

Roadmap

Tutor's functionality



Virtual
Hackathon



Cofinanciado por
la Unión Europea

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Some background knowledge for the reader

- In this manual presentation, we present the functionality provided by the Roadmap website to the tutor or else to the creator of a virtual hackathon event in order to create/edit a roadmap and connect it with his/her virtual hackathon event.
- For accessing the Roadmap website, we assume that the tutor has already created an event and now he/she needs to create/find a roadmap to structure his/her event accordingly.

1

Create a roadmap

Create a roadmap

In the “Edit” option of an event, the tutor can find the below window, named “*VirtualHackathon Roadmap*”. There, the tutor needs to fill in the empty field with the URL of the event’s roadmap.

VirtualHackathon Roadmap

Roadmap Link

Paste the link to your roadmap

Create or select an existing roadmap

Open the default VirtualHackathon roadmap



Create a roadmap

If the tutor wants to create a new roadmap or search/select among existing roadmaps, s/he selects the left button. If the tutor wants to open (and use) the default VirtualHackathon roadmap, s/he selects the right button.

VirtualHackathon Roadmap

Roadmap Link

Paste the link to your roadmap

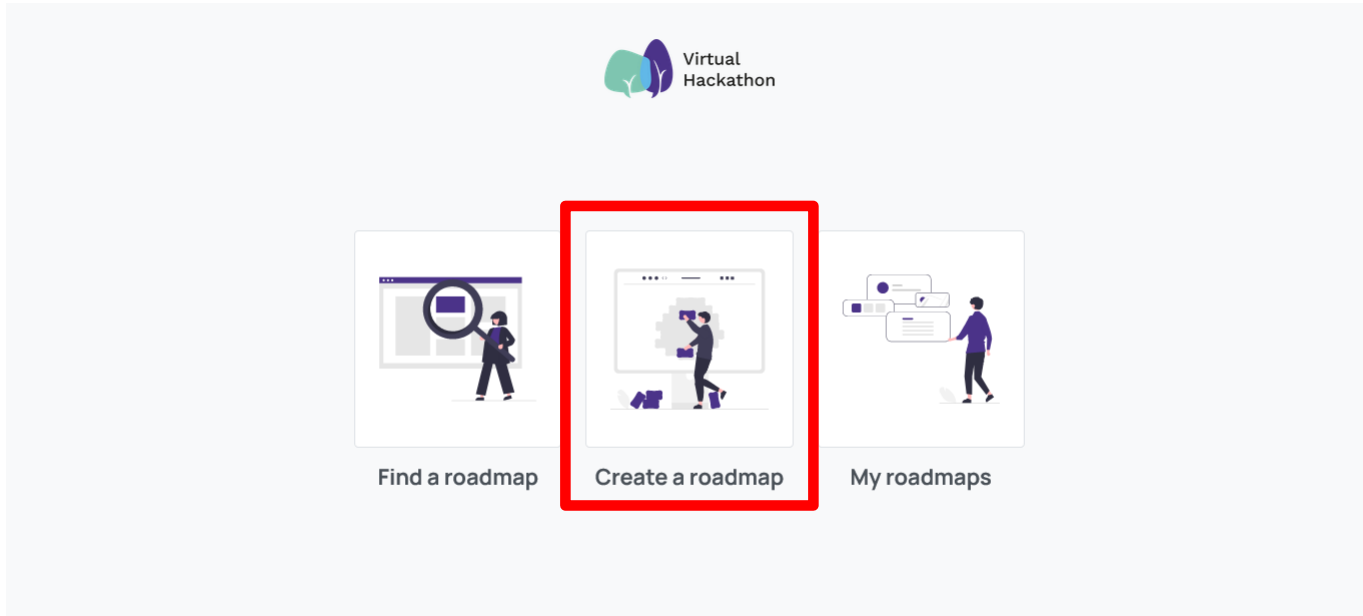
Create or select an existing roadmap

Open the default VirtualHackathon roadmap



Create a roadmap

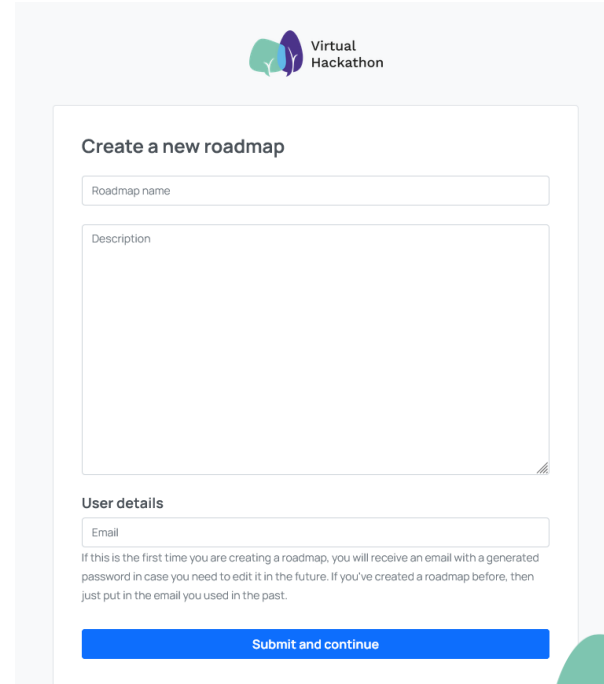
By clicking on the left button, a new tab in the tutor's browser is loaded opening the Roadmap website. Let assume that the tutor needs to create a new roadmap. In this case, the tutor clicks on the "Create a roadmap" button.



Create a roadmap

By clicking on the “Create a roadmap” button, the below form is presented enabling the tutor to fill in the basic information for a new roadmap including the name, the description and the tutor’s email.

The usage of the email is important because it serves as an account. By inserting an email, the roadmap will be stored along with previous roadmaps created by the specific email/account. On the other hand, if the email is inserted for first time and thus it is the first roadmap created by a tutor, the tutor will receive an email with a generated password in case he/she needs to access it in the future.



The screenshot shows a web form titled "Create a new roadmap" within the "Virtual Hackathon" interface. The form includes a "Roadmap name" text input field, a "Description" text area, and a "User details" section with an "Email" text input field. A blue "Submit and continue" button is at the bottom. A note explains that a password will be generated for first-time users.

Virtual Hackathon

Create a new roadmap

Roadmap name

Description

User details

Email

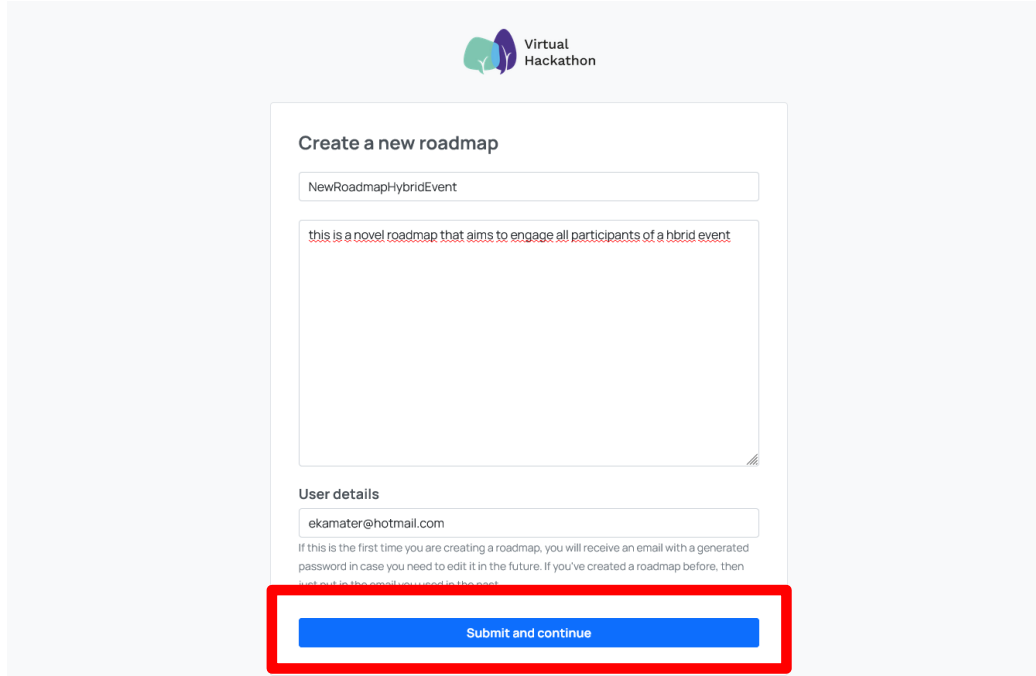
If this is the first time you are creating a roadmap, you will receive an email with a generated password in case you need to edit it in the future. If you've created a roadmap before, then just put in the email you used in the past.

