

Scientific-Technological Entrepreneurship Platform

## **User manual**

**Solvers** 



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#### **1.** About Science Connexion

Science Connexion is a platform that promotes *Technological Science-Based Entrepreneurship*.

In this first phase, the platform is used to launch calls seeking the resolution of complex challenges that we face today as a society, where science and technology are the most relevant factors.

The participants, called **solvers** within the platform, can sign up for calls and register their solution proposals. In addition, they can form teams using the **Talent Tank**, a solver search engine that uses **algorithms** to suggest people who have the knowledge and experience for the needs of the project. In this way, the contact and search for talent is facilitated so that the research projects can continue their development and scale the maturity of the technology.

This is how the Platforms Initiative, in collaboration with the Technology Transfer Department, launched Science Connexion, the platform that facilitates connecting Researchers, Entrepreneurs and Innovators in developing solution proposals for the great challenges of humanity.



### **2.** What can be done on the platform?

2.1 User sign up Enter the site: <u>https://scienceconnexion.com/</u>

About Us Challenge Calls Success Stories Talent tank

光光, science 公子 connexion Click on Create an account

Create an account

# CONVOCATORIA:

para maduración de tecnología educativa



### 2.1 User sign up

#### Enter the information solicited in the form to request your registration

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				•••••
	Reg Sign up in order to partici			
Name *		Tec campus where you are workin	ng *	
Type your name		Select your campus	~	
Last name(s) *		Institutional ID *		
Type your last name(s)		Type your institutional ID		
Email address *		Institutional role*		
Type your email address		Select your role	~	
		I have read and accept the Pri Submit application These data are required	Click on <b>Submit</b> and check your e validate the user confirmation	email to



### 2.1 User sign up

Enter the information solicited in the form to request your registration

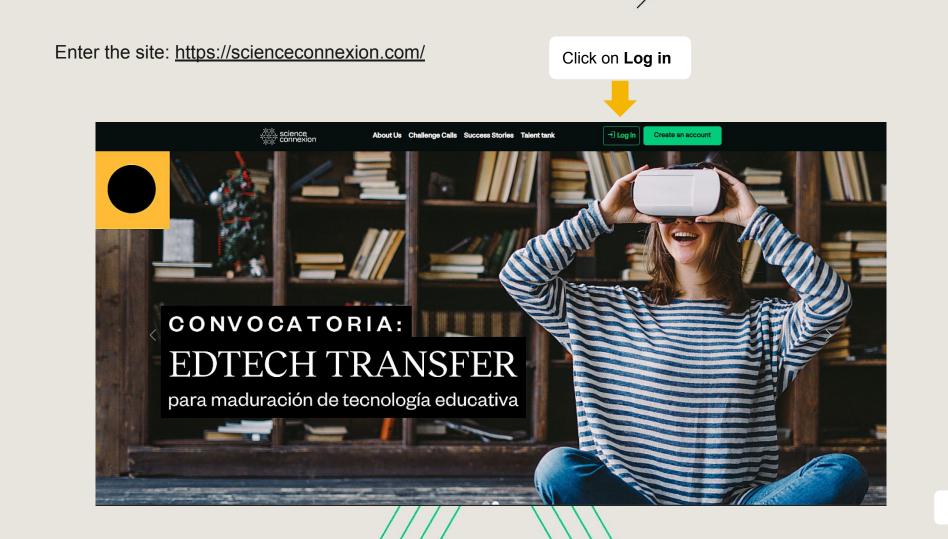
类 science 交交 connexion	About Us Challenge Calls Succ	ess Stories Talent tank	-J Log in Create an account		
Register					
	Sign up in order to participate and solve challenges				
In order to continue, complete all the required fields					
Name *		Tec campus where you are working *			
Azul		Select your campus	~		
Last name(s) *		Institutional ID *			
Huerta		L09999999			
Email address *		Institutional role *			
azul.huerta@tec.mx		Select your role	~		
There is already a request for this email		<ul> <li>I have read and accept the Privacy Polic</li> <li>Submit application</li> </ul>	cy		
too that the appount has		* These data are required			

If the platform indicates that the account has already been registered, please change the password of the account.

