

Alabama Society of Radiologic Technologists

Scientific Essay Rules and Guidelines

Categories: Registry Eligible or Registered Technologist
Student Technologist

The following rules and guidelines apply to those in the categories listed above who wish to prepare and submit a scientific essay for competition at the Annual Meeting of the ALSRT.

Awards:

- A. Registry Eligible/Registered Technologist
 - First Place Certificate and/or monetary award
 - Second Place Certificate and/or monetary award

- B. Student Technologist
 - First Place Certificate and/or monetary award
 - Second Place Certificate and/or monetary award
 - Third Place Certificate and/or monetary award
 - Fourth Place Certificate and/or monetary award

Eligibility

- A. Registry eligible and registered technologists who are members in good standing with the ALSRT as of **February 1** and meet membership qualifications as specified in the ALSRT bylaws.

- B. Students who are members in good standing of the ALSRT as of **February 1** and meet the student membership qualifications as specified in the ALSRT bylaws.

- C. The following members are NOT eligible for competition: President, Board Chairperson, EEBC chairperson(s), essay judges, or members employed by firms engaged in the manufacture or distribution of equipment, accessories or supplies utilized in the fields of diagnostic and therapeutic radiation or nuclear medicine.

- D. Student authors who are invited to present at the Annual Meeting must be a registered meeting participant.

Selection of Judges

The judges shall be selected by the EEBC and approved by the President of the ALSRT. The judges shall be responsible only to the President and their decision shall be final.

Manuscripts

- A. Applicants may submit only one essay for competition.
- B. Manuscripts must be original, submitted by the author, and not previously presented at any affiliate society of the ALSRT for competition. They must not have been previously published. Direct quotes must be indicated.
- C. Manuscripts shall be of sufficient minimal length to be considered a professional essay. Oral presentation time shall not be less than 10 minutes or more than 20 minutes. Presentations outside these time limits will be disqualified. Oral presentations may be an abridged version of the original manuscript for purposes of presentation.
- D. All essays must be prepared in an acceptable manuscript format or style. It must be typewritten, double-spaced, with pagination, with 1 inch margins, on a good grade of bond paper, 8 ½ x 11 inches, using only one side. The pages must be numbered.
- E. Each contestant shall submit four (4) copies (one original and 3 photocopies). Only the original manuscript shall have a cover sheet giving the title of the paper, status of the author (registry eligible, registered technologist, student technologist) and school in which the student is enrolled. The application should be attached as well. The copies shall have a cover sheet giving only the title of the paper and no further identification. The author will submit the Essay Application Form and the essay manuscript postmarked no later than **February 1**.
- F. Each copy of the manuscript shall be stapled in the upper left corner.
- G. Applicants will be notified by the EEBC by early March prior to the Annual Meeting if the essay has been selected to be presented at the meeting or not.
- H. Manuscript rights will remain with the author. However, the ALSRT reserves the right to publish any or all essay entries in its official journal or web site following the conclusion of the competition.
- I. Each participant should retain an extra copy of the manuscript for oral presentation.

Reminder: Some computer programs will automatically place the author's name on each page of the manuscript. Any manuscripts received with this format will be returned to author. The manuscript may be resubmitted if the deadline for submission has not passed.

Illustrations

- A. All visual materials necessary to support the text must be included with a complete description or sketches.
- B. All visual aids should be prepared and ready for demonstration at the time the essay is presented at the Annual Meeting.
- C. It will be the responsibility of the technologist and/or student to secure all equipment necessary for the oral presentation beyond computer with PowerPoint capability and projector and screen.

Judging of Written Essays

- A. Handling and judging of the essays shall be the responsibility of the essay judges. Three (3) judges will be selected by the EEBC and approved by the ALSRT President. The judges shall be responsible to the President and their decision is final.
- B. Manuscripts not scoring at least 75 points on the written evaluation will not be considered for presentation at the Annual Meeting.
- C. The judges will receive only the unidentified copies of the manuscript. The judges will not know the identity of the author. A maximum of ninety (90) points are possible on the written portion which contributes 60% of the final score. Manuscripts will be judged on the basis of the following criteria:

Criteria

	<u>Points</u>
1. Originality	
A. Evidence of original work performed by the author (excludes research of literature)	0-15
B. Evidence of originality of topic or approach (novel, unique, unprecedented)	0-5
2. Educational or Technical Value	
A. Contributes to higher standards, updates, expands, or enhances existing knowledge in the radiologic sciences.	0-20
3. Scholarship	
A. Mastery of subject material	0-5
B. Research of literature	0-5
C. Adequate references and bibliography Appropriate to the topic and length of essay	0-10

- 4. Organization of Material
 - A. Development (Is material orderly and presented in a logical sequence?) 0-10
 - B. Visual material (Are drawings or illustrations used to support or promote understanding of text?) 0-10
Note: A paper will not be penalized for a lack of illustrations if the text is self-explanatory.
- 5. Mechanics
 - A. Neatness, grammar, spelling, punctuation 0-10

Judging of Oral Presentation

- A. Judging of the oral presentations takes place at the Annual Meeting.
- B. Only the top four (4) essays (written portion) as scored by the judges (highest points) will qualify to present in the final oral competition.
- C. Three (3) judges shall be selected by the EEBC and approved by the ALSRT President. The judges shall be responsible to the President and their decision is final.
- D. Authors who are selected to present their work must participate in the oral presentation phase to remain in the competition.
- E. The oral presentation is worth one hundred (100) points and is responsible for 40% of the final score. The scores from the written and oral portion of the competition are combined to calculate the final score. Oral presentation judging shall be based on the following criteria:

<u>Criteria</u>	<u>Points</u>
A. Introduction	0-10
1. Opening comments	
2. Purpose statement	
3. Overview	
B. Content	0-40
1. Organization	
2. Support	
3. Transitions	
4. Visual Aids	
C. Delivery	0-40
1. Audience contact	
2. Physical movement	
3. Expression	
4. Sincerity / enthusiasm	

- D. Conclusion 0-10
1. Summary
 2. Conclusions / recommendations
 3. Closure

Final Scoring

Written Essay Score x .60 (60%) = _____

Oral Presentation Score x .40 (40%) = _____
+

Final Score = _____

Reminder: Arrangements for required audiovisual equipment beyond computer with PowerPoint capability and projector/screen shall be the responsibility of the presenter.

Deadlines

All four (4) copies of the manuscript must be forwarded to the EEBC postmarked no later than **February 1**.

All applicants will be notified by the EEBC upon receipt of their manuscripts. All applicants will be notified by the EEBC regarding the status (acceptance or non-acceptance for the oral presentation) by mid-March prior to the Annual Meeting.

All essay manuscripts should be sent to ALSRT Education Delegate:

Ashley Long
2609 8th Ave. NW
Fayette, AL 35555

Alabama Society of Radiologic Technologists *Scientific Essay Manuscript Evaluation*

Essay ID

Judges should use the following criteria to evaluate each essay:

	Points Possible	Points Assigned
1. Originality		
A. Evidence of original work performed by the author (excludes research of literature)	0 – 15	
B. Evidence of originality of topic or approach (novel, unique, unprecedented)	0 – 5	
2. Educational or Technical Value		
A. Contributes to higher standards, updates, expands, or enhances existing knowledge in the radiologic sciences.	0 – 20	
3. Scholarship		
A. Mastery of subject material	0 – 5	
B. Research of literature	0 – 5	
C. Adequate references and bibliography. Appropriate to the topic and length of essay	0 – 10	
4. Organization of Material		
A. Development (Is material orderly and presented in a logical sequence?)	0 – 10	
B. Visual material (Are drawings or illustrations used to support or promote understanding of text?) Note: A paper will not be penalized for a lack of illustrations if the text is self-explanatory.	0 – 10	
5. Mechanics		
A. Neatness, grammar, spelling, punctuation	0 - 10	
Total Points	90 points possible	

Judge (Print) Judge (Signature) Date

Please return this form (completed for each essay) to:

Ashley Long
2609 8th Ave. NW
Fayette, AL 35555

Alabama Society of Radiologic Technologists Scientific Essay Oral Presentation Evaluation

Student: _____

Topic: _____

Judges should use the following criteria to evaluate each essay:

	Points Possible	Points Assigned
A. Introduction 1. Opening comments 2. Purpose statement 3. Overview	0 – 10	<div style="border: 1px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
B. Content 1. Organization 2. Support 3. Transitions 4. Visual Aids	0 – 40	<div style="border: 1px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
C. Delivery 1. Audience contact 2. Physical movement 3. Expression 4. Sincerity / enthusiasm	0 – 40	<div style="border: 1px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
D. Conclusion 1. Summary 2. Conclusions / recommendations 3. Closure	0 – 10	<div style="border: 1px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
	Points Poss.=100	<div style="border: 3px double black; width: 60px; height: 20px; margin: 0 auto;"></div>

Judge (Print) Judge (Signature) Date