

PARTICIPANT PACK

CPPUG Power Platform Hackathon | Saturday, October 10, 2026 | 9:00 AM to 4:00 PM

CPPUG means Calgary Power Platform User Group. Keep this pack on your table all day. Page 6 is your team summary card: cut it out and hand it in by 1:45 PM.

Getting there and getting in

Microsoft Calgary Office, 110 9 Ave SW, in the Le Germain office tower across 9 Avenue from the Calgary Tower.

- **Doors open at 9:00 AM.** The building is locked on Saturday. Wait in the main lobby and a volunteer brings you up.
- **Running late?** Message David in the Meetup event chat and someone comes down to get you.
- **Washrooms** are in the hallway outside the office. The door locks behind you, so tell a volunteer before you step out.

Parking or transit	Where	Cost (estimate, check the sign)
Brookfield Place underground, Lot #35	225 6 Ave SW, about 3 blocks north	About \$3.15 for 24 hours on the weekend
Surface lot	208 9 Ave SW, about 1 block west	About \$5 to \$15 for the day
CTrain	7 Avenue stations at Centre Street or 1 Street SW, a 5 minute walk	Regular Calgary Transit fare

Before you arrive



Check in: scan this code, or fill in the registration form at forms.cloud.microsoft/r/B4kKv3YLdp. We ask your skill level (1 to 5) to build balanced teams.

- **Bring** a laptop, a charger, and a short power bar if you have one. Outlets are shared.
- **Environment:** use a work or school environment only if your organization allows it. No environment? Sign up for the free Power Apps Developer Plan (aka.ms/PowerAppsDevPlan). Organizers have a backup lab.

In the room

- **Food:** coffee and Tim Hortons donuts in the morning, and Egg Club sandwiches for lunch. Tell us about dietary needs at check-in.
- **Wi-Fi:** details are on the whiteboard. A backup hotspot is available.
- **Help:** mentors walk the room all day, so ask early. Host phone numbers are posted at the check-in desk.
- **Photos:** we photograph the demos and the closing. Tell a volunteer if you prefer not to appear.

Schedule

Time	What happens	Time	What happens
9:00 AM	Doors open, check-in, team matching	1:45 to 2:00 PM	Stop building. Hand in your team summary card
9:30 to 9:55 AM	Welcome, rules, challenge briefing	2:00 to 3:15 PM	Team demos
10:00 AM	Build starts. Plan and sketch for 30 minutes first	3:15 to 3:40 PM	Judges score. Everyone networks
12:30 PM	Lunch. Keep building if you like	3:40 to 4:00 PM	Awards, photos, and closing

How the day works

- **Teams.** Teams have 2 to 3 people. No team? Organizers match you with other builders.
- **Challenge.** Pick a prepared challenge (pages 4 and 5) or choose Open Build and bring any idea where Power Platform is central.
- **Plan first.** Spend your first 30 minutes on the idea, not the build. Pick the problem, list your options, and sketch the screens on page 6. Judges look for this work.
- **Goal.** Build a minimum viable product (MVP): a simple version that works. A small solution that works beats a large one that does not.
- **Prizes.** Two individual Power Platform Community Conference 2026 (PPCC26) passes from Microsoft. A pass covers the conference only. At check-in, tell us if you could book travel within about a week. Judges place the passes after scoring, starting with the top teams. Runners-up receive Lego Clippy mascots.

Rules

- **Register, and bring a laptop and charger.** You may use your own Power Platform environment if your organization allows it.
- **Use Power Platform and build during the event.** Power Platform must be a main part of the build. Do the main build work between 10:00 AM and 1:45 PM.
- **Use any help you like.** Documentation, Microsoft Learn, search, and AI tools are allowed. Tell the judges what you used.
- **No finished solutions.** Do not enter a complete solution built before the event. Reusable snippets and patterns are fine if you can say what you built today.
- **Be respectful.** Respect participants, organizers, volunteers, judges, and Microsoft staff. Harassment, discrimination, and intimidation are not allowed. Organizers may remove anyone who creates an unsafe or hostile space.

