UNIVERSITY OF DAR ES SALAAM

OFFICE OF THE DEPUTY VICE CHANCELLOR - RESEARCH

THE 10TH RESEARCH AND INNOVATION WEEK 2025
CONCEPT NOTE

Theme: ***Harnessing Digital Technology to Accelerate Research, Innovation, and Commercialisation***

March 2025

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ACRONYMS

DIEN	Directorate of Innovation and Entrepreneurship
DPGS	Directorate of Postgraduate Studies
DPS	Directorate of Public Services
DRP	Directorate of Research and Publication
DUS	Directorate of Undergraduate Studies
HEET	Higher Education for Economic Transformation
IP	Intellectual Property
IPMO	Intellectual Property Management Office
R&D	Research and Development
RIW	Research and Innovation Week
RW	Research Week
SDGs	Sustainable Development Goals
SOC	Standing Organising Committee
SPD	Strategic Partnership Dialogue
UDSM	University of Dar es Salaam

I. INTRODUCTION

1.1 General Overview

Since its inception in 2015, the University of Dar es Salaam (UDSM) Research and Innovation Week (RIW) has served as a premier platform for showcasing cutting-edge research and technological innovations. The event has evolved into a strategic forum for multidisciplinary knowledge exchange, collaboration, and the commercialization of research outputs.

In an era dominated by digital transformation, the RIW 2025 theme, "Harnessing Digital Technology to Accelerate Research, Innovation, and Commercialisation," reflects UDSM's commitment to leveraging digital advancements to enhance research productivity, foster innovation ecosystems, and drive commercialization. Digital technologies such as artificial intelligence (AI), big data analytics, blockchain, cloud computing, and the Internet of Things (IoT) present unprecedented opportunities to accelerate research processes, enhance innovation, and create pathways for commercializing academic discoveries.

UDSM plays a pivotal role in Tanzania's socio-economic development through research and innovation, aligning with global and national priorities such as Tanzania Vision 2025, the Third Five-Year Development Plan (2021/22 - 2025/26), and the Sustainable Development Goals (SDGs). The university is committed to transforming research into tangible solutions by fostering digital-driven innovations that address local and global challenges.

Through RIW 2025, UDSM seeks to:

(i) Enhance collaborative research through digital platforms.

(ii) Strengthen intellectual property (IP) management for research outputs.

(iii) Facilitate commercialization pathways for digital innovations.

(iv) Promote industry-academia partnerships in digital transformation.

(v) Empower students and faculty with digital research tools.

By embracing digital innovation, UDSM aspires to position itself as a leader in the knowledge economy, driving entrepreneurship, job creation, and socio-economic transformation.

1.2 The Role of Digital Technology in Research and Innovation

1.2.1 Digital Transformation in Research and Innovation

Digital technology has reshaped how research is conducted, disseminated, and commercialized. Advanced computing, machine learning algorithms, and real-time data analytics have made it possible to generate insights faster and with higher precision. At UDSM, digital transformation is enhancing scientific discovery, interdisciplinary collaborations, and research impact.

Key areas where digital technology is transforming research and innovation include:

- Artificial Intelligence (AI) and Machine Learning (ML): Automating data analysis, optimizing research methodologies, and enhancing decision-making.
- Big Data and Cloud Computing: Enabling large-scale data storage, processing, and collaborative research.
- Blockchain for Research Integrity: Ensuring transparency, security, and credibility in academic publications and data sharing.
- Internet of Things (IoT) and Smart Systems: Revolutionizing fields like agriculture, healthcare, and engineering with real-time monitoring and automation.
- 3D Printing and Digital Prototyping: Accelerating the development of innovative products, especially in manufacturing and healthcare.

UDSM is embracing these technologies to streamline research processes, improve efficiency, and foster a culture of digital innovation.

1.2.2 UDSM's Position in the Digital Era

As Tanzania's premier higher learning institution, UDSM is at the forefront of the country's digital transformation agenda. With state-of-the-art digital infrastructure, innovation hubs, and strategic partnerships, the university is fostering research-driven technological solutions across multiple sectors.

Key initiatives positioning UDSM in the digital era include:

- Digital Research Infrastructure: Establishing data centers, high-performance computing facilities, and AI research labs.
- Technology Transfer and Commercialization: Strengthening university-industry linkages to translate research into market-ready solutions.
- Smart Learning Platforms: Leveraging e-learning, virtual labs, and AI-assisted teaching methodologies.
- Digital Innovation and Entrepreneurship Hubs: Incubating start-ups and supporting digital entrepreneurship among students and faculty.
- Collaborative Online Research Networks: Engaging global research communities in knowledge exchange and co-creation of solutions.

Through RIW 2025, UDSM aims to demonstrate, discuss, and strategize how digital technologies can be harnessed to accelerate innovation and commercialization.

1.3 The Journey of UDSM Research and Innovation Weeks

Since its inception in 2015, the RIW at the University of Dar es Salaam has been a focal point for academic and industrial collaboration. These pivotal events, spanning both Unit and University levels, have featured an array of symposia, Strategic Partnership Dialogues (SPD), and exhibitions. With each year, they have drawn an increasingly diverse audience of participants, exhibitors, and non-exhibitors, including media outlets that spotlight the innovative presentations showcased across these platforms.

Exhibitors at these events have had the opportunity to present their projects to larger audiences, with participation numbers swelling annually. To honor and incentivize excellence, a panel of judges annually assesses Unit-level projects across various categories, each echoing the dynamic theme of that year's event. The evolving categories have historically included accolades such as Outstanding Researcher; Best UDSM Journal (this is no longer a part of categories); Best postgraduate research/innovation project; Best undergraduate research/innovation project; Best outreach project (changed to the Best University-Industry Partnership project during the 9th RIW).

In recognition of consultancy as a crucial aspect of public service, the UDSM has introduced a new award category for the 2025 RIW. This category seeks to honor a researcher who has amassed the highest consultancy funds, thereby underscoring the university's dedication to impactful community engagement and industry collaboration.

The top three winners from each category are elevated to present at the University level at the Mwalimu Julius K. Nyerere Mlimani Campus. The ongoing evaluation process, engaging both exhibitors and attendees, has consistently captured the spirit of the event and offered valuable insights for future enhancements.

A recurring challenge, however, has been the RIW's limited engagement with the broader public. Historically focused on internal knowledge sharing among researchers, students, and the UDSM community, the events have seen only a modest external presence. Recognizing this, efforts have been redoubled to extend the reach of the RIW, forging stronger ties with industry partners and the general public.

The RIW 2025 theme, *"Harnessing Digital Technology to Accelerate Research, Innovation, and Commercialisation,"* provides a unique opportunity to bridge this gap. Digital technology offers powerful tools to amplify the visibility, accessibility, and impact of UDSM's research and innovation outputs. By leveraging digital platforms, artificial intelligence, big data analytics, and emerging digital solutions, UDSM can enhance knowledge dissemination, create virtual collaboration spaces, and engage a wider audience beyond the university's physical boundaries.

Integrating digital technology into RIW activities will not only enhance public engagement but also expedite the commercialization of research outputs, processes,

products or services by connecting innovators with potential investors, industry leaders, and policymakers through digital channels. Furthermore, it aligns with global trends where research institutions are increasingly leveraging digital ecosystems to drive innovation and entrepreneurship.

This strategic shift ensures that the RIW's influence extends far beyond the university, fostering societal development, industry transformation, and national progress. Other recommendations are summarized in the subsequent subsections.

i) RIW Concept Note and Theme

In order to enhance participation and inclusivity in the RIW, stakeholders suggested that the UDSM should adopt a more comprehensive theme that encompasses various research and innovation interests. This would attract a wider range of units and projects to take part in the event. Instead of having a single university-wide theme, stakeholders recommended that the University should consider sectoral themes that are more flexible. As a result, during the previous RIW, the theme was revised to focus on University – Industry partnerships, thus encompassing diverse research and innovation interests across different sectors and units. Additionally, stakeholders also proposed that the Concept Note for the RIW should be easily accessible on the University's website, allowing everyone to read and comprehend it. This recommendation has been implemented and is now a standard practice.

ii) The Timing

The timing of RIW events has been a subject of mixed recommendations. Some stakeholders have suggested that the RW should be held during the long vacation to enable more UDSM staff to take part. However, this suggestion has been deemed impractical due to the important role that students play in showcasing their research and projects, as well as participating in associated events. To address this, symposiums, Strategic Partnership Dialogue, and exhibition days have been scheduled on separate days, allowing participants sufficient time for both events. Symposia are allocated an entire day to accommodate presentations from selected projects at the Unit level, while exhibitions are held on weekdays only to attract more visitors. These events are carefully scheduled to ensure maximum participation from students and staff without disrupting classes. Units have been instructed to submit project details on time, as outlined in the RIW Concept Note.