\*\* Check the section on **Steps to change password.** 



### 2.2 Log in



### 2.2 Log in

CHIEVEMENT . ACHIEVEMENT . ACH



	***
	Sign in with your email address
	Password Forgot your password?
	Sign in
LENENT - ACHI	
AVENT.	

Enter the **username** and **password**.



#### **2.3** Tour of the Main Panel





#### **2.3** Tour of the Main Panel

The solver can view and participate in any call published within the platform. It is important to review the conditions and terms of each call to find out if you satisfy the requested participants' profile.

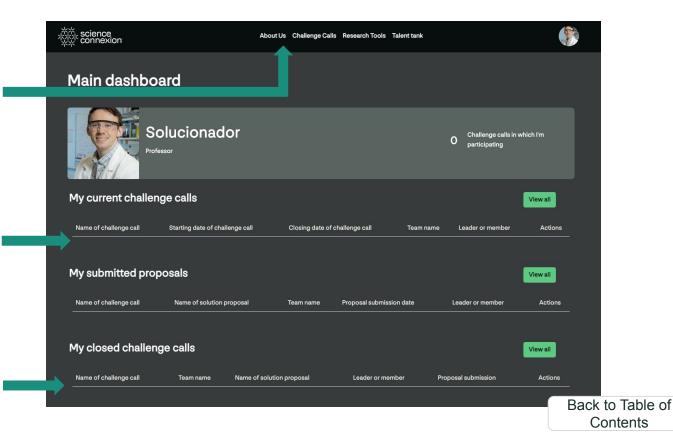
To know the available calls, click on **Calls** in the top bar.

On the panel, there are three types of calls:

1. **Current**, those in which the solver is registered and has not yet sent the solution proposal.

2. My submitted proposals.

2. **Closed**, those who have already sent an evaluation result or the period for receiving proposals is closed.







and your user menu will be displayed.

Choose My profile

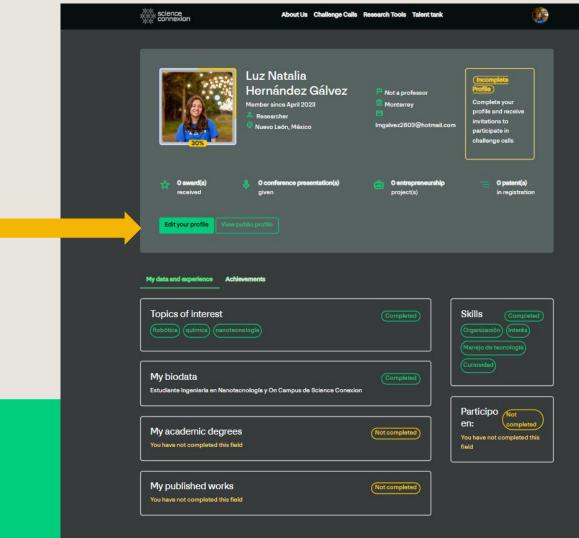


This is one of the most important steps that takes place within the platform.

The profile information of each solver helps successful searches in the Talent Tank, so participants are asked to review their data to be updated.

Profile data can be edited using the **Edit your profile** button.

· RECO





Here the main contact information is updated. For example, your bio or topics of interest. This data is shared with the community of solvers.

Also, this helps to know briefly about your professional and academic experience, research projects, or entrepreneurship.

Upload a photo so the community can easily recognize you.

gister			
er your data to participat	e and solve challenge	s	
Your Main Data			
Name*		Tec campus where you work?	
Luz Natalia		Monterrey	
Last name(s)*		Tec ID. <sup>16</sup>	
Hernández Gálvez		A01275575	
Email		Are you a professor?*	
Imgalvez2803@hotmail.com		🔘 Yes 💿 No	
Location		Academic experience	
		What topics do you teach?	±
Country*		N/A X	
		Are you EXATEC?	
State *		🔘 Yes 💿 No	
Nuevo León		Briefbiodata	
City*		Estudiante Ingeniería en Nanotec de Science Conexion	nologia y On Campus
Monterrey		What are your skills?	
Your photo		Write the key competencies that	best describe yo 🛓
		Organización X Interés X	
			osidad X
Upload a photo no larger than 2 M	all a second	Topics of interest	
Select file No file has been s	elected	Words related to your experience	and projects of ±
		Robótica X química X m	anotecnología X





