

GAC Judges Information Video Key Points

- Email sent with day of essentials with itinerary (more individualized for each person of when and where to be)
- Select blue Whova button to enter Whova, any questions select hyperlink of how to use whova right below blue button
- Check to ensure Whova email did not go to spam to ensure that registration app can be downloaded and completed
- Use Whova desktop app for ease in access
- Ensure email with account is the email registered with to ensure no communication is lost due to different emails being on file
- Agenda page within Whova App – what is going on and when
- Whova Guides to help with questions about role in conference
 - If any issues on day of conference message Sarah McFall-Boegeman in Whova
- Join in Whova button when get to presentations, do not need zoom downloaded or another popup
- Will get names of who expected to judge
- By clicking on a name can find poster before joