Paper Presentation, Panel, Workshop, Lightning Talk, Poster Proposal Review Rubric

Highlight one: Lightning Talk / Panel / Poster / Paper Presentation / Workshop

Title of Proposal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Use the rubric below to evaluate the proposal assigned to you. Highlight the performance level (Excellent, Good, Average, etc.) for each criterion. When you have scored each criterion, tally the total score in the “Total Score” field at the bottom of the document and assign a decision (Accept, Maybe, Reject).

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|  | **Excellent - 5** | **Good - 4** | **Average - 3** | **Fair - 2** | **Poor - 1** |
| **Relevance to Distance Librarianship & Innovative Approach** | The topic is highly significant to the field or cutting-edge. | The topic is appropriate and important to the field. | The topic may not be groundbreaking, but it is relevant to the field. | The topic is tangentially related to the field or is not important to the audience. | The topic lacks importance or is not appropriate to the field. |
| **Currency** | The topic is of immediate concern to the community. | The topic is of current interest to the community. | The topic is of current interest to select members of the community. | The topic is no longer of current interest to the community. | The topic has not been an interest of the community. |
| **Format Appropriateness** | The selected format is the most appropriate option for presenting this proposal.  | The selected format is appropriate for this proposal. | The proposal could be more effectively presented in a different format. | The format is inappropriate for this proposal. | Format has not been indicated for the proposal. |
| **Quality of Learning Objectives** (for paper presentations and workshops only) | Learning outcomes are clear, measurable, and achievable within the allotted presentation time (3-4 outcomes). | Learning outcomes are stated, measurable, and achievable. There may be some concerns about the number of outcomes or their measurability. | Learning objectives are stated but not sufficiently measurable or achievable in the time or format allotted.  | Learning objectives are not clearly defined, measurable, or achievable. | Learning objectives are not identified, measurable, or achievable. |
| **Clarity of Proposal**  | The proposal abstract is well written and professional. Includes a clear aim and purpose, documented methods, and conclusions.  | The proposal abstract is clearly written with sufficient details regarding the aim, purpose, methods, and conclusions.  | The proposal abstract lacks clarity. It does include limited details regarding the aim, purpose, methods, and conclusions. | The proposal abstract lacks clarity and offers insufficient information about the aim, purpose, methods, and conclusions. | The proposal does not include a clear aim, purpose, methods, and conclusions.  |

Select One: Accept / Maybe / Reject | Total score: \_\_\_\_\_\_\_\_