AI Ideation Hackathon

Your guide to the day

ETF, Turin | 21 October 2026

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ETF Working together Learning for life

European Training Foundation

What we will achieve together

What AI opportunities are worth pursuing together, and what would cooperation require?

Many ideas	One AI Business Canvas	Input to the roadmap
Morning, Excel workbook	**Afternoon, Word canvas**	**After today**
Your team records AI use cases for shared needs (existing, planned or wishlist) and compares them.	Your team develops one selected idea, down to a decision and next steps.	Ideas and open questions feed the draft Cooperation Roadmap 2027.

A collaborative day: no coding, no technical knowledge needed, no competition and no winner.

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Your day at a glance

10:45-11:25	11:25-12:30	14:00-14:20	14:20-15:15	15:30-16:30
Shared goals	**Idea lab**	**Short input**	**AI Business Canvas**	**Presentations**
3-5 shared goals	Ideas described and scored; one selected	What makes an agent solution work	One canvas with a decision	What should move forward?

What you work in

Flipchart	**Excel workbook**		**Word canvas**

Breaks: coffee 11:00-11:15 | lunch 12:30-14:00 | coffee 15:15-15:30

Times are from the agenda for 21 October.

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Your team and your tools

Your team

Mixed agencies and mixed roles: business and IT/technical people together.

4 to 6 people. Facilitators rotate between teams.

Suggested: choose one person to type and one to present.

Excel workbook

AI use cases - Hackathon 2026

Used in the Idea lab (11:25-12:30).

One column per use case. Impact and Feasibility scores are calculated for you.

Word canvas

AI Business Canvas - Discovery Workshop

Used in the AI Business Canvas block (14:20-15:15).

One canvas for your selected idea, ending in a decision.

One PC per team. Facilitators hand out the files and collect them at the end of each block.

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How we will work

Shared problems first

Name who has the need, which agencies share it and why joint work beats separate projects.

Plain language

Business people define needs and value. IT people assess data, integration and security.

Make uncertainty visible

Write assumptions and open questions down. An unknown is a valid finding.

Safe information

No confidential material or personal data in unapproved AI or collaboration tools.

Ideas are proposals, not agency commitments. The roadmap stays a draft until agencies confirm it.

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Shared goals come first

Which outcomes would several agencies benefit from reaching together?

10:45 Discuss → **11:00 Coffee break** → **11:15 Settle 3-5 goals**

A good goal passes four tests

1. At least three agencies recognise it as theirs.
2. It is an outcome for users or the mission, not a tool.
3. AI could plausibly contribute.
4. It is broad enough to hold several opportunities.

Example goal

"Give our users a single conversational interface to the services and information of all participating agencies."

Other directions: digital self-service and user guidance; faster, evidence-based knowledge work.

Output: 3-5 shared goals on the flipchart. They become the top of your idea tree.

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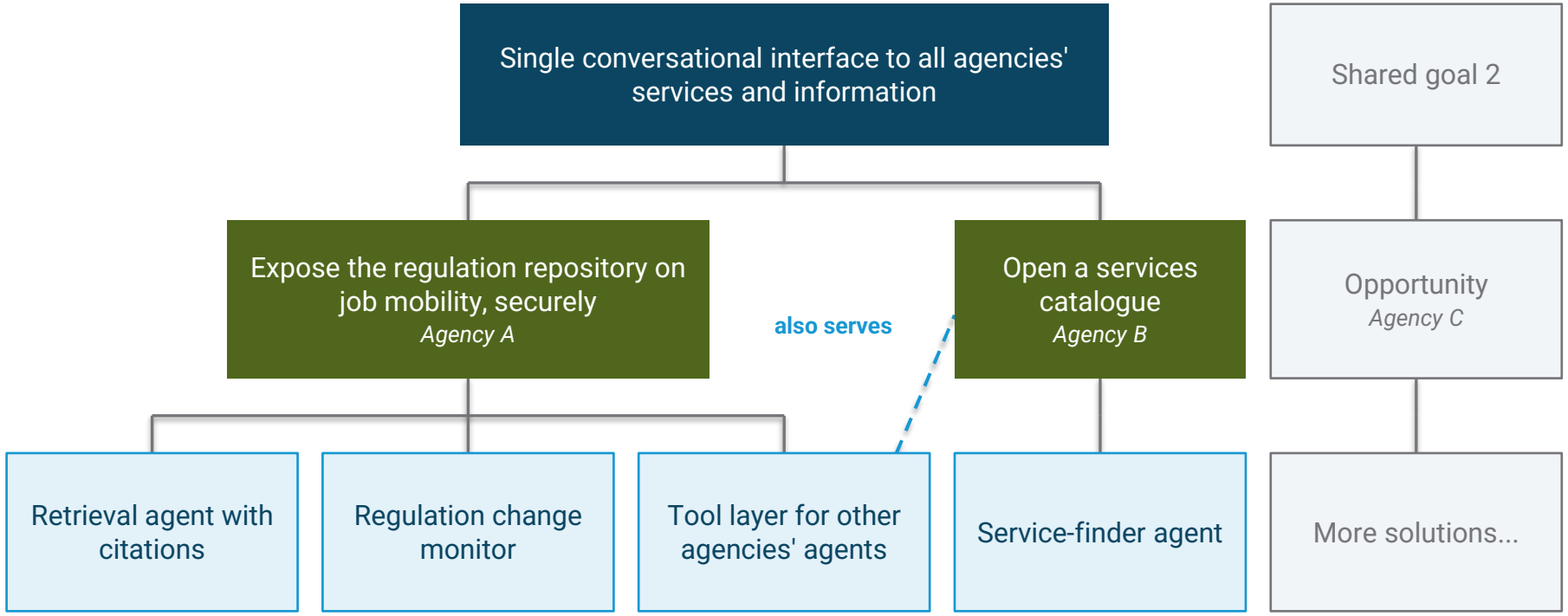
Every idea sits in a tree

