

APHL 2024 Session Proposal Review Instructions

All session proposal reviews are completed online. The process is very simple and begins on the next page. The screen shots show you the actual pages in the review process.

Basically, under “Reviews”, you click on the link “Review Scorecard”. This takes you to the first available proposal. The left side of the page has the session proposal while the right side has the review information. You don’t need to bounce back and forth between pages. The proposal contains the submitter, title, speakers and detailed info. You read this and then review it using the evaluation buttons on the right side of the page. Proposals are reviewed based on 4 criteria on a 5 point scale (5 being highest). You can choose to accept as oral , poster or roundtable or not accept. You may also add comments if you wish. Once you hit “Save Review” your review is saved and the next proposal automatically pops up for your next review. If you don’t complete all the reviews at one time you can come back later to finish. You can also print or download the proposal(s) for reading away from your device.

There is a generic step by step downloadable “Reviewer’s Guide” if you need it. You can also see which proposals you have reviewed by clicking on “View a summary of your reviews”.

If you are not familiar or comfortable with the subject matter of a proposal feel free to not review it. If a proposal is from your organization, please refrain from reviewing it. You should click on the “abstain from review” box.

Reviews start Monday, November 6 and end at midnight PT on Tuesday, November 21.

To continue to the review site, login at the box at the bottom of the login page. The login has been pre-populated for you but you will need to set up your own password. You will receive an email with the direct link and your personal login (which is your email address). Using that link will autofill the login box at the bottom of the landing page.

This is the review site landing page. The link in the email will bring you here. Login is pre-assigned and autofilled based on your email. Follow the directions to make your own password.

 **APHL™**

APHL 2024
where laboratory science and public health meet

#APHL

Call for Education Sessions | (closes 11:59 PM PST on Friday, November 3, 2023)

Conference Details | Technical Support

* Indicates a required field

APHL 2024 Annual Conference Review Site

All session proposal reviews are completed online. The process is very simple and begins on the next page.

Reviews start this Monday, November 6 and end on Tuesday, November 21.

To continue to the review site, login at the box at the bottom of this page. The login has been pre-populated for you. You'll need to set up your own password.

Log in to Abstract Scorecard

Reviewer Login

Username *

[Lost your access key?](#)

Continue

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Once you are logged in you arrive at this page.



EVENT INFORMATION

APHL 2024 Annual Conference
May 6 – 9, 2024 (Monday – Thursday)
Baird Center
Milwaukee, Wisconsin
United States

 [Contact the Event Organizer](#)



YOUR PROFILE

Terry Reamer
Organization: Association of P...
Logins: 5 [Log Out](#)



SUBMIT FEEDBACK

We always welcome feedback, and we want to hear what you like and what can be improved.

 [Feedback Form](#)



REVIEWS

Review Period: October 24 – November 22, 2023 at 3:00 AM PST

Basically, under “Reviews”, you click on the link “Click here to begin reviewing”. This takes you to the first available proposal. The left side of the page has the session proposal while the right side has the review information. You don’t need to bounce back and forth between pages. The proposal contains the submitter, title, speakers and detailed info. You read this and then review it using the evaluation buttons on the right side of the page. Proposals are reviewed based on 4 criteria on a 5 point scale (5 being highest). You can choose to accept as roundtable, breakout, plenary or poster or not accept. You may also add comments if you wish. Once you hit “Save Review” your review is saved and the next proposal automatically pops up for your next review. If you don’t complete all the reviews at one time you can come back later to finish. You can also print or download the proposal(s) for reading away from your device.

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Click on “Review Scorecard” to begin reviewing abstracts. Status will tell you if your reviews are completed or if you still have some outstanding. “Review Summary” will show you what you have done so far with the reviews. The “Reviewer Guide” is a generic version of this document and may be helpful.



REVIEWS

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Review Scorecard

Status: **INCOMPLETE** (0 out of 1 reviews complete)



Review Summary



This is what the actual review page looks like. The left side is the abstract and the right side is the review process so you can see both at the same time. Once the review is completed come back to the top of the page and click on “Save Review”. The oval at the top tells you how many abstracts you have to review and which one you are currently looking at. Use the arrows to move back and forth amongst the abstracts. You can abstain from reviewing an abstract by checking the box. The abstract lists the various details You can print the abstract or download it if you prefer rather than reading it online. The actual review must be completed online, however. There are 4 review questions which you rate 1-5 (5 being highest).

