

Public Sector Hackathon Capstone

57E00600, 6 ECTS

SYLLABUS

Updated 18.12.2017 (see the details about final report)

Course coordinators:	Other faculty / academic coaches:
Professor of Practice Katariina Kemppainen Email: katariina.kemppainen@aalto.fi https://people.aalto.fi/katariina_kemppainen	Professor of Practice Esko Penttinen Email: esko.penttinen@aalto.fi https://people.aalto.fi/esko_penttinen
Senior University Lecturer Johanna Bragge johanna.bragge@aalto.fi https://people.aalto.fi/johanna_bragge	Assistant Prof. Eeva Vilkkumaa Email: eeva.vilkkumaa@aalto.fi https://people.aalto.fi/eeva_vilkkumaa
Course information: Timing: Fall 2017 (Period II) Language of instruction: English Location: see schedule below Course website: https://mycourses.aalto.fi/course/view.php?id=16423 Level: MSc studies, Aalto course	Post-doctoral Researcher Jani Merikivi Email: jani.merikivi@aalto.fi https://people.aalto.fi/jani_merikivi

1. OVERVIEW

This course is organized in collaboration with Accenture and selected public sector organizations (typically from Defence & Public Safety, Ministries & Government Agencies, and Social Care & Healthcare areas), and it is open to all Aalto Master's students. Also Bachelor's students can take the course given that they have sufficient background knowledge.

All Aalto students can include the course in their studies as part of their elective courses. Business school students can include it either as an elective course or use the course to replace their MSc capstone course if they study in one of the following programs: Management & IB, Accounting, Marketing, Entrepreneurship, Finance, Business Law, ISM or Corporate Communications. In other words, the course can be used to replace one of the following courses:

- 21E99904 Capstone: Business Development Project (Management and International Business)
- 22E99904 Capstone: Accounting
- 23E99906 Capstone course: Marketing
- 25E99904 Capstone: Business Development Project (Entrepreneurship)
- 28E33000 Capstone: Mergers and acquisitions

- 32E99904 Capstone: Business Development Project (Business Law)
- 57E00500 Capstone: Business Intelligence
- 75E99904 Capstone: Business Development Project (Corporate communication)

You can sign up to the course via WebOodi – the registration link is also at the event website: <https://nordic-events.accenture.com/hackathon/#/>

The course is about solving a real problem in a public service organization. The work will be done in teams of 4-5, and it is not possible to complete the course as a distance learning project. Different teams will have different challenge problems.

2. PREREQUISITES

The course is intended for Master's level students who have already completed a large part of their Master's studies. However, Bachelor's level students are also welcome to participate if they have sufficient background knowledge and there is space in the course.

3. LEARNING OUTCOMES

After the completion of this course, students can

1. **Apply** the knowledge and skills they have accumulated during their studies in solving real-life problems
2. **Present** and promote their ideas and solutions in compelling ways
3. **Write** reports to senior decision-makers
4. **Prepare** a change management plan for an organization
5. **Cooperate** in cross-functional initiatives

4. ASSESSMENT AND GRADING

Elements of final grade

Grades are determined based on the team's pre-assignment report (10%), final presentation (= 3 minute pitch) (30%) and final report (40%). Also, peer-to-peer assessments (20%) will be used to ensure that each student's contribution to the final deliverable is visible.

Pre-assignment report (Nov 14)	10%
Final presentation (Dec 8)	30%
Final report (Dec 22)	40%
Peer-to-peer assessment (Dec 22)	20%

Please note that attendance is mandatory in the three key events (kick-off, 2-day hackathon and final presentation). **However, in case of a valid reason students can be absent also from a mandatory event if it is acceptable for his/her team members.**

On Dec 8th, we will collect feedback on your pitches from the audience, including the client organizations (Palkeet, FDF and Apotti consortium) as well as the partners (Accenture and Fjord). Course coordinators (Bragge and Kemppainen) will consolidate the feedback and finalize these grades during the week of Dec 11th. Final reports will be evaluated as a collaborative act by the course coordinators and academic coaches (Merikivi, Penttinen and Vilkkumaa). Peer-to-peer assessments are reviewed by the course coordinators, and these grades are determined by the submission of individual evaluations of peer students (2-5

depending on the team size) and the feedback you receive from your peer students. Peer-to-peer assessments are compulsory (the word template is available on the course website), and a grade of 0 based on others' feedback would result in extra assignments in order to complete the course.