1 Shared goal
All together
An outcome for users, not a tool

2 Opportunity
Each agency
A need or asset; no AI technique

3 AI solution
Your team
What AI does, in two sentences



Build top-down, then move back and forth: a new solution often reveals a missing opportunity. Look forward: ideas do not need an existing project.

Each AI solution becomes one column in your workbook, with its goal and opportunity. Example rephrased from the brief; agency names are placeholders.

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The idea lab in three steps

25 min
Generate

Each agency names opportunities under the goals. The team generates as many AI solutions as it can, and lists those that already exist.

30 min
Describe and score

One workbook column per solution: describe it, enter the 1-4 scores. Mark your selected idea.

10 min
Share

Your selected idea, in about 2 minutes.

Rules that favour volume

Quantity first

No feasibility debate until the idea is written down.

Every idea gets a name

Unnamed ideas cannot be scored or found later.

Weak ideas stay

Keep every idea in the workbook, selected or not.

Safe information

No personal data or confidential material in AI tools.

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Where to look for ideas

Repetitive tasks

What do people repeatedly collect, reformat or check?

Content creation

Where would a reviewed AI draft save effort?

Research and retrieval

Where is finding and comparing information hard?

Process steps done by humans

Which steps could AI support or speed up?

Shared services, data or tools

What could several agencies use together?

Start from a shared goal and a real need. The fifth prompt is the heart of today.

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Describe each idea in the workbook

AI Solution / Status	A short, memorable name. Status: Existing, Planned or Wishlist.
Shared AI Goal	The common outcome the idea supports.
Opportunity	The user problem, and which agencies share the need.
What I want to do / My needs	The task, and the information, access or capabilities it requires.
Using AI to...	Start with a verb and say what AI does.
Success criteria	Observable measures that prove it works.
Interface type / Business type	Chatbot, in-app, autonomous or connected (multi-agent). Customer-facing, productivity or personal assistant.
Agency interest	Per agency: primary owner, co-owner, data provider, data consumer or user only.
AI Act risk level	Your first hunch: Unacceptable, High, Limited or Minimal. Not a legal classification.
Dependencies	Data, systems, governance, owners and what could be shared. If it exists: link and contact.

Then enter the 1-4 scores (value, usage, business and technical feasibility) and Yes/No for 'Is it a quick win?'

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Example: a filled-in idea

AI Solution / Status	Briefing & Research Copilot (Wishlist)
Shared AI Goal	Faster, evidence-based internal knowledge work
Opportunity	Staff spend too much time finding evidence and starting briefings from scratch.
What I want to do / My needs	Draft briefings from trusted sources; needs access to reports, policies and past briefings.
Using AI to...	Find, compare, summarise and cite evidence; draft sections and flag information gaps.
Success criteria	Shorter drafting time, complete citations, fewer factual corrections, reviewer acceptance.
Interface / Business type / Risk	In-app. Personal assistant. Risk hunch: Minimal.
Agency interest	ETF and EU-OSHA co-own; ELA uses the outputs.
Dependencies	Curated content, templates, permission-aware retrieval, citation and approval workflow.

Business value	Business feasibility
3	4

Usage	Technical feasibility
4	4

Impact	Feasibility
12	16

Quick win: Yes

Illustrative idea from the workbook. Your team defines the agencies and targets for its own ideas.