Submit and continue



Create a roadmap

Let assume that the tutor fills in the required fields of the form and clicks on the “Submit and continue” button.



The screenshot shows a web form titled "Create a new roadmap" under the "Virtual Hackathon" logo. The form contains a text input field with the value "NewRoadmapHybridEvent", a text area with the text "this is a novel roadmap that aims to engage all participants of a hbrid event", and a "User details" section with an email input field containing "ekamater@hotmail.com". A blue "Submit and continue" button is highlighted with a red border at the bottom of the form.

Virtual Hackathon

Create a new roadmap

this is a novel roadmap that aims to engage all participants of a hbrid event

User details

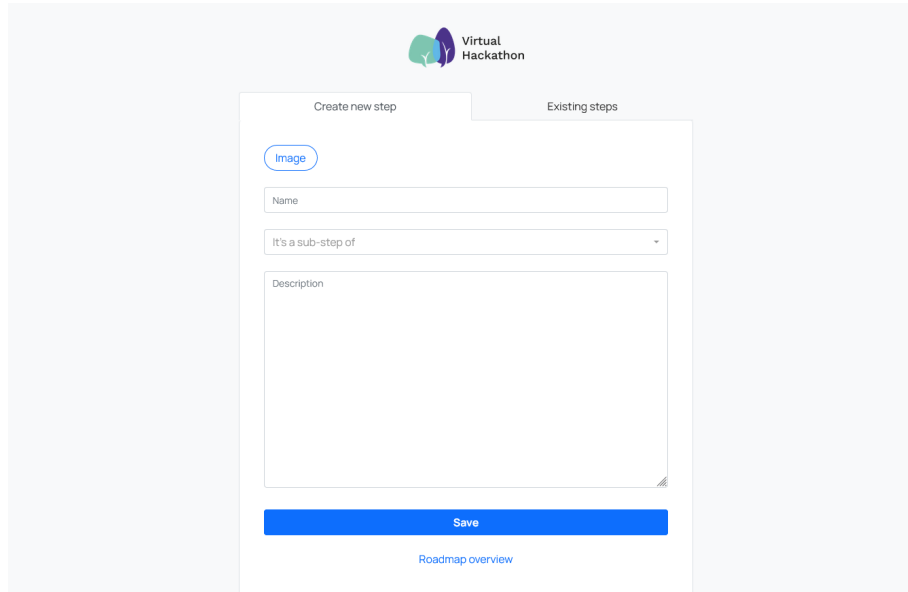
If this is the first time you are creating a roadmap, you will receive an email with a generated password in case you need to edit it in the future. If you've created a roadmap before, then you will receive the email you used to log in.

Submit and continue



Create a roadmap

By clicking on the “Submit and continue” button, the below page is presented where the tutor can create new steps on his/her roadmap or re-use steps from a list of existing ones.

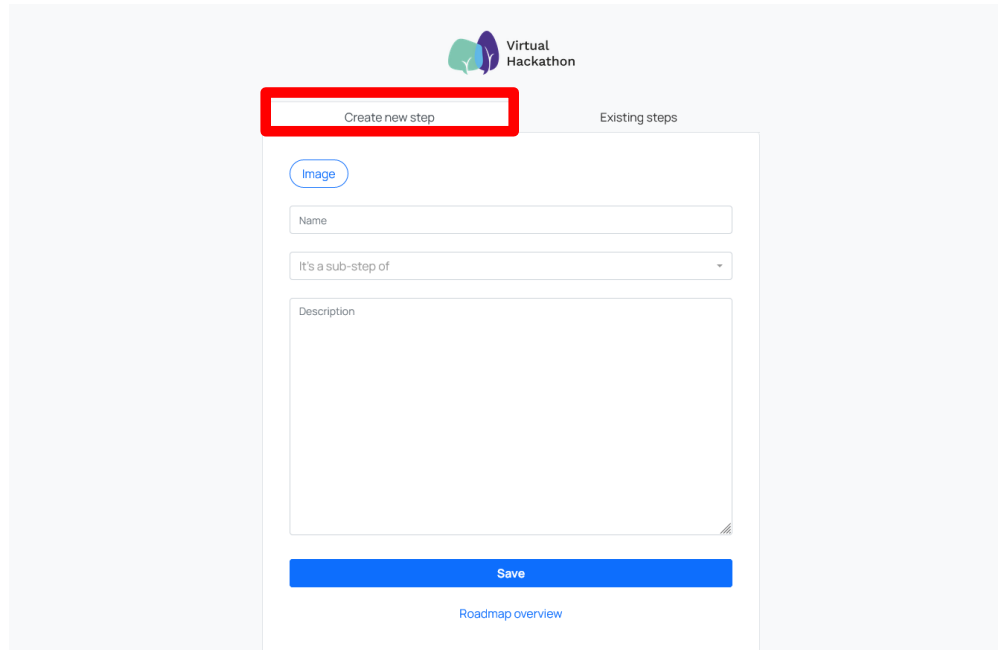


The screenshot shows the 'Virtual Hackathon' interface. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple. Below the logo, the text 'Virtual Hackathon' is displayed. The main content area is divided into two tabs: 'Create new step' (which is active) and 'Existing steps'. The 'Create new step' form includes a blue 'Image' button, a 'Name' text input field, a dropdown menu labeled 'It's a sub-step of', a large 'Description' text area, a blue 'Save' button, and a link for 'Roadmap overview'.



Create a roadmap

If the tutor selects to create a new step, he/she needs to provide an image, a name for the step, whether (or not) it is a sub-step of another step and a description.



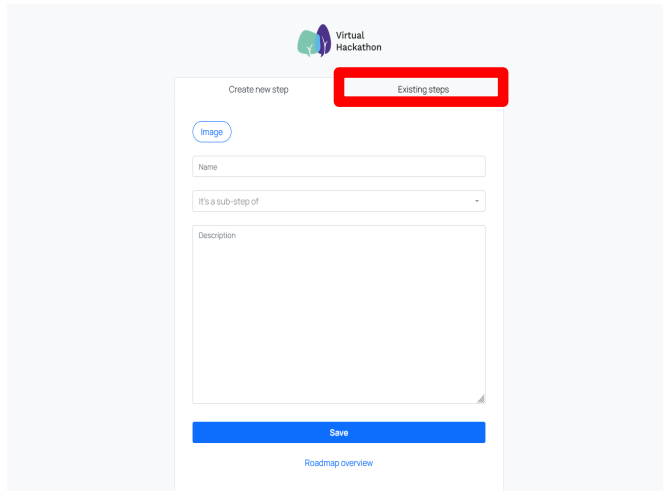
The screenshot displays the 'Virtual Hackathon' interface. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple. Below the logo, there are two tabs: 'Create new step' and 'Existing steps'. The 'Create new step' tab is highlighted with a red rectangular border. Below the tabs is a form with the following fields:

- An 'Image' field with a blue circular icon and a placeholder image.
- A 'Name' text input field.
- An 'It's a sub-step of' dropdown menu.
- A 'Description' text area.
- A blue 'Save' button.
- A link labeled 'Roadmap overview' at the bottom.