PROPOSAL/ ABSTRACT PREVIEW

Proposal/ Abstract ID: 1625624

Test Reamer1

Proposal Category: Educational Session Proposals

Proposal/ Abstract Topic: Biosafety and biosecurity

Proposal/ Abstract Status: Complete

Submitter: Terry Reamer

PrintDownloadDownload All

Presenter(s)

TR

Terry Reamer

Organization: APHL

Role: Moderator

SB

Scott Becker

Organization: APHL

Role: Speaker

PROPOSAL/ ABSTRACT SCORECARD

1 / 1

HomeReview SummaryInstructions

1313.0100%

Your Review AverageThis ReviewReviews Completed

* indicates a required field

Save Review

Abstain from Review

☐

Only check the box to the left if you have a potential conflict of interest with the proposal. Conflicts include personal or professional relationships (i.e. vendor partnerships and clients) with the presenting company or individuals.

Review Question 1 *

4

Topic is timely and relevant.

Review Question 2 *

5 (high)

Proposal describes original or updated research

Review Question 3 *

3



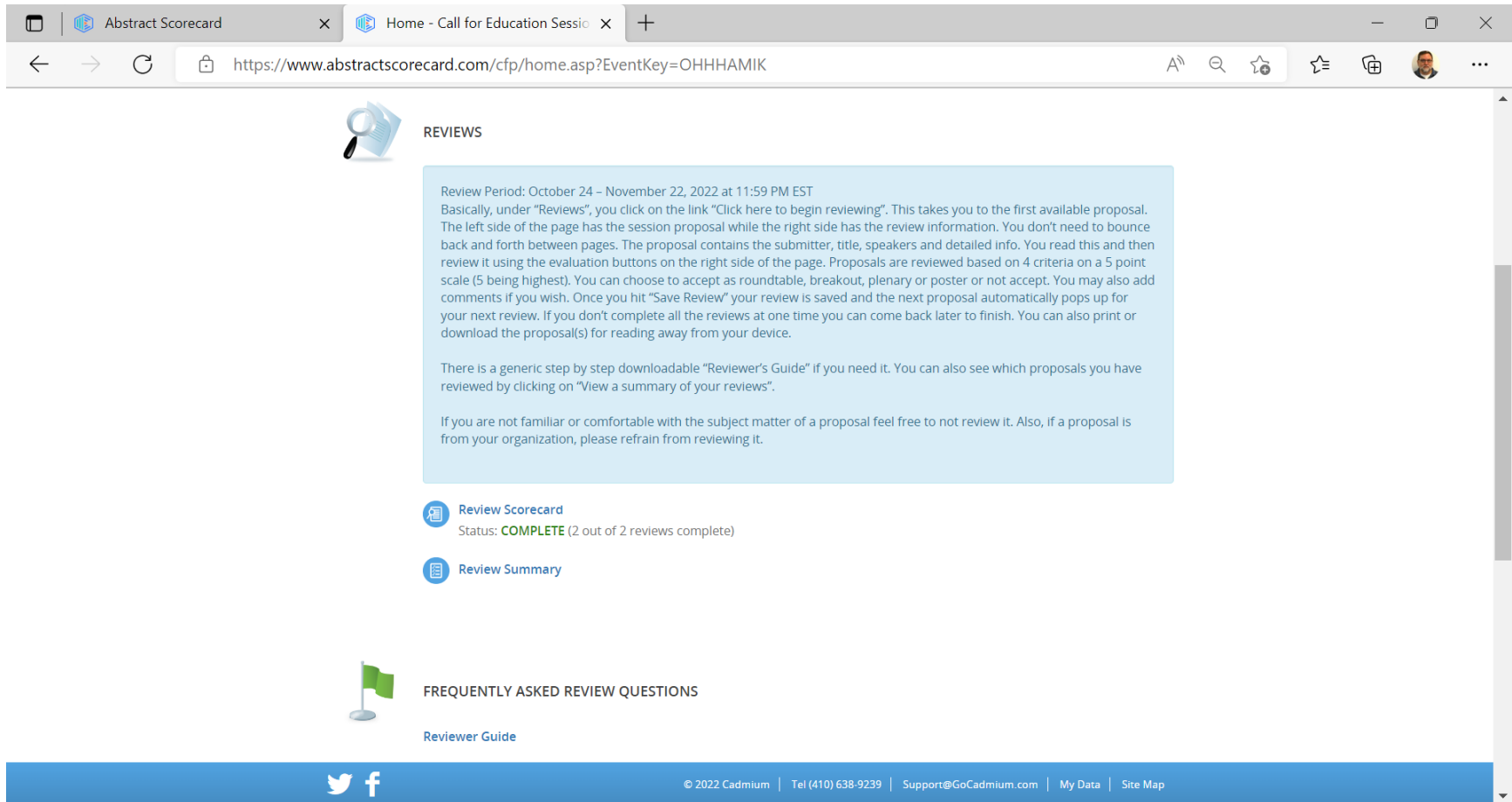
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Once you have rated the abstract you must recommend it's disposition. There are 5 choices – Accept-Plenary, Accept-Breakout, Accept-Roundtable, Accept-Poster or Not Accept. If you don't feel it's up to an oral presentation, feel free to mark it as a poster, etc.. Click "Save Review" (covered blue box). The black box at the bottom right shows your tally of completed/incomplete reviewed abstracts. Once the abstract is reviewed/saved you'll be taken to the next abstract and the process continues.