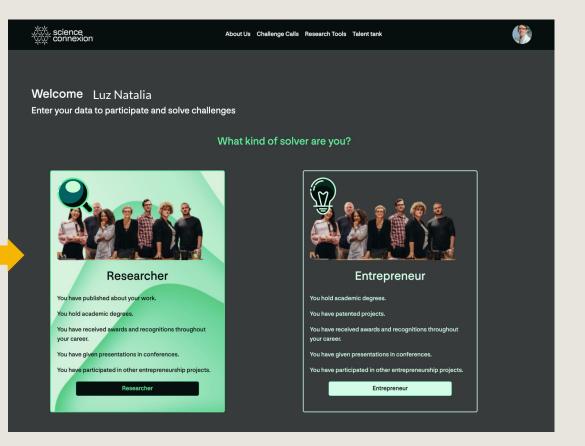
or,

Next, choose the type of solver you are:

- 1. Researcher
- 2. Entrepreneur/Innovator.

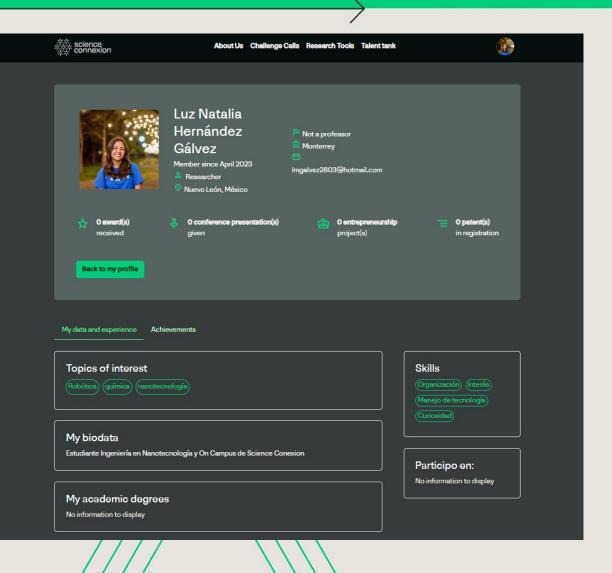
Note: The Researcher profile refers to any solver who is directly related to research projects or carries out research activities within the Community. Otherwise, they are considered an Entrepreneurial Solver.

Follow the steps to fill out and save the profile information.





Check how the profile looks and the data you shared on View Public Profile.



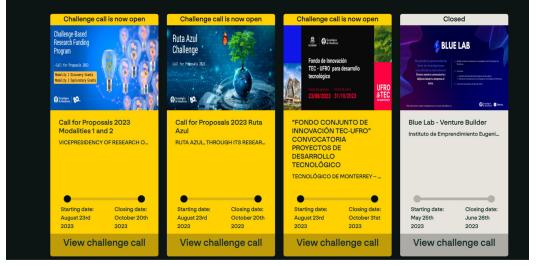


The solver can know the available calls by clicking on **Calls** in the top menu of the screen.

Clicking "Calls" will take you to "What challenges do you want to solve?"

Select the call of interest and click on "I want to participate".

#### Which challenges do you want to solve?





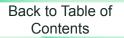
Review the information of the call.

Also, review the regulations and attachments, Frequently Asked Question and Terms and conditions located in this section.

If you are ready to participate, **accept the terms and conditions of the call** and click on the "I want to **participate**" button.



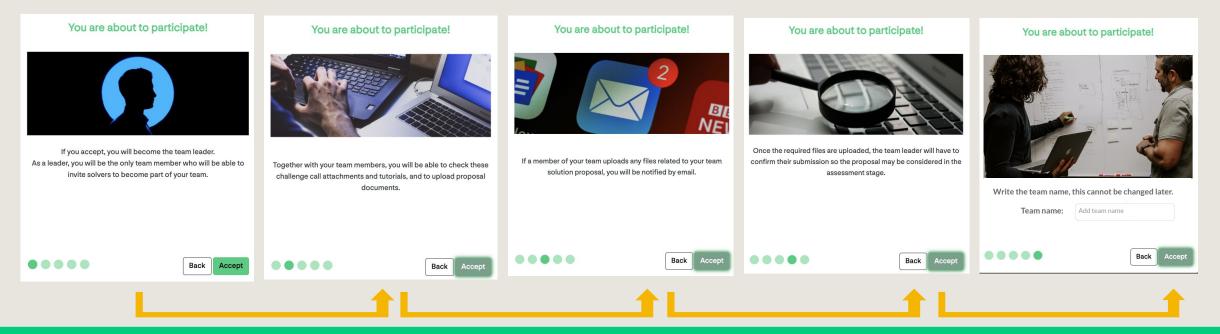






When signing up, remember that you will be the project leader.