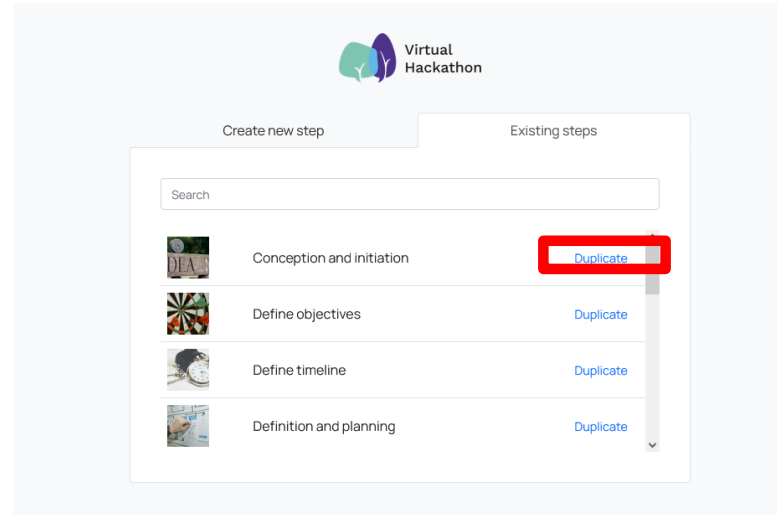


Create a roadmap

If the tutor selects to re-use an existing step, the right page is loaded presenting the available steps along with the option to duplicate (re-use) them. Above the list of available steps, a search field is presented allowing the tutor to search an existing step based on its name. Let assume that the tutor selects to click the “Duplicate” button of an existing step.



The screenshot shows the 'Create new step' form in the Virtual Hackathon interface. The 'Existing steps' tab is selected and highlighted with a red box. The form includes an 'Image' button, a 'Name' input field, a dropdown menu for 'It's a sub-step of', a 'Description' text area, and a 'Save' button. A 'Roadmap overview' link is visible at the bottom.



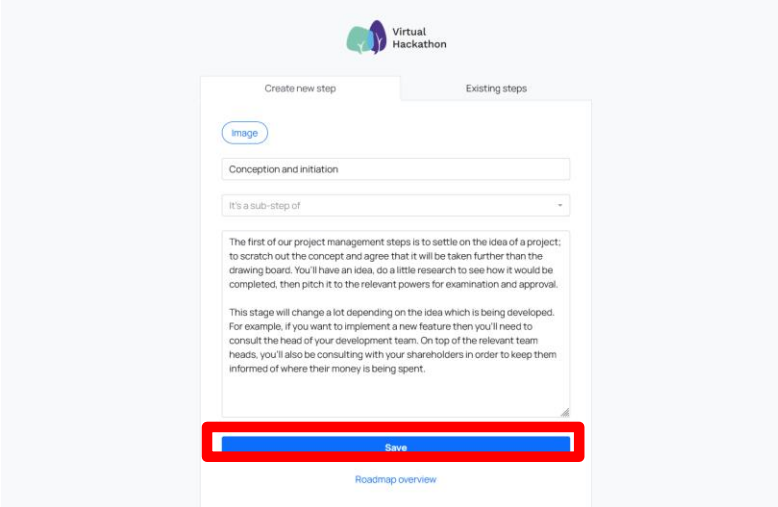
The screenshot shows the 'Existing steps' list in the Virtual Hackathon interface. The 'Existing steps' tab is selected. A search field is present at the top. The list contains four steps, each with a small image icon and a 'Duplicate' button. The 'Duplicate' button for the first step, 'Conception and initiation', is highlighted with a red box.

Step Name	Image	Duplicate Button
Conception and initiation		Duplicate
Define objectives		Duplicate
Define timeline		Duplicate
Definition and planning		Duplicate



Create a roadmap

By clicking on the “Duplicate” button of a step, the below page is presented where the selected step by the tutor has been copied in his/her roadmap. The tutor can make additions/corrections in the step’s details and click on the “Save” button. This process can be repeated many times until the tutor creates all desired steps of his/her roadmap.



Virtual Hackathon

Create new step Existing steps

Image

Conception and initiation

It's a sub-step of

The first of our project management steps is to settle on the idea of a project; to scratch out the concept and agree that it will be taken further than the drawing board. You'll have an idea, do a little research to see how it would be completed, then pitch it to the relevant powers for examination and approval.

This stage will change a lot depending on the idea which is being developed. For example, if you want to implement a new feature then you'll need to consult the head of your development team. On top of the relevant team heads, you'll also be consulting with your shareholders in order to keep them informed of where their money is being spent.

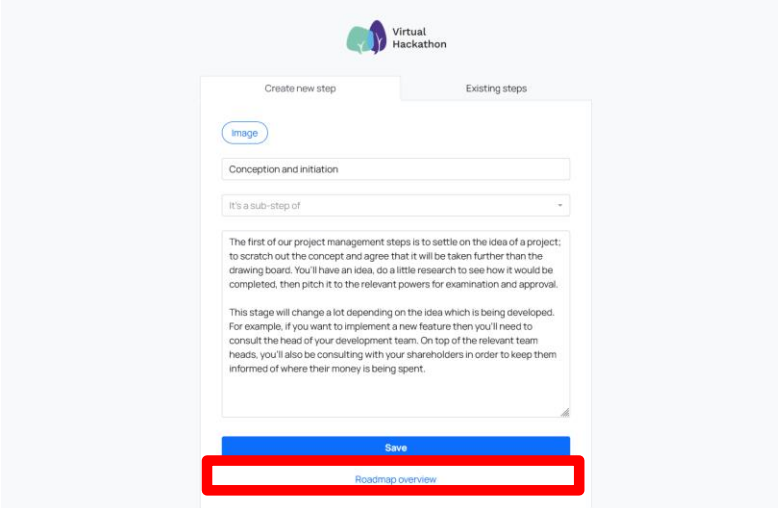
Save

Roadmap overview



Create a roadmap

After creating all desired steps, the tutor can click on the “Roadmap overview” button and see all steps inserted in his/her roadmap.



The screenshot displays the 'Virtual Hackathon' interface. At the top, there is a logo and the text 'Virtual Hackathon'. Below this, there are two tabs: 'Create new step' (active) and 'Existing steps'. The 'Create new step' tab contains a form with the following elements:

- An 'Image' button.
- A text input field containing 'Conception and initiation'.
- A dropdown menu labeled 'It's a sub-step of'.
- A text area containing the following text:

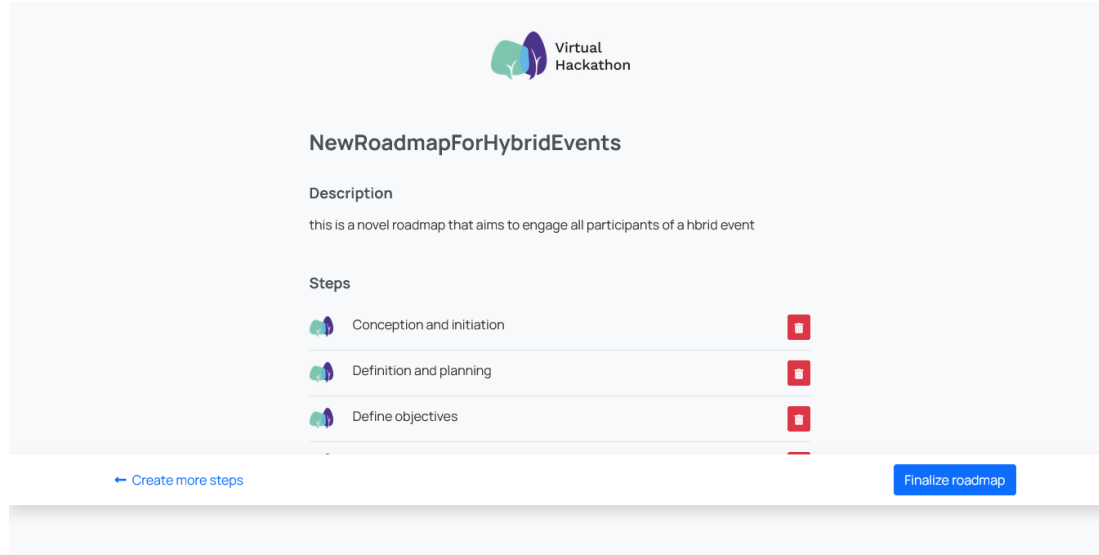
The first of our project management steps is to settle on the idea of a project; to scratch out the concept and agree that it will be taken further than the drawing board. You'll have an idea, do a little research to see how it would be completed, then pitch it to the relevant powers for examination and approval.

