

**Review Rubric – Vendor Presentation**

<b>Category</b>	Does not meet requirement Rating = 1	Poor Rating = 2	Fair Rating = 3	Satisfactory Rating = 4	Excellent Rating = 5	Category Sub Score
<b>Currency, Importance and relevance of product or service</b>	Product lacks relevancy to the needs of NAGAP members and topics identified for the 2014 conference. Product will only appeal to a small segment of potential session participants. Product is not current or important and will have very limited impact on the work of NAGAP conference attendees. Product does not support best practice, evidence-based research, analysis of data,	Product might lack relevancy to the needs of NAGAP members and topics identified for the 2014 conference. Product might only appeal to a small segment of potential session participants. Product is not adequately current or important and will have limited impact on the work of NAGAP conference attendees. Product does not support best practice, evidence-based research, analysis of data, and/or development of	Product is somewhat relevant to the needs of NAGAP members and topics identified for the 2014 conference. Product might appeal to a segment of potential session participants. Product might not be current, but is relevant, important and can have impact on the work of NAGAP conference attendees. Product somewhat supports best practice, evidence-based research, analysis of data, and/or development of policies and	Product is very relevant to the needs of NAGAP members and topics identified for the 2014 conference. Product will appeal to a variety of potential session participants. Product is current, important, and relevant and can have impact on the work of NAGAP conference attendees. Product supports best practice, evidence-based research, analysis of data, and/or development of policies and procedures used in GEM. Anticipated level of	Product is extremely relevant to the needs of NAGAP members and topics identified for the 2014 conference. Product will appeal to a wide variety of potential session participants. Product is cutting edge, immediately relevant and will have significant impact on the work of NAGAP conference attendees. Product highly supports best practice, evidence-based research, analysis of data, and/or development of	

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	<p>and/or development of policies and procedures used in GEM. Anticipated level of session participation satisfaction: Very Low</p>	<p>policies and procedures used in GEM. Anticipated level of session participation satisfaction: Low</p>	<p>procedures used in GEM. Anticipated level of session participation satisfaction: Good</p>	<p>session participation satisfaction: High</p>	<p>policies and procedures used in GEM. Anticipated level of session participation satisfaction: Very High</p>	
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<p><b>Purpose Outcomes</b></p>	<p>Unclear how the Session’s learning objectives and intended outcomes support conference topics or how the product supports GEM. Goals and learning objectives of the session are vague and not concrete enough for NAGAP audience.</p>	<p>Specific outcomes and key “takeaways” are not adequately indicated. Session participants might not be able to envision what they will learn in the session, how they can apply it to their work as GEM professionals or how the product supports GEM. Goals and learning objectives of session do not include enough follow-up action and next steps.</p>	<p>Session’s learning objectives and intended outcomes satisfactorily support conference topics. Specific outcomes and key “takeaways” are indicated. Session participants can envision what they will learn and how they can apply it to their work as GEM professionals or how the product supports GEM. Goals and learning objectives of session include some follow-up action and next steps.</p>	<p>Session’s learning objectives and intended outcomes support conference topics. Specific outcomes and key “takeaways” are clearly indicated. Session participants can envision what they will learn and how they can apply it to their work as GEM professionals or how the product supports GEM. Goals and learning objectives of session include follow up action(s) and next steps.</p>	<p>Session’s intended learning objectives and intended outcomes highly support conference topics. Specific outcomes and key “takeaways” are very clearly indicated. Session participants can envision what they will learn and how they can apply it to their work as GEM professionals or how the product supports GEM. Goals and learning objectives of session include a wide variety of concrete follow up action(s) and next steps.</p>	
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<p><b>Well defined product and abstract</b></p>	<p>Title and abstract are vague or lack enough detail to evaluate. Abstract and outline are unclear what the session or product is about.</p>	<p>Title and abstract provide a limited idea of what the session or product will be about. Abstract and outline may lack details and clarity about intended audience, goals, and follow-up. More information would be needed to fully evaluate.</p> <p>Session format might be better aligned to goals in order to be more appealing to session participants.</p>	<p>Title and abstract are somewhat inviting, clear and descriptive. Clarity of abstract and outline somewhat provides participants with some information about the product, intended audience, goals and follow-up.</p> <p>Session format might be better aligned to goals in order to be more appealing to session participants.</p>	<p>Title and abstract are inviting, clear and descriptive. Clarity of abstract and outline provides participants with explicit and thorough information about the product, intended audience, goals and follow-up.</p> <p>Session format is aligned to goals and will be appealing to session participants.</p>	<p>Title and abstract are very inviting clear, descriptive and interesting. Clarity of abstract and outline provides participants with explicit and thorough information about the product, intended audience, goals and follow-up.</p> <p>Session format is aligned to goals and will be extremely appealing to session participants.</p>	
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<p><b>Qualifications/Background of presenter(s)</b></p>	<p>Presenter(s) qualification(s) cannot ensure a positive experience for session participants. Presenter(s) is not knowledgeable about the product and does not appear to have expertise based on his/her direct or related experiences in GEM and/or personal, professional or educational background. Presenter(s) has not presented on this product at other conferences.</p>	<p>Presenter(s) qualifications might not ensure a positive experience for session participants. Presenter(s) is not adequately knowledgeable about the product and does not appear to have expertise based on his/her direct or related experiences in GEM and/or personal, professional or educational background. Presenter(s) has presented on this product at other conferences.</p>	<p>Presenter(s) qualifications would ensure a somewhat positive experience for session participants. Presenter(s) is somewhat knowledgeable about the product and appears to have expertise based on his/her direct or related experiences in GEM and/or personal, professional or educational background. Presenter(s) has presented on this product at other highly recognized conferences.</p>	<p>Presenter(s) qualifications would ensure a very positive experience for session participants. Presenter(s) is knowledgeable about the product and appears to have expertise based on his/her direct or related experiences in GEM and/or personal, professional or educational background. Presenter(s) has presented on this product more than once at other highly recognized conferences.</p>	<p>Presenter(s) qualifications would ensure an extremely positive experience for session participants. Presenter(s) is very knowledgeable about the product and appears to have a high level of expertise based on his/her direct or related experiences in GEM and/or personal, professional or educational background. Presenter(s) has presented on this product several times at other highly recognized conferences.</p>	
<p><b>TOTAL SCORE</b></p>						