

Reviewers: Please complete the highlighted boxes

PROPOSAL REVIEW SCORE SHEET

Symposium Paper Presentation Proposal

Reviewer # _____

All submissions will be evaluated in a double-blind review process, using identical score sheets, thus ensuring a consistent and unbiased review process. The items listed in each category are intended as prompts for the author and the reviewer as they consider the completeness and quality of the submission. Each of the categories will be considered in determining the appropriateness of the presentation for this symposium.

Title _____

Submission # _____

Rate each response on a scale of 0 – 5 points With 0 being lowest to 5 being highest – 0 represents a missing item 2.5 or lower is in the unacceptable range 3 is marginal 3.5 or higher is in the acceptable range	0	1	2	3	4	5
Rate the appropriateness for this symposium Presentation would advance current understanding of environmentally responsible design Material is appropriate for a well-informed audience						
Rate the clarity of communication Author's intention is clearly stated Abstract provides concise overview of proposed presentation Appendix, if included, clearly supports the proposal						
Rate the strength of the structural framework Abstract makes connections to existing body of knowledge Abstract language suggests author is familiar with existing scholarly work regarding the topic Conceptual or theoretical underpinning is clearly identified						
Rate the likelihood of the presentation fostering a stimulating exchange of ideas Discussion of presentation has potential to enhance current understanding and/or explore divergent perspectives						
Rate the quality of the presentation proposal Adherence to formatting requirements Appropriate syntax, grammar, punctuation, & spelling						
Total Points Scored out of possible 25 points	/25					
Reviewer comments for the author: (Comments should provide constructive criticism in order to assist author(s) in refining the presentation prior to the symposium and/or in improving subsequent submissions.)						