This stage will change a lot depending on the idea which is being developed. For example, if you want to implement a new feature then you'll need to consult the head of your development team. On top of the relevant team heads, you'll also be consulting with your shareholders in order to keep them informed of where their money is being spent.
- A blue 'Save' button.
- A red-bordered button labeled 'Roadmap overview'.



Create a roadmap

After clicking on the “Roadmap overview” button, the below page is presented. The tutor has three options: to delete a wrongly inserted step (clicking on the bin), to go back and create more steps or to finalize the roadmap.



The screenshot shows a web interface for creating a roadmap. At the top center is the logo for "Virtual Hackathon", which consists of three stylized leaves in green, blue, and purple. Below the logo, the title "NewRoadmapForHybridEvents" is displayed. Underneath the title is a "Description" section with the text "this is a novel roadmap that aims to engage all participants of a hbrid event". Below the description is a "Steps" section containing three items, each with a small leaf icon on the left and a red square bin icon on the right:

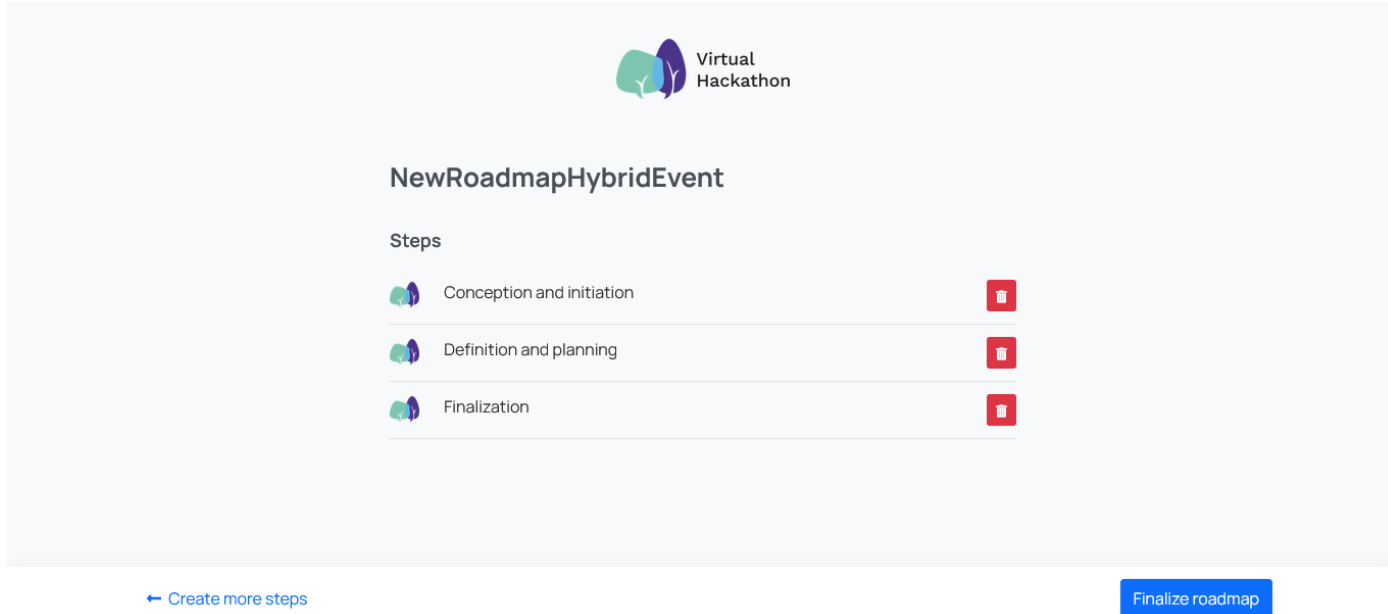
- Conception and initiation
- Definition and planning
- Define objectives

At the bottom left of the interface is a blue link that says "← Create more steps". At the bottom right is a blue button that says "Finalize roadmap".



Create a roadmap







Let assume that the tutor has selected to delete the “Define objectives” step from the previous roadmap. Then, the below page is presented.



Virtual Hackathon

NewRoadmapHybridEvent

Steps

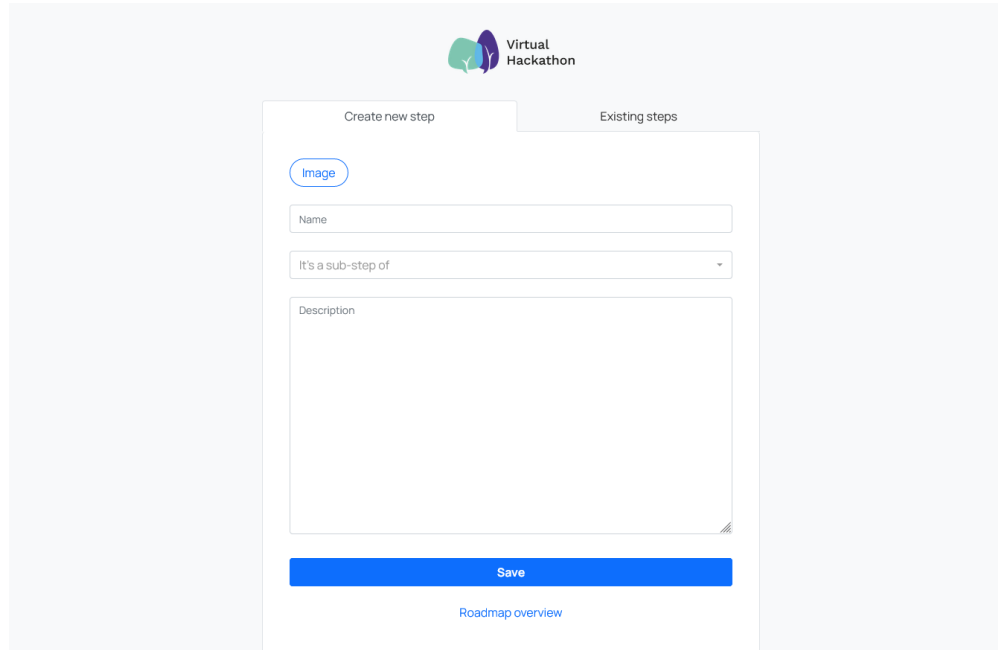
 Conception and initiation	
 Definition and planning	
 Finalization	

[← Create more steps](#) [Finalize roadmap](#)



Create a roadmap

Let assume that the tutor has selected to click on the “Create more steps” button. Then, the below page is presented again.

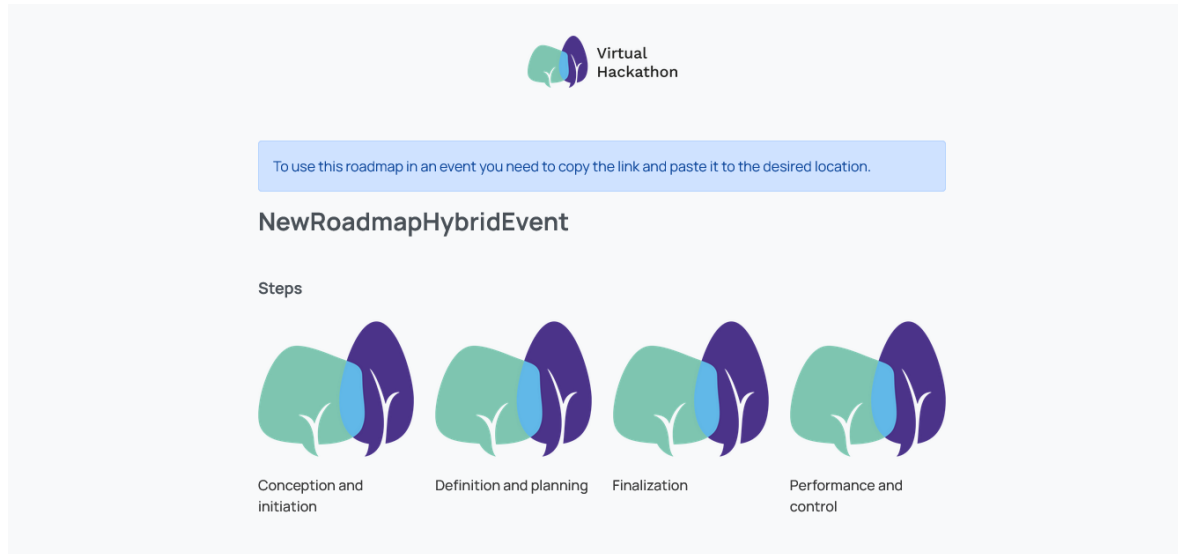


The screenshot shows a web interface for 'Virtual Hackathon'. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple, followed by the text 'Virtual Hackathon'. Below the logo, there are two tabs: 'Create new step' (which is active) and 'Existing steps'. The 'Create new step' tab contains a form with the following elements: a blue circular button labeled 'Image' for uploading a picture; a text input field labeled 'Name'; a dropdown menu labeled 'It's a sub-step of' with a downward arrow; a large text area labeled 'Description'; a prominent blue 'Save' button; and a blue link labeled 'Roadmap overview' at the bottom.



Create a roadmap

Let assume that the tutor has selected to click on the “Finalize roadmap” button. Then, the below page is presented with the preview of the final roadmap.



The screenshot displays the Virtual Hackathon interface. At the top center is the logo, which consists of two stylized trees (one green, one purple) and the text "Virtual Hackathon". Below the logo is a light blue rectangular box containing the text: "To use this roadmap in an event you need to copy the link and paste it to the desired location." Underneath this box is the heading "NewRoadmapHybridEvent". Below the heading is the word "Steps" followed by a horizontal sequence of four identical icons. Each icon is a stylized tree with a green canopy and a purple trunk. Below each icon is a text label: "Conception and initiation", "Definition and planning", "Finalization", and "Performance and control". To the right of the main content area, there is a larger version of the stylized tree logo.

Create a roadmap

Moreover, a message is presented guiding the tutor to copy the link of the roadmap and past it in the event's information in the "Edit" option of the event.



The screenshot displays the Virtual Hackathon interface. At the top center, the logo for "Virtual Hackathon" is visible. Below it, a blue message box with a red border contains the text: "To use this roadmap in an event you need to copy the link and paste it to the desired location." Underneath the message box, the title "NewRoadmapHybridEvent" is shown. Below the title, the word "Steps" is followed by a horizontal sequence of four icons, each representing a step in the process. Each icon consists of a green leaf-like shape and a dark blue leaf-like shape. Below each icon is a label: "Conception and initiation", "Definition and planning", "Finalization", and "Performance and control". A larger version of the leaf logo is positioned on the right side of the interface.

Create a roadmap

The user then pastes the link in the below field, named “*Roadmap link*”, in the “Edit” option of the event.

VirtualHackathon Roadmap

Roadmap Link

<https://roadmap.virtualhackathon.eu/>

Paste the link to your roadmap

Create or select an existing roadmap

Open the default VirtualHackathon roadmap

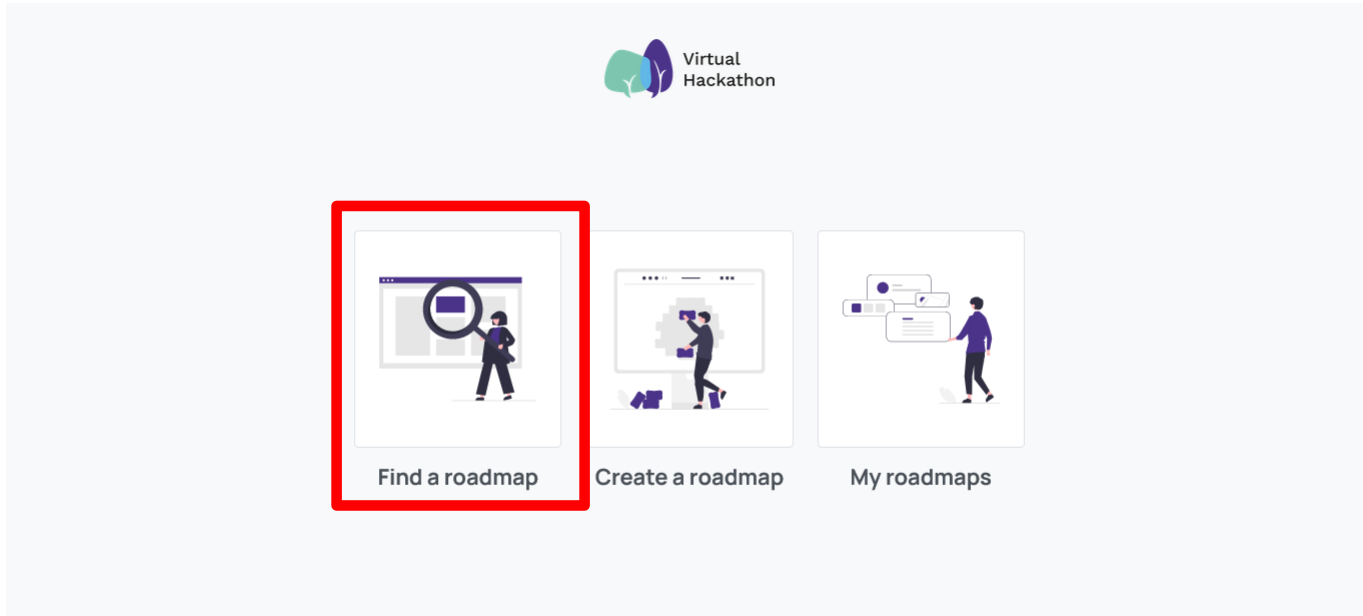


2

Find a roadmap

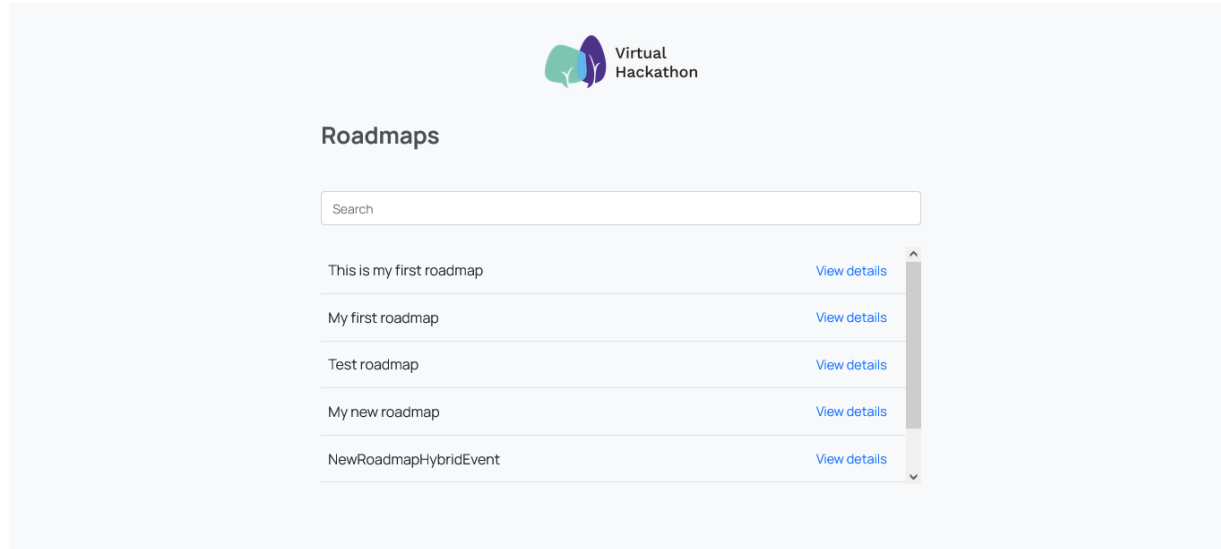
Find a roadmap

Let assume that the tutor needs to find an existing roadmap. In this case, the tutor clicks on the “Find a roadmap” button.



