



IEEE CS TechX

Rules & Guidelines

1. Abbreviations, and Context

- a. Throughout the document, “IEEE stands for Institute of Electrical and Electronics Engineers.”
- b. IEEE CS stands for the “IEEE Computer Society.”
- c. IEEE CS SYP stands for the “IEEE Computer Society Student and Young Professionals.”
- d. OU refers to “Organization Unit”.
- e. The term “you” refers to you, the “Host OU” and your team members.
- f. The term “we” or “us” refers to SYP.

2. About TechX

- a. IEEE CS SYP proposes to introduce IEEE CS TechX - an in-person/hybrid event that combines sessions on emerging technologies, soft skills, leadership & industry engagement as a single offering. CS SYP will fund up to 1500 USD for eligible event proposals.
- b. TechX will act as an umbrella event, which calls for local IEEE OUs to host their own local event under TechX umbrella.
- c. Committees at any geographic scale within GAC (Student Chapters, SACs/Sub-SACs, Areas/Sub-Areas, Regions) can organize an IEEE CS TechX Event with support from IEEE CS SYP, given they satisfy the eligibility criteria.
- d. IEEE CS TechX events shall receive funding from IEEE CS MGAB, based on the event elements, geographic scale and the unique value proposition.
- e. IEEE CS SYP will support the TechX Event Organizing Entity to source speakers (volunteer leaders / industry experts) and shall also help coordinate between STC, DVP, GAC & CS Staff to provide assistance for the respective elements.

3. Eligibility for Hosting

- a. Local Chapter / Sub Area / Area / SAC / Region
Any OU from the above listed types can apply to host their own TechX event.
- b. The event name will be bannered as IEEE CS TechX <name of organizing entity> eg. *TechX CET Chapter, TechX India Area, TechX Region 9*

4. Event Element



The event can be structured by combining the following elements : **Tech, Train, Lead, Engage, Unique**

- a. **Tech Element** : Session / Panel Discussion on any emerging technology
- b. **Train Element** : Member training on soft skills / preparing for interview workshop
- c. **Lead Element** : Chapter Chairs Training event with CS GAC and CS SYP for discussion on YP Engagement
- d. **Engage Element** : Industry expert session on leading career profiles in CS / career transition from student to YP / transitions between industries and job profiles
- e. **Unique Element** : The organizer is free to define this element. *It can be a session / contest in collaboration with an Affinity Group (WIE / YP), another technical Society, or any other entity within or outside IEEE that aligns with the goal of the event.*
- f. **Industry Element** : Involvement of aligned industry personnel as advisory members in the organizing committee with a designated industry liaison point of contact.

It is encouraged that the event should span at least 4 hours total. Some of the best TechX events organized have spanned a whole weekend.

5. Eligibility for Funding

To be eligible for funding the Organizing Unit must -

1. Have an active IEEE CS Chapter. If you do not have a Computer Society Chapter in your local IEEE OU, you can easily form one by following the instructions [here](#). New CS Chapters are also eligible for Starting Up Fund. Contact details below.
2. It is not mandatory for a TechX event to include all the 5 elements listed above. Depending on the interest of participants, the Organizing Entity can decide which elements to include. However, *to be considered for financial support from IEEE CS, it is mandatory to have the **Tech / Engage Element**.*
3. *Conduct a session of 15-30 minutes on the benefits of a Computer Society membership within the duration of the event. The CS SYP can help provide content and speakers for this session if necessary. At the end of this session there should be a call to action for CS membership to the participants.*

Note : Applications are reviewed on a **rolling basis** so to maximize chances for funding applicants are encouraged to apply as soon as they can.

6. Event Branding

All the branding of the event must be made in accordance with TechX branding palette and templates which will be shared with the hosts if their proposals are accepted.

7. TechX Proposal

Submit your proposal [here](#):



Required submission information / items include:

- a. Names & Contact Details of 2 Lead Organizers (who will be serving as Point of Contacts)
- b. Program Structure with dates and time slots. Event elements to be highlighted
- c. Target audience metrics (numbers / membership type)
- d. Budget Allocation Chart (if you are requesting for funds (A maximum of 1500\$ can be requested from CS)
- e. Any other specific support (if any) required from CS (other than to source DVP/STC/Industry Speakers).

Note: Points b,c,d,e should be combined in a single PDF format document and uploaded under the “TechX Program” section in the form.

8. Key Dates

- a. Applications Open : 1st February 2024
- b. Applications Close : 15th October 2024
- c. Last Date to organize event: 31st December 2024

Note: To ensure approval of your funding, kindly submit the proposal a minimum of 8 weeks prior to the planned date of the TechX event

9. Code of Conduct

The IEEE CS SYP is dedicated to providing a safe and comfortable environment and harassment-free experience for everyone. Please treat everyone directly or indirectly associated with the event, with utmost respect. We ask that you act kindly, behave professionally, and do not insult or put down other organizers or attendees. Remember that harassment and racist, sexist, or exclusionary jokes are not appropriate for this event. If at any point you see a fellow organizer or attendee or partner entity being harassed, please talk to the nearest SYP contact person.

Harassment includes but is not limited to offensive verbal or written comments related to gender, age, sexual orientation, disability, physical appearance, body size, race, religion, social class, economic status, veteran status, sexual images, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention. If what you're doing is making someone feel uncomfortable, that counts as harassment and is enough reason to stop doing it. We expect participants to follow these rules at all event venues, online interactions, social events, etc. If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact us.

10. Contact us

In case of any query/questions/doubts, reach out to us at simenyajonathan@ieee.org or saptarshi.ghosh@ieee.org