Review the next steps that will be part of your role as team leader.







Now as a leader, you can carry out activities related to team building and solution proposal registration.

> Remember that you are the team leader. Do not forget to build your team in order to work on your proposal. Download Regulations and Attachments Register solution proposal

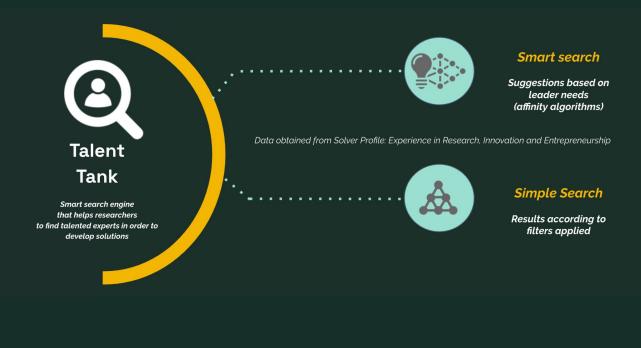


To form the work team, the leader uses the **Talent Tank**, a tool that enables the search for solvers who satisfy the talent or experience that the project requires.

Depending on the leader's needs, two types of searches can be carried out:

a. **Intelligent**, where the affinity algorithms suggest profiles of people who meet the needs declared by the team leader.

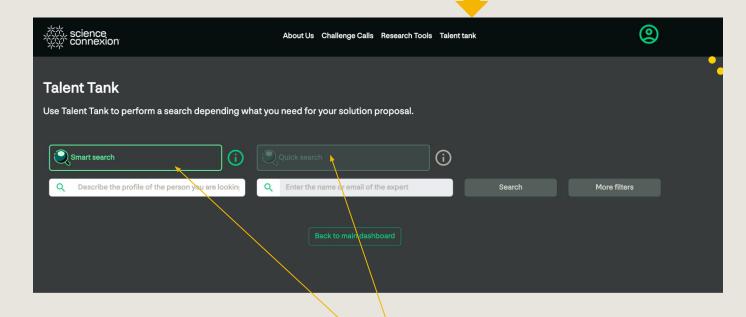
b. **Fast,** where you can search for the colleagues of your current team using information filters, such as email or name.





#### **Smart Search Mode**

To go to the **Talent Tank**, click on the top menu.



Next, the leader selects the type of search they want to perform: Smart (using algorithms) or Quick (using filters). Click on the corresponding search option.



#### **Smart Search Mode**

- 1. Enter the profile description you need.
- 2. Click on the "Search" button.

從 science 效 connexion	About Us Challenge Calls Research Tools Talent tank	
Talent Tank		
Use Talent Tank to perform a search dependin	g what you need for your solution proposal.	
Smart search	Quick search	
Q expert in data science	Q Enter the name or email of the expert Search	More filters

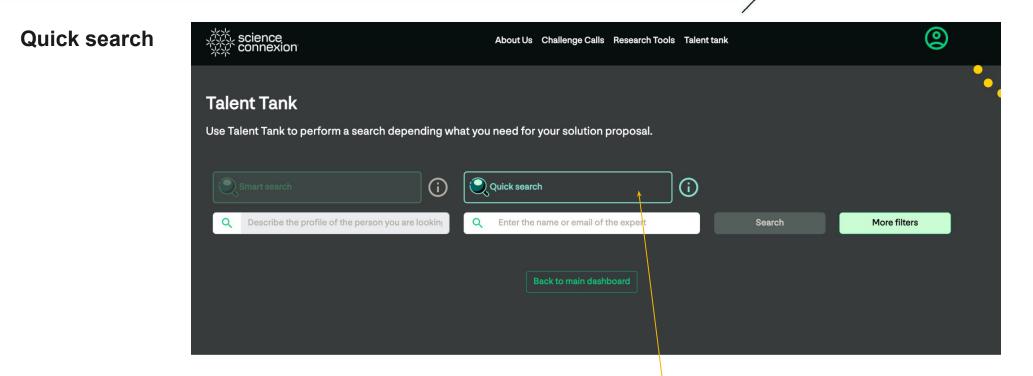


Now you will be able to view the results from the Talent Tank, exploring the following data:

- 1. Percentage of match for each suggested profile.
- 2. Location of the solver.
- 3. If you need it, you can visit the solver's profile.







If you choose this search, you can enter the name or email of the person you're looking for and click on the search button.

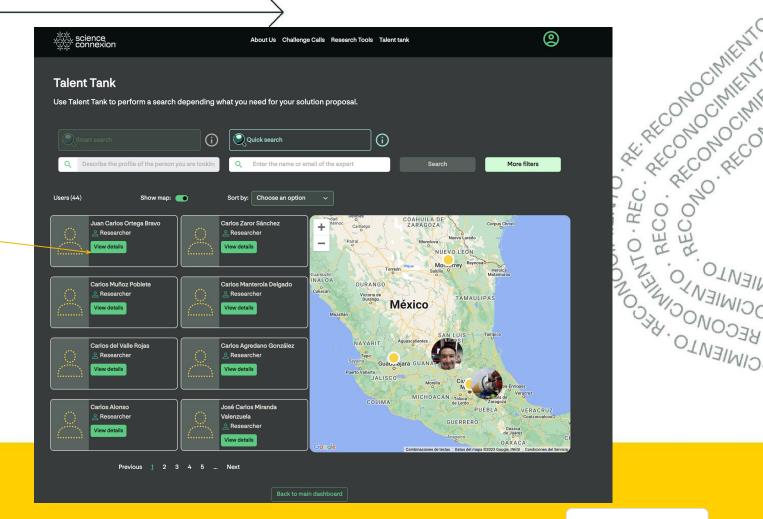




#### **Quick search**

As a result, the platform displays the solvers that match the provided names or email.

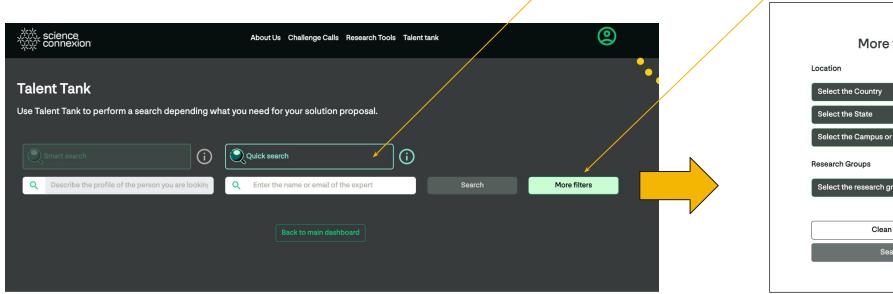
To review the information of each suggested solver, click on "View Details".

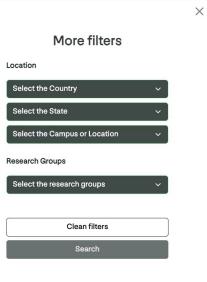


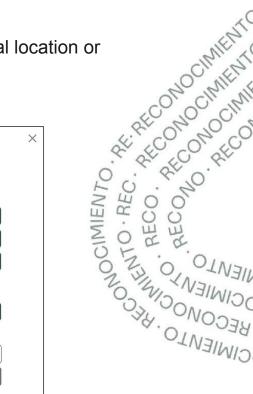


#### **More Filters**

This option will be very useful if you want to search for solvers based on geographical location or those who belong to a research group of your interest. To do this, choose the Quick Search Mode and click on "More filters".