Find a roadmap

By clicking on the “Find a roadmap” button, the below form is loaded presenting the available roadmaps with the option to view details of them. Above the list of available roadmaps, a search field is presented allowing the tutor to search an existing roadmap based on its name.



The screenshot shows a web interface for the Virtual Hackathon. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple, followed by the text "Virtual Hackathon". Below the logo is the heading "Roadmaps". Underneath the heading is a search input field with the placeholder text "Search". Below the search field is a list of five roadmaps, each with a title and a "View details" link. The roadmaps are: "This is my first roadmap", "My first roadmap", "Test roadmap", "My new roadmap", and "NewRoadmapHybridEvent". A vertical scrollbar is visible on the right side of the list.

Roadmap Name	Action
This is my first roadmap	View details
My first roadmap	View details
Test roadmap	View details
My new roadmap	View details
NewRoadmapHybridEvent	View details



Find a roadmap

By clicking on the “View details” button of an existing roadmap, the below page is presented with the preview of the selected roadmap.



The screenshot shows a webpage for a Virtual Hackathon. At the top center is the logo, which consists of two stylized leaves, one green and one purple, with the text "Virtual Hackathon" to its right. Below the logo is a light blue rectangular box containing the text: "To use this roadmap in an event you need to copy the link and paste it to the desired location." Underneath this box is the title "NewRoadmapHybridEvent" in a bold, black font. Below the title is the word "Steps" in a smaller font. There are four steps, each represented by a large, stylized leaf icon (green and purple) with a white stem. Below each icon is a text label: "Conception and initiation", "Definition and planning", "Finalization", and "Performance and control". To the right of the main content area, there is a large, stylized leaf icon, identical to the ones used in the steps, with a green leaf on the left and a purple leaf on the right.

Virtual Hackathon

To use this roadmap in an event you need to copy the link and paste it to the desired location.

NewRoadmapHybridEvent

Steps

Conception and initiation

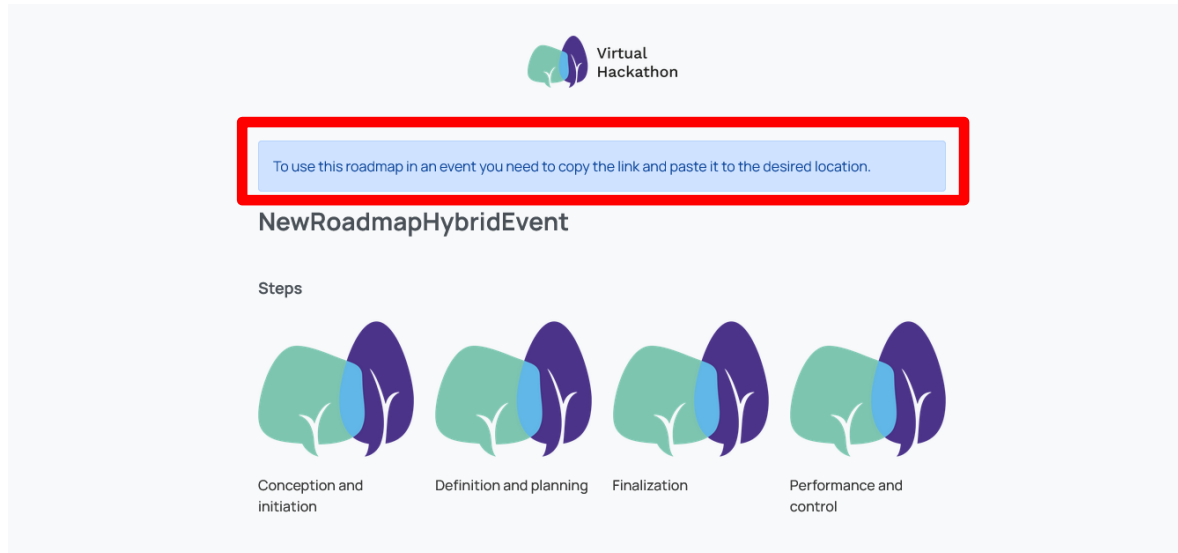
Definition and planning

Finalization

Performance and control

Find a roadmap

Moreover, a message is presented guiding the tutor to copy the link of the roadmap and past it in the event's information in the "Edit" option of the event.



The screenshot displays the 'Virtual Hackathon' logo at the top center. Below it, a light blue message box with a red border contains the text: "To use this roadmap in an event you need to copy the link and paste it to the desired location." Underneath the message box, the title "NewRoadmapHybridEvent" is shown. Below the title, the word "Steps" is followed by a horizontal sequence of four icons, each representing a step in the process. Each icon consists of a green leaf-like shape and a dark blue leaf-like shape. Below each icon is a text label: "Conception and initiation", "Definition and planning", "Finalization", and "Performance and control". A larger version of the two-leaf icon is positioned to the right of the main content area.

Create a roadmap

The user then pastes the link in the below field, named “*Roadmap link*”, in the “Edit” option of the event.

