



ALOTA Fall Conference and Retreat Speaker Proposal Rubric

Primary Category	Academic Education Children and Youth General and Professional Issues Home and Community Health Productive Aging Mental Health Rehabilitation and Disability Work and Industry Occupational Justice	
Relevance to Audience / Timeliness of Topic	Topic is relevant to targeted audience	(_ / 5)
Considerations: A score of 5/5 includes: Topic is relevant to intended audience & timely.		
Completeness of Submission	All details completed accurately	(__ / 5)
Considerations: A score of 5/5 includes: All elements of the form and proposal submission are completed and coherent.		
Abstract	Abstract written professionally & demonstrates relevance to attendees	(__ / 5)
Considerations: A score of 5/5 includes: An abstract that is professionally written, thorough with clear connection to relevance for occupational therapy practitioners, grammatically correct, linking proposal to current evidence and research.		
Connection to Occupation	Clear connection to occupation based practice is made	(__ / 5)
Considerations: A score of 5/5 includes: Excellent use of occupation based practice and clear connection to occupational therapy. If preparatory methods are utilized there must be adequate evidence linking preparatory methods to occupation.		
Incorporation of Evidence Based Practice	Sufficient use of current evidence and best practice considerations included	(__ / 5)
Considerations: A score of 5/5 includes: use of current evidence and best practice including content that is not refuted by white papers or AOTA position statements.		
Objectives	Learning objectives are appropriate, clearly stated, measurable, and match the level of target audience	(_ / 5)
Considerations: A score of 5/5 includes objectives that are: clearly written, align with the		



abstract content, are measurable, and match the level of content selected (introductory, intermediate, advanced).		
Measurement of Objectives	A reflective component is clearly presented in assessment of learning objectives appropriate to level of content	(_ / 5)
Considerations: A score of 5/5 includes indication of how objectives will be demonstrated as met which matches the level of content. Examples may be: teach back strategies within the session, discussion / reflection component within session, quiz after session, etc.		
References	Quality of references (peer reviewed, date, key evidence included, adequate justification of references over 15 years)	(_ / 5)
Considerations: A score of 5/5 includes few to no weaknesses including APA format, references are high quality (peer reviewed), with recent references and/or excellent justification of references over 15 years.		
	CATEGORY	*Topic (1 of ___ submissions)
	TOTAL SCORE	(_ / 40)
Feedback:		

Scoring Rubric Guidelines	
5 - Exemplary	Exceptionally strong with few or no weaknesses
4 - Good	Strong but with some minor weakness
3 - Sufficient / Adequate	Strong but with at least one moderate weakness
2 - Good	Some strengths but with some moderate weaknesses
1 - Poor	Very few strengths and numerous major weaknesses