What to hand in by 1:45 PM

Cut out the team summary card on page 6 and give it to the demo organizer. Judges score your demo against it.

Field	What to write
Problem	One sentence. What problem does the solution solve, and for whom?
How we chose it	One sentence. Why this idea? Which other ideas did you weigh?
Plan	What did you sketch or write before building? Show it in your demo.
Core features	Up to 3 features. Judges check these in the demo.
Power Platform parts	Each part you used (for example Power Apps, Power Automate, Dataverse).
Team	Team name and member names.

Your demo

Slots: 15 minutes (10 demo, 5 questions) for up to 5 teams, 10 minutes (7 + 3) for 6 to 7 teams, and 7 minutes (5 + 2) for 8 to 10 teams. Organizers confirm yours at the opening. Slides are optional. Cover 4 parts: (1) the problem you solved and who it helps, (2) a live demo, (3) the Power Platform parts you used and why, (4) what your team learned. Show your sketch for about 30 seconds.

How you are scored

Each judge scores each team on 4 criteria with a whole number from 1 to 5. Each score turns into points. The most points possible is 100 (30 + 35 + 25 + 10).

Functionality (30%, score x 6 points)

Does the solution do what the team said it would do? Judges compare the live demo with the core features on the team summary card.

Score	What the judge sees
5	All listed core features work live. No errors. The team also shows one edge case handled well (for example, an empty field or a wrong entry).
4	All listed core features work live. One small glitch at most.
3	Most listed core features work live (for example, 2 of 3). Some bugs.
2	Fewer than half of the listed core features work live (for example, 1 of 3). The team needs workarounds.
1	No core feature works live, or the demo fails.

Effective use of Power Platform (35%, score x 7 points)

Did the team pick the right Power Platform parts and use them well? Judges count only what the demo shows working. Parts are Power Apps, Power Automate, Power BI, Power Pages, Copilot Studio, AI Builder, a data store (Dataverse or SharePoint list), and connectors (such as Outlook or Teams).

Score	What the judge sees
5	3 or more parts work together as one solution. The team explains why they chose each part. At least one platform strength is used (for example, approvals, shared data, a connector, or AI).
4	3 or more parts work together and each one fits the problem.
3	2 parts, and both fit the problem (for example, an app plus a flow).
2	1 part with basic use only, or 2 parts where one does not fit.
1	No Power Platform part is central, or the tools do not fit the problem.

Design and user experience (25%, score x 5 points)

Did the team think before they built, and is the result easy to use? Judges count how many of these 5 items the team shows: (A) Idea: how they chose it, such as the user need or the options they weighed. (B) Plan: a sketch, wireframe, mock-up, or flow diagram made before building (paper, whiteboard photo, or sticky notes all count). (C) Match: the built screens follow the plan, and the team says what changed and why. (D) Use: a new user could finish the main task with no explanation. (E) Polish: the layout is consistent and the text is easy to read.

Score	What the judge sees
5	All 5 items shown (A, B, C, D, E).
4	4 of the 5 items shown.
3	3 of the 5 items shown.
2	2 of the 5 items shown.
1	1 item shown, or none.

Presentation quality (10%, score x 2 points)

Did the team cover the 4 required parts: (1) the problem and who it helps, (2) a live demo, (3) the Power Platform parts used, (4) what the team learned?

Score	What the judge sees
5	All 4 parts covered, inside the time limit, and the team answers questions clearly.
4	All 4 parts covered, inside the time limit. Answers to questions are adequate.
3	3 of the 4 parts covered.
2	2 of the 4 parts covered, or the team cannot answer most questions.
1	1 part or none covered.

Winners. Judges score alone and compare your demo with your team summary card. Organizers average the totals. The two highest averages are the winning teams. Tie: higher Effective use points win, then higher Functionality points, then the judges decide.

Pick a challenge

Each challenge fits a four-hour build. Build the starter version first and add stretch ideas only when it works. Judges score the core features you list on your card, so pick 3 you can finish. Tip: start with sample data. Ten realistic rows make a better demo than an empty app.