VirtualHackathon Roadmap

Roadmap Link

<https://roadmap.virtualhackathon.eu/>

Paste the link to your roadmap

Create or select an existing roadmap

Open the default VirtualHackathon roadmap

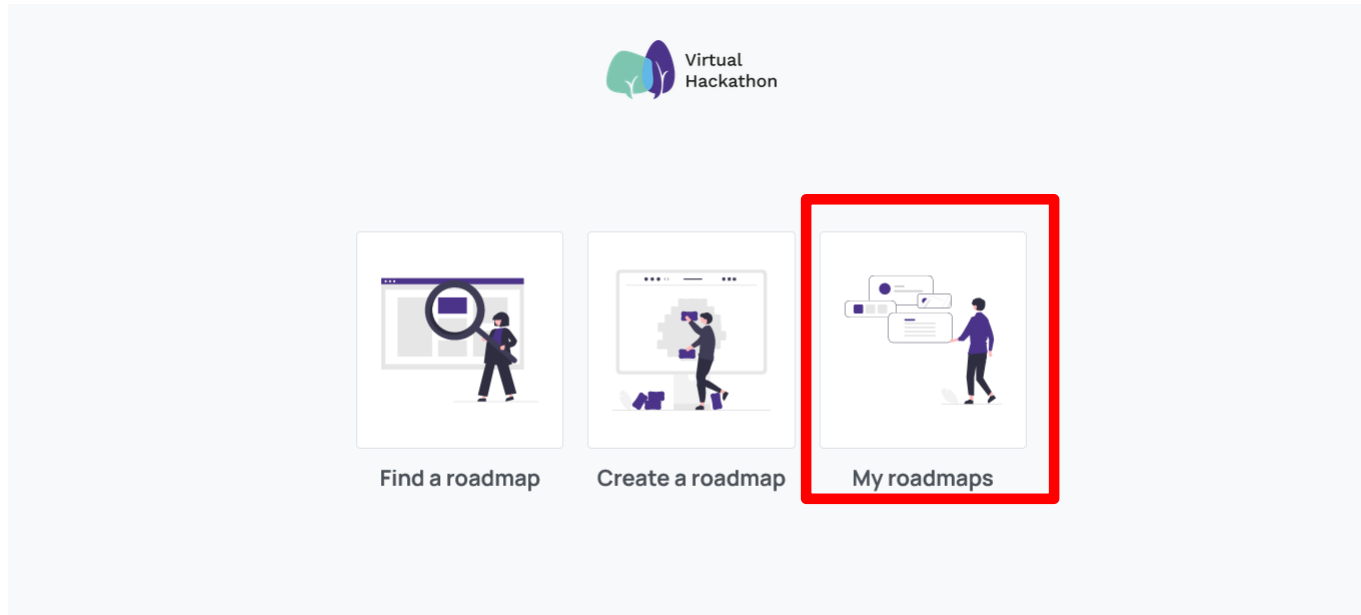


3

My roadmaps

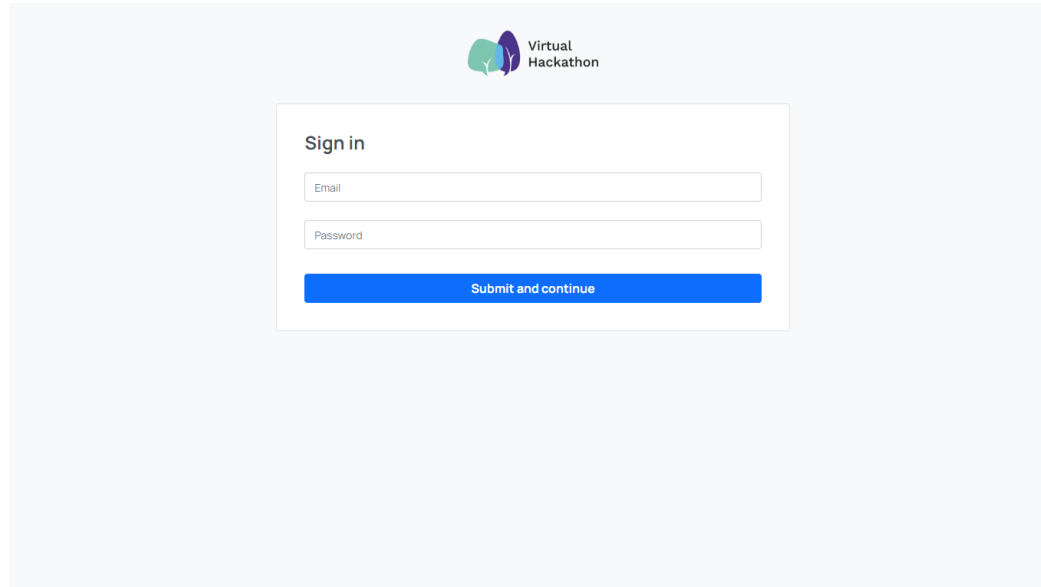
My roadmaps

Let assume that the tutor needs to see the roadmaps he/she created. In this case, the tutor clicks on the “My roadmaps” button.



My roadmaps

By clicking on the “My roadmaps” button, the below page is presented asking the tutor to fill in his/her email and password (the password is the one sent by the system to this email in the first time the tutor created a roadmap and inserted his/her email).



The screenshot shows a sign-in form for the Virtual Hackathon. At the top center, there is a logo consisting of three stylized trees in green, blue, and purple, followed by the text "Virtual Hackathon". Below the logo is a white rectangular box containing the sign-in form. The form has the title "Sign in" at the top. It features two input fields: "Email" and "Password". Below these fields is a blue button with the text "Submit and continue".

Virtual Hackathon

Sign in

Email

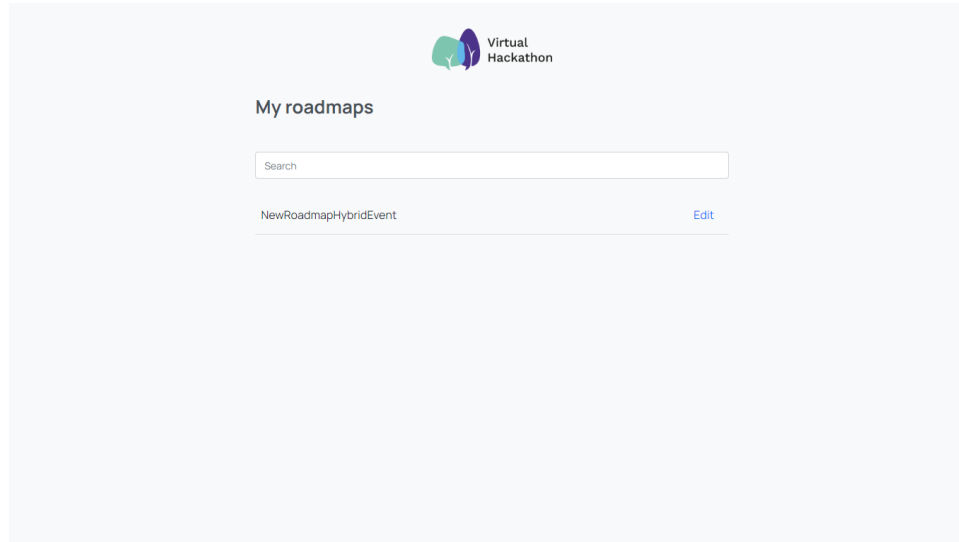
Password

Submit and continue



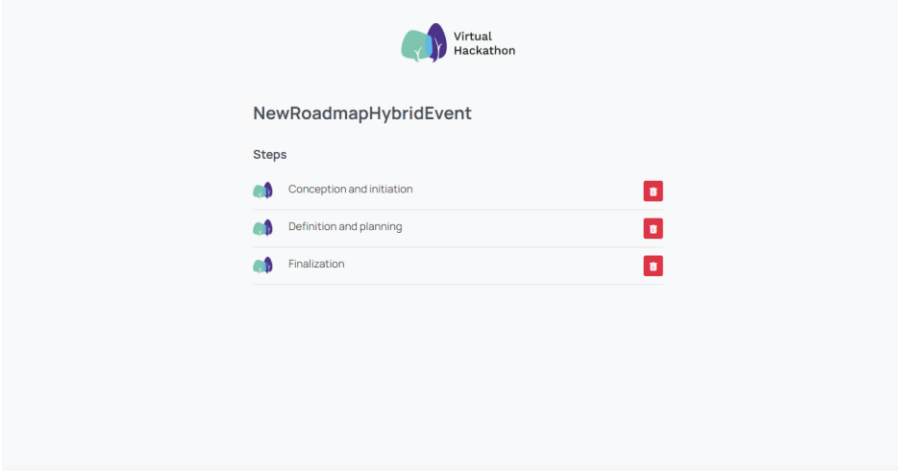
My roadmaps

Let assume that the tutor filled in his/her email and password and clicked on the “Submit and continue” button. Then, the below page is presented showing the roadmaps created by this account/email. The tutor has the option to edit one of the roadmaps he/she created.



My roadmaps







Let assume that the tutor clicked on the “Edit” button of an existing roadmap. Then, the below page is presented showing the steps of the roadmap and providing the tutor three options: to delete a wrongly inserted step (clicking on the bin), to go back and create more steps or to finalize the roadmap.



Virtual Hackathon

NewRoadmapHybridEvent

Steps

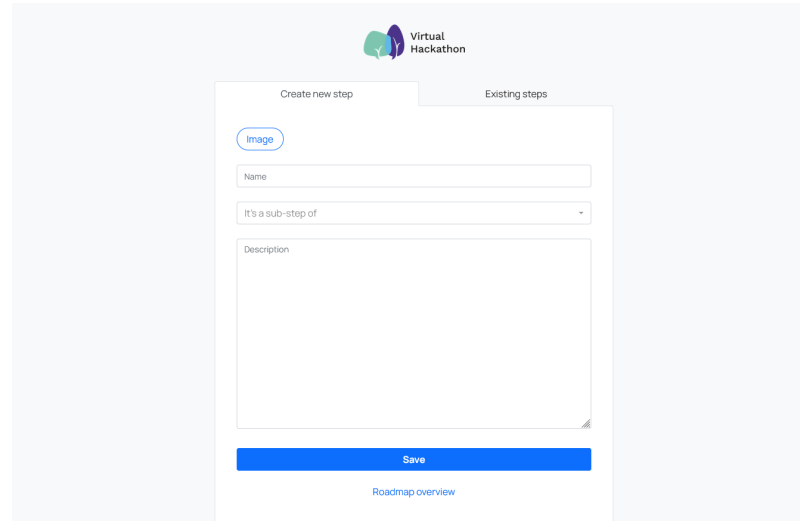
 Conception and initiation	
 Definition and planning	
 Finalization	

[← Create more steps](#) [Finalize roadmap](#)



My roadmaps

By clicking on the “Create more steps” button, the below page is presented where the tutor can create new steps on his/her roadmap or re-use steps from a list of existing ones. ***See the section “1. Create a roadmap” for more details.***