iii) The Publicity

UDSM Management has implemented a recommendation to announce the UDSM RIW in the University Almanac, targeting the general public and strategic stakeholders. This new approach has been well-received as it enables timely planning at all levels and enhances the level of competition. To ensure sufficient preparation time, a comprehensive publicity campaign for the RW has been initiated through various channels such as the UDSM Website, internal memos, newspapers, TV and Radio (including Mlimani Radio & TV), Social Media Platforms, and the University of Dar es Salaam Academic Staff Assembly (UDASA) group emails. The organizers have placed great emphasis on raising awareness among staff members to encourage their active participation at the Unit level.

iv) The Venue

It has been suggested that Unit level exhibitions should be consolidated into a single suitable venue to facilitate knowledge sharing among researchers, foster mutual learning, and simplify the process of visiting different stalls. By allowing closely related projects, even from different departments, to be exhibited together, shared stakeholders will have the opportunity to explore other UDSM units. However, the current practice of showcasing projects at the unit level enables more efficient preparation for the University level's exhibition. The allocation of spaces for various projects at the unit level has always been the responsibility of the respective units, taking into consideration the convenience of venues and the availability of space.

v) The Exhibition Space

The University strongly encourages all exhibitions to be conducted in open spaces, as in previous years, some exhibitions were held indoors. It has always been advised that exhibition areas should be spacious, particularly the tented outdoor areas, to allow visitors and exhibitors greater freedom of movement.

vi) Staff and Student Participation

In order to ensure active participation of staff and students during RIW, a mechanism has been proposed. Various sensitization initiatives have been implemented to encourage more staff to take part in the events. Researchers are encouraged to showcase their work and innovations in relevant categories. Detailed schedules have been planned to accommodate the full participation of both staff and students. Additionally, plans are being made to involve student leadership in the steering committee to enhance student participation in the RIW.

vii) Partnerships with Industry

Efforts have been made to sensitize researchers on the importance of Intellectual Property (IP) and the protection of patents, copyrights, and trademarks. The UDSM has been actively promoting the strategic partnership between staff and industry to transform new ideas into commercial products, processes, or services. Academic units have been informed about the benefits of participating in the RIW exhibitions. Researchers and innovators are given prior notice about projects related to the theme. Furthermore, senior researchers and innovators are encouraged to mentor junior staff, as well as female researchers and innovators during the RIW.

The Higher Education for Economic Transformation (HEET) initiative forged partnerships with government agencies, private sector entities, and international organisations, promising sustained efforts towards educational excellence and long-term societal impact. To be firm on this, UDSM established Industrial Liaison Office, to spearhead University-Industry partnership between UDSM and other stakeholders including public organisations, private sector organisations, Non-governmental organisations, Civil Society Organisations, government agencies, international agencies and development partners.

viii) Selection of Judges

The judging teams are carefully composed to include a mix of senior and junior staff members, as well as external experts, to facilitate mentorship of junior staff. These judges are appointed well in advance, contacted to confirm their availability, and provided with the necessary assessment tools and research/project abstracts in a timely manner.

ix) Assessment Tools

UDSM has implemented a deliberate measure to enhance the assessment forms, allowing assessors to have more flexibility in evaluating exhibitions and competing awardees across different categories. Over time, assessment tools have undergone improvements, particularly in the category of the overall best research/project, to accommodate the field of Social Sciences research. Looking ahead to future RIW events, the University aims to make assessment tools available as early as possible, ensuring a smooth and efficient evaluation process. Since the 2023 RIW, these tools are online to fasten the processing of results and announcement of winners.

x) Assessment Criteria

To ensure transparency and fairness, the assessment criteria are shared with all stakeholders well in advance, as recommended. Additionally, a sufficient number of judges are appointed, granting them ample time to alleviate any pressure and enabling them to thoroughly assess the projects. The criteria for recognizing outstanding researchers have been reviewed, and specific criteria for acknowledging students' exhibitions have been established, taking into consideration the nature of their work.

xi) Supporting Mechanisms

In line with recommendations, a Standing Organising Committee (SOC) for the RIW has been established to ensure quality assurance and seamless planning throughout the year. This Committee, which follows a representational basis, plays a crucial role in overseeing the RW activities. Furthermore, the university has provided support to students in preparing their projects for participation in RIW exhibitions. UDSM has also implemented a clear mechanism and provided guidance for various awards, including specifying the amounts given to the winners, in order to avoid any inconsistencies or biases.

1.4 Catalyzing Socio-Economic Transformation: The 10th RIW and Digital Technology for Research, Innovation and Commercialisation

The Research and Innovation Week (RIW) 2025, under the theme ***"Harnessing Digital Technology to Accelerate Research, Innovation, and Commercialisation" (***in Swahili ***Kutumia Teknolojia ya Dijitali ili Kukuza Utafiti, Ubunifu, na Ubiasharishaji),*** marks a pivotal shift towards integrating cutting-edge digital solutions to enhance the visibility, scalability, and commercialization of research outputs. This year's RIW underscores the transformative power of artificial intelligence, big data, blockchain, and digital platforms in accelerating knowledge transfer and industry adoption of university-driven innovations.

As part of this vision, RIW 2025 is strategically designed to leverage digital ecosystems to bridge the gap between academia, industry, and society. The event will serve as a dynamic platform for researchers, innovators, entrepreneurs, and policymakers to explore how digital transformation can drive economic growth and sustainable development. This aligns closely with Tanzania's industrialization agenda, the HEET initiative, and the broader national digital transformation strategy.

The RIW will not only showcase groundbreaking research but also provide a structured approach for nurturing, scaling, and commercializing digital-driven innovations. By integrating smart manufacturing, fintech solutions, e-health applications, digital agriculture, and e-commerce technologies, UDSM aims to create a robust innovation pipeline that attracts investors and industry stakeholders.

Additionally, RIW 2025 introduces a new award category that recognize consultancy projects that have secured significant consultancy funding. This refined focus on technology-enabled innovation ensures that research outcomes are not only impactful but also market-ready and globally competitive.

Building upon previous successes, this year's RIW will incorporate recommendations from past events to strengthen digital collaboration, enhance funding opportunities, and foster sustainable university-industry partnerships. The ultimate goal is to position UDSM as a regional hub for digital innovation and commercialization, driving national and international socio-economic transformation.

II. RIW AND THE UNIVERSITY RESEARCH, INNOVATION AND ENTREPRENEURSHIP POLICIES

UDSM's Research, Innovation, and Entrepreneurship policies are designed to foster a knowledge-driven economy by:

- Supporting cutting-edge research that aligns with national and global priorities.
- Encouraging innovation-led entrepreneurship to translate research into tangible solutions.
- Promoting intellectual property (IP) protection and commercialization of research outputs.
- Strengthening digital and technological capabilities to enhance research outcomes.

The UDSM Research Policy (2024), Innovation and Entrepreneurship Policy (2016), Intellectual Property Policy (2022), the Guidelines for Commercialization of Intellectual Property, Innovations, and Research Products (2022) are aligned with both the UDSM Vision 2061 and the UDSM Mission.

UDSM Vision 2061
"*Becoming a leading centre of intellectual wealth to spearhead Tanzania's and Africa's quest for sustainable and equitable development"*

UDSM Mission
"*To advance the economic, social and technological development of Tanzania and beyond through excellent teaching, research and public service using talented and motivated faculty, staff and students"*

The UDSM policies and guidelines provide a framework for digital transformation in research and innovation. They emphasize:

- Digital research tools for data collection, analysis, and dissemination.
- Digital intellectual property management for protecting and commercializing innovations.
- Technology-enhanced teaching and learning to equip students with future-ready skills.
- Industry-academia collaboration in digital innovation to accelerate technology transfer.

RIW 2025 will operationalize these policies by creating dialogues, workshops, and exhibitions showcasing how digital technologies are shaping the future of research and commercialization at UDSM.

