

	Conference Presentation Proposal Assessment Reviewers' Assessment Form	Reviewer Contact details Date
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Proposal Title: _____

Notes to reviewer:

Please rate the proposal on each criterion based on the information in both the *Proposal Statement* and the *Justification Statement* using the following procedure; i) Determine your initial ratings independently, (i.e. do not consult with any other person), and record in the initial ratings section below; ii) consult with your co-reviewer after you have both completed your initial ratings; iii) record your final ratings in the revised ratings section; and submit both sets of ratings on this form to the Conference Programme Committee. **Please return to [email address] no later than xx/yy/zz.**

To what extent does this Presentation Proposal indicate;	Ratings										
	Not at all		A little		Somewhat		Substantially		A great deal		NA
	Initial	Revised	Initial	Revised	Initial	Revised	Initial	Revised	Initial	Revised	
1) Relevance to evaluation/the focus of the proposed presentation?											
2) Significance for evaluation of the issue or subject focussed upon?											
3) Originality of the solution or approach											

taken to the issue?												
4) A sound conceptual basis and argument in relation to the issue/s addressed?												
5) That the conceptual argument, and the research and evaluation methods used (qualitative, quantitative, analytical etc) are sound given the nature of the task?												
6) Relevance to the overall conference theme and to one or more of the sub-themes?												
7) Significance for the aspects of evaluation represented by the conference theme and sub-themes?												

Comments for Conference Programme Committee: Please add any comments which assist the Committee in making their decisions about the proposal.

Comments for the Proposer: Please add any comments or suggestions for improving the proposal which might be passed on to the proposer on an anonymous and confidential basis.

	Conference Workshop Proposal Assessment Reviewers' Assessment Form	Reviewer Contact details Date
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Proposal Title: _____

Notes to reviewer:

Please rate the proposal on each criterion based on the information in both the *Proposal Statement* and the *Justification Statement* using the following procedure; i) Determine your initial ratings independently, (i.e. do not consult with any other person), and record in the initial ratings section below; ii) consult with your co-reviewer after you have both completed your initial ratings; iii) record your final ratings in the revised ratings section; and submit both sets of ratings on this form to the Conference Programme Committee. **Please return to [email address] no late than xx/yy/zz.**

	Ratings										
	Not at all		A little		Somewhat		Substantially		A great deal		NA
To what extent does the workshop proposal indicate:	Initial	Revised	Initial	Revised	Initial	Revised	Initial	Revised	Initial	Revised	
1) Relevance to evaluation of the focus of the proposed workshop?											
2) Significance for evaluation of the particular knowledge, techniques and											

practices focussed upon?											
3) That the proposed teaching/learning strategies and resources are sound and appropriate for the topic and target group specified?											
iv) That the proposed objectives and prerequisites are clear and appropriate for the target group specified, and the objectives are achievable?											
v) Overall value for the target group specified											

Comments for Conference Programme Committee: Please add any comments which assist the Committee in making their decisions about the proposal.

Comments for the Proposer: Please add any comments or suggestions for improving the proposal which might be passed on to the proposer on an anonymous and confidential basis.
