**2019 NCLCA Conference Concurrent Session Proposal Rubric**  
*Conference Theme: Racing toward Student Success*

**Directions:** Provide your name and the proposal number/title, assign points for each criterion, and total the points at the bottom of the sheet. Please add any additional comments that may provide support for the points you assigned.

**Reviewer:** Draft 4/1/2019

**Proposal Number/Title:**

<table>
<thead>
<tr>
<th><strong>CRITERIA (Points Possible)</strong></th>
<th><strong>MEETS OR EXCEEDS CRITERIA</strong></th>
<th><strong>ACCEPTABLE WITH REVISIONS</strong></th>
<th><strong>NOT ACCEPTABLE</strong></th>
<th><strong>PTS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summary:</strong> Does the summary explain and situate the topic to the field of learning center administration and learning center professionals? (3 total points possible)</td>
<td>This presentation is relevant to the field. (3 pts)</td>
<td>This presentation should be revised to tie it more closely to the field. (2 pts)</td>
<td>This presentation is not relevant to the field. (0 pt)</td>
<td></td>
</tr>
<tr>
<td><strong>Audience Take-aways/learning outcomes:</strong> Is the proposal clear with what the audience can expect to learn from this session? (3 total points possible)</td>
<td>Audience Take-aways/learning outcomes for participants are clear. (3 pts)</td>
<td>Audience Take-aways/learning outcomes participants should be clarified. (2 pts)</td>
<td>Audience Take-aways/learning outcomes for participants are not clear. (1 pt)</td>
<td></td>
</tr>
<tr>
<td><strong>Method of Presentation:</strong> Is the way the material is presented appropriate for the content of the proposal? (3 total points possible)</td>
<td>The presentation method for this topic is appropriate. (3 pts)</td>
<td>The presentation method for this topic should be improved with interactive or engaging audience activities. (2 pts)</td>
<td>The presentation method for this topic does not appear to be appropriate. (1 pt)</td>
<td></td>
</tr>
</tbody>
</table>

**OVERALL EVALUATION**

| **Are the concepts behind the proposal clear?** (3 total points possible) | The proposal is clearly written. (3 pts) | The proposal is not clearly and coherently written and should be resubmitted with revisions. (2 pts) | The proposal is not clearly and coherently written. (1 pt) |        |
| **Does the presentation follow a logical format?** (3 total points possible) | The presentation is has a logical flow. (3 pts) | The proposal could be improved with a slight reorganization so that the presentation has a more logical flow. (2 pts) | The presentation does not appear to have a logical flow. (1 pts) |        |

**TOTAL (15 POINTS POSSIBLE)**
Overall Evaluation:

☐ (10-15 points) Accept
☐ (5-9 points) Accept with reviewer suggested revisions (please provide comments below)
☐ (4 or less points) Reject (See below for recommended changes) or ☐ Returned with revision suggestions

Recommendation for Live Streaming: ☐ Highly or ☐ Possibly or ☐ NO

The NCLCA Board and will make a final selection by reviewing the recommended proposals and discussion with individual presenters.

Required Comments for ratings of 2:

This presentation should be revised to tie it more closely to the field.
(2 pts)
Reviewer Suggestions:

Audience Take-aways/learning outcomes participants should be clarified.
(2 pts)
Reviewer Suggestions:

The presentation method for this topic should be improved with interactive or engaging audience activities.
(2 pts)
Reviewer Suggestions:

The proposal is not clearly and coherently written and should be resubmitted with revisions.
(2 pts)
Reviewer Suggestions:

The proposal could be improved with a slight reorganization so that the presentation has a more logical flow.
(2 pts)
Reviewer Suggestions:

If rejected recommended changes for a Round Table or Rapid Fire Session: