Complete Guide to Judging Chambliss Student Posters

Thank you for volunteering to judge posters for the Chambliss Astronomy Achievement Student Awards. Your efforts are valuable to making this important competition a success!

Overall Guidelines
Chambliss judges are responsible for ensuring a professional atmosphere while judging each poster, consistent with the following AAS guidelines and policies — please be sure to read (or re-read) them before the meeting:

- Guide to Meeting Etiquette (https://aas.org/policies/meeting-etiquette)
- Code of Ethics (https://aas.org/policies/ethics)
- Anti-Harassment Policy (https://aas.org/policies/anti-harassment-policy)

As a reminder, all Chambliss entrants are students! This makes them very early-career presenters. Chambliss judges should be especially wary of harassing and/or appearing to harass these students. For example, you should avoid asking them overly challenging or potentially humiliating questions. Additionally, if a student entrant is, for example, sitting down while speaking to you about their work, do not look at this as a lack of professionalism — perhaps they have a non-apparent disability or injury or other reason why they need to sit rather than stand. Please also bear in mind that any number of factors including ability could affect perception of presentation and comportment (e.g., physical tremors, losing train of thought, forgetting words). So, please be gracious and encouraging to our students at all times. Being a Chambliss entrant should be a positive and welcoming experience for these students, many of whom will have not attended a previous AAS meeting nor will have previously presented their work in such a public forum; help convey that we respect their efforts and are proud to have them be a part of our community — please!

Note: Due to how important this competition is to our students, you are responsible for:
1. Knowing on which days each of the posters you are judging will be presented (Sunday, Monday, or Tuesday);
2. Knowing the times of the Morning and Evening Poster Sessions (9:00 – 10:00 am and 5:30 – 6:30 pm)
3. Knowing students are required to be present at their posters to talk with judges ONLY during BOTH the Morning AND Evening Poster Sessions on their presentation day; and
4. Making every effort possible to follow through with the actual judging of your assigned posters (upon your confirmation).

If for any reason during the meeting you cannot judge a particular poster, please contact Kelly Clark immediately, if at all possible, regardless of the time, via text or phone call to my personal cell number (+1.440-265-1360), so that I can recruit one of our on-site and on-call reserve judges — these things happen, and we are prepared. If you are worried you cannot reach me in time, please feel free to recruit a replacement judge yourself (they need to be a member of the AAS), then email me (Kelly.clark@aas.org) to let me know who you recruited for which poster (student name and poster number). If you do recruit an alternate judge, please let them know how to judge/report scores. Thank you so much!

Judging Days and Times
Though posters can be up for the entire 235th meeting, Chambliss posters will be judged only on their featured day:

- Posters numbered 1xx.xx will be featured/judged on Sunday (5 January);
- Posters numbered 2xx.xx will be featured/judged on Monday (6 January);
- Posters numbered 3xx.xx will be featured/judged on Tuesday (7 January).

There are no Chambliss posters on Wednesday (8 January).

You may view your assigned student posters whenever you wish throughout the day they are featured/judged; however, Chambliss entrants are required to be at their posters ONLY during BOTH the Morning Poster Session (9:00 – 10:00 am, Sunday - Tuesday) and Evening Poster Session (5:30 – 6:30 pm, Sunday - Tuesday) on the day their poster is featured (see previous paragraph) — so make sure you visit their posters during these times (Students need to attend sessions, too!). You will not be able to complete your score sheets (see below) without speaking with each of your assigned students about their work.

Identify Yourself as a Judge!
You MUST identify yourself as a judge when evaluating posters — there is NO anonymous judging! So, please pick up a Chambliss Judge button at the AAS Booth in the Exhibit Hall when you pick up your scoring forms AND (1) wear the button and (2) introduce yourself to each student BEFORE you begin judging — students will expect you to do both!
iPosters
For issues of equity, iPosters are not included in this Chambliss competition.

Where, When, and How to Find/Contact Me During the Meeting
I will be in the Exhibit Hall at the AAS Booth at least 30 minutes before, and throughout the duration of, the Morning Poster Sessions and Evening Posters Sessions: 8:30 – 10:00 am Sunday – Tuesday and 5:00 – 6:30 pm Sunday – Tuesday. I will also be at the AAS Booth 9:00 – 10:00 am Wednesday. Stop by to ask any questions you might have. As stated above, if you have a judging emergency, my cell phone is the best way to reach me (+1. 440-265-1360) via text or phone call — or you can stop by the AAS Booth during these times, if you think it would be faster. Outside of these times, I might not be at the booth, but do feel free to text me!

How to Judge Posters
To also help ensure that all students are judged as equally as possible, we have two items for you to use while judging: 1) a scoring rubric and 2) a set of questions to ask students.

Scoring Rubric
You will pick up, and return, paper copies of the rubrics and questions you ask students at the AAS Booth in the Exhibit Hall.

There is only one scoring rubric for graduate students and undergraduate students, but, students are judged separately in these two categories. Make sure you ask each student whether they are a graduate or undergraduate student, and circle this at the top of each scoring rubric. Each sheet includes directions for you and the rubric by which you will judge each student’s verbal and poster presentation. Please familiarize yourself with the rubric prior to judging even if you’ve been a Chambliss judge in the past. This rubric is appropriate for judging both research and education projects.

Please note Superlative Awards on the scoring rubric: There is a new opportunity for judges to create their own superlative awards for the posters they judge. Please take advantage of this opportunity! We have so many amazing students and amazing presentations — let’s let them know!! Enter your award at the bottom of the rubric, and then add it in the Superlative Awards field when submitting your online scores.

Questions for Students
Also available is the list of Chambliss Judge Questions for Students. Ask each of your assigned Chambliss entrants each of the questions on this sheet, completing each question by using the bracketed [ ] word or phrase that is most relevant to each student’s work. Feel free to read the questions from the sheet directly, or paraphrase the questions.

Additionally, if you overhear one of your assigned students answering a similar question to one you would have asked them, feel free to score the student based on this response — as a time-saving step, you don’t have to re-ask the student that question if you don’t want – but still do introduce yourself as a Chambliss judge before asking the student the remainder of the questions.

Comments for Students
Each judge may choose to leave comments for students by submitting them when submitting student scores. Comments are encouraged, as most students will not be awarded a prize.

Reporting Your Scores
Enter your scores online (https://aas.org/score) before 12:00 pm local meeting time, Wednesday, 8 January. Then, drop off your paper score sheets at the AAS Booth in the Exhibit Hall before 3:00 pm on Wednesday, 8 January. Thank you!

What You Do When a Student Isn’t at Their Poster
Judges who do not find their assigned students at their posters during their scheduled judging times (see above) should assign a score of zero to the student and enter this score online (see the scoring rubric below; https://aas.org/score). Entering this score of zero online is very important; missing scores result in delayed outcomes...

Final Scores and Determining Winners
Judges’ score sheets will not be shared with other judges nor with students. AAS staff will tally scores and choose winners in both the undergraduate- and graduate-student categories.