

If you don't want to miss a thing, check our checklists!

PREPARATION

- ☐ **Tournament date set**

- ☐ **Tournament format (on-site, virtual, duration, etc.)**

- ☐ **Supported programming languages**

- ☐ **Local point of contacts nominated and informed**

- ☐ **Executives or managers for intro and prize ceremony**

- ☐ **User on-boarding strategy (per-registration, invites sent)**

- ☐ **Location(s) organized**

- ☐ **Equipment organized (AV, large monitor, audio)**

- ☐ **Equipment testing (Does it all work before the day?)**

- ☐ **Refreshments organized (consider dietary requirements)**

- ☐ **Prizes organized for top 3 winners**

- ☐ **Secure Code Warrior prizes organized for top 3 winners**

- ☐ **Tournament agenda set**

- ☐ **Post tournament feedback survey prepared**

- ☐ **Network bandwidth**

- ☐ **Teaser: Share tentative tournament/assessment dates**

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COMMUNICATION

- ☐ Senior management/team lead buy-in
- ☐ Social media posts
- ☐ Tournament posters printed and put in communal spaces
- ☐ Expression of interest emails sent to developers
- ☐ Calendar invites for tournament sent
- ☐ Secure Code Warrior promotional videos shared
- ☐ Developer communications sent
- ☐ Developer stand-ups for tournament reminders
- ☐ Email communication reminders
- ☐ Achievement certificates prepared

SECURE CODE WARRIOR PLATFORM HOW-TO-HELP

- ☐ Create teams in Secure Code Warrior
- ☐ Create a tournament
- ☐ Create an on-boarding message
- ☐ Extract reports and metrics