



Annual Conference 2024

Education Program Proposal Review Rubric

CRITERIA	EXCELLENT = 4	GOOD = 3	FAIR = 2	POOR = 1
<p>PROPOSAL TITLE & DESCRIPTION: Does the title clearly describe the program and does the program description clearly, with sufficient detail, outline the proposed presentation? <i>WEIGHT: 4</i></p>	Title is clear, concise, and reflects the proposed program. Description is well-written and concise yet detailed. Audience can rely on the title and description for an accurate idea of the program to be presented.	Title is clear and generally relevant. Description is somewhat detailed and generally easy to understand. It explains the project to some extent but does not fully detail the presenter's plans.	Title is unclear and/or is an inaccurate description of the proposed program. Description lacks sufficient detail and/or is difficult to understand.	Title is unrelated to the proposed program, and it is unclear what program is being proposed.
<p>LEARNING OBJECTIVES: Are learning objectives clear, specific, measurable, and actionable? <i>WEIGHT: 5</i></p>	All learning objectives are clear, specific, measurable, and actionable.	Some of the learning objectives are clear, specific, measurable, and actionable.	The learning objectives may lack specificity or clarity, and/or they are not measurable or actionable.	The learning objectives are incomplete or lack specificity and clarity and are not measurable and actionable.
<p>TIMELINESS/DEMAND: Is the topic timely, new and/or in-demand? <i>WEIGHT: 4</i></p>	The topic is an emerging "hot" topic and/or a topic for which there is demonstrated high demand.	While this topic has been explored, it remains an in-demand topic.	This topic has been presented often/recently, and interest may be declining.	There is so much content on this topic that there is little demand and/or the topic is not timely.



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<p>INNOVATION: Does the content offer fresh, innovative ideas, methods, or resources? <i>WEIGHT: 4</i></p>	The proposed program is transformational to the field. It contributes an innovative approach or resource to an original topic.	The proposed program is innovative but may not have a transformational impact.	The proposed program contributes a new approach or resource to a common topic.	The proposed program takes a common approach to a common topic.
<p>COLLABORATION: Is collaboration, either internal or external to ALA, involved in the proposed program? <i>WEIGHT: 4</i></p>	The proposal clearly describes a collaborative approach and the added value being contributed through that collaboration.	The proposal clearly describes a collaborative approach, but is not clear about the added value contributed through collaboration.	The proposal suggests some collaboration, but neither the collaborative approach nor the added value are clearly articulated.	The proposal does not include collaboration or indicates "in name only" collaboration.
<p>CONTRIBUTION TO ALA'S EQUITY, DIVERSITY, AND INCLUSION GOALS: How do the proposal, communities served, and presenters' identities contribute to ALA's equity, diversity and inclusion goals? <i>WEIGHT: 4</i></p>	The response highlights inclusion of multiple, underrepresented perspectives and communities, and the proposed program would advance attendee understanding of equity, diversity, and inclusion.	The response takes into account more than one perspective, and the proposed program shows some alignment with equity, diversity, and inclusion.	The response includes representation of diverse perspectives but does not address how the proposed program contributes to equity, diversity, or inclusion.	The response does not include underrepresented perspectives or outline how the proposed program contributes to equity, diversity, or inclusion.