



### Explanation of Criteria

Above and beyond looking for a well-written submission that is appropriate for a professional audience and to ensure the Program Committee gathers the most compelling content, submissions will be evaluated/reviewed using the following criteria.

- **Audience and Instructional Level:**
  - Who is the audience for the session and was it explained as to how the submission content will elevate their practice?
  - Does the submission match the instructional level provided (fundamental, intermediate, advanced)? Is there a thorough explanation as to why the instructional level was chosen?
  
- **Innovation and Significance:**
  - This criterion applies to the content abstract and summary, which are more in-depth, and will be available to reviewers in the reviewing process.
  - Does the topic address an area of inquiry where there is a need for further research or clinical education?
  - Would there be a high level of interest in this session? Does it provide a compelling, cutting-edge, timely topic or issue related to the field of audiology? Would this introduce new ideas, approaches, or concepts?
  - Does the abstract address the significance of the project/research?
  - Does it help lead the field in a new direction or perhaps deepen understanding of current issues with the profession of audiology?
  
- **Content Organization:**
  - This criterion applies to how your submission content is organized. For research submissions, we are looking for sessions with sound scientific or clinical foundations, clearly stated objectives, solid study design, good methodology, clear presentation of findings, and easily recognized conclusions.
  - Does the description match the title in the content? Is the content well-written with clarity, completeness, and appropriateness for the audience?
  - In addition, clinical-based and practice management submissions should demonstrate the benefit of day-to-day operations and have practical applications.
  
- **Substance and Concrete Takeaways:**
  - Is the session highly engaging, creative, and interactive?
  - Does the submission offer concrete clinical takeaways for the learner? Are there practical tips, techniques, or intervention plans that an attendee can apply on their return to the workplace?
  
- **Tier 1 Qualification:** Does the submission qualify for Tier 1? Yes or No?
  - **Note:** For the session to qualify as Tier 1, the session must be intermediate or advanced level content and be one hour in length. The session must incorporate interactive learning activities. Does the speaker look to poll the audience, ask audience questions, have table discussions, or maybe a hands-on activity? The American Board of Audiology (ABA) requires those who are ABA Certified to earn five Tier 1 CE Hours (0.5 AAA/Tier 1 CEUs). ABA Specialty certifications require 15 Tier 1 CE hours (1.5 AAA/Tier 1 CEUs) and 3 Ethics CE Hours every three years.