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Score your ideas from 1 to 16

Impact

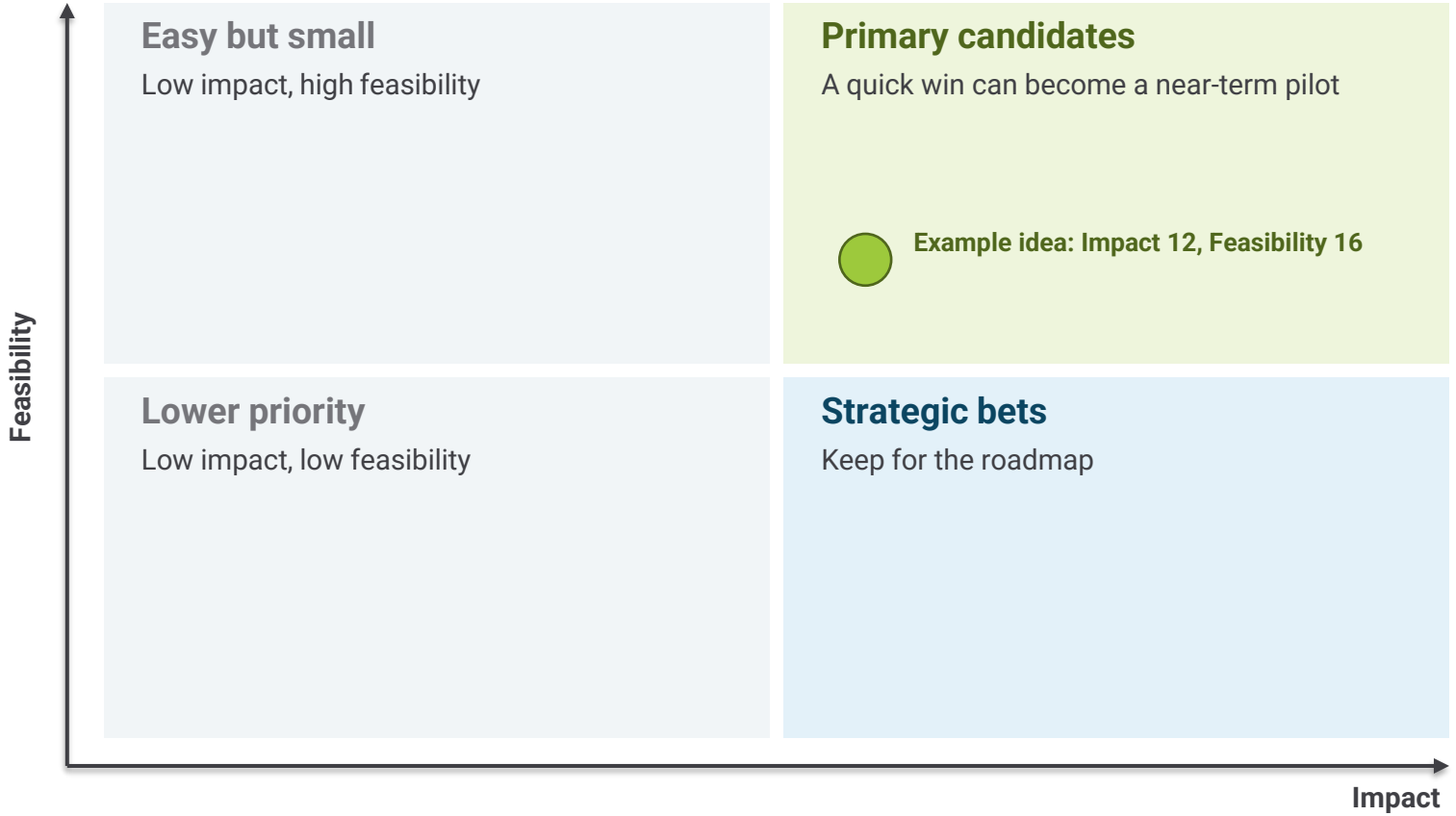
Business value x Usage

How valuable for the agencies, and how widely used?

Feasibility

Business feasibility x Technical feasibility

Are process, sponsorship, data and technology ready?



1 = low, 16 = high. The workbook calculates both scores. You answer Yes or No to 'Is it a quick win?'

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Choose one idea and share it

1 Rank	2 Check cooperation	3 Select one	4 Share it
Sort your ideas by the calculated Impact and Feasibility scores.	Is the joint angle credible? Which agencies share the need? What could they reuse?	Mark your selected idea in the workbook. Strategic bets stay in the catalogue.	About 2 minutes: the need, the value and who could cooperate.

At lunch, facilitators collect your files and cluster ideas that several teams share.

