



The 21th APQC Team Excellence Exchange Contest Rules

1. Application and registration

1.1 Recommended by the core members of APQO, all candidate teams can apply for attendance thru email (www.info.org.cn)

Application contents are as follows:

Organization name, address, post code, email

Team name

Contest achievement and abstract

Team personnel information

Team contact person/ presentation person

1.2 Regarding the registration requirements of the 21th APQO, all the candidate teams pay online (www.saq.org.cn/en)

2. Contest

2.1 According to the industrial feather, achievement contents etc. of the organizations of the application teams, the organizer will allocate some parallel sessions to implement the contest in the meantime.

2.2 In every parallel session, the presentation sequence of each team is arranged by random check.

2.3 The exchange time for each team is 20min, among which the presentation time is 15min and Q&A time is 5min.

2.4 All the PPT should be presented in English. If having any other special



requirements, the team can contact with the organizer one month before the conference.

3. Review

3.1 All the candidate teams shall submit the English PPT to the organizer before Oct. 15, 2015 so that the necessary material review can be conducted.

3.2 At least three quality experts shall be arranged in each parallel session and issue the scores onsite according to the review form attached after the presentation of each team. The averaging number is the final score.

3.3 According to the sequence of the review scores from high to low in each parallel session, several units are established.

4. Rewards

4.1 The organization committee will verify the scores issued by the quality experts and determine the verify results.

4.2 Several First prizes, Second prizes and Third prizes will be established in the contest. The rest candidate teams can be given Encouragement prizes. All teams can receive the certificate of honor issued by APQO.

5. All the clauses are agreed to the explanation by APQO and its organizer.

Appendix: Team Excellence Session Review Form



Team Excellence Session Review Form

QC team name: _____ Topic name: _____

No: _____

No.	Review Item	Review Content	Score	Result
1	Topic	The topic is creativity;	13~20	
		The reason why choose this topic is sufficient.		
		The objective is challengeable and measurable.		
2	Programme	The Programme is proposed widely.	20~30	
		The best programme should be analyzed thoroughly and decided scientifically.		
		The tools are used correctly.		
3	Implementation	Use the principal 5W1H	13~20	
		Implement complying with the resolution form and follow the result.		
		The tools are used correctly.		
4	Result	Verify result and compare with the objective.	8~15	
		Evaluation achievement is meaningful.		
		The economic benefit is calculated realistic.		
		The result is effective and brought into management regulation.		
5	Issue	Issue material is clearly and logistically.	6~10	
		Issue material should be with forms, tables with datas.		
		Calm and plite when issuing the ac hievement,		
		Sincerely, simple when answering the questions.		



6	Characteristic	Specific and Practical	0~5	
		Creativity		
Overall evaluation			Total	

Reviewer: _____

Date: _____

Note:

1. Each team has 15min for presentation and 5min Q&A.
2. Each team should prepare 15min PPT presentation.
3. Pls submit the PPT before Oct.15, 2015.