Topic Biosafety and biosecurity Select a Session Proposal Type: • Breakout APHL Committee Priority? APHL Committee Priority Number Session Description: What a wonderful world...not. What would you like attendees to learn from this session or presentation? Be nice to each other. Why is this session or presentation relevant and timely to our attendees? Folks need to be peaceful, man! Learning Objective 1. live life 2. Not fight	Proposal provides information that can be used to improve programs Review Question 4 * 3 Proposal is clearly and concisely written Comments for Review Committee and Chairs Review Decision: * Not Accept Accept - Plenary Accept - Breakout Accept - Roundtable Accept - Poster Not Accept Reviewing ends: Wednesday, Nov 22, 2023 at 3:00 AM 1 completed reviews 0 incomplete reviews 0 recused reviews Review quick picker:
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Once you have completed all the abstract reviews or you are finished for now you can go back to the review home page. The review status will show on this review home page under “Review Scorecard” – “Incomplete” in red or “Complete” in green.



The screenshot shows a web browser with two tabs: "Abstract Scorecard" and "Home - Call for Education Session". The address bar displays the URL: <https://www.abstractscorecard.com/cfp/home.asp?EventKey=OHHHAMIK>. The page content includes a "REVIEWS" section with a magnifying glass icon, a detailed review period and instructions, and a "Review Scorecard" section showing a "COMPLETE" status. Below this is a "FREQUENTLY ASKED REVIEW QUESTIONS" section with a flag icon and a "Reviewer Guide" link. The footer contains social media icons for Twitter and Facebook, and copyright information for Cadmium.

REVIEWS

Review Period: October 24 – November 22, 2022 at 11:59 PM EST

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Review Scorecard
Status: **COMPLETE** (2 out of 2 reviews complete)

Review Summary

FREQUENTLY ASKED REVIEW QUESTIONS
[Reviewer Guide](#)

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You can also click on “Review Summary” on the review home page to see where you are in the process.



May 6–9, 2024
APHL2024
where laboratory science and public health meet

#APHL

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REVIEW SUMMARY

Return to Home

Below you will find a full list of submissions that you can review.

Review Summary (Total Records: 1)

Search

COLLAPSE ALL

FOCUS: PROPOSAL/ ABSTRACT TYPE



☐ # Review ... ID Proposal/ Abstract Title Proposal/ Abstract Type Lock... Flag... No... Fav

Educational Session Proposals (1)

☐ 1  1625624 Test Reamer1 Educational Session Proposals

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