

Technical Review Guide

(Subject to Change upon review)

Please use this form to capture your assessment of the proposal. Each question has several options. Choose the option most closely matching your assessment.

1. The proposal relates to the theme and at least one of the focus areas.

- 0. There does not appear to be any relationship
- 1. The presentation proposal weaves both the theme and at least one focus area into the content

2. The title and content are aligned to one another, making it easy for the participant to choose the session and get what they expected from the experience.

- 0. No
- 1. Yes

3. The principles and practices are appropriate for the use described by the author.

- 0. They are not correct or are inappropriate
- 1. Minor revisions are required
- 2. They are appropriate

4. The examples and applications support the theme of the proposal.

- 0. There are no examples or applications
- 1. A few examples or applications support the theme of the proposal
- 2. There are multiple examples or applications to support the theme of the proposal

5. The content advances Lean and Six Sigma.

- 0. No
- 1. Yes

6. The relationship(s) between theory and practice are clearly demonstrated.

- 0. They are not demonstrated
- 1. They are somewhat demonstrated
- 2. They are fully demonstrated

7. The topic is of interest to the audience.

- 0. None or only a few people would find this interesting
- 1. The topic is of interest to only special interest groups
- 2. The topic is of interest to the majority of the Lean and Six Sigma membership

8. The proposal identifies the major ideas and/or concepts that will be presented.

0. The major ideas and/or concepts are not identified
1. Only a few major ideas and/or concepts are identified
2. All of the major ideas and/or concepts are clearly identified

9. The proposal presents practical takeaways the audience will be able to use or apply in their work.

0. The proposal offered no practical takeaways
1. The proposal offered one practical takeaway
2. The proposal offered several practical takeaways

10. The proposal is free of commercialism.

0. The proposal contains commercialism
1. The proposal does not appear to contain commercialism, even though products or services are mentioned in the proposal
2. The proposal has no hint of commercialism

COMMENTS (Make sure to give constructive comments!)

Comments are very valuable to the authors to improve their presentation should it be accepted, or as an explanation for why it was rejected. Please remember that authors will receive your unedited comments—please make sure they are constructive toward the improvement of the proposal.

If you would like to give feedback to members of the Program Committee **only**, please send those directly to Jessica Miller at jmiller@asq.org and identify the proposal number in the subject line.