2.1 A Synthesis of UDSM Research, Innovation and Entrepreneurship Policy Statements of Relevance

The UDSM Research, Innovation, and Entrepreneurship policies encompass a series of statements that emphasize the importance of Research, Innovation, and Entrepreneurship. These statements address various aspects, including research and innovation performance and rewarding, staff remuneration, and the dissemination of research results and innovation outputs

i) **Research and Innovation Performance and Rewarding**: The UDSM recognizes the significance of establishing a transparent mechanism for measuring research performance. This mechanism will be utilized to evaluate the research and innovation performance of individuals, academic units, and multi-disciplinary research teams on an annual basis. Furthermore, the reward system for research performance will be based on predetermined criteria, ensuring fairness and consistency.

ii) **Staff Remuneration:** To attract and retain quality staff, it is crucial to acknowledge the importance of research and innovation remuneration. The UDSM aims to make research and innovation remuneration as attractive as consultancy. By doing so, the achievements of staff members will be duly recognized and rewarded. Additionally, this remuneration system will foster teamwork and collaboration among the staff. The implementation of this policy will align with the guidelines outlined in the University of Dar es Salaam Human Resources Management (HRM) Policy.

iii) **Dissemination of Research Results and Innovation Outputs**: UDSM places great emphasis on effectively disseminating research results and innovation outputs. Local dissemination of research results and innovation outputs will be actively encouraged. Furthermore, each Department, Institute, and Research Group will be required to conduct at least one research workshop annually. These workshops will serve as platforms for reviewing research plans, progress, and outputs. Additionally, academic papers and posters will be presented during these workshops. If resources permit, key stakeholders will also be invited to participate in these workshops.

iv) **Effectiveness of Research, Innovation and Entrepreneurship**: The evaluation of the effectiveness of research, innovation, and entrepreneurship holds significant importance for UDSM. It is crucial for the university to establish a feedback mechanism that can assess the impact of these endeavors and contribute to the continuous improvement of the research and innovation agenda.

2.2 UDSM RIW 2025: Driving Digital Innovation and Commercialisation

The RIW 2025 theme aligns with Tanzania's industrialization agenda and UDSM's mission to advance research for national development. The event will emphasize:

- Showcasing Digital Innovations: Highlighting AI-driven solutions, smart technologies, and digital entrepreneurship initiatives.
- Promoting Research Commercialization: Encouraging partnerships between researchers, industry, and policymakers to scale up digital innovations.
- Enhancing Digital Literacy: Organizing workshops and training on big data analytics, digital marketing, blockchain, and AI applications in research.
- Fostering University-Industry-Government Collaboration: Engaging stakeholders in discussions on how to leverage digital technologies for national development.
- Recognizing Digital Excellence: Awarding outstanding research projects, innovations, and commercialization efforts in the digital space.

By integrating digital transformation into research and innovation, RIW 2025 will position UDSM as a leader in technology-driven development in Tanzania and beyond.

III. RIW AWARDS FOR DIFFERENT CATEGORIES

All academic departments are obligated to participate in the RIW activities, which aim to recognize and honor the exceptional research and innovation achievements of diverse researchers and innovators across various categories. The recognition will be presented in the form of cash rewards, plaques, or engravings. The monetary prizes will hold significance if the amount provided can support and encourage further research and innovation endeavors. At the university level, a total of eleven (11) categories will be evaluated and awarded prizes (*see awards summary matrix in the Appendix A*). These categories will encompass a wide range of academic disciplines and fields.

i) Best Research Project Group with Multidisciplinary Impact for the Year
ii) Units/Departments with Substantial Research Funding
iii) Units/Departments with Significant Innovation Funding
iv) Collaborative Researchers with Substantial Research Funding
v) Distinguished Researcher of the Year
vi) Distinguished Innovator of the Year
vii) Excellence Award for the Best Postgraduate Innovation Project
viii) Excellence Award for the Best Undergraduate Innovation Project
ix) Excellence in Digital Technology and Transformation Award
x) Award for the Best University-Industry Partnership Project of the Year
xi) Outstanding Consultant Award for Securing High-Value Consultancy Funding

3.1 Best Research Project Group with Multidisciplinary Impact for the Year

This category will be for research groups with multidisciplinary impact, selected from winners at the Unit level (college/school/institute). The first-place winner will receive TZS 20,000,000/=, the second-place winner TZS 10,000,000/=, and the third-place winner TZS 5,000,000/=, along with trophies.

3.2 Units/Departments with Substantial Research Funding

Entries for this category will be obtained from units/departments that have managed to attract significant amount of funds in research. The minimum amount of funds for entry into this category should be TZS 1 Billion (equivalent to USD 450,000). Entries for this category will be as proposed by units, and shall be verified against existing records under the Directorate of Research and Publication (DRP). Awards for this category will be in the form of plagues and engravings.

3.3 Units/Departments with Significant Innovation Funding

Entries for this category will be obtained from units/departments that have managed to attract significant amount of funds in innovation. The minimum amount of funds for entry into this category should be TZS 1 Billion (equivalent to USD 450,000). Entries for this category will be as proposed by units, and shall be verified

against existing records under Directorate of Innovation and Entrepreneurship (DIEN). Awards for this category will be in the form of plaques and engravings.

3.4 Collaborative Researchers with Significant Research Funding

In order to acknowledge the valuable contributions made by research projects that have successfully secured significant funding, an accolade will be bestowed upon the collaborative researchers or research groups that have demonstrated exceptional performance in this domain. The prescribed minimum threshold for the attracted funds is set at TZS 500 Million (equivalent to USD 250,000). Submissions for this particular category will be accepted from the respective units and meticulously cross-checked against the existing records maintained by the DRP. The recognition for this category will be presented in the form of plaques and engravings. The evaluation of this category will be conducted in conjunction with the criteria outlined in sub-section 3.2.

3.5 Distinguished Researcher of the Year

The Distinguished Researcher of the Year is an individual who has gained national and international recognition for their exceptional research in a specific scientific or scholarly field. Nominees for this category can be current, retired, or deceased staff members of UDSM. Nominations will be made at the department level and the names will then be forwarded to the respective School/College/Institute/Centre. From there, one name will be selected and submitted to the Secretariat in the Office of the Deputy Vice Chancellor - Research for the award. The award for this category will be presented in the form of a plaque with an engraving. The qualities that make a researcher eligible for the Distinguished Researcher of the Year include outstanding publications that have had a significant impact on society, including joint publications, within the one-year period since the previous RIW. The evaluation will consider both the number of papers published in highly reputable outlets and the quantitative metrics used to measure their impact. Entries for this category will be proposed by the respective units and verified against existing records, such as the UDSM research repository, Google Scholar, and other Researcher Identification platforms, under the DRP. Only one overall winner will be selected for this category and will receive a monetary prize of TZS 5,000,000/=.

3.6 Distinguished Innovator of the Year

The University is positioning itself as a leading hub for groundbreaking innovations within the nation. The award for Distinguished Innovator of the Year acknowledges the contributions of staff members who have made significant and enduring impacts on society through their innovations, by generating unique ideas and insights, and subsequently implementing them in practical applications. Eligible candidates for this award can either be individual staff members or a team of staff members. The innovation should primarily address a societal challenge, with the aim of providing a sustainable and viable solution. Additionally, the innovation should demonstrate the potential to bring about transformative changes in processes, products, services, or any other form of transformation that would result in beneficial improvements for the organization and/or the lives of individuals.

This award serves as an incentive to encourage innovators to consider the paths of innovating and safeguarding their outputs. It plays a crucial role in attracting the creation of novel and new innovations at the UDSM. Such innovations will be showcased for further development and potential commercialization. The judges responsible for evaluating the prototypes will assess their potential for successful commercialization. Ultimately, the University is committed to fostering the establishment of spin-off and startup companies that emerge from intellectual properties generated by its students and staff. Once this objective is achieved, the University will have made a significant impact on the community it strives to serve.
In this context, the nominee eligible for this category can be an individual staff member or a group consisting of staff and students who have collaborated to create the innovation. An innovation must demonstrate potential application or usefulness in society to meet the criteria for being considered as such. The key qualities for the Distinguished Innovator of the Year include the robustness of the innovation in terms of replicability, uniqueness, or novelty. The evaluation tool designed for this category provides clear guidance to the judges, enabling them to make informed and practical decisions regarding the winning project.

The recognition for this category will be in the form of a plaque and engraving. Submissions for this category will be put forward by the respective units and assessed based on the specified criteria under the DIEN. There will be a single overall winner for this category, who will receive a monetary prize of TZS 5,000,000. The award can be granted to either the individual recipient or shared among the team members. The Distinguished Innovator in this category will have access to DIEN for support in incubation, connecting with investors, and other services related to commercialization.

3.7 Excellence Award for the Best Postgraduate Innovation Project

The Excellence Award for the Best Postgraduate Innovation Project is an important recognition given to students who have excelled in their research and innovation endeavors during their postgraduate studies. While some units already provide platforms for students to showcase their work, it is crucial to expand these opportunities. This not only allows for the dissemination of valuable research and innovation outcomes, but also serves as a motivation for both students and supervisors to strive for excellence in their work. This initiative aligns with the UDSM 2061 vision, which places a strong emphasis on postgraduate training within the Teaching and Learning Pillar.

To participate in this award, colleges and schools will submit single entries to compete at the university level. The winning project will receive a monetary prize of TZS 2,000,000/=, along with a trophy and engraving. The second and third place winners will be awarded prizes of TZS 1,500,000/= and TZS 1,000,000/= respectively, along with trophies and engraving. Additionally, the supervisor(s) of each winning project will receive a twenty (20) percent share of the award, which will be equally distributed among multiple supervisors if applicable.

3.8 Excellence Award for the Best Undergraduate Innovation Project

As part of their academic curriculum, students are required to engage in project works. Notably, the College of Engineering and Technology (CoET) has been organizing presentations during the first semester, where undergraduate students present their innovative project outputs. This has gained significant popularity within the college and attracts a considerable number of participants. On the other hand, the UDSM School of Law (UDSoL) offers a mandatory course in which every final year undergraduate student, pursuing either LL.B or B.A Legal Enforcement, is obligated to conduct research and compose a supervised dissertation. The weightage of this dissertation, in terms of credits, is three times higher than that of other courses offered at UDSoL. Each year, the University recognizes the best LL.B Dissertation written by a student from UDSoL.

In various other departments, some students have successfully developed innovative business products, processes, or services, which have been implemented and have contributed to job creation. These practices create an intellectually stimulating environment for undergraduate students and should be encouraged throughout the University. Consequently, an award will be presented to acknowledge the best undergraduate project or workable business product, process, or service during the RIW. Each college, school, or institute will submit a single entry to compete at the University level. Monetary prizes of TZS 1,000,000/=, 700,000/=, and 500,000/=, along with trophies or engravings, will be awarded to the first, second, and third-place winners, respectively. Additionally, the supervisor(s) of each winning project will receive a twenty percent share of the award, which will be equally distributed among multiple supervisors.

3.9 Excellence in Digital Technology and Transformation Award

The Excellence in Digital Technology and Transformation Award recognizes research and innovation projects that have successfully integrated cutting-edge digital technologies to enhance impact, efficiency, and scalability. This prestigious award celebrates initiatives that harness the power of artificial intelligence (AI), big data analytics, blockchain, cloud computing, Internet of Things (IoT), and other emerging technologies to transform industries, improve service delivery, and create sustainable solutions to real-world challenges. The award aims to highlight groundbreaking digital advancements that accelerate research processes, foster innovation ecosystems, and drive commercialization, aligning with the RIW 2025 theme, "Harnessing Digital Technology to Accelerate Research, Innovation, and Commercialisation."

Award winners will be selected based on key assessment criteria, including the innovative application of digital technology, scalability, adaptability, market potential, and societal impact. The first-place winner will receive TZS 10,000,000/=, the second-place winner TZS 7,000,000/=, and the third-place winner TZS 5,000,000/=, along with trophies. Through this recognition, the University of Dar es Salaam seeks to inspire researchers, students, and industry players to push the

boundaries of digital transformation and leverage technology for sustainable development and commercialization.

3.10 Best University-Industry Partnership Project of the Year

This prestigious category is open to individuals or teams among the academic staff who have exemplified exceptional collaboration in University-Industry Partnership Projects. Eligible projects must display a high degree of innovation and traceable impact, with preference given to those that have significantly influenced policy, addressed real-world challenges with creative solutions, or established substantial ties with industry and the wider community.

Projects that have engaged multiple actors and stakeholders, reflecting the collaborative spirit of the RIW theme, are particularly encouraged. Contestants must substantiate the positive societal impacts of their activities with concrete evidence. Entries will be shortlisted from unit-level winners across colleges, schools, and institutes and meticulously cross-checked against the existing records maintained by the Directorate of Public Services (DPS) under the Industrial Liason Office. The top three projects will be distinguished with trophies or plaques, honoring their contribution to advancing university-industry partnerships and their tangible benefits to society.

3.11 Outstanding Consultant Award for Securing High-Value Consultancy Funding

Entries for this category will be solicited from consultants within various units and departments who have successfully secured the highest cumulative amount of funds for consultancy projects within a year. To qualify for this category, the total (yearly cumulative) funds must amount to a minimum of TZS 1 Billion (equivalent to approximately USD 450,000). Nominations will be submitted by the respective units and will be verified against the existing records maintained by the Directorate of Public Services (DPS). Recipients in this category will be honored with plaques and engravings, acknowledging their exceptional contribution to securing high-value consultancy funding.

IV. RIW GUIDELINES AND PROCESS OF IDENTIFYING WINNERS

4.1 Guidelines of the RIW

RIW acknowledges and honours students and faculty members for their ground-breaking scholarly and creative research and innovative endeavors. It serves as a platform for researchers to exhibit their research findings and innovative products, processes, and services, as well as present original solutions to societal needs and generate new knowledge that enhances the quality of life and human well-being. As previously mentioned, the theme for the year 2024 will focus on promoting research and innovation through collaborations between universities and industries. The University places great emphasis on problem-oriented research and innovation that aims to identify and address real societal issues.

The contest is open to all researchers or research groups affiliated with UDSM, as well as innovators with a UDSM member serving as the Principal Investigator or Innovator (PI). Additionally, students who are enrolled at UDSM or are part of a research group registered by UDSM are eligible to participate as a PI. It is essential to document the composition or leader of the research or innovation group. In order to avoid disqualification, Units are required to adhere to the provided general guidelines, building upon the success of previous RIW events.

(i) Submission of research/innovation titles must include an abstract of one page with an introduction part including:
   (1) Names, contact addresses such as email, phone number, WhatsApp, etc.)
   (2) The research/innovation/ service area
   (3) The name of the Unit and Department
   (4) Name of collaborating institutions (if any)

The research/innovation should be described in a popular science style so that the topic is understood to everybody regardless of familiarity in the field. The summary may include one of the following:
   (1) Detailed description of scientific questions or challenge/problem that have been addressed.
   (2) Description of what was done and why.
   (3) Justification on why the research/ innovation is important.
   (4) Explanation about positive changes that have been brought or expected by the research/innovation.

(ii) Original copies of reprints and monographs of entries including abstracts for exhibitions should be submitted. Entries should state the category of award under which they wish to compete.

(iii) It is mandatory for all Heads of Units to ensure that all eligible projects for all categories participate in the competition.

(iv) The research subject matter/innovation should be geared towards addressing challenges in the Tanzanian contexts.

(v) Projects that will be allowed to compete, in all categories, shall only be those that have been formally registered in the respective Directorates (DRP, DPS, DIEN,

DPGS, DUS) including the UDSM research and innovation projects registration system; and have fulfilled all the requirements in accordance with the UDSM Policies and Guidelines.

(vi) Research may be either basic or applied solving societal problems.

(vii) Research results must have been published or potentially to be published in internationally indexed and retrievable journals or any other journals recognised by UDSM.

The following are general criteria for determining the winners of the RIW. Specific criteria are listed under relevant award categories of the RIW Concept Note:

(1) Breakthrough new and novel product, services or processes
(2) Contribution to knowledge
(3) Potential overall impacts of research/service to the society
(4) Multi-disciplinarity
(5) Suitability of experimental design and/or appropriateness of methodology, including sustainability
(6) Clarity of presentation (conciseness, appropriate use of labels and figures, technical accuracy of language, definition of terms)
(7) Dissemination of results (e.g. publication in journals, conferences, workshops, books, dissemination to target users, outreach).
(8) Contribution to capacity building; training and research facilities (e.g. how many postgraduate students have benefited from the research?)
(9) Ownership or authorship rights (e.g. intellectual property rights, registration of patents, copyrights and trademarks, licence agreements)
(10) Research and innovation results translated into tangible product, process or service for commercialisation.
(11) Evidence of involvement of community, industry, Government to encourage academia, industry and Government linkage.
(12) Decisions of the Board of Judges are un-appealable.
(13) The Board of Judges has the right not to declare a winner if the competitors do not fulfil the set criteria.

