



**NISTS 2022**

# PROPOSAL REVIEW GUIDELINES

Reviews Due: Friday, September 24, 2021

**Directions:** Login to the InfoReady platform to rate each of your assigned proposals. Then rate each evaluation component on a scale of 1–5, using the NISTS2022 Session Evaluation Rubric and questions listed below for reference. Important: You must compile your specific comments/rationale for each rating in the Comments to Administrator box at the end of the review form.

<b>Detail and Organization</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Has the presenter thoroughly described the background and rationale for the session? Is the information organized in a logical and easy-to-read and follow manner?</li> </ul>					

<b>Evidence of Expertise</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Does the proposal include references to specific theoretical models, relevant research, or demonstrated best practices? Where applicable, does the proposal include an overview of available assessment data?</li> </ul>					

<b>Significance</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Are conference attendees likely to find this session relevant and important to the transfer field—i.e., working with, advocating for, and/or conducting research on transfer student populations?</li> </ul>					

<b>Applicability</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Is the session content applicable to other areas, systems, sectors, or institution types and sizes?</li> </ul>					

<b>Engagement Strategies</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Does the presenter adequately explain how session participants will be engaged throughout the presentation? Are there plenty of opportunities for participants to reflect, interact, and/or ask questions?</li> </ul>					

<b>Learning Outcomes</b>	<b>1</b> Unacceptable	<b>2</b> Weak	<b>3</b> Acceptable	<b>4</b> Good	<b>5</b> Excellent
<ul style="list-style-type: none"> <li>Do the outcomes promote relevant, practical, and applicable takeaways for the intended audience?</li> </ul>					

Session Theme	1 No	2 Yes
<ul style="list-style-type: none"> <li>Does the selected session theme match the overall theme of the content? If no, please suggest an alternate theme designation.</li> </ul>		

Final Recommendation	1 Do Not Accept	2 Accept as On-Demand or Poster	3 Accept with Revisions	4 Accept as Written
<ul style="list-style-type: none"> <li>Please indicate whether/how we should include this proposal in the final conference line-up.</li> </ul>				

Comments to Administrator:
<p>Please provide the rationale for your ratings here. Although your comments might be forwarded to the presenter(s), your name will remain anonymous.</p> <p>Things you should mention include:</p> <ul style="list-style-type: none"> <li>- Overall, what did you like/dislike most about the proposed session?</li> <li>- Which elements were particularly strong or weak? Why?</li> <li>- What advice would you give the presenters as they finalize their session?</li> </ul>