

# Instructions for Reviewing and Scoring Presentations

**Step 1:** Visit [bit.ly/naureview](https://bit.ly/naureview) or go to [nau.edu/symposium](https://nau.edu/symposium) and click on “Register to present or be a reviewer” in the right-hand column.

**Step 2:** Log into Virtual Symposium Registration Portal in one of three ways:

- Those with an NAU CAS login (even if you have never reviewed before)** will log in by clicking the yellow button, “Log in with NAU ID”
- Returning reviewers who do NOT have an NAU CAS login** will log in with your email and password used previously. Click “lost password?” if you do not remember your password and need to reset it.

NAU students, staff, and faculty, click the yellow “Login With Your NAU ID” button and use your Louie login.

If you are not affiliated with NAU:

a. If you were previously a reviewer, log in with the email account and password set up last year. Forgot your password? Click on “lost password?” in the login area to reset your password.

b. For new reviewers, create a new account using your email and a password.

2b

Email Address \*

Password \*

remember me    [lost password?](#)

Login

2a

Log in with NAU ID



## Welcome to NAU's 2024 Undergraduate Symposium Portal

### [VIEW THE PUBLIC GALLERY](#)

- Search by presenter or tile to view posters and oral presentation virtually

### [REGISTER TO PRESENT](#)

- To upload your presentation materials into your registration portal click the link above

### [REVIEWER PORTAL](#)

- Your assignments are available underneath your name in the login box or through “My Account” at the top left
- To sign up as a new reviewer click the link above

- If you have never reviewed for us before and you do not have an NAU CAS login**, you will need to create a new account. Click on “Reviewer Portal” and create a new account using your email and a password.

Welcome Lara Dickson

- Home
- My Applications
  - All (1)
  - Incomplete (1)
  - Complete (0)
  - Expired (0)
  - Archived (0)
- My Judging Assignments
- My Profile
- Admin Panel
- Log Out

## Judge Signup for 2024 NAU Undergraduate Symposium

Thank you for your willingness to review in this year's Undergraduate Symposium. To complete your registration, answer the questions below. You will receive an email confirmation.

You will be able to access assigned projects from Monday, April 22 - Friday, April 26 via our online system. Please wait to complete your scoring until you have met with your assigned presenter(s). **All reviews will need to be completed by 5 PM on Friday, April 26.**

Also, please encourage colleagues who may also be interested in reviewing to register at [nau.edu/symposium](https://nau.edu/symposium).

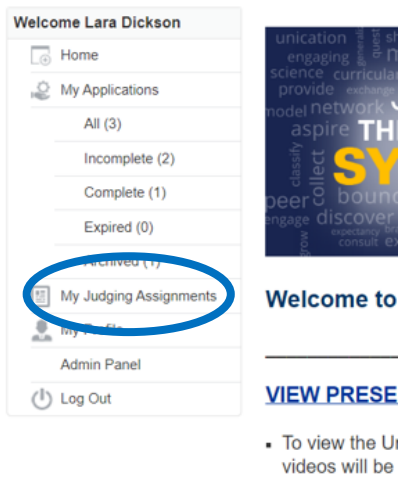
First name \*

Last name \*

Email address \*

2c

**Step 3:** Click on “My Judging Assignments” on the left side menu bar.



**Step 4:** Click on “Open” next to the current NAU Undergraduate Symposium line item to see the presentations.

Program	Round	# Pending	# Judged	Action
HURA 2023	Main	4	0	<a href="#">Open</a>
2023 NAU Undergraduate Symposium	Main	2	0	<a href="#">Open</a>

Display  records 1

**Step 5:** Click “Open” to view individual presentations and access the evaluation form.  
 PLEASE NOTE: If you prefer pen and paper to review, you can download the presentations and evaluation form to PDF files. All scores need to be entered into the online system, even if you choose to download and print the paper copies.