Participation by individual academic departments is strongly encouraged, even in the absence of competition, in order to highlight the research efforts of UDSM. Research and innovation projects that do not meet the specified criteria, such as those in the early stages of development or lacking significant progress since the previous RIW, are eligible to participate in the exhibitions. ***It is important to note that participation is limited to new, ongoing, or completed research projects and innovative products, processes, or services that have a societal impact, demonstrate university-industry collaborations and harnessing of the digital technology. Additionally, projects that have previously participated in RIW but have not won are welcome to showcase.***

4.2 Process of Identifying Winners

The Board of Judges will be provided with specific guidelines of determining winners based on the following general criteria and specific criteria listed under sub-section 4.3:

(1) Potential overall impacts of research/ service to the society.
(2) Breakthrough new and novel, product, services or processes.
(3) Contribution to knowledge.
(4) Multi-disciplinarity.
(5) Suitability of experimental design and/or appropriateness of methodology, including sustainability.
(6) Clarity of presentation (conciseness, appropriate use of labels and figures, technical accuracy of language, definition of terms).
(7) Dissemination of results (e.g. policy briefs, particpation in exhibitions, publication in journals, conferences, workshops, books, dissemination to target users).
(8) Contribution to capacity building; training and research facilities (e.g. how many postgraduate students have benefited from the research or innovation?).
(9) Ownership or authorship rights (e.g. Intellectual property rights, licence agreements).

4.3 RIW Specific Guidelines per Categories

In this sub-section, specific criteria are listed under specific categories derived from section 3 of this Concept Note, which provides for different categories of the competition. These cover awards for recognition of Best Research Project Group with Multidisciplinary Impact for the Year; Units/Departments with Substantial Research Funding; Units/Departments with Significant Innovation Funding; Collaborative Researchers with Substantial Research Funding; Distinguished Researcher of the Year; Distinguished Innovator of the Year; Excellence Award for the Best Postgraduate Innovation Project; Excellence Award for the Best Undergraduate Innovation Project and Award for the Best University-Industry Partnership Project of the Year.

4.3.1 Recognition for Best Research Project Group with Multidisciplinary Impact

Entries for this category will be for individual researchers/research groups who will be drawn from winners at Unit level (college/school/institute). For this category, monetary prizes and trophies will be awarded to the first three winners. On submission of entries to this category, Units should take into consideration the following guidelines which will form part of the assessment criteria:

(1) Impact of research including tangible/measurable outputs.
(2) Contribution to training at UDSM e.g. inclusion of knowledge, skills and technology in UDSM's programmes/course and postgraduate student research topics.
(3) Dissemination or mainstreaming of knowledge, skills and technology in the society etc.
(4) Various aspects of output sustainability.
(5) Extent or coverage of utilization, application and/or replication: local, regional, international.

4.3.2 Award for Units/Departments with Substantial Research Funding

The entries for this category will be as proposed by units, and shall be verified against existing records under the DRP. On submission of entries to this category, units should take into consideration the following guidelines which will form part of the assessment criteria:

(1) Application/utilization of unit/Departmental results by community.
(2) Amount of funds used for dissemination of research results such as conferences, seminars, concerts, publications etc.
(3) Amounts of funds attracted.
(4) Amounts of funds spent on staff and postgraduate students training.
(5) Amounts of funds spent on equipment/materials.
(6) Amounts of funds spent on junior staff.
(7) Inter/intra institutional collaboration to acquire the funds.
(8) Amount of funds spent for departmental infrastructure.
(9) Amount of funds contribution for institutional fees.

4.3.3 Award for Units/Departments with Significant Innovation Funding

Winners for this category will follow specific criteria defined in sub-section 4.3.2 but with a focus on innovation.

4.3.4 Award for Collaborative Researchers with Significant Research Funding

The entries for this category will be as proposed by units, and shall be verified against existing records under the DRP. On submission of entries to this category, units should take into consideration more or less similar guidelines proposed in sub-section 4.3.2 above which will form part of the assessment criteria.

4.3.5 Recognition for Distinguished Researcher of the Year

(1) Author level metrics.
(2) Article/Publication-level metrics.
(3) Journal/Publisher metrics.
(4) Contribution to the livelihood of the local and /or international community.
(5) Contribution in advancement of his/her field of specialization (e.g. based on the number of original scholarly articles, books, patents, etc.
(6) The extent in which his/ her discoveries/ innovation/knowledge is utilized nationally and /or internationally by being visible in google scholar and other scholarly websites.
(7) Contribution to the institution to (funds, infrastructure, training, research equipment etc).
(8) Number of major national/ international prizes or awards received for outstanding achievements based on research.
(9) Membership in distinguished organizations in the field of researcher.
(10) Membership by nominations in associations in the fields which demand outstanding achievement of their members.

(11) Evidence of usage of published materials written by the researcher such as cumulative number of citations, h-index etc.
(12) Total number of publications with impact to the society per annum since the previous RIW to be not less than **three (3)**. The nominee should be a corresponding/first author at least in one of the publications.

4.3.6 Recognition for Distinguished Innovator of the Year

This category is designed to recognize and reward the novel innovation by UDSM staff. Outstanding Innovator of the Year will have met the following criteria:

(1) *Demand driven/usable* and *sustainable:* The innovative product, processes or services address a societal challenge and should be usable. The product should be aligned to the problem/challenge/demand. The product offers opportunity and creates meaningful jobs and has a potential for continuity;
(2) *Transformational:* Developed a breakthrough idea, process, or technology and demonstrated its transformational potential relative to an otherwise conventionally accepted practice or market. The innovation re-sparked entrepreneurial imagination/opportunities for the community and offered unique employment model that transforms opportunities, innovation or business model that delivers transformation/ change and engages various value chains for systematic change. The innovation has been subjected to the IP protection process as confirmed by the IPMO;
(3) *Market-Readiness (Levels 7 to 9):* Taken a significant innovation developed in the University through to market-readiness, either through partnership with a commercial enterprise, licensing a patent, or by starting a company;
(4) *Demonstratable:* Demonstrated a new method or means for moving innovation from the University into the private sector through the establishment of partnerships or other relationships that promote the strategic or economic position of the region, state or nation. It must be created or a primary portion of the work on the innovation must have been performed by UDSM staff and students at UDSM;
(5) *Feasible:* The innovative product should be implementable and has a viable plan and pathway to market adoption. The product should also has a market plan (customer engagement, pilot plan) and should be supported by credible team, proposed partners and supply chain;
(6) *Potentially profitable:* The innovative product, processes, or services offer an in-demand product/service to the marketplace where there is a need evidenced by willingness to pay (creates value in financial terms). The innovation should have a commercially viable plan (can generate income, sustainable model) and designed to have value for money. In this case, evidence that the innovation has established one of the routes of innovation and commercialization (commercialization by a staff; spin-off/start-up; and partnership for licencing of commercializable process, product or service) should be provided;
(7) *Scalable:* The innovation should provide a pathway to meaningful job creation for the youth and employs a business and operations model that is sustainable at scale. The innovation should has characteristics that can be replicated across markets and addresses barriers to entry into market (capital, knowledge, competition).

4.3.7 Excellence Award for the Best Postgraduate Innovation Project

Both the ongoing and completed projects of the postgraduate students within the period of RIW may be included in the competition. The best Postgraduate innovation project will beassessedunderthfollowing criteria:

(1) Scientific content.
(2) Clarity of the innovative product, processes or services to offer an in-demand product/service to the marketplace.
(3) Material Methods/Design.
(4) Demostration of entrepreneurial imagination/opportunities for the community.
(5) Novelty or contribution to knowledge.
(6) Relevance/significance of the project.
(7) Potential for Commercialization/Social/Political applicability.
(8) Number of publications or manuscripts under preparation of potential publications.
(9) Originality of the innovation product, processes or services.

4.3.8 Excellence Award for the Best Undergraduate Innovation Project

The best Undergraduate innovation project/product, processes or services will be assessed under the criteria below:

(1) Quality of abstract.
(2) Scientific content.
(3) Material Methods/Design.
(4) Clarity of discussion and conclusion.
(5) Novelty or new contribution to knowledge.
(6) Potential for social/environmental/political/economic impact and commercialization in the society.
(7) Originality of the innovation product/process/service.

4.3.9 Excellence in Digital Technology and Transformation Award

Criteria for assessment of the award of excellence in digital technology and transformation will be as follows;

(1) *Impact of Digital Transformation:* The extent to which the project has effectively leveraged digital technology to improve processes, services, or products.
(2) *Innovativeness of the Digital Solution:* How unique, groundbreaking, and forward-thinking the applied digital technology is compared to existing solutions.
(3) *Scalability and Adaptability:* The potential for the digital solution to be scaled beyond the initial project scope or adapted to different contexts.
(4) *Use of Emerging Technologies:* Integration of cutting-edge digital tools such as AI, blockchain, big data analytics, IoT, or cloud computing.
(5) *User Experience and Accessibility:* The ease of use, inclusivity, and accessibility of the digital solution for a broad audience.
(6) *Commercialization and Market Potential:* The feasibility of transforming the research or innovation into a commercially viable product or service.

