

# **COMIS 2024**

## **OFFICIAL RULES GUIDE**

**Version 4.0**

## 0. Definitions

- A. **CoMIS Planning Committee:** A group that consists of the main organizers across different roles for the event, which excludes Liaisons and Competition Guides.
- B. **CoMIS Organizing Committee:** A group that consists of all organizers across different roles for the event, which includes Liaisons and Competition Guides.
- C. **Competitor:** A student currently registered and attending classes at a participating school; they must be pursuing (but have not yet earned) the equivalent of a Bachelor's degree at their institution.
- D. **Team:** A group that consists of 3 Competitors. Each Team represents a single school and each school may only register 1 Team for the competition.
- E. **Alternates:** A registered Observer who meets the qualifications of a Competitor. An alternate can replace a Competitor within a team should the competitor be unable to compete. The team must notify and gain the consent of the CoMIS Organizing Board before the case deliberation begins.
- F. **Observers:** An individual (non-competitors) who would like to observe any CoMIS events. Observers are not allowed to speak with any team members after the deliberation period until they have been formally eliminated from the competition.
- G. **Alternate Teams:** A group of Alternate members from different teams put in one group. Alternate teams can compete only in the preliminary round.
- H. **Coaches:** An individual who represents a single school and oversees their respective team.

## 1. General

- A. **Teams must comply to advance.** Teams must comply with these published rules and any written instructions from the CoMIS Organizing Board to advance.
- B. **Do not disclose anyone's affiliation.** No one shall disclose their school affiliation or any other Competitor or Team to the judges starting from the deliberation period until after the conclusion of all Final Round presentations.
- C. **Do not enter or exit during presentations or Q&A.** Please wait for a break to do so.
- D. **Limit case communications to the CoMIS committee.** Once the deliberation period begins, and until a Team is eliminated from the competition or completes their Final Round presentation:

- a. Teams must contact the CoMIS Organizing Board if they wish to communicate with anyone outside the team.
- E. **Only coaches may record their respective teams during rounds.** In addition, all presentations will be recorded via in-room equipment. No one shall share or post recordings until after the conclusion of the final round.

## 2. Deliberation

- A. **Teams must stay in their deliberation room and respective hotel rooms for the total duration of the deliberation time.** Participants must contact a CoMIS Representative and be accompanied by them in the event they want to go elsewhere.
  - a. When Teams are done deliberating and need to sleep, they must inform a CoMIS Representative to be escorted back to their personal hotel room es but are not required to wait for approval.
- B. **Teams are authorized to employ artificial intelligence (AI) tools for research and analysis purposes only.** This includes but is not limited to, the use of platforms such as ChatGPT, Bard, and Claude.
  - a. Teams must disclose the use of any AI sources in their presentations and ensure all materials derived from these AI tools are cited accurately, adhering to best citation practices.
- C. **Teams are authorized to access social media sites for research and analysis purposes only.** This includes but is not limited to, the use of platforms such as Facebook, X, TikTok, and Instagram.
  - a. Teams may not communicate outside of the team via any medium through these platforms (texts, calls, photos) as mentioned in rule 1D.
- D. **Case copies and devices must remain in the hotel room at all times.** The case may not be shared with anyone outside the team by any means for any reason.
- E. **Presentations containing the team's solution should be imported into a USB** and given to a CoMIS Organizing Committee before 24 hours have elapsed after receiving the case.
  - a. Submissions should only contain one file and be in .pptx format

### 3. Preliminary and Final Round

- A. **Teams have 25 minutes total in the preliminary round.** Each Team will have up to 15 minutes of protected presentation time followed by up to 10 minutes of Q&A. The protected presentation time ends after 15 minutes or when the Team opens the floor for questions, whichever comes first.
- B. **Teams have 20 minutes total in the final round.** Each Team will have 20 minutes to present during their Final Round presentation. Teams will not have any protected presentation time and judges can ask questions at any time during the presentation.
- C. **Teams must begin their presentation within 30 seconds of being announced.** This accounts for equipment setup that may take the allocated presentation time if setup goes past the 30 seconds allocated.
- D. **Teams may not watch other Teams present in the Preliminary Round.** Teams may watch other presentations in the Final Round: (1) if they were eliminated from the competition, or (2) after the Team has concluded their Final Round presentation.
- E. **All finalist teams must remain in their holding room until they receive the Zap Factor information from a CoMIS representative** and they must remain in the holding room for their deliberation until they present. Team members who need to leave the holding room must contact the CoMIS Organizing Board.
- F. **The same materials allowed in the deliberation period prior to the Preliminary Round will be permitted for the Zap Factor deliberation.** All materials used in deliberation will need to be transported to the Carlson School and will only be permitted for use for 30 minutes. Any time to retrieve or set up equipment counts against your deliberation time.
  - a. Materials Include personal laptops, notebooks, and writing utensils

### 4. Lightning Round

- A. **No materials or equipment** can be used other than the provided microphone.
- B. **2 minutes to discuss, 1 minute to respond.** The moderator will read each question twice. All Teams will have 2 minutes to discuss and will have up to 1 minute to respond in turn, one Team after the other. Each Competitor must answer at least 1 question.
- C. **Eliminated Teams may observe.** Only Teams eliminated from the Preliminary Round may (and are encouraged to) observe the Lightning Round.

We encourage all participants to review the rules before the competition. To ensure compliance with these rules, **the CoMIS Organizing Committee reserves the right to observe teams at any point during the competition.** If any parties are unsure of any rules, kindly contact the Director of Competition, Sajid Siddiq, at [siddi142@umn.edu](mailto:siddi142@umn.edu) or the CoMIS Organizing Board at [miscase@umn.edu](mailto:miscase@umn.edu).