

# WSA Contest Database manual

The WSA Young Innovators Award is an open call. The participation in the WSA Young Innovators is open to any entrepreneur, company, student group or project team - at least one of the founding members and the majority of the team must be under the age of 26 (born on or after January 1, 1997).

All eligible applications will automatically qualify for the WSA Global Young Innovators Jury of the WSA Young Innovators Award.

To explain the application process, we have used the country "Samoa" as an example.

If you have further questions or you experience problems submitting your application, please get in touch with WSA office:

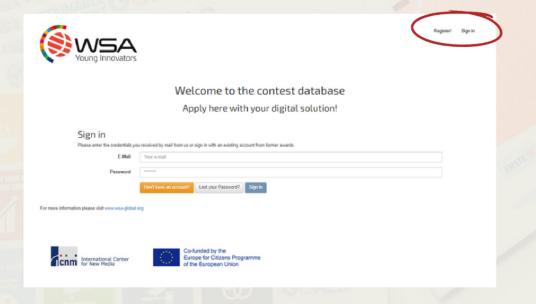
office@wsa-global.org

# Follow these steps to apply through the WSA Contest Database

To apply please use the following link to get to the <u>WSA Young Innovators Contest Database:</u> <u>https://db.icnm.net/Signup/WSA%20Young%20Innovators/2023</u>

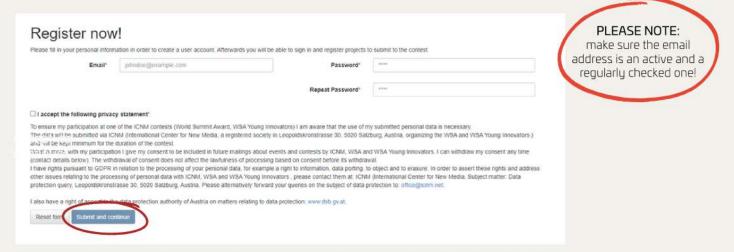
# 1. Register

Enter the WSA Contest Database. Click on "Register" or "Sign In" if you have registered already.





Fill out your information to complete the registration form. By default, this email address will be used for all further communication through WSA office. Please make sure it is an active and regularly checked one. Make sure to change it if WSA should contact you using a different email address. Once the data is correct click "Submit and continue".



2. Check your email account

As soon as you register your solution on the WSA Contest Database, you will receive an email with your login data for the WSA Contest Database.

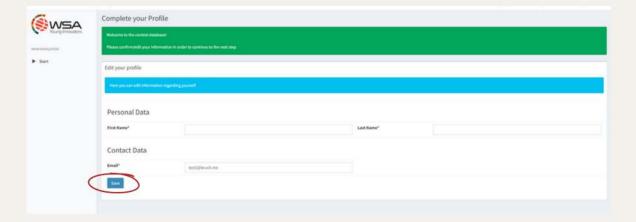
If you did not receive an email, get in touch with WSA Office: office@wsa-global.org



# WSA Young Innovators 2023: Your login data Thank you for participating in the WSA Young Innovators 2023! ... Please login to the database and fill in all data related to your solution: Login page: https://db.icnm.net/Signup/WSA%20Young%20Innovators/2023/Your Username: test@test.org Your Password: - as chosen by you Kind regards, Your WSA Team

# 3. Complete your Profile

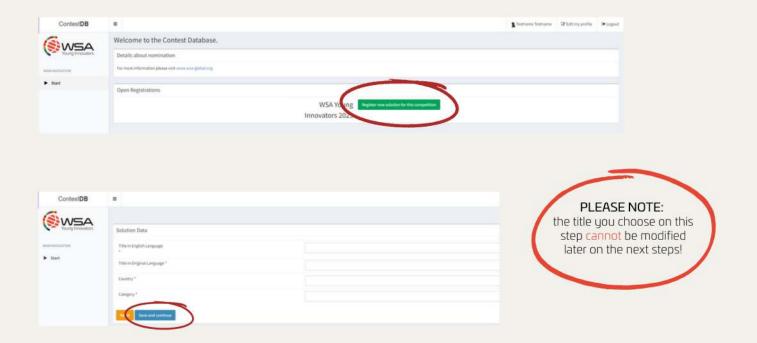
After a successful sign in you can enter your profile information into the database. Click "Save" to continue.





# 4. Register your solution

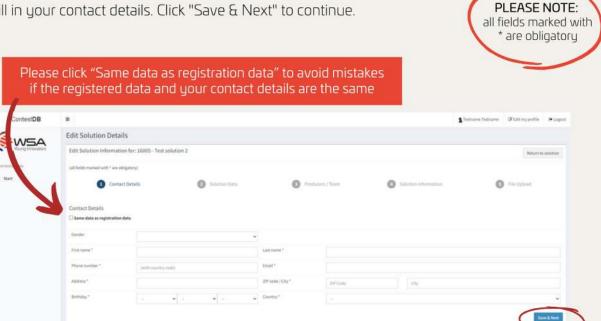
Click the "Register new solution..." button and fill in your Solution Data. If you have already created the entry for your digital solution, it will be listed on the front page.



