

Institution of Civil Engineers Hong Kong Association Graduates and Students Division Communications Competition 2021 – 2022

Information package

Background

Communications competition is a team competition promoting the development of excellent communication for Institution of Civil Engineers (ICE) young members. Competitors will be required to utilise their interpersonal skills as they present a make-up civil engineering project at a mock public consultation meeting. They will also have to present in front of the judges and audience and face questions on how the project will affect different stakeholders.

The competition is an interactive mock public consultation meeting where competitors present the development project and face questions from judges and audiences who represent various stakeholders. Teams may make reasonable assumptions for the project scenario. Detailed design is **NOT** required.

Teams are required to prepare the following documents to support their delivery of the mock public consultation:

- Consultation strategy document
- Public information leaflet
- Executive summary document

Presentation and Q&A session

Each team has a total of **30 minutes** for the session, including a maximum of **15 minutes** to present their suggested solution and **15 minutes** to answer questions from judges and the audience. The presentation should include the rationales for proposing the solution and the implementation scheme. The quality of pro-active and reactive dialogue with the audience will be judged.

Consultation strategy document

Teams will be presenting this document on one side of an A4 paper. The document should explain the overall strategy for consulting with the general public that takes readers from inception through to implementation. The teams may describe their broad approach to public consultation. The target audience is the project's client.

Public information leaflet

Teams will be asked to produce the leaflet on both sides of an A4 paper and use this as a supporting document for their presentation. The leaflet should provide the project background and appeal to the readers in a way that non-engineers could understand. It should also explain the engineering concepts and principles as well as the implementation scheme. The target audience includes various stakeholders, including the general public.

Executive summary document

Teams will produce this document on both sides of an A4 paper. It serves as a summary of the public consultation. The document shall illustrate the public concerns and opinions received in a public consultation using expressions that non-engineers can understand; therefore proposing corresponding suggestions to cater to them. The target audience is the project's client.

The following table provides the scoring for each element of the Competition.

ELEMENTS	WEIGHTING
Presentation	40%
Q&A session with judges and audience	20%
Consultation strategy document	10%
Public information leaflet	20%
Executive summary document	10%

Conditions of entry

- Each team shall be formed by **four to six** members
- Teams must comprise of **at least two** current ICE student and/or graduate members (including those working towards technician membership)
- All team members must be graduates or students from engineering-related programmes
- All team members are limited to have a maximum of **seven** years industry experience (maximum of **10** years industry experience for those working towards technician membership)
- Teams are permitted to enter the competition in consecutive years

Shortlisting

In case there are more than **five** teams registered in the competition, a shortlisting mechanism will be introduced. It will be announced with the release of the project scenario that each team have to submit a one-page express of interest (EOI) in two weeks.

Expression of interest (EOI)

Teams will be asked to produce this document on one side of an A4 paper and use this to express their interest and understanding on the project scenario and outline a broad approach to the implementation of the project in order to demonstrate that they are suitable to undertake the consultation. The presentation and layout of EOI will be assessed to evaluate the effectiveness of communication of each team. Teams qualified to enter the final round will be notified by email.

Key Dates

DESCRIPTION	DATE
Due of Registration period	3 December 2021
Release of project scenario	10 December 2021
Submission deadline of EOI	24 December 2021
Submission deadline of other printed deliverables	7 January 2022
Final: Mock public consultation meeting	15 January 2022

Prizes

The cash prize will be awarded to

Winner team:	HKD2,500 and certificates
First runner-up team:	HKD1,500 and certificates
Second runner-up team:	HKD1,000 and certificates
Best presenter award:	HKD500 and certificate

All participants submitted competition documents and finished the presentation will receive certificates of participation.

Prizes and certificates for the winning team, first runner-up team, second runner-up team and the best presenter will be presented in the Institution of Civil Engineers Hong Kong Association Graduates and Students Division Annual General Meeting.

Terms and conditions

- The decision made by the judging panel shall be final, and no appeal will be accepted.
- The organising committee reserves all rights of the competition except the result of the judgement.
- If entries submitted involved the adoption of graphics or multimedia materials which are protected by copyrights, the contestant must state the origins. Contestants may be disqualified if they fail to do so.
- Contestants should assume that any information or materials shown on their submission or in their presentation could be released to the public.
- The organising committee owns the right of printing, reproducing and usage of the submission and products from the contestants for non-commercial use.