

## 2020 ASCM Case Competition

### Rules and Procedures for Student Team Participation

#### Student and Team Eligibility, Team Sizes, Academic Disciplines

All team members must be full-time enrolled college/university students during the Fall 2019 semester and must be an ASCM member (there is no charge for ASCM student membership). To join, see link at the end of this Rules and Procedures document.

Each team must be comprised of four students during the initial school round. Any mix of graduate or undergraduate students is allowed on a team. All students must be from the same academic institution but may be enrolled in different degree programs.

Each team member must maintain ASCM membership throughout the competition timeline. Individuals may only participate on one team during a competition cycle. Multiple years of participation are allowed as long as the student is enrolled full-time at a college/university. No alternates or substitutions are allowed on a team. To continue eligibility during later rounds of the competition, a team must still be composed of a minimum of two of the original team members. Given the length of the competition cycle, spanning two different academic years, ASCM understands that some team members may graduate and leave for employment or continued graduate level education opportunities. However, those team members are still eligible to participate throughout the entire competition cycle as long as they maintain their ASCM membership.

Although business and engineering programs are the most common participants, faculty and students from any discipline interested in supply chain management are welcome.

#### Team Registration and Number of Teams

Teams must register using the link on the website: [www.ascm.org/case-competition](http://www.ascm.org/case-competition). Registration opens on August 1st and closes at 11:59p CST (US) on October 31, 2019. Prior to registering, make sure all the required information is available for each team member:

- School name
- College/University Department, or ASCM Student Chapter (or Club), or ASCM Parent Chapter
- First and Last names, email addresses, ASCM membership numbers, and mobile phone numbers for each team member. Select someone on your team to serve as the team's Primary Contact.
- Team Advisor/Mentor (only one needed, see next section below)

Upon completing the registration step containing the team information, two things will happen. First, the website will redirect to the Judgify application that is being used for the submission of entries. Second, the team's Primary Contact (or Captain) will receive a confirmation email that the registration has taken place. The person serving as the team captain should continue to register using the Judgify application and make sure they save the login information they created for the eventual uploading of the team's entry materials. By default, the ASCM ID of the team captain serves as the unique ID for the team.

Each school may have an unlimited number of teams register to participate in the college/university round, but a maximum of two teams may be selected as winners of a school's college/university round.

### **Required Identification of a Team Advisor/Mentor**

Each team must name a faculty advisor or an industry mentor (only one or the other is needed, not both). That person serves in an oversight role for the team. The advisor/mentor may not help the team with the case solution.

Each team is required to register their advisor/mentor on the ASCM Case Competition website as part of their team management responsibilities. Provide the name, title, organization, and email address for the advisor/mentor.

### **Required Identification of Ultimate Authority at Each School to Name Winners of School Round**

Although a college/university may have many different advisors/mentors for their various teams, each college/university must name one person that will act as the ultimate authority to select and identify up to two team(s) that will advance from the college/university round to the virtual round. This is of course not a team decision or responsibility, so consult with your advisor/mentor. ASCM encourages schools, chapters, and clubs to work out this person's selection internally.

ASCM will notify all the advisors/mentors associated with each properly registered school if there are multiple advisors/mentors that have been named by teams at the school. This is done to help the schools in the process of naming the person that will serve as the ultimate authority for the school.

The school's ultimate authority should use the judges scoring sheet as a guide as they select winning teams since the judges of the next round, the virtual round, will be using that same scoring sheet. Those judges will be selecting the teams that advance from the college/university round to the Regional round.

The school's ultimate authority must name up to two winning teams by 11:59p CST (US) on November 15th by sending an email with the team(s) ID numbers and the last name of the team leader to [CaseCompetition@ascm.org](mailto:CaseCompetition@ascm.org).

## How Student Teams Obtain the Case, Complete their Solutions, and Submit their Entries

The case and the case data files will be posted on the Case Competition website on October 1. Teams should register on the site as soon as possible (see the previous section on team registration). Student teams should also download the judges scoring sheet to help guide the development of their reports and presentations. The sheet is available on the ASCM Case Competition website.

After registering their team and obtaining the case, the team has until the deadline of 11:59p CST (US) on October 31, 2019 to submit the entry using the Judgify application (again, see the previous section about team registration and the number of teams). Note that a link to Judgify was provided by ASCM as part of the original team registration confirmation email. If the case is not submitted by the deadline, the entry will be ineligible and will not be accepted. The team should also provide their entry to both their advisor and to the school's ultimate authority.

## Team Entry Materials Requirements

To remove possible judging bias for entries that advance to the virtual round following the college/university round, it is vital that all submitted materials contain no identifying information beyond the unique code assigned to each team (by default this is the ASCM ID of the team's captain). No student names, team names, or school identifying information should be on the slides or video that the team submits. If any school, team, or individual identifying information is included beyond the unique code, the entry will become ineligible.

Each student team must submit **TWO** items:

1) Each team must submit a report containing no more than eleven total slides that are developed as if the team is presenting their proposal to the executive team of the company. The eleven slides may be developed in any presentation software (e.g. PowerPoint), but must be converted into PDF format. Original presentation files are not eligible, only the PDF version. The judges scoring sheet (available for download on the ASCM Case Competition site) identifies that the first required slide is a title slide, and the second required slide is an executive summary overview to start the presentation. Similarly, the presentation will finish with an 11th slide for results and conclusions. There is no need for a thank you or questions slide at the end. The case competition site also contains a set of PowerPoint page templates for all of these pages.

2) Each team must submit a recorded presentation that may not exceed five minutes. The file size and file formats are limited as specified on the Judgify entry submission page. Once again, take care not to include any identifying information in the video, including logos, school colors, emblems, etc. that could identify the school. The entire team is NOT required to participate in the presentation, but at least two team members must participate in the recorded presentation or the team will be ineligible. Note that a simple voiceover narration of the team's slides is acceptable,

but of course, a video showing team members presenting may be viewed by the judges as a more compelling entry.

### **Questions Regarding Rules, Procedures, and Overall Competition Cycle**

Questions/clarifications about the rules, procedures, and the overall 2020 ASCM Case Competition cycle may be addressed to [CaseCompetition@ascm.org](mailto:CaseCompetition@ascm.org).

Questions about the case itself will not be answered. Instead, if teams have questions about particular aspects of the case, the teams are asked to clearly state their assumptions within their entry slides and as part of their presentations, plus defend the assumption. The quality of a team's questions, assumptions, and explanations is one of the scoring criteria on the judges scoring sheet.

ASCM Student Membership is free; apply for membership using the following link:

<http://www.ascm.org/join>