Category Name	# Pending	# Judged	Action
View All Categories	3	0	<a href="#">Open</a>
College of the Environment, Forestry, and Natural Sciences	3	0	<a href="#">Open</a>
--- Biological Sciences	2	0	<a href="#">Open</a>
--- --- Poster Presentation	2	0	<a href="#">Open</a>
--- School of Earth and Sustainability	1	0	<a href="#">Open</a>
--- --- Poster Presentation	1	0	<a href="#">Open</a>

**Step 6:** Access your assignments that are listed in alphabetical order.

Home / My Judging Assignments / 2023 NAU Undergraduate Symposium: Main

Click on any application to view in more depth and submit your scores.

DESC Score

NO PREVIEW AVAILABLE	NO PREVIEW AVAILABLE	NO PREVIEW AVAILABLE
Score: -	Score: -	Score: -
Osornio, Siyah Category: College of the Environment, Forestry, and Natural Sciences > School of Earth and Sustainability > Poster Presentation Application # CEFNSSES-POS530	Rojas, Katia Category: College of the Environment, Forestry, and Natural Sciences > Biological Sciences > Poster Presentation Application # CEFNSBIO-POS896	Upton, Jordyn Category: College of the Environment, Forestry, and Natural Sciences > Biological Sciences > Poster Presentation Application # CEFNSBIO-POS1020

Items 1 -3 of 3

▼ Search

Search

▼ Status Any

Scored

Unscored

▼ Category Any

Any [Change](#) | [Clear](#)

[Download all to PDF](#)

For any questions with judging, please contact:  
ug-research@nau.edu

**Step 7:** The application components are accessible on the left-hand side of the page and the Evaluation Form is available on the right. There are **two separate screens** that you can scroll through using the two different scroll bars.

Home / My Judging Assignments / 2022 NAU Undergraduate Symposium: Main / Upton, Jordyn

**Description**

The Rabie-c's: Testing the capabilities of a molecular assay for non-invasive rabies virus surveillance

Rabies virus (RABV) resides in the nervous tissue and is a highly infectious more

**Upton, Jordyn**

[Excuse Myself from Judging this Submission](#)

**Category:**  
College of the Environment, Forestry, and Natural Sciences > School of Forestry > Poster Presentation

**Application #**  
CEFNSFOR-POS4067

[Download as PDF](#)

**Does genetic phylogeny predict song structure in New World Cuckoos?**

Marilui E. Litovet and Tad C. Thierer

**Evaluation Form**

**Abstract/Statement of Research \***

**Novice (0,1)**

- Unable to clearly connect abstract to research poster or presentation.
- Project goals, purpose, and accomplishments are not included or are confusing and technical.
- Does not address the findings or value of the work.

**Basic (2,3,4)**

- Somewhat able to see the connection of abstract to research. Abstract does not contains sufficient information.
- Project goals and purpose included but are somewhat confusing or too technical.
- Adequately includes findings but does not address the value of the work.

**Proficient (5,6,7)**

Entry Information → Presentation Information → Presentation Title and Abstract

Cancel and Go Back    Save and Back to List

- a. If there is an uploaded poster, *scroll to the bottom of the left page to find the rest of the presentation information.*
- b. Enter scores for each category, (e.g., Abstract, Overall Quality) and provide constructive feedback by scrolling down the **right-side of the page.**
- c. Click “Save and Back to List” at the bottom of the rubric to save partial work and return later to complete the rubric. When you have completed the rubric, click “Save and Go to Next” to finalize the submission. *Once you reach the last presentation, you will just click “Save” to exit and this will finalize your scoring.*

Overall impact \*

**Unacceptable (0, 0.5, 1.0, 1.5)**

- I left the poster rather disappointed and confused
- The project was not presented in a way that was compelling or effective.

**Acceptable (2.0, 2.5, 3.0, 3.5)**

- I enjoyed the presentation and learned a lot about the project
- The student conveyed interest and enthusiasm for their work

**Commendable (4.0, 4.5, 5.0)**

- The presentation was of professional quality
- It sparked my interest and increased my knowledge
- The student was inspiring and enthusiastic

4.00

b

Feedback to students