

**Webheads in Action Online Convergence 2007  
Proposal Rating Rubric**

proposal title: \_\_\_\_\_

<b>Criterion</b>	<b>Meets Criterion 3</b>	<b>Needs Some Improvement 2</b>	<b>Needs Much Improvement 1</b>	<b>Does Not Meet Criterion 0</b>	<b>Rating</b>
1. Do the title and abstract clearly describe the session?	The title and abstract succinctly describe the session.	The title and abstract give a broad picture of what the session might entail.	The title and abstract indicate little about what the session might entail.	One or both are missing OR the title or abstract does not reflect what the proposal describes.	_____
2. Is the proposed topic timely and/or appropriate?	The proposal represents issues of immediate relevance and importance.	The proposal focuses on issues appropriate to the field over the last decade.	The proposal focuses on out-of-date materials and/or practice.	The proposal does not establish relevance or importance to the field.	_____
3. Is the session based on best/recommended practice within the educational/technological field?	The session is solidly based on best or recommended practice in these fields.	The session is somewhat based on best or recommended practice in these fields.	The session makes little reference to best or recommended practices in the field.	The proposal does not establish a relationship to best or recommended practices.	_____
4. Is the summary clearly written?	The summary is succinctly written while clearly describing how the presentation will be developed.	The summary somewhat describes how the presentation will be developed.	The summary does not clearly indicate how the presentation will be developed.	The summary is incomplete or missing.	_____
5. Will the session positively contribute to the conference and the field?	The session will make significant, memorable contributions toward the conference and effective educational practices.	The session will contribute somewhat to the conference and to effective educational practices.	The session will offer minimal contribution to the conference and to effective educational practices.	The proposal does not establish how the session will contribute to the conference or to effective educational practices.	_____
6. Are the tool(s) and venue(s) selected for the presentation the most appropriate to the topic and format of the presentation?	The venue(s) and tool(s) selected seem to be the best choices for the topic and format of the presentation.	The venues or tools selected are not the best choice for the format of the presentation.	The venues or tools selected do not seem appropriate for the format of the presentation.	No venue(s) or tool(s) are specified.	_____
				<b>Total Score</b>	_____

**12–18: Accept as is.    8–11: Request further clarification.    0–7: Not acceptable / incomplete.**