(7) *Sustainability and Long-term Viability:* The digital solution's contribution to sustainable development and its capacity for long-term implementation.
(8) *Collaboration and Multidisciplinary Approach*: The extent of collaboration with other institutions, industries, or research disciplines to enhance digital innovation.
(9) *Evidence of Measurable Benefits:* Tangible improvements such as efficiency gains, cost reductions, enhanced productivity, or positive societal impact as a result of digital adoption.

4.3.10 Award for the Best University-Industry Partnership Project of the Year

Criteria for the assessment of award of best university-industry partnership will be as follows;

(1) *Societal Value and Impact:* Clear demonstration of the activities' benefits to society, showcasing measurable outcomes and long-term effects on the welfare.
(2) *Catalyst for Change:* Evidence of significant contributions to transforming practices, influencing policy, and shifting behaviours or perceptions within target demographics.
(3) *Partnership Scope:* Extent and depth of product, service, processes including the number of individuals positively impacted and the geographic breadth of the project's influence.
(4) *University Recognition and Knowledge Translation:* Contributions that have led to increased visibility of the university, such as field placement, outreach activities that have resulted in scholarly publications or have been cited in policy-making documents.
(5) *Knowledge Stewardship:* Efforts in preserving and disseminating knowledge, including the development of educational materials or programs that sustain the flow of information to relevant contexts.
(6) *Promotion of Diversity and Inclusivity:* Initiatives that enhance diversity, foster inclusion, bridge cross-cultural divides, or contribute to interventions in various sectors.
(7) *Innovation in Service Delivery:* The novelty and creativity of the partnership activities, showcasing unique approaches to service provision and problem-solving.
(8) *Interdisciplinary Collaboration and Societal Involvement:* The project's success in bridging various disciplines and integrating participation for a holistic approach to collaboration.
(9) *Stakeholder Engagement and Impact:* The effectiveness and influence of the roles played by various actors and stakeholders in the project, highlighting active engagement and significant contributions to the project's success.

4.3.11 Outstanding Consultant Award for Securing High-Value Consultancy Funding

The entries for this category will be nominated by respective units and verified against existing records under the Directorate of Public Services (DPS). When

submitting entries, units should take into consideration the following assessment criteria**:**

(1) *Impact of Consultancy Services:* Evidence of how consultancy outputs have been applied/utilized by industry, government, or the community.

(2) *Total Consultancy Revenue Generated:* The total amount of funds secured through consultancy engagements.

(3) *Utilization of Consultancy Funds:* Breakdown of how funds were allocated across different activities, including service delivery, capacity building, and innovation (if applicable).

(4) *Capacity Building Contribution:* Amount of consultancy funds spent on training and skill development for staff and postgraduate students.

(5) *Investment in Institutional Infrastructure:* Contribution of consultancy income to improving departmental infrastructure and operational efficiency.

(6) *Procurement of Equipment and Resources:* Amount spent on acquiring essential materials, tools, and technology to enhance service delivery.

(7) *Support for Junior Staff Development:* Funds allocated to mentoring, training, and engaging junior consultants within the institution.

(8) *Strategic Partnerships and Collaborations:* Level of inter- and intra-institutional collaboration in securing consultancy contracts.

(9) *Institutional Contribution:* Portion of consultancy income allocated towards institutional fees, administrative costs, or corporate social responsibility initiatives.

V. COMPOSITION OF JUDGES, PREPARATION AND ORGANISATION OF THE UDSM RIW

At the University level, a panel of ten judges, selected by the Deputy Vice Chancellor - Research, will determine the winners. Among these judges, six will be chosen from the pool of exceptional researchers and innovators at UDSM, while the remaining four will be external to the university. The external judges will be selected from civil society organizations, trade unions, the private sector, and national research organizations.

To ensure fairness and impartiality in the judging process, teams of judges from various disciplines within the university will be appointed by the Deputy Vice Chancellor - Research to conduct the assessment at the Unit level. Each team will consist of at least two judges from different disciplines, and they will be responsible for evaluating randomly selected researchers, research groups, or innovators. This approach aims to prevent any potential bias during the judgement process.

5.1 Preparations for the UDSM RIW

The announcement of the theme for a RIW will occur in advance each year. Once the theme has been announced, calls for entries will be promptly issued. The coordination of all activities related to the RIW, at both the unit and university levels, will be overseen by the DRP. To ensure the successful execution of the event, a SOC comprising 30 members will be appointed by the Deputy Vice Chancellor - Research. The SOC will be responsible for making all necessary arrangements, including conducting meetings with research coordinators from schools, colleges, and institutes to plan activities at both the unit and university levels. During the preparation of the RIW, the checklist in subsequent subsections will be taken into consideration

5.1.1 Publicity

To facilitate the connection between research and innovation with entrepreneurs and potential users of research findings and innovations, the event will be extensively promoted through various channels such as the UDSM website, internal communications, newspapers, radio & TV, UDASA group emails, and Social Media platforms (Facebook, X, WhatsApp, etc.). Ample time will be allocated for preparation. Furthermore, editors from different media outlets will be invited to tour the exhibition to increase awareness and publicity of the event.

5.1.2 Industry

The industry, encompassing private enterprises and companies, plays a crucial role in the socio-economic progress of Tanzania. As a result, stakeholders from the industry will be invited to participate in a special tour that will culminate in the SPD. This initiative aims to foster a strong connection between the University and the business sector, promoting collaboration and visibility.

5.1.3 Venues for RIW

It is advisable to secure venues early to prevent any scheduling conflicts that may disrupt the activities of the research and innovation week. The Symposium, SPD, and exhibition days will be organized on separate dates to allow participants enough time to engage in all activities. Collaboration between closely related projects, even across different departments, will be encouraged to showcase their work together. All exhibits will be displayed outdoors for easy visibility, with the provision of leading signs in cases where outdoor presentation is not feasible (e.g. heavy machinery, fixed units in operation, etc.).

5.1.4 Assessment

Judges will be selected at least a month prior to the research and innovation week event and will be contacted to confirm their availability and preparedness for the task. The assessment criteria will be communicated in advance to researchers, exhibitors, and judges to facilitate adequate preparation and ensure a common understanding of the evaluation process. To promote the involvement of undergraduate students, specific assessment criteria tailored to the nature of their work (limited duration, minimal funding, level of research expertise, etc.) will be applied. Evaluation criteria for publications will consider relevant factors such as originality, journal credibility, contribution to knowledge, while disregarding irrelevant aspects like "efficiency and effectiveness" and "up-scalability".
The number of exhibition projects allocated to each unit will be communicated to the Secretariat well in advance to facilitate necessary arrangements, including space allocation and the deployment of an adequate number of judges to evaluate the projects within the scheduled timeframe (some units may have a large number of projects and require special attention).

5.2 Organisation of the UDSM RIW

The UDSM RIW will be structured over a span of three consecutive days, each with its own distinct focus and activities. The first two days will primarily revolve around assessments, while the third day will be dedicated to the compilation of results and final judgment.

Day One: Inauguration Ceremonies and Exhibitions
The RIW will commence with an Inauguration Ceremony and Exhibitions. Officials such as the Vice Chancellor, Deputy Vice Chancellor - Research, and the Guest of Honour will deliver speeches to extend a warm welcome to the staff, students, and community partners who will be participating in the research and innovation week celebrations. This day will also mark the beginning of exhibitions and the assessment of projects.

Day Two: Engaging Staff, Students and External Stakeholders
Day Two will be dedicated to engaging staff, students, and external stakeholders in showcasing project activities. Distinguished researchers and innovators, key funding partners, and governmental and non-governmental representatives will deliver presentations on various topics, including research and innovation strengths and

priorities, future research and innovation at UDSM, and the national research and innovation agenda. Panel discussions, networking sessions, and exhibitions of research activities will be integral components of this day's events. Additionally, students will have the opportunity to interact with staff members, gaining exposure to ongoing research, innovation and scholarly activities within their respective colleges, schools, or institutes. Emphasizing the significance of students initiating interactions with researchers and innovators to foster opportunities will be a key highlight of these sessions.

In summary, the UDSM RIW will be organized in a manner that allows for a comprehensive exploration of research and innovation. Through a combination of inauguration ceremonies, exhibitions, assessments, presentations, panel discussions, and networking sessions, the event aims to foster collaboration and provide a platform for the exchange of ideas and knowledge among staff, students, and external stakeholders.