Presentation/pitch requirements

You must submit your visuals via MyCourses by Thursday December 7 at 10 o'clock. During the Dec 8 event, the audience will assess your pitch on the 0-5 scale. This input will be considered by the course coordinators when deciding on your grade for this part. The grading will be done based on the presentation rubric available on the course website.

Final report requirements

Final report is due on Friday December 22 at 10 o'clock in the morning via MyCourses. In the report, you should present the problem, your analysis, the service design process (main points from the kickoff to final presentations), your solution with technical details, implementation status, and recommendation. The report will enable you to elaborate on the details that you leave out from the Dec 8th pitch/presentation. This report should be a business report, not an academic paper, i.e. your target audience is your client organization. You are encouraged to use academic literature and references where appropriate.

The report should not exceed 15 pages with references (assumes font Times 12 pt for the main text), excluding appendices. The report must include a 1-page executive summary that can be used for communication purposes (= mandatory). Otherwise the format of the report is for you to decide.

15.12.2017: Please remember to document your team name (e.g. Phantom), number (e.g. 15) and team members on the cover page. For each student, please mark home university (e.g. Aalto), school (e.g. ARTS), major (e.g. Marketing) and student number.

18.12.2017: Forming teams is one of the time-consuming and most challenging faculty activities in this course. In the grouping, we consider your prior experience (e.g. coding skills and work experience) as well as educational background (school, major, home university, progress of studies). To receive feedback on this one and to improve future courses, we would appreciate if you could shortly document per each team member their relevant skills (e.g. Python,Java, Service design).

We will use business writing rubric in the assessment (*available on the course website*), and each team is graded on the 0-5 scale.

5. SCHEDULE

Date	Time	Location	Topic
30.10.	13.15-16.00	H324	Lecture 1: Design Thinking (Fjord)
31.10.	15.00-19.00	Design Factory	Kick-off
1.11.	13.15-16.00	H324	Lecture 2: Presentation and Pitching Techniques
6-8.11.	TBA	TBA	<i>Possible client organization visits and excursions</i>
7.11.	9.30-18.30	Hämeenlinna	<i>For Palkeet students only: Excursion to Palkeet (Finnish Government Shared Services Centre for Finance and HR)</i>
9.11.	9.15-12.00	H324	Lecture 3: Process Thinking
14.11.	9.15-12.00	H324	On demand: Q&A and prepping for teams

Date	Time	Location	Topic
16.11.	9.00-19.00	Design Factory	Hackathon Day 1
17.11.	9.00-19.00	Design Factory	Hackathon Day 2
21.11.	14.00-17	Maria 01	Startup pitching event (voluntary)
27.11.	9.00-12.00	C331 (Palkeet) C350 (PV) A401 (Apotti)	Feedback clinics (voluntary) (15 min per team; slots will be booked via MyCourses)
8.12.	13.00-17.00	G111-112	Final presentations
14.12.	Betw. 14-20	Liquid Studio/ Fjord	Final - for winning teams from each organization

Rooms H324 and G111-112 are in the Chydenia-building (Runeberginkatu 22-24), rooms A305-A401 and C331-C350 in the main building in Töölö (Runeberginkatu 14-16). Design Factory is located in Otaniemi, Betonimiehenkuja 5 C. Maria 01 is in Lapinlahdenkatu 16. Fjord is in Aleksanterinkatu 46, 4th floor.

6. DEADLINES FOR DELIVERABLES (submitted to MyCourses / Assignments)

Pre-assignment report	14.11. at 10.00
Hackathon day 1 and day 2 materials	17.11. at 10.00 and 18.11. at 10.00
Final presentation file	7.12. at 10.00
Final report	22.12. at 10.00
Peer-to-peer assessment report	22.12. at 16.00

7. COURSE WORKLOAD

Pre-assignment	12h
Pre-event meetings and lectures	13h
Hackathon event	20h
Deployment and related planning for the case organization	60h
Documentation and presentations	55h
Total	160h (6 op)

8. ETHICAL RULES

Aalto University Code of Academic Integrity and Handling Thereof

<https://into.aalto.fi/pages/viewpage.action?pageId=3772443>

9. OTHER ISSUES

- Registration to course: WebOodi (1.9.-24.10.2017), marketing site <https://nordic-events.accenture.com/hackathon/#/>

- Course Policies: Attendance in key events is mandatory, including kick-off, Hackathon event and final presentation. Maximum two absences are allowed from lectures, coaching sessions, and feedback clinics. However, in case of a valid reason the student can be absent also from a mandatory event in case that is agreed together with the other student team members.