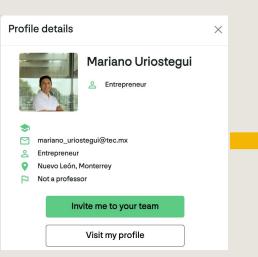


#### Only the leader can invite solvers to their team

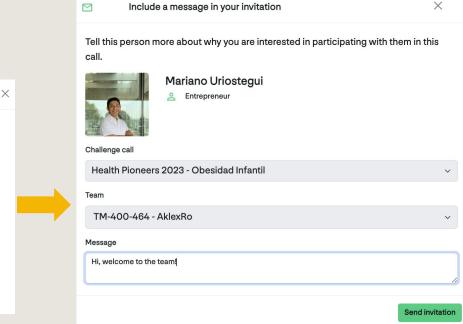
If the leader is interested in inviting the solver to join the team, they can send a message to explain why they are interested in working with them.













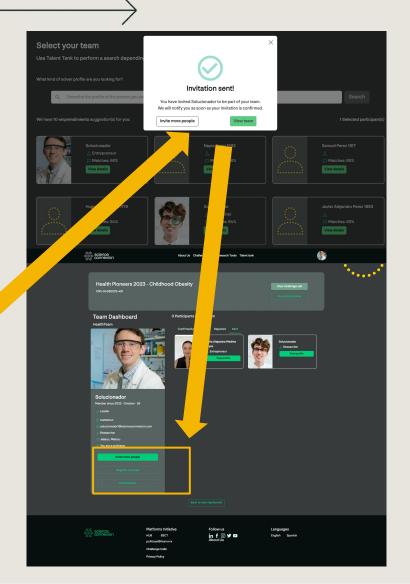
The invited solver will receive an email with this invitation, which they can accept or reject.

The leader can review confirmed, declined, and sent invitations from the **Team dashboard**.

#### Important considerations:

**a.** Any solver can do solver searches and use any of the modes.

**b.** Only solvers registered as leaders can send invitations to project teams.



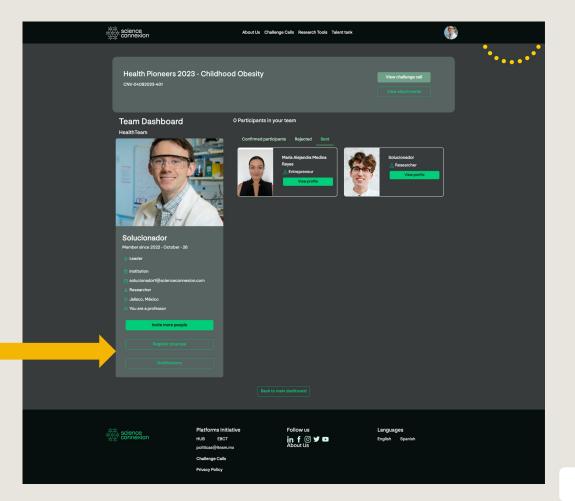


Solucion Professor	nador			Challenge calls ir participating	which I'm
My current challenge calls					View all
Name of challenge call	Starting date of challenge call	Closing date of challe	enge call Nombre del equipo	Leader or member	Actions
Health Pioneers 2023 - Childhood Obesity	2023 - August - 04	2023 - August - 15	HealthTeam	Leader	View team
Health Pioneers 2023 - Obesidad Infantil	2023 - August - 04	2023 - August - 15	AklexRo	Leader	View team
My submitted proposals					View all
Name of challenge call	Name of solution proposal	Nombre del equipo	Fecha de envío de propuesta	Leader or member	Actions
Health Pioneers 2023 - Childhood Obesity	Prueba	Healthcares	2023 - August - 10	Leader	View team
Health Pioneers 2023 - Obesidad Infantil	Linas	AlexRo	2023 - August - 10	Leader	View team

To start working on the solution proposal, Go to the Main Panel and click on **Current Challenge calls.** 



In this section, the solver can view the data about their work team and register their solution proposal. To do this, click on the **Register proposal** button.





In this section, the leader can record the following data:

- 1. Name of the solution proposal.
- 2. TRL level of the solution
- 3. Select files to upload to the platform.
- Name of the document being uploaded.
   \*\*Consider the name of the documents declared as mandatory in the call to easily identify them.

Click on **Upload evidence** to submit the selected document.

