

The Explorer Handbook



Congratulations, we've been waiting for you! And now, what can you do until **January 30, when the program starts?** Start by taking a look at the **Explorer's Handbook**, which will give you many clues about what you are going to do over the next 12 weeks, besides telling you very clearly how to get your Explorer's Certificate and how to qualify for the trip, Remember always to have access to it and **refer to it whenever you need it**. Ready? 3, 2, 1... Let's start!

- **WHAT YOU WILL — AND WON'T — DO IN EXPLORER**

If you have certain expectations, forget about them. This may completely alter what you had in mind .

YOU AREN'T HERE TO...

Create a business plan .

Start a company and learn about all its bureaucracy .

Test your hypotheses with your peers .

Take an entrepreneurship course .

Work alone ♀.



YOU ARE HERE TO...

Experiment ♂.

Validate a hypothesis (MVP or landing page) .

Compare hypotheses with potential users and customers .

Create ♀ .

Work together .



- **GOOGLE CALENDAR**

Here you can find all the activities happening during the 12 weeks of Explorer at a glance.

- **RECOMMENDED WEEKLY WORK PLAN**

Monday. The **weekly syllabus will be available**; try to skim through the cards. The **deliverable card** you will have to complete **for that week will be available**.

Tuesday and Wednesday. Take an in-depth look at all the contents. Have you taken a look at the **deliverable**? Plan to **have it ready before the Thursday Q&A session** or discuss your doubts with the rest of your colleagues.

Thursdays. **Q&A sessions with experts** to solve doubts , **TalkX**, and other **community activities** mostly take place on Thursdays. Take the opportunity to go deeper into the topics and participate! It is essential to move **up in the [Projects Ranking](#)**. Here's why.

Friday. Normally, **group work sessions** take place on this day. Share the deliverable you have done (ideally, you should share it in the collaborative space beforehand. This way, your colleagues will be able to consult it before and during the group work session and give you feedback).

Saturday. Add the finishing touches to your **deliverable**.

Sunday. Finish the deliverable and **upload it to the "Evaluation" card**.

- **CODE OF CONDUCT**

By becoming part of the Explorer Community, you agree to **review and follow this**.

CODE OF CONDUCT

Respect the boundaries set by other participants and community members.

Avoid any aggressive behaviour, including aggressive verbal behaviour .

Respect the confidentiality of other community members.

Cooperate. This implies offering help but never speaking on behalf of others.

Take full responsibility for the impact your words and actions may have (don't hide behind good intentions).

The following behaviour IS NOT ACCEPTED in the Explorer Community:

Invasion of the privacy of other community members.

Sexism , **homophobia**, **racism**, or any **behaviour that discriminates** against a group of people.

Language or actions that **perpetuate stereotypes** (positive or negative).

Comments about another person's body (unless expressly invited).

Harassing, stalking , or **threatening** other community members.

Abuse of power (including abuse related to socio-economic background, race, or gender).

Sexual harassment of any kind, including unwanted sexual attention and inappropriate physical contact.

Using the contact details of other participants (former or current) or persons connected with the programme for **commercial or advertising purposes**.

Contact us to report an incident. THE COMMITMENT of the Explorer Team is the following:

- The Explorer team **takes all reports seriously** and treats them with discretion and **confidentiality**.

- We reserve the right to **remove anyone who violates our Code of Conduct from this community** .

- Thank you in advance for helping us create a **positive and safe environment** and respecting everyone's dignity.

• **EXPLORER SOCIAL MEDIA**

Participating in Explorer's Social Media is **very, very important...** There are parts of the programme that will only take place here! You must follow us if you don't want to miss out on anything!

[Instagram](#).

[Twitter](#).

[Twitch.](#)

[TikTok.](#)

[Facebook.](#)

[YouTube.](#)

[LinkedIn.](#)

And also:

Join the LinkedIn group: [Explorer 2023-January](#) and add it to your academic experience on your profile in two easy steps:

- Go to your LinkedIn profile and click on the "Add section" button (you can find it below your picture and primary information).
- You will see the "Professional and academic background" section in the drop-down menu. Choose the "Education" subsection and, in the box that opens, type "Explorer" under "Educational Institution." Fill in the rest of the boxes, and you're done!

- **HOW TO CHECK YOUR PROGRESS IN EXPLORER?**

To make things easier, we show you **how to check your progress** : just go to the ["My Progress"](#) section of the home page. There you will see a **"Rankings" section** and another one with your **"Progress in the Programme"**; in which your percentage of content completion, your attendance to Q&A, and your uploads of deliverables are shown.

You can also get an idea of your progress within the **Training Path**, **although here, you will only see what is related ONLY AND EXCLUSIVELY WITH THE "SYLLABUS" and with the uploads of the deliverables**; that is, there is no score that you will get with your participation, and it DOES NOT INDICATE, IN ANY WAY, YOUR POSITION IN THE RANKING.

Go to the **Tracking tab**. There you will see a series of columns that mean the following:

Progress. The number of sections and cards you have opened and read. Now, as you are starting, it's 0%, logically.

Grading. You will appear as "No Pass (NP)" until you upload **ALL deliverables**. At that point, the grade will change to "Pass (P)."

Scoring and Assessments. ALWAYS, we insist, **ALWAYS will be 0**. Why? As we told you, in Explorer, nobody grades your work; that's why there is no score.

Certificate. We are talking about the **Proof of Program Completion**; it will be yours when the word **"Download"** appears in this column. To get it, your grade must be "Pass." And to pass, you must upload ALL deliverables.

