or violates the rights of any third party or otherwise does not comply with these Official Rules, Terms and Conditions.
6. WARRANTY AND INDEMNITY: Entrants certify that their entry is original and that they have the right to submit the entry. Each Entrant agrees not to submit any entry that: (1) infringes any third party proprietary, intellectual property, industrial property, personal rights or other rights, including without limitation, copyright, trademark, patent, trade secret or confidentiality obligation; (2) includes any personally identifiable information; or (3) otherwise violates applicable law. To the maximum extent permitted by law, each Entrant agrees to release, discharge and hold harmless the Organisation, and each of the Organisers’ respective directors, officers, employees, agents, successors and assignees (“Released Parties”), from and against, any and all claims, liability, costs, losses, damages or injuries of any kind arising out of, or related to, the Entrant’s participation in the Programme and/or related to any prize (including, without limitation, losses, damages or injuries to the Entrant’s or any other person’s equipment or other property, or to their persons, related to participation in the Programme; or arising out of any violation of rights of publicity or privacy, or claims of defamation or portrayal in a false light; or based on any claim of infringement of intellectual property or other rights; or from any typographical, human or other error in the printing, offering, selection, operation or announcement of any Programme activity and/or prize).
7. ORGANISER: The Organiser of this Contest is the inlab, acting on behalf of the Institute for Adult Learning, of 11 Eunos Road 8, #07-04 Lifelong Learning Institute, Singapore 408601 and Singapore Polytechnic, Department of Educational Development of 500 Dover Road, Singapore 139651.

--- End of Form ---

1. The bullet points are descriptors and broadly provide explanation for interpretation. Each bullet point need not and will not be scored in isolation. [↑](#footnote-ref-1)