Register team Solution Register your team solution here		
Health Pioneers 2023 - Childhood Obesity CNV-04082023-401	O Uploaded documents	Solution proposals closing 2023 - August - 15
Reglas de operación* Selecciona un documento PDF	What is your solution proposal called? Type the name of your solution proposal TRL level 0	1
This file is missing	Type the name of the file or evidence	Cancel Upload evidence





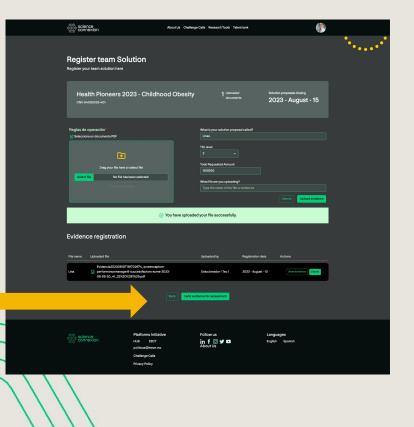
When all the files requested in the call are uploaded to the platform, **the leader can submit the solution proposal** to be considered in the evaluation stage.

To do this, the leader must click the **Submit Solution Proposal** button and confirm the submission.

#### Important considerations:

**a.** All team members can upload files to the platform.**b.** Only the leader can delete files that have been uploaded to the platform.

c. Finally, only the leader can send the solution for assessment.





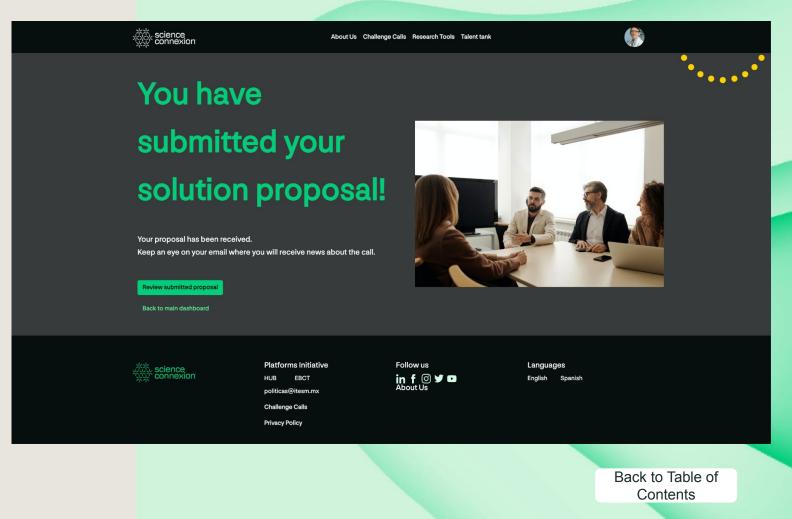
Once sent, you will be able to see the submission confirmation on this screen.

In this way, all the documentation of the solution proposal has been received and sent to those responsible for the call to be considered in the evaluation stage..

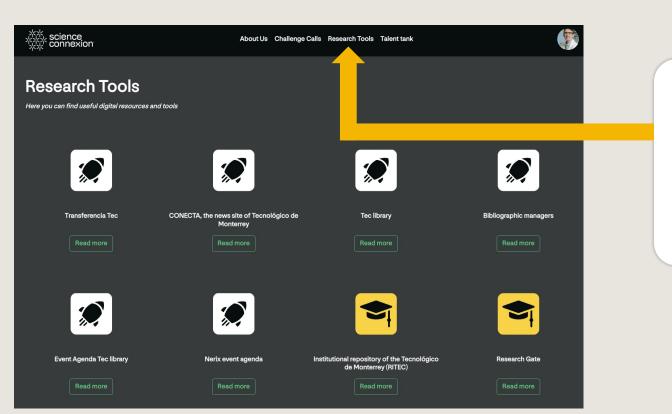
Important considerations:

M

a. Only proposals submitted by team leaders are considered for evaluation.



#### 2.8 How do I use research resources?



As a solver, you can review the list of sites and documents available to facilitate research projects.

This section can be found in the top menu.



#### **3** Frequently Asked Questions (FAQs)

1. If the solver wants to participate and be part of a team but is not a leader, how do they sign up for the call?

Follow these simple steps:

a. Request the person who is the leader of your team to sign up for the call.

b. Once signed up, search for the names of team members using the Talent Tank Quick Search, to send the invitation to participate in the team.