- **HOW TO OBTAIN YOUR CERTIFICATE**

Indeed, one of the things you are most concerned about is how to obtain your **Explorer Certificate** (which remains essential to qualify for the **Explorer Trip**). To do this, **the first thing** you have to point out is that...

If you are part of **a team**, **ALL** members **must upload ALL deliverables**. **Engrave this in your mind**.

Why is it necessary for EVERYONE to upload EVERY deliverable (we can't stress this enough)? Because **your progress is measured on a one-to-one basis**, regardless of which deliverables are uploaded by your teammates. Ideally, you should all work together, of course, **but everyone is responsible for uploading the deliverable to their training path** when it's finished. **It is not enough to upload them to the collaborative space; they must be uploaded to the "Evaluation" card to be accounted for.**

The second thing you should know – and equally important – is that **in Explorer, no one will grade your work**. You are **not going to "pass" or "fail"** an evaluation; **each Explorer is responsible for performing their best**. Your opportunities for feedback are through:

- **Your colleagues and the collaborative space.**
- **The Experts to whom you can ask any questions you may have in the Q&A sessions and the [Question Space](#).**
- **And, of course, your potential users and customers. The market is the central validator of your progress in the programme, and experiment!**

For the sake of clarity:

- Deliverables are **not graded**.
- They are mandatory. If you missed uploading one of them at the end of the program (and **within the deadlines**), **you would not get the Explorer Certificate** and, hence, **will not qualify for the trip**.

There is a **third thing you should know**: the "terminology" we will use.

- **Deliverables**: the tasks you have to complete **and upload to the "Evaluation: deliverable" cards**. **ALL of them are mandatory**.
- **Proof of Program Completion**: when you upload all the deliverables to the training itinerary, you will appear in the system as "Approved," and you will be able to download the Proof of Program Completion. **IMPORTANT: This is NOT the Explorer Certificate**.
- **Explorer Certificate**: it is the document that will make you qualify for the trip.

Now yes: how to obtain the Explorer Certificate.

- Explorer Certificate = Proof of Completion + Final deliverables uploaded to Santander X.
- Your team leader must upload the **proofs of submission of ALL team members** to the **Santander X** platform along with the **final deliverables: video pitch and executive summary (these are the deliverables of the Storytelling section that, exceptionally, must be uploaded to Santander X, NOT TO THE TRAINING PATH).**

With this, the Explorer Certificate will be yours; we will send it to you once **we have verified that everything meets the specified requirements.** For example, if instead of uploading the deliverables, we find a blank PDF or the photo of your first vacation... **bye, bye, Explorer Certificate. Bye-bye, to the possibility of being part of the Explorer Trip.**

• HOW TO QUALIFY FOR THE EXPLORER TRIP

There are **two ways to attend the Explorer Trip:**

- Your **college chooses your project:** you will pass to the evaluation phase by a jury of experts who will choose 10 projects for the Explorer Trip. If yours is among those chosen by the jury, you will be at the Explorer Trip.
- The **Explorer Team chooses your project:** this is where the [Projects' Ranking](#) comes into play. You, like everyone else, started from scratch, and being chosen does not depend on your school but your performance in the program. You will earn points as you progress through the program, which will be added to the ranking. How do you get these points?
 - By participating in the community actions: group work sessions, Q&A, TalkX...
 - By uploading the deliverables within the established deadlines (we will always warn you before those deadlines arrive; we will be very insistent on this!)

Suppose that at the checkpoints (there are four throughout the program, and they overlap with the deadlines for uploading deliverables) your project is in the top ten positions in the [Projects' Ranking](#). If that is the case, you will be one of the – up to – 40 chosen by Explorer (if you have your Certificate at the end of the program). Then, you will proceed to the evaluation phase by a jury of experts who will choose two projects to travel **to the Explorer Trip.**

• WHAT WILL THE EXPERTS JURY TAKE INTO ACCOUNT WHEN PICKING THE EXPLORER TRIP PROJECTS?

Here you have the seven **jury evaluation criteria for the selection of the explorer trip cohort:**

- **Degree of innovation of the solution about the problem to be solved.** What is the problem that has been identified? What is the value proposition? Is the product or service the solution to the problem? What do customers currently use to solve this problem? How will the product/service improve your life (efficiency, costs...)?
- **Market.** Is there an identified market with potential ? Does the market exist, or is it new? What are the entry barriers? Is it a mature market? How big is the market? Local or

international market? Can size and growth potential be identified?

- **Project window of opportunity.** Is it the right time to launch this business? Why now and not later? How long will this opportunity be open? Are you the first player in this game, or are other players already on the field?
- **Business model.** Has it been defined how the startup will generate value and make money? Is it economically viable? What is the margin of the business? What validations have been performed? Is it all based on hypotheses?
- **Scalability potential.** Is it a business that grows with people or with machines? Does technology help you grow your business without growing your human resources by the same amount? How big can the business be? If the business grows exponentially, do profits also?
- **Team.** Who is behind the project? Who are the founding partners? Where do they come from? What are their profiles? What training do they have? What are their roles in the project? Are the key roles of the project covered? Are there key people who are not members? How do you define your future relationship with the project? Is the team multidisciplinary and compatible? What unites the team? Why did you embark on the project?
- **Evolution within the Explorer programme and its use.** At what stage is the project, and at what stage did it start? Has an MVP or prototype been built in Explorer? Have hypotheses been validated? What results have been obtained? What is its traction? Are there relevant metrics

GO AHEAD, EXPLORER, YOU'RE ALREADY IN!

