

PROPOSED RUBRIC FOR ILF CONFERENCE PROPOSAL REVIEW

Category	Excellent – Wow! factor or very solid	Satisfactory or may need a little work	Poor / Not a good fit
Clarity, Purpose and Organization of proposal	<p>Topic is immediately relevant or highly significant to the library field.</p> <p>Session objectives and outcomes are clear. Contains specifics that make the reader want more.</p> <p>Session is clearly organized with details.</p>	<p>Topic may not be groundbreaking, but is relevant to field and audience.</p> <p>The session objective and outcomes are fairly clear and descriptive, or may need a little work.</p> <p>The session is fairly well organized or may need a little work.</p>	<p>The topic is not current, it lacks importance or is not appropriate to the field or audience.</p> <p>The session objective or outcomes are not stated, implied or not clear.</p> <p>Session is unclear and/or does not specify activities or materials.</p>
Relevance to Theme, Strategic Direction or Best practices in field	<p>Session provide critical perspective on future of libraries and ways to create our future.</p> <p>Clearly connects to ways to advance libraries for future or best practices in library field.</p>	<p>Session provides some perspectives on the field.</p> <p>Session loosely provides or connects to theme, direction or best practices in field.</p>	<p>Session does not provide any new perspectives for the field.</p> <p>The session does not consider theme, direction or best practices.</p>
Engaging and results in new learning, skill development, tools, templates, or enhanced conference experience.	<p>Session activities are varied, creative and highly interactive. Multiple learning styles are addressed.</p> <p>Topic and content is made interesting, inspiring or for immediate implementation.</p> <p>Participants will leave with inspiration, new learning, skills, perspectives, tools, templates or next steps or enhanced conference experience.</p>	<p>Session is somewhat varied. Multiple learning styles are somewhat addressed.</p> <p>Topic and content seems somewhat interesting but need a little more in variation, interaction, etc.</p> <p>Participants will leave with a few new inspiration, ideas, perspectives, skills or tools for use in their work.</p>	<p>Session is not interactive and is mainly a lecture with little or no activities. Multiple learning styles are not addressed.</p> <p>Topic or content is not interesting or engaging or is for too narrow of audience.</p> <p>Participants will leave with little or no new inspiration, ideas, perspectives, skills or tools for use in their work.</p>

	Assess it on...	Key Questions	Assessment	Specific categories
Topic/ Content	Learning / knowledge	<i>To what extent will the session result in a gain of knowledge in a specific area?</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	<input type="checkbox"/> Basic knowledge <input type="checkbox"/> Advanced knowledge
	Skill development / practice	<i>To what extent will the session result in the development and practice of a skill?</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	<input type="checkbox"/> Basic (technical, computer, communication) <input type="checkbox"/> Advanced skill (technical, computer, communication, management)
	Best Practice /Tool/ Template / Discussion	<i>To what extent will the session share best practices, use a tool or template or discuss with group?</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	<input type="checkbox"/> Tool or template <input type="checkbox"/> Best practice example or model <input type="checkbox"/> Facilitated discussion about best practices
	Conference Experience	<i>How well will the session enhance the conference experience?</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	<input type="checkbox"/> intentional interaction, sharing and networking <input type="checkbox"/> rejuvenation or motivational <input type="checkbox"/> feel a part of the library community <input type="checkbox"/> reinforce library values <input type="checkbox"/> self-awareness and development
Speaker	Qualified/respected	<i>To what extent is the speaker/panel qualified or respected in the proposed session content area?</i>	<input type="checkbox"/> Highly qualified or respected (wow!) <input type="checkbox"/> Well qualified or respected (positive) <input type="checkbox"/> Not really/ needs more experience <input type="checkbox"/> Unknown	
	Prior experience or ratings	<i>What evidence of the quality of presentation or speaking or engagement style?</i>	<input type="checkbox"/> Highly rated speaker (wow!) <input type="checkbox"/> Well rated speaker (positive ratings) <input type="checkbox"/> Not really well rated <input type="checkbox"/> Unknown	
Vision and Theme	Vision / Future	<i>To what extent does the session align with ILF goals and advance libraries for the future?</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	
	Theme (if applicable)	<i>To what extent does the session align with the theme? (if applic)</i>	<input type="checkbox"/> Very well <input type="checkbox"/> Somewhat <input type="checkbox"/> Not applicable / not really	
Targets	Audience			<input type="checkbox"/> Type of library <input type="checkbox"/> Type of position <input type="checkbox"/> Cross-library/position/sector
	LEU/TLEU/PGP			<input type="checkbox"/> LEU / PGP <input type="checkbox"/> TLEU
	Type of session			<input type="checkbox"/> Presentation – Presenting information <input type="checkbox"/> Skill Development / Workshop – Practicing skills <input type="checkbox"/> Interactive – Facilitating discussion and sharing