

**CEEA-ACÉG Panel: Rubric**

	<b>Not acceptable</b>	<b>Needs improvement</b>	<b>Satisfactory</b>	<b>Excellent</b>
Panel title and name of facilitators	Title does not relate to the abstract and/or name and affiliation of the facilitations is not included	Poor connection of the title with the abstract text.	Title provides sufficient information about the content of the abstract	Provides concise and clear information about the content of the abstract
Clear description of the panel (context, motivation, background)	A description is not included in the abstract	The presented rationale does not appeal to the interest of the reader (i.e. vague introduction to the panel discussion)	The abstract text contains a background with necessary information about the motivation of the panel session	The background details the motivation and the rationale for this panel session, allowing the reader to decide whether to attend or not
Clear description of the purpose of the panel	No purpose or learning objectives are described in the abstract	The learning objectives for the panel session are not clear	A list of learning objectives are included in the abstract text with sufficient information for the reader	The list of learning objectives accurately describes the goals for the panel session
Clear description of the panel session plan and schedule	The description of the activities for the panel is not included	The abstract includes vague description of the structure of the panel session	A course of action is described in the abstract text with sufficient information for the reader to make a decision	Detailed descriptions of the participation from both the panelists, and the public (if applicable) is included in the structure of the session

<p>Clear description of the members of the panel</p>	<p>Panel make-up is not included in the abstract text</p>	<p>The abstract text includes only the names of the panelists and moderator without including any relevant information</p>	<p>Panel make-up includes sufficient information of the panelists and moderator</p>	<p>Panel make-up includes information of the panelists, moderator, as well as relevant information such as the academic and professional background of the panelists</p>
<p>Quality of the abstract</p>	<p>Unable to convey meaning</p>	<p>Poorly written. Several spelling and grammar mistakes. Contains a few undefined terms and acronyms</p>	<p>Clearly written with a few spelling and grammar mistakes. Includes one or more undefined acronyms</p>	<p>Clearly conveys the meaning. No spelling or grammar mistakes. All acronyms have been defined except for the most common ones in the field</p>