

UGC “Whole-person Development Fund” – Mini-conference 2023/24

Understanding the Development of the Nation

Theme:

Understanding the Development of the Nation

Overview of the Project:

This University Grant Committee (UGC) has provided financial support for the project aiming to promote undergraduate students’ understanding of the achievements made and the challenges faced by the Nation. All full-time undergraduate students are welcome to join this project.

There are two stages of the submission procedure:

- In Stage 1, interested applicants are required to submit an entry form with a brief description of their video/poster plan (*no more than 300 words*) to the Office of Undergraduate Studies, and a preliminary screening will be conducted to select 50 applicants. The selected applicants will be given a subsidy of \$2,000 to produce a **5-minute video** or design a **poster** focusing on the achievements made and the challenges faced by the Nation.
- In Stage 2, the selected 50 applicants are required to submit the completed video/poster with a project report (*not less than 100 words*).

Objectives of the Present Project:

- To understand the achievements made and the challenges faced by the Nation;
- To cultivate critical analysis and reflective skills regarding the Nation’s achievements and challenges;
- To develop and enhance skills in poster/video production and oral presentation skills through participation in the mini-conference.

Organizer & Co-organizer:

The present project is jointly organized by the Office of Undergraduate Studies and Wofoo Leaders’ Network, The Hong Kong Polytechnic University.

Eligibility:

All full-time undergraduate students of The Hong Kong Polytechnic University are welcome to join this project.

Specifications for video submission:

Item	Specifications
Length of the video	5 minutes
Language (Voice-over and/or subtitle, if applicable)	Cantonese, Mandarin or English
Resolution	1080p (1920 x 1080 pixels)
Suggested aspect ratio	16:9
Frame rate	30 frames per second (fps)
Video format	MP4
File size	No larger than 2GB (gigabytes)
Photographic accessory	Mobile or Digital Camera
Shooting Technique	Any

Specifications for poster submission:

Item	Specifications
Language	Traditional or Simplified Chinese, or English
Poster dimension	Horizontal or vertical orientation, with A2 size (420 x 594 mm)
Format	300 dpi, JPG or PDF
File size	No larger than 1GB (gigabytes)
Media	Any mixed media suitable for reproduction as a poster may include computer-generated graphics. However, it is essential that all posters submitted are original artwork Incorporating trademarked or copyrighted images or phrases into the posters is strictly prohibited

Judges:

A panel of judges will be formed by community leaders and senior academics within The Hong Kong Polytechnic University.

Judging criteria:

All submissions will be evaluated in the following four areas, which will be weighted as stated:

- Relevance to the theme (40%);
- Technical excellence (20%);
- Composition, aesthetic, and audio-visual effects (20%);
- Originality and creativity (20%)

Prizes:

Judges will select the winners of one Gold, two Silver, three Bronze, and Merit Awards. In addition, three “Best Project Awards” will be awarded based on a public poll (i.e., “Likes” of videos/posters) hosted on the National Education website of the Office of Undergraduate Studies of The Hong Kong Polytechnic University. “Likes” of videos/posters will be collected from **23 May to 11:59 pm on 30 May 2024 (HKT)** from 20 shortlisted entries. **A “Special Award” of an iPad** will be presented to recognize outstanding performance and exceptional creativity

Gold Award (one)	\$3,000 gift voucher (IT or digital device or bookstore) and a certificate of award
Silver Award (Two)	\$2,000 gift voucher (IT or digital device or bookstore) and a certificate of award
Bronze Award (Three)	\$1,000 gift voucher (IT or digital device or bookstore) and a certificate of award
Merit Award (Eight)	\$800 gift voucher (IT or digital device or bookstore) and a certificate of award
Best Project Award (Three)	\$1,200 gift voucher (IT or digital device or bookstore) and a certificate of award

Notes to the participants:

- Submissions must reflect the participant’s understanding of achievements made and the challenges faced by the Nation.
- Submissions must be the participant’s original work, who consents to the public display of their submissions.
- Participants who choose to include public personalities in their submissions are responsible for obtaining a model release from the persons depicted and providing a copy of such releases upon the organizer’s request.
- Completed videos/posters will compete for awards following assessment by a panel and open voting by students - “Best Project Award”.
- Selected participants can claim reimbursement for production expenses based on actual costs incurred. We will provide a subsidy amount with a maximum limit of \$2,000.

