

Coaching Outline Tech Challenge 23s

Note! These are the important dates, and they are fixed. All further updates will be announced during E-Lab.

Below the table you find the "how-to" for integrating these dates (except the ones marked yellow) into your calendar (google, outlook or apple).

blue = coaching or reflection		green = TC specific dates		yellow = NOT added to Coach calendar
Date	Time	Status	Location	What's happening
12.04.2023	18-19:30	mandatory (added to calendar)	offline TUM central, Gabelsberger Straße, room 1237	E-Lab welcome evening Overview of E-Lab and how to co-create with us Coaching insights from the senior coaches Get to know each other
13.04. and 14.04.2023	10-16:30 EACH DAY	fulltime mandatory (added to calendar)	online	E-Lab Education = basis for your coaching Missing parts of it is a No Go! Online E-Lab Education with Anastasia Myasnichenko
17.04.2023	midnight	mandatory (added to calendar)	online	Deadline for challenge voting for the coaches
18.04.2023	10-12	mandatory (added to calendar)	online	Coach-challenge matching. You can do other things but you should be available on Slack and read notifications
24.04.2023	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "First team meeting" - Get all steps and methods to create an awesome first meeting with your teams, and a solid baseline setting
25.04.2023	18-20	mandatory (added to calendar)	online	TC Kick-Off - all coaches have a part :D - meet the students and partners, get to know the challenges Coaches moderate the exchange in partner's breakout rooms and facilitate team-finding
27.04.2023	10-12	mandatory to attend (added to calendar)	online	Run the team building sessions for TC students that are already matched with the challenges
01.05.2023	midnight	for your information	online	Deadline for team registration. Participants can register (1) as a team OR (2) as individual searching for a team. Further participation only in teams.
30.04. / 14.05. / 28.05. / 11.06. / 25.06. / 09.07.	midnight	mandatory (added to calendar)	online	TC coaching logbook entry (submission deadlines)
02.05.2023	14-18	mandatory (added to calendar)	online	Team-matching process: Coaches actively participate in the process. You should be available for a 1,5-hour call at 14:00 where the coaches split into groups and do the team-matching within each challenge. Then, coaches create team channels and get-to-know their teams (remotely) - before 18:00.
Starting 02.05.2023	individual dates	mandatory	online or offline	Contact with your teams, bi-weekly meetings, in between written exchange via slack
03.05. / 04.05. / 05.05.	individual dates	highly recommended (added to calendar)	online	Deep Dives for Challenges (only need to attend deep dives of your teams' challenges)
Starting 02.05.2023	individual dates	for your information	online	Workshops <i>for teams</i> on "Customer Centricity", "Design-Thinking and Lean Startup", "Problem/Solution fit", "Lean Prototyping", etc. Please check the TC Schedule for particular dates.
10.05.2023	19-20:30	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "Intercultural communication" - Become aware and navigate cultural challenges, and foster cultural synergies

15.05.2023	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "How to motivate teams" - Dive deeper into the brain chemistry during a conflict and how to shift focus, plus learn how to create motivational boosts for your teams
Reflection calls 15. to 19.05. 29.05. to 02.06. 12. to 16.06. 26. to 30.06. Optional retrospective 10. to 14.07.	individual dates	mandatory	online or offline	Based on your logbook entry you'll have a 30-40 minutes reflection call with your senior coach about your role and your teams' progresses
22.05. / 23.05. / 24.05. / 25.05.	individual time slots between 9-18	mandatory (added to calendar)	online	Dry runs for TC Midterm Check-Ins with your teams. Coaches brief the teams and do the time-keeping of their pitch. If you can not attend you should find your coach buddy to replace you.
24.05.2023	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "Great Retrospectives" - Learn how to organize meaningful retrospectives with your teams
30.05. / 31.05. / 01.06.	individual time slots between 9-18	highly appreciated (added to calendar)	online	TC Midterm Check-ins (support only your teams or the teams of your coach buddy)
12.06. - 22.06.2023	individual time slots	mandatory	online or offline	Retrospective with each of your teams
07.07.2023	10-13	for your information (added to calendar)	online or Garching	Workshop <i>for teams</i> "Presentation Training" with Steffi Schwarzack
10. / 11. / 12. / 13.07.2023	individual time slots between 9-18	mandatory (added to calendar)	online	Dry runs for TC Demo Day
18.07.2023	individual time slots between 9-18	mandatory (added to calendar)	online	TC final presentation of your teams. Coaches brief the teams and do the time-keeping of their pitch. If you can not attend you should find your coach buddy to replace you.
19.07.2023	11:59:00 (noon)	for your information	online	Deadline for the TC Final deliverables of the teams
19.07.2023	17-20	mandatory (added to calendar)	Garching	TC Demo Day with Booth Fair and Winner's Pitch Night
20.07.2023	09:00	mandatory (added to calendar)	online	Hand in your coaching reflection paper
20.07.2023	16-18	highly appreciated (added to calendar)	offline (with online access)	E-Lab Celebration + certificates and final group retro for all coaches
20.07. - 02.08.2023	individual dates	highly appreciated	online or offline	Retrospective with each of your teams

Integrate the dates into your GOOGLE calendar

1. option: go to your calendar, click on + sign to add calendar, click "subscribe calendar", add this link [c_d84ae89cf6d98e6a26e8fec8b0c632ed25d421e70d0b9e06c10dd4430087ab20@group.calendar.google.com](https://calendar.google.com/calendar/subscribe?c_d84ae89cf6d98e6a26e8fec8b0c632ed25d421e70d0b9e06c10dd4430087ab20@group.calendar.google.com)

2. option: go to your calendar, click on + sign to add calendar, click "via URL", add this link https://calendar.google.com/calendar/embed?src=c_d84ae89cf6d98e6a26e8fec8b0c632ed25d421e70d0b9e06c10dd4430087ab20%40group.calendar.google.com&ctz=Europe%2FBerlin

Integrate the dates into your OUTLOOK calendar

Go here: https://drive.google.com/file/d/1tdBNy8TQ4mwPfvOsrR-rXOqNU_QJLWvl/view?usp=sharing

Click on download

Go to your outlook calendar

Import the ics file into your Outlook calendar

Integrate the dates into your APPLE calendar

Click on this link to start the automatic download: https://calendar.google.com/calendar/ical/c_d84ae89cf6d98e6a26e8fec8b0c632ed25d421e70d0b9e06c10dd4430087ab20%40group.calendar.google.com/public/basic.ics

Click on the basic.ics file in your download folder
Import the ics file into your apple calendar