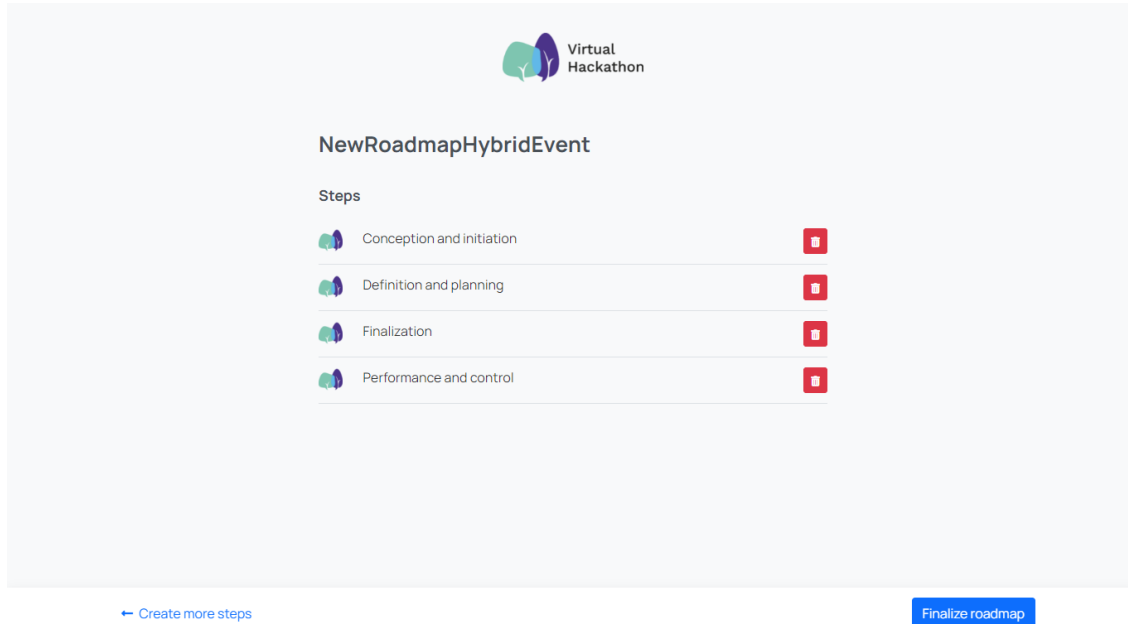


The screenshot shows a web interface for 'Virtual Hackathon'. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple. Below the logo, the text 'Virtual Hackathon' is displayed. The main content area is a form titled 'Create new step' (with 'Existing steps' as an alternative tab). The form contains the following elements: a blue 'Image' button, a text input field for 'Name', a dropdown menu for 'It's a sub-step of', a large text area for 'Description', a prominent blue 'Save' button, and a link for 'Roadmap overview' at the bottom.



My roadmaps

Let assume that the tutor has created another one step, named “Performance and control”, and then clicked on the “Roadmap overview” button. Then, the below page is presented with the new step.



The screenshot shows the 'Virtual Hackathon' interface. At the top center is the logo, which consists of three stylized leaves in green, blue, and purple, followed by the text 'Virtual Hackathon'. Below the logo, the title 'NewRoadmapHybridEvent' is displayed. Underneath the title, the word 'Steps' is written. A list of four steps follows, each with a small leaf icon on the left and a red square icon with a white 'X' on the right. The steps are: 'Conception and initiation', 'Definition and planning', 'Finalization', and 'Performance and control'. At the bottom left, there is a blue link that says '← Create more steps'. At the bottom right, there is a blue button that says 'Finalize roadmap'.

Virtual Hackathon

NewRoadmapHybridEvent

Steps

- Conception and initiation
- Definition and planning
- Finalization
- Performance and control

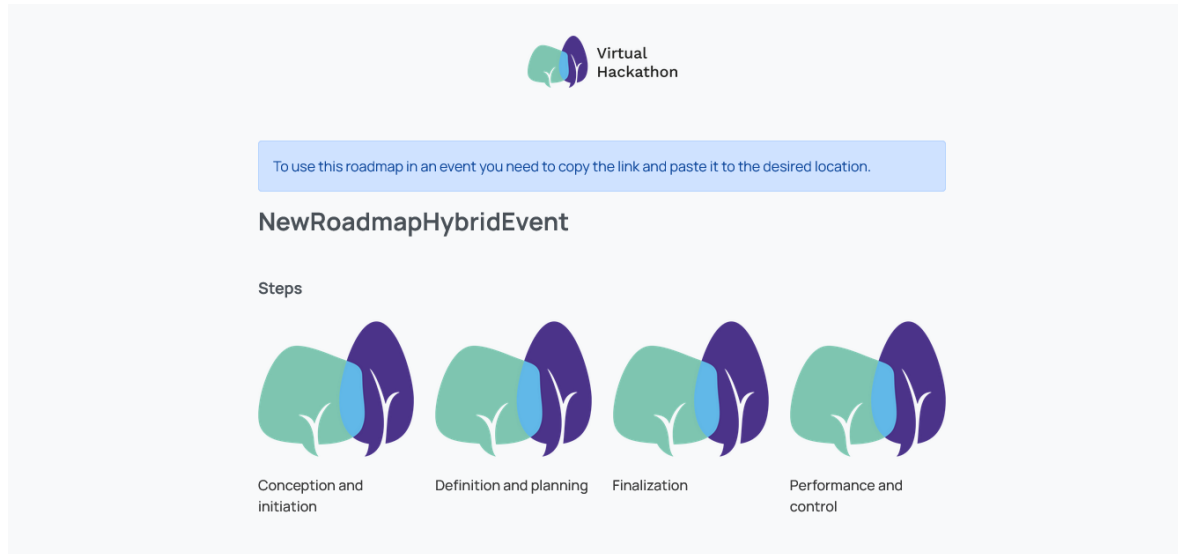
← Create more steps

Finalize roadmap



My roadmaps

By clicking on the “Finalize roadmap” button, the below page is presented with the preview of the final roadmap.




The screenshot shows a webpage for a Virtual Hackathon. At the top center is the logo, which consists of two stylized trees (one green, one purple) and the text "Virtual Hackathon". Below the logo is a light blue rectangular box containing the text: "To use this roadmap in an event you need to copy the link and paste it to the desired location." Underneath this box is the title "NewRoadmapHybridEvent". Below the title is the word "Steps" followed by a horizontal sequence of four icons, each representing a step. Each icon is a stylized tree with a green canopy and a purple trunk. Below each icon is a text label: "Conception and initiation", "Definition and planning", "Finalization", and "Performance and control". To the right of the main content area, there is a larger version of the stylized tree logo.

Virtual Hackathon


To use this roadmap in an event you need to copy the link and paste it to the desired location.

NewRoadmapHybridEvent


Steps




Conception and initiation




Definition and planning



Finalization



Performance and control



My roadmaps

Moreover, a message is presented guiding the tutor to copy the link of the roadmap and past it in the event's information in the "Edit" option of the event.



The screenshot displays the 'Virtual Hackathon' logo at the top center. Below it, a red-bordered box highlights a blue instruction: 'To use this roadmap in an event you need to copy the link and paste it to the desired location.' Underneath, the title 'NewRoadmapHybridEvent' is shown. A section titled 'Steps' contains four icons, each representing a stage of the process: 'Conception and initiation', 'Definition and planning', 'Finalization', and 'Performance and control'. Each icon consists of a green speech bubble and a dark blue leaf-like shape. A larger version of this icon is positioned on the right side of the page.

Virtual Hackathon

To use this roadmap in an event you need to copy the link and paste it to the desired location.

NewRoadmapHybridEvent

Steps

Conception and initiation

Definition and planning

Finalization

Performance and control

Create a roadmap

The user then pastes the link in the below field, named “*Roadmap link*”, in the “Edit” option of the event.

VirtualHackathon Roadmap

Roadmap Link

<https://roadmap.virtualhackathon.eu/>

Paste the link to your roadmap

Create or select an existing roadmap

Open the default VirtualHackathon roadmap



Thanks!