** The proposed budget for each project is provided to support the expenses of consumables, including justified transportation and meal allowance, software for video editing, hard disks, or stationery.*

List of expenses	Amount
Transportation	\$250 (\$50 per visit for a maximum of 5 visits)

Meals	\$500 (\$100 per day for a maximum of 5 days)
Software for video editing (estimated license fee for 4 months)	\$500
Consumables (USB, hard disk for storage of videos, and stationery)	\$750
Total budget	\$2,000

Two stages of the submission procedure:

The submission procedure for this activity includes two stages:

Stage 1:

Interested participants complete the entry form, providing a concise description of the following elements related to their video/poster submission via <https://www.polyu.edu.hk/pfs2/index.php/168332?lang=en> before **11:59 pm, 29 February 2024 (HKT)**. The results will be announced by **8 March 2024**, and selected 50 applicants will receive individual email notifications.

- The main focus of the submission (*no more than 100 words in English*)
- Description of the submission (*no more than 300 words in English*)
- Estimate budget for completing this submission (*no more than 100 words in English*)

Stage 2:

Selected applicants will receive an online submission form via email. They are required to upload the video/poster onto the cloud storage (e.g., OneDrive, Google Drive, Dropbox) and provide the downloadable URL and project report (*not less than 100 words in English*) via a specific template form before the deadline stated in the email.

- Please label your videos/posters according to the conventions illustrated in the following example, ensuring to include your full name and student number.

Name of participant: **Chan Tai Man**

Student Number: **12345678d**

Title of file: **Friendship**

File name: **ChanTaiMan_12345678d_Friendship.mp4** (for video)

File name: **ChanTaiMan_12345678d_Friendship.jpeg** (for poster) or

File name: **ChanTaiMan_12345678d_Friendship.pdf** (for poster)

- The project report must be in PDF format, not less than 100 words, and written in English. The file size must be no larger than 2 megabytes (MB).

File name: **ChanTaiMan_12345678d_Friendship_Report.pdf**

Important Notes:

- Submissions not complying with the aforementioned rules and the submission requirements will be disqualified.
- Hard copies or late submissions will not be considered.
- Each student is only allowed to submit **ONE** application.

Important dates:

Submission of the plan with a brief description of the video/poster	29 February 2024
Assessment of applications	Early March 2024
Entries to be shortlisted by the panel of judges	
Video/poster production	Mid-March to April 2024

Submission of video/poster and project report (including a brief description of the work done, reflection, and expenditure)	April 2024
Display of shortlisted entries and polling	May 2024
Evaluation of the entries by the panel of judges and announcement of results	
Video/poster presentation at the mini-conference cum award ceremony at PolyU	Early June 2024

Other regulations:

- Any submission or associated content that is found to contain illegal, intimidating, vulgar, defamatory, indecent or obscene content, to infringe on any privacy or publicity rights, or to be associated with any undesirable elements will be immediately removed by the organizer without prior notification. Entrants of such submissions will be disqualified from entry and become ineligible for the subsidy and award.
- All activity outcomes will be the final decision of the panel of judges.
- The Office of Undergraduate Studies of The Hong Kong Polytechnic University has the right to display/publish all entries in its publications or other promotional channels, without providing royalty payments or compensation to participants.
- The Office of Undergraduate Studies of The Hong Kong Polytechnic University shall not be responsible for any videos/posters that are duplicated by an external party without the prior consent of the Office of Undergraduate Studies of The Hong Kong Polytechnic University or without the prior consent of the participant during the activity period.
- During the activity period, the Office of Undergraduate Studies of The Hong Kong Polytechnic University has the right to terminate or postpone the competition in the event of a force majeure that adversely affects the conduction of the activity.
- Decisions on any affairs and disputes surrounding the competition that are made by the Office of Undergraduate Studies of The Hong Kong Polytechnic University are final.

Enquiries:

Questions about the rules and enquiries for further details of the activity can be directed to ous.activity@polyu.edu.hk.