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From idea to AI Business Canvas

14:20-15:15 | 55 minutes

One idea. One Word canvas. One decision.

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The canvas, in order

	Complete fully			Headline level
0 Frame the case	**A Why**	**B What and how**	**C Proof and risk**	**Decide**
Status Agency interest Autonomy levels	1 Problem and opportunity 2 Personas 3 AI value proposition	4 AI task and solution 5 Data and integrations 6 Human in the loop	7 Success metrics 8 Evaluation questions 9 Feasibility and effort 10 Guardrails	Score 1-5 Go / Test / Reuse / Park / Stop Next steps

Open questions and assumptions capture them throughout, each with an owner and a date

Do not jump to the solution. A gap recorded as an open question is a valid finding.

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A and B: why, then what and how

1 Problem and opportunity

What is painful or slow today? Who is affected, how often? Baseline.

2 Personas

Who uses the output, who is affected, who is accountable?

3 AI value proposition

Give [persona] an AI that [does what] so they [benefit].

4 AI task and solution

What does AI do, in plain words? 3-5 key features. What is the output?

5 Data and integrations

Enough data? Sources, owners, quality, access and permissions, personal data.

6 Human in the loop

Autonomy level, who reviews or approves, what happens when AI is wrong.

Write short phrases. Mark uncertain answers with a question mark (?).

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Example: blocks 1 to 6 filled in

1 Problem

Staff spend too much time finding evidence and starting briefings from scratch.

2 Personas

Staff who draft briefings; reviewers who approve them. (illustrative)

3 Value proposition

Give staff an AI that drafts briefings from approved sources, so they start from cited evidence.

4 AI task

Find, compare, summarise and cite evidence; draft sections and flag gaps.

5 Data

Curated content, briefing templates, permission-aware access, version metadata.

6 Human in the loop

Level 2 Draft: AI prepares the briefing, a person approves it before use. (illustrative)

Illustrative example based on the workbook sample idea. Yours will differ.

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Human in the loop: choose an autonomy level

More human control → More AI autonomy

1 Suggest
AI proposes.

The human decides and acts.

2 Draft
AI prepares the output.

The human approves before anything happens.

3 Act with review
AI acts.

The human reviews afterwards and can reverse.

4 Act autonomously
AI acts without routine review.

Monitored by exception only.

Higher is not better: choose what fits the risk. Write down who reviews and what happens when the AI is wrong.

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C: proof, risk and open questions

7 Success metrics and benefits

KPIs with a target. Quality: accuracy and cost of a wrong answer.

8 Evaluation questions

How will we know it works? 3–5 test questions with the expected answer.

9 Feasibility and effort

Technology, data readiness, will people adopt it?

10 Guardrails

What the AI must never do. Allowed sources, personal data, hand-over to a person. What does a wrong answer cost?

Open questions and assumptions: what must be true, who do we need to ask? Give each an owner and a date.

Governance questions are captured, not answered today: no legal classification is made in the room.

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Score the case and decide

Score, classify and say why	
Value	5 = very high
Feasibility	5 = easy
Risk classification	Unacceptable / High / Limited / Minimal (first hunch)
Autonomy level	1 to 4, from the levels in block 6

Agree a decision	
Go	Build a pilot
Test	Run a small experiment first
Reuse	Adopt an existing solution
Park	Revisit later
Stop	Do not pursue

Next steps: for each, an action, an owner and a due date.

Keep the reasoning, not just the number. These scores are separate from the Excel Impact and Feasibility scores.

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Score the case and decide

Score 1 to 5, and say why	
Value	5 = very high
Feasibility	5 = easy
Risk	5 = very high risk (lower is better)
Autonomy level	1 to 4, from the levels in block 6

Agree a decision	
Go	Build a pilot
Test	Run a small experiment first
Park	Revisit later
Stop	Do not pursue

Next steps: for each, an action, an owner and a due date.

Keep the reasoning, not just the number. These scores are separate from the Excel Impact and Feasibility scores.

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4 Presentations | 15:30-16:30

Pitch and discuss

The hour

Team pitches	Open discussion	Close
About 5 min each + 2 min questions. The facilitator confirms your slot.	About 25 min: what should move forward, and what would it need? Captured on a roadmap wall.	About 5 min: next steps.

Your pitch, built from your canvas

The need	The proposal	The cooperation	Recommendation
Who faces it? Which agencies share it?	What does AI do? What improves?	What could agencies share? What is required?	Go, Test, Reuse, Park or Stop. Next step and owner.

Present from your Word canvas. A slide deck is not required.

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After today



Your ideas inform a draft roadmap. They are proposals until agencies confirm them. Dates to be confirmed.

The 16:30-17:00 meeting is for designated agency representatives only.

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