Day Three: Awarding of Winners

On the third day of the event, the Vice Chancellor and Deputy Vice Chancellor - Research, along with the Guest of Honour, will address the staff, students, and community partners who actively participated in the research and innovation week festivities. The closing ceremony will serve as the platform to announce and honor the winners of the RIW.

APPENDICES

A: RIW 2025 AWARDS SUMMARY MATRIX

SN	Category	1st Place Winner	2nd Place Winner	3rd Place Winner	Remarks
1	Best Research Project Group with Multidisciplinary Impact	TZS 20,000,000 + Trophy	TZS 10,000,000 + Trophy	TZS 5,000,000 + Trophy	
2	Units/Departments with Substantial Research Funding	Plaque & Engraving	-	-	Minimum threshold for entry: TZS 1 Billion
3	Units/Departments with Significant Innovation Funding	Plaque & Engraving	-	-	Minimum threshold for entry: TZS 1 Billion
4	Collaborative Researchers with Significant Research Funding	Plaque & Engraving	-	-	Minimum threshold for entry: TZS 500 Million
5	Distinguished Researcher of the Year	TZS 5,000,000 + Plaque & Engraving	-	-	Verification by the DRP
6	Distinguished Innovator of the Year	TZS 5,000,000 + Plaque & Engraving	-	-	Verification by the DIEN
7	Excellence Award for the Best Postgraduate Innovation Project	TZS 2,000,000 + Trophy & Engraving	TZS 1,500,000 + Trophy & Engraving	TZS 1,000,000 + Trophy & Engraving	20% of award to supervisor(s)
8	Excellence Award for the Best Undergraduate Innovation Project	TZS 1,000,000 + Trophy & Engraving	TZS 700,000 + Trophy & Engraving	TZS 500,000 + Trophy & Engraving	20% of award to supervisor(s)
9	Excellence in Digital Technology and Transformation Award	TZS 10,000,000 + Trophy	TZS 7,000,000 + Trophy	TZS 5,000,000 + Trophy	
10	Best University-Industry Partnership Project of the Year	Trophy/Plaque	-	-	Shortlisted from unit-level winners and verification by the DPS
11	Outstanding Consultant Award for Securing High-Value Consultancy Funding	Plaque & Engraving	-	-	Minimum threshold for entry: TZS 1 Billion and verification by the DPS

B: ASSESSMENT TEMPLATES FOR VARIOUS CONTESTING CATEGORIES

The appendices comprise of templates designed for assessment of the following categories;

Category 1: Best Research Project Group with Multidisciplinary Impact for the Year
Category 2: Units/Departments with Substantial Research Funding
Category 3: Units/Departments with Significant Innovation Funding
Category 4: Collaborative Researchers with Substantial Research Funding (to use Category 2 Assessment Criteria)
Category 5: Distinguished Researcher of the Year
Category 6: Distinguished Innovator of the Year
Category 7: Excellence Award for the Best Postgraduate Innovation Project
Category 8: Excellence Award for the Best Undergraduate Innovation Project
Category 9: Excellence in Digital Technology and Transformation Award
Category 10: Best University-Industry Partnership Project of the Year
Category 11: Outstanding Consultant Award for Securing High-Value Consultancy Funding

NB1. For a certain category item judged by more than one judges, an average score is considered depending on the number of judges.
NB2. To get the final result; for a certain category item average scores are arranged from Maximum to Minimum in order to get First, Second and Third contestants.

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 1: Best Research Project Group with Multidisciplinary Impact

A. Administration

1.	**Exhibition Reference**	**Judge #**									
2.	**College/School**					**Department**					
3.	**Project Title**										
4.	**Sponsor**										
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**			
6.	**Principal Investigator**					**Institution**					
7.	**Co-Researchers**	**1.**		**2.**		**3.**					
8.	**Researcher's Affiliation**										

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Impacts of research on social-economic development including tangible/measurable outputs	0.30		
2.	Contribution to training at UDSM e.g. inclusion of the knowledge, skills and technology in UDSM's programs/course, and postgraduate student research topics	0.15		
3.	Dissemination or mainstreaming	0.25		

	of the knowledge, skills and technology in the society etc.			
4.	Environmental sustainability: conservation, development, enhancement and/or restoration.	0.15		
5.	Extent or coverage of utilization, application and/or replication: Local, regional, international	0.15		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 2: Units/Departments with Substantial Research Funding

A. Administration

1.	**Exhibition Reference**	**Judge #**									
2.	**College/School**					**Department**					
3.	**Project Title**										
4.	**Sponsor**										
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**			
6.	**Principal Investigator**					**Institution**					
7.	**Co-Researchers**	**1.**			**2.**			**3.**			
8.	**Researchers' Affiliation**	**1.**			**2.**			**3.**			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/utilization of the research by the community/society	0.3		
2.	Amount of funds spent training staff on research	0.15		
3.	Amount of funds spent on research equipment/materials	0.05		
4	Amount of funds spent on research infrastructure	0.05		

5	Amount of funds spent on dissemination of research results to the society	0.15		
6.	Amount of funds contribution for institutional fees	0.05		
7.	Involvement of junior staff to use the funds for research	0.10		
8.	Intra/inter institutional collaboration on research	0.10		
9.	Amount of funds attracted for research	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 3: Units/Departments with Significant Innovation Funding

A. Administration

1.	**Exhibition Reference**	**Judge #**							
2.	**College/School /Institute**			**Department**					
3.	**Project Title**								
4.	**Sponsor**								
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**	
6.	**Principal Innovator**			**Institution**					
7.	**Co-innovators**	**1.**		**2.**		**3.**			
8.	**Innovators' Affiliation**	**1.**		**2.**		**3.**			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/utilization of innovation by community	0.3		
2.	Amount of funds spent training staff on innovation	0.15		
3.	Amount of funds spent on innovative equipment/materials	0.05		
4	Amount of funds spent on innovative infrastructure	0.05		
5	Amount of funds spent for dissemination of the innovative results to the society	0.15		
6.	Amount of funds contributed on institutional fees	0.05		

7.	Involvement of junior staff to use the funds for innovation	0.10		
8.	Intra/inter institutional collaboration on innovation	0.10		
9.	Amount of funds attractive for innovation	0.05		
	Total	1.00		

C. Scoring Levels

Level	**Score**
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 4: Collaborative Researchers with Substantial Research Funding

A. Administration

1.	**Exhibition Reference**	**Judge #**							
2.	**College/School**			**Department**					
3.	**Project Title**								
4.	**Sponsor**								
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**	
6.	**Principal Investigator**				**Institution**				
7.	**Co-Researche**	**1.**		**2.**		**3.**			
8.	**Researchers Affiliation**	**1.**		**2.**		**3.**			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/utilization of the unit/Departmental results generated by the community	0.3		
2.	Amount of funds spent on training to staff	0.15		
3.	Amount of funds spent on unit/Departmental equipment/materials	0.05		
4	Amount of funds spent on unit/Departmental infrastructure	0.05		
5	Amount of funds spent for dissemination of results (Conferences, Publications etc.)	0.15		
6.	Amount of funds contributed for institutional fees	0.05		

7.	Involvement of junior staff to access unit/Departmental funds	0.10		
8.	Intra/inter institutional collaboration to the acquire the funds	0.10		
9.	Amount of funds attracted	0.05		
	Total	1.00		

C. Scoring Levels

Level	**Score**
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 5: Recognition of the Distinguished Researcher of the Year

A. Administration

1.	**Exhibition Reference**	**Judge #**			
2.	**College/School**		**Department**		
3.	**Name of the Researcher**		**Current Institution**		
4.	**Researcher's Affiliation**				

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Contribution to the livelihood of the local and /or international community	0.15		
2.	Contribution in advancement of his/her field of specialization (e.g. based on the number of original scholarly articles, books, patents etc.)	0.10		
3.	The extent in which his/her discoveries/innovation/ knowledge is utilized nationally and /or internationally by being visible in google scholar and other scholarly websites	0.20		
4.	Contribution to the institution (funds, infrastructure, training, research equipment etc.)	0.10		

5.	Membership in distinguished organizations in the field of researcher	0.05		
6.	Number of major national/international prizes or awards received for outstanding achievements based on research	0.15		
7.	Membership by nominations in associations in the fields which demand outstanding research achievement of their members	0.05		
8.	Evidence of usage of published materials written by the researcher such as cumulative number of citations, H-index etc.	0.10		
9.	Total number of publications with impact to the society per annum to be not less than **three (3)**. The nominee should be a corresponding/first author at least in one of the publications.	0.10		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 6: Recognition of the Distinguished Innovator of the Year