### 5. Fill in Solution Details

#### **Contact Details**

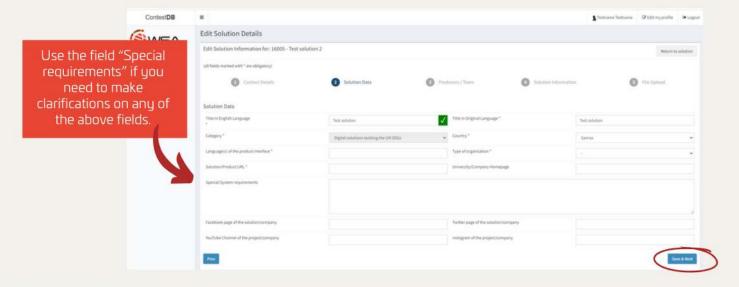
Fill in your contact details. Click "Save & Next" to continue.



#### Solution Data



On this step you can provide more detailed information about your solution. Please make sure the URL you provide is active and functional.



#### Producers / Team

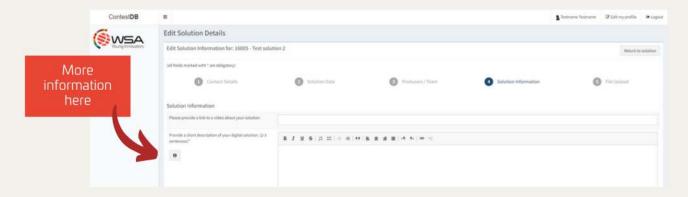
WSA Young Innovators is not only about content and innovation, but it is also about the innovators standing behind their unique solutions. Please add as many people as there are working and who have an important role in the solution: Co-Producers, founders, CEO, designers, developers, marketing...



#### Solution Information

Please complete all the fields with all the relevant details of your solution as you can. Please be precise and on the point. Focus on how your solution is unique, which issue it is addressed at and how it makes its impact.

It is very useful for the WSA Jury to have this information from your side as accurate and precise as possible. Avoid just copy-pasting texts.



#### Fields to complete:



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- · Provide a link to a video with your solution.
- Provide a short description of your digital solution. (2-3 sentences)\*
- Which local issue/problem do you tackle/cater to with your solution?\*
- How do you solve the problem with your solution?\*
- Explain the local context/circumstances that apply to your solution.
- Stage of your solution\*
- If you chose testing or beta phase, please let us know detailed when a launch is planned, and what still needs to be done.
- Competition/Comparison who is doing something similar?\*

You can find clarifications to each field clicking on



Please also find the WSA submission guide here: https://wsa-global.org/contest/submission-guide/

- What is/are the target group(s) of your solution?\*
- Tell us more about your team, pointing out specifically the youth aspect.\*
- What is motivating you and your team?
- Impact and achievements of your solution\*
- Which of the 17 UN SDG(s) are you tackling with your solution?\*
- What is the digital component of your solution? (Leave blank if obvious).
- Does your solution involve any of the following technologies?
- If necessary, please share some information if and how the jury can test your solution.
- · What is your resilience/sustainability model?

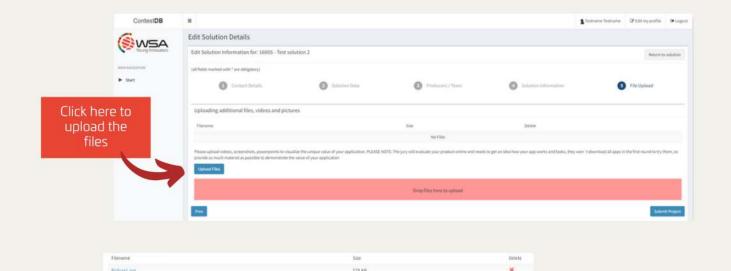


#### Upload files

You can complete the Solution Details uploading files (screenshots, pitch decks, presentations, etc.) to have a main overview about the unique value of your digital innovation.

WSA highly recommends producing/uploading/linking a short video to demonstrate the look & feel of your solution and the uniqueness of it. It can be simple and self-made.

The WSA Jury will evaluate your product online and needs to get an idea how your solution works and looks. They won't download applications etc. in the first round to try them, so provide as much material as possible to demonstrate the uniqueness of your digital innovation!



If you want to delete a file click the red cross

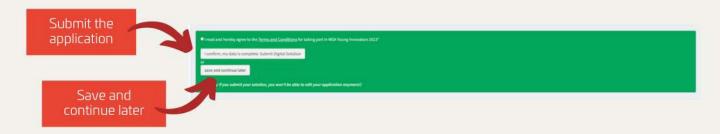
## 7. Submit your application



Double check your application and that you have completed all the fields with the correct data and the best information for the Jury. The database will tell you if something is missing from the application to make sure all important fields are filled in.

You can save and continue later, and then complete or edit your application as many times as you want. After submitting you cannot edit your application anymore.

As soon as you have inspected all data and information, you can submit your application. Before submitting you have to confirm that you understand and agree with the Terms and Conditions of WSA Young Innovators.



#### 8. Confirmation

Once you submit your application, you will see the confirmation of participation in WSA 2023 and you have the option to return to the WSA Contest Database start page. You will receive an email, once WSA office has approved your application as complete.

As soon as you submit your solution, your part is done!

GOOD LUCK!



If you have any questions, please do not hesitate to contact WSA Office: office@wsa-global.org

Follow us on social media!



www.wsa-global.org

Your WSA TEAM