

INITIAL CHECKLIST FOR DISRUPT IT GROUPS

It is important to be open and honest at the outset. The group may not be able to finalize structures at this time, but having the discussion at the start and throughout the process is vital. Items to consider:

- Identification of group member skills and interests for the weekend. Who is working on what? This can change and evolve during the weekend.
 - Tech development (MVP), customer and market validation, financial model, marketing, pitch...
- Clarify expectations of how you want to work together, make decisions, listen to ideas and feedback, assign tasks, set goals etc.
- Disclosure of any IP being brought in at the start of the weekend that the team will build on. Whose is it? How will it be dealt with? Legal support is available: ask a DisruptIT team member for assistance.
- Discussion and agreement of involvement in the next steps should this idea move forward. Members may indicate the following:
 - This is my/our technology/IP and I/we will be “owners” going forward. Clarify what this means. Are the owners open to new partners?
 - I just want to help for the weekend and not be involved after the weekend.
 - I am interested contributing to this team during the weekend and after the weekend but not as part of the start-up (as a resource or advisor)
 - I am interested in contributing to this team during the weekend and want to be part of the start-up after the weekend.
 - If we should win a prize, will this money be divided equally amongst all team members, or will it be used on the business to move the idea forward
- Discuss the kind of commitment – time(full-time, part-time), \$, resources that group members would be considering to move forward. This will help frame up the pitch and next steps.

Group Name

Check off each box ensuring all team members agrees