**SAMPLE Symposium Proposal Evaluation Form**  
As of 3/1/2019

<table>
<thead>
<tr>
<th>Do you have a conflict of interest with this proposal?</th>
<th>Yes / No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you selected yes, please use the “Recuse Myself” link above.</td>
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<tr>
<td><em>(FYI - This will remove the proposal from the reviewer’s portal so they won’t answer the questions below.)</em></td>
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**Possible 15 points for Basics**

1) Is the proposed format well-matched to the session description?  
2) Do the speaker presentations support the goals identified in the session description?  
3) Do the speakers represent a balanced perspective on the topic?  
4) Is there speaker diversity in relation to gender, racial/ethnic background, career level, and employment type (e.g., academia, government, industry)?  
5) Are the speakers and chairs all from different companies/institutions as each other?  

**Possible 25 points for Interest / Appeal**

6) To what extent would this symposium appeal to members of the division for whom I am reviewing? (up to 10 points)  
7) To what extent would this symposium appeal to ASPET members across more than one division? (up to 10 points)  
8) To what extent would this symposium appeal to EB attendees across multiple societies (up to 5 points)  

**Possible 10 points for Top Picks**

9) Would you recommend this symposium to the ASPET Program Committee?  
   (a) Yes, definitely move this forward (10 points)  
   (b) Has potential but needs revisions (5 points)  
   (c) No, do not move this forward (0 pts)