AOCC Session Evaluation Rubric

Criteria	Evidence to support a 5:	Evidence to support a 2:	Evidence to support a 0:
Topic is relevant to the current needs of attendees	Topic is one of the topics identified for sessions by each organization (see above listing).	Topic is valuable to participants but not listed by either organization.	The topic has limited or no relevance to the participants.
Proposal provides practical information that will benefit participants immediately.	Attendees will gain practical skills and/or knowledge that they can implement immediately.	Attendees may receive practical skills and/or knowledge but will not be able to implement them immediately.	Attendees will not gain any practical skills and/or knowledge that can be implemented immediately.
Participants will learn about innovative or proven content **(Best practices; best available evidence, data, and/or relevant research.)**	Proven content is present in the form of best practices, innovative/cutting edge content, or proven and effective evidence-based practices.	The content is innovative but it is unclear if it is proven as effective or evidence-based practice.	The content is dated and while it may have once been innovative, it is no longer accepted as effective.
Sales and promotional items are limited or only offered as resources	Topic and content is the primary focus, with no mention of the sale of a product or service unless as an optional resource.	Topic and content is the primary focus, but the sale of a product or service is required to activate the provided content.	The sale of a product or service is the primary focus of the presentation.
Participants will be actively engaged	The format outlines an engaging experience for participants.	The format will be strictly lecture with little interaction between participants.	The proposal does not, or does not clearly, outline an engaging experience for participants.
Identified audience will understand the content being presented	All participants exhibit the skills and experience required for successful understanding and application of the content in daily practice.	Some participants may lack skills and experience required for successful understanding and application of the content in daily practice.	More skill and experience are required for successful understanding and application of content in daily practice.
Presenter is qualified to lead a session on advanced content	The lead presenter is fully capable and qualified to present advanced content.	The lead presenter has limited qualifications/experience to present advanced content.	The lead presenter is a student with no or extremely limited qualifications/experience.
Proposal is professionally prepared **(Writing style, organization, & clarity)**	The proposal is easy to follow, well-articulated, organized, and free of grammatical problems.	The proposal has fair organization, is well-articulated, or may have a few minor grammatical problems.	Content is not well organized, is hard to follow, or is unclear; there are significant grammatical issues throughout the proposal.
Proposal is clearly conceptualized	All learning and session objectives are clear and concise.	Learning and session objectives are present, but seem incomplete.	Learning and session objectives are missing or are unclear.