A. Administration

1.	**Exhibition Reference**	**Judge #**								
2.	**College/School /Institute**			**Department**						
3.	**Title of the Innovation**									
4.	**Sponsor**									
5.	**Funding [TZS]**	**Phase#1**		**Phase #2**		**Phase #3**		**Total**		
6.	**Name of the Innovator (s)**			**Current Institution**						
7.	**Innovator's Affiliation**									

CRITERIA	INNOVATION SCORECARD (Marks 0-20 from left to right)					AWARDED SCORE
DEMAND DRIVEN/USABLE and SUSTAINABLE • Addresses a societal challenge, demand • Aligned to the problem/challenge/demand • Offers opportunity to create meaningful jobs • Has potential for continuity	0 Not demand driven/usable, sustainable or actionable	5 Somewhat demand driven/usable, but not sustainable or actionable	10 Somewhat aligned, usable and sustainable but not actionable	15 Aligned innovation that is likely to be usable, sustainable and actionable	20 Fully aligned innovation that is usable, sustainable and actionable	
FEASIBLE • It is implementable • Has a viable plan and pathway to market adoption • Has a market plan (customer engagement, pilot plan) • Is supported by credible team, proposed partners and supply chain	Major issues with viability, readiness, and team/partner credibility	Major issues with viability or readiness or team/partner credibility	Minor issues with viability or readiness and team/partner credibility	Minor issues with viability or readiness or team/partner credibility	Completely feasible concept/innovation with credible team and partners	
POTENTIALLY PROFITABLE • Offers an in-demand product/service to the marketplace where there is a need evidenced by willingness to pay (creates value in financial terms) • Has commercially viable plan (can generate income, sustainable model) and evidence to have already established commercialization by a staff; spin-off/start-up; and partnership for licencing of commercializable process, product or service • Innovation designed to have value for money	Unlikely to result in value with little or no willingness to pay	Limited potential for value creation and market demand	Indicated Willingness to pay but insufficient to generate sustainable profit over time	Market demand with indicated willingness to pay but not directly tied to impact	Significant market demand with willingness to pay directly tied to impact	
TRANSFORMATIONAL • Re-sparks entrepreneurial imagination/opportunities for the community • Unique employment model that transforms opportunities • Innovation or business model that delivers transformation/ change • Engages various value chains for systematic change	No new opportunities or innovation	Incremental/ improvement in opportunities	Improvement in opportunities, but limited systematic change	Solution is innovative and impacts various value chains	Transformational, game changing solution that changes the sector	
SCALABLE • Pathway to meaningful job creation for the youth • Employs a business and operations model that is sustainable at scale • Has characteristics that can be replicated across markets • Addresses barriers to entry into market (capital, knowledge, competition)	No credible plan, no awareness of barriers to growth	Vague plan to scale and limited grasp of barriers to growth	Somewhat clear, but does not addresses barriers to growth	Realistic plan, but may have limited reach at scale	Validated plan, and clear incentives for growth and scale	
TOTAL SCORE						

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:.....

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 7: Best Postgraduate Innovation Project

A. Administration

1.	**Exhibition Reference**	**Judge #**							
2.	**College/School**			**Department**					
3.	**Project Title**								
4.	**Sponsor**								
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**	
6.	**Student's Name**			**Institution**					
7.	**Name of Supervisor(s)**	**1.**		**2.**		**3.**			
8.	**Supervisors' Affiliation**	**1.**		**2.**		**3.**			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Scientific content	0.15		
2.	Clarity of the innovative produt/processes or service to offer an in-demand	0.05		
3.	Material Methods/Design	0.20		
4	Demostration of entrepreneurial imagination/opportunities for the community	0.15		
5	Novelty or contribution to knowledge	0.10		
6.	Potential for Commercialization/Social/Political applicability	0.10		
7.	Relevance/Significance of the project	0.10		

8.	Number of publications or manuscripts under preparation of potential publications	0.05		
9.	Originality of the innovation product, processes or services	0.10		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:.....

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 8: Best Undergraduate Innovation Project

A. Administration

1.	**Exhibition Reference**	**Judge #**								
2.	**College/School /Institute**				**Department**					
3.	**Project Title**									
4.	**Sponsor**									
5.	**Funding [TZS]**	**Phase**		**Phase #2**		**Phase**		**Total**		
6.	**Student's Name**				**Institution**					
7.	**Team Members**	**1.**			**2.**		**3.**			
8.	**Supervisors' Name & Affiliation**									

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Quality of the Abstract			
	i. Introduction	0.025		
	ii. Material and Methods	0.025		
	iii. Results	0.025		

	iv. Conclusion	0.025		
2.	Scientific Content	0.25		
3.	Material and Methods/Design	0.20		
4.	Clarity of Discussion and Conclusion	0.10		
5.	Novelty or new contribution to knowledge	0.10		
6.	Potential for social/environmental/political/economic impact and commercialization in the society	0.10		
7.	Originality of innovation product/processes/service	0.15		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:.....

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 9: Excellence in Digital Technology and Transformation Award

A. Administration

1.	**Exhibition Reference**	**Judge #**									
2.	**College/School /Institute**				**Department**						
3.	**Project/ Service Title**										
4.	**Client**										
5.	**Funding [TZS]**	**Phase #1**		**Phase #2**		**Phase #3**		**Total**			
6.	**Team Leader**					**Institution**					
7.	**Team Member(s)**	**1.**		**2.**		**3.**					
8.	**Team Leader's Affiliation**										

B. Assessment Matrix

Sn.	**Criteria** *(See Section 4.3.9 for details on each criterion)*	**Weight [W]**	**Point [P] %**	**Score [P*W]**
1.	Impact of Digital Transformation	0.20		
2.	Innovativeness of the Digital Solution	0.10		

3.	Scalability and Adaptability	0.10		
4.	Use of Emerging Technologies	0.10		
5.	User Experience and Accessibility	0.15		
6.	Commercialization and Market Potential	0.15		
7.	Sustainability and Long-term Viability	0.10		
8.	Collaboration and Multidisciplinary Approach	0.05		
9.	Evidence of Measurable Benefits	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 10: Best University-Industry Partnership Project

A. Administration

1.	**Exhibition Reference**	**Judge #**									
2.	**College/School /Institute**				**Department**						
3.	**Project/ Service Title**										
4.	**Client**										
5.	**Funding [TZS]**	**Phase #1**		**Phase #2**		**Phase #3**		**Total**			
6.	**Team Leader**					**Institution**					
7.	**Team Member(s)**	**1.**		**2.**		**3.**					
8.	**Team Leader's Affiliation**										

B. Assessment Matrix

Sn.	**Criteria** *(See Section 4.3.10 for details on each criterion)*	**Weight [W]**	**Point [P] %**	**Score [P*W]**
1.	Societal Value and Impact	0.20		
2.	Catalyst for Change	0.10		

3.	Partnership Scope	0.10		
4.	University Recognition and Knowledge Translation	0.10		
5.	Knowledge Stewardship	0.15		
6.	Promotion of Diversity and Inclusivity	0.15		
7.	Innovation in Service Delivery	0.10		
8.	Interdisciplinary Collaboration and Societal Involvement	0.05		
9.	Stakeholder Engagement and Impact	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:……

University of Dar es Salaam

Research and Innovation Week University Level Exhibitions 2025

Category 11: Outstanding Consultant Award for Securing High-Value Consultancy Funding

A. Administration

1.	**Exhibition Reference**	**Judge #**									
2.	**College/School**				**Department**						
3.	**Consultancy Project Titles**										
4.	**Client**										
5.	**Total Consultancy Revenue Generated [TZS]**	**Phase #1**		**Phase #2**		**Phase #3**		**Total**			
6.	**Lead Consultant**				**Institution**						
7.	**Co-Consultants**	**1.**			**2.**			**3.**			
8.	**Consultants' Affiliation**	**1.**			**2.**			**3.**			

B. Assessment Matrix

SN.	**Criteria** *(See Section 4.3.11 for details on each criterion)*	**Weight [W]**	**Point [P] %**	**Score [P*W]**
1.	Impact of Consultancy Services	0.3		
2.	Total Consultancy Revenue Generated within a year	0.3		
3.	Utilization of Consultancy Funds	0.05		
4.	Capacity Building Contribution	0.05		
5.	Investment in Institutional Infrastructure	0.10		
6.	Procurement of Equipment and Resources	0.05		
7.	Support for Junior Staff Development	0.05		
8.	Strategic Partnerships and Collaborations	0.05		
9.	Institutional Contribution	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 – 100
Good	60 – 89
Average	40 – 59
Poor	20 – 39
Bad	0 – 19

Name of Judge:.....