1. Inventory Management

Scenario	A small nonprofit lends out event gear (tables, tents, speakers). Nobody knows what is on the shelf or who has it.
Users	Volunteers who check gear out, and the coordinator who reorders it.
Starter build (MVP)	Add, edit, and view items with quantity and location. Check an item out and back in.
Stretch ideas	Barcode scan, a low-stock email alert, a reorder approval.
Suggested data	Items (name, category, quantity, location, minimum stock). Checkouts (item, person, date out, date back).
Likely tools	Power Apps, SharePoint list or Dataverse, Power Automate

2. Time Off Management

Scenario	A team of 15 asks for vacation by email. Requests get lost and managers double-book coverage.
Users	Employees who ask for time off, and the manager who approves it.
Starter build (MVP)	Submit a request (who, dates, reason). See my requests and their status.
Stretch ideas	One-step approval with Outlook or Teams, a team calendar view, remaining-days balance.
Suggested data	Requests (employee, start, end, type, reason, status, approver).
Likely tools	Power Apps, Power Automate (approvals), Outlook, SharePoint list or Dataverse

3. Inspection System

Scenario	Site supervisors fill in paper safety checklists. The office types them up days later, if at all.
Users	Field inspectors on a phone, and the safety lead who reviews results.
Starter build (MVP)	A phone-friendly checklist with pass or fail per item, notes, and an overall status.
Stretch ideas	Photo capture, a generated PDF report, an emailed summary, follow-up tasks for failed items.
Suggested data	Inspections (site, inspector, date, status). Inspection items (question, result, note, photo).
Likely tools	Power Apps (phone layout), Power Automate, SharePoint or Dataverse

4. Expense Tracking

Scenario	Staff send receipt photos by text message. Finance rebuilds the expense claims in a spreadsheet every month.
Users	Staff who spend money, the approver, and the finance person.
Starter build (MVP)	Submit an expense with date, category, amount, and a receipt. List my expenses.
Stretch ideas	Approval flow, AI Builder receipt reading, a Power BI summary by category and month.
Suggested data	Expenses (person, date, category, amount, receipt, status).
Likely tools	Power Apps, Power Automate, AI Builder, Power BI

5. Room or Equipment Booking

Scenario	A shared office has 3 meeting rooms and 2 projectors. People book them on a whiteboard that gets erased.
Users	Anyone who needs a room or device, and the office admin.
Starter build (MVP)	See what is free and request a time slot. No double bookings.
Stretch ideas	Confirmation email, a sign-out log for equipment, a Teams tab.
Suggested data	Resources (name, type, capacity). Bookings (resource, person, start, end).
Likely tools	Power Apps, SharePoint list or Dataverse, Outlook

6. Employee Kudos

Scenario	Managers want people to thank each other more, but thanks get lost in chat threads.
Users	Every employee, and the people team who runs recognition.
Starter build (MVP)	Send kudos to a colleague with a short message and a value or badge. See recent kudos.
Stretch ideas	Post each kudos to a Teams channel, a badge gallery, a monthly leaderboard in Power BI.
Suggested data	Kudos (from, to, message, badge, date).
Likely tools	Power Apps, Power Automate, Teams, Power BI

7. Open Build

Scenario	Bring your own problem. Something from work, your community, or your life.
Users	You decide. Name a real user.
Starter build (MVP)	One main task a new user can finish without help.
Stretch ideas	Anything useful, clever, or delightfully strange.
Suggested data	You decide. Sketch it in the first 30 minutes.
Likely tools	Any Power Platform parts, as long as Power Platform is central

Plan here first: sketch your main screens (first 30 minutes)

Keep this half. Show it in your demo for about 30 seconds: judges score the plan (item B) and how well your screens match it (item C).

Sketch: screens, data, and the flow between them

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Team summary card: hand in by 1:45 PM

Team name	
Members	
Challenge	Inventory / Time Off / Inspection / Expense / Booking / Kudos / Open Build
Problem (one sentence: what, and for whom?)	
How we chose it (which other ideas did we weigh?)	
Plan (what did we sketch before building?)	
Core feature 1	
Core feature 2	
Core feature 3	
Power Platform parts used	