2. Can I use Talent Tank even if I am not registered for a call?

Yes, Talent Tank is a solver search engine available to any user within the platform, whether or not they are registered for a call. The function of sending invitations to participate in a team is enabled only for the lead solvers registered in a call. However, if you are interested in talking to a colleague you found on Talent Tank, you can find their registered email and send them a message from your email account.



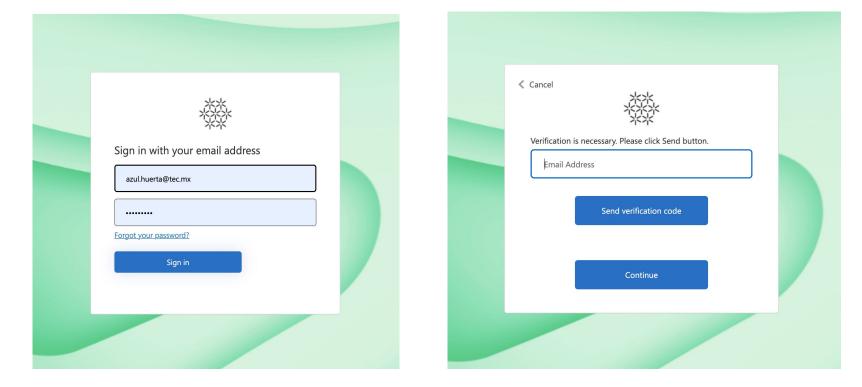


#### **Follow the next steps**

1. Click on "Forgot your password?"



(Only this email account is authorized on the platform).





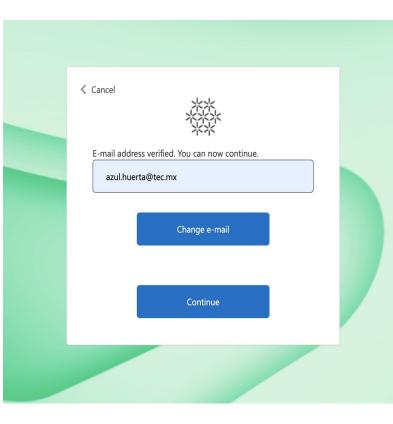


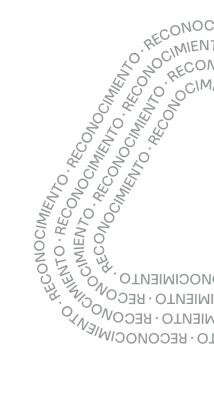
#### Follow the next steps

3. You will receive an email with a verification code, which you must enter here, and click on "Verify code."

Cancel Verification code has been sent to your inbox. Please copy it	
to the input box below.	
Verify code Send new code	
Continue	

4. Click on "Continue".

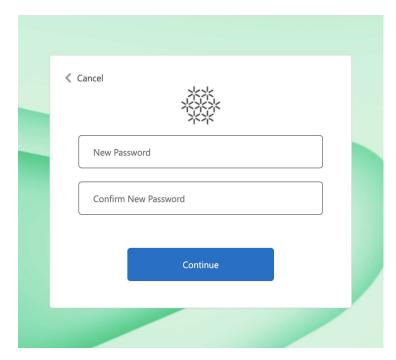






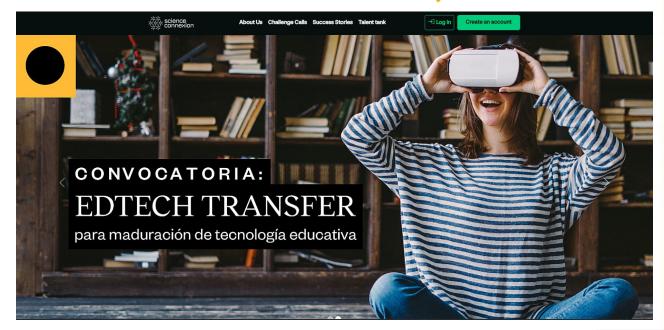
#### Follow the next steps

5. Enter your new password and confirm it.



6. Finally, return to Home to enter your account with your new password.







Plataforma de Emprendimiento de Base Científico-Tecnológica

For any questions or requests for support on using the platform, please send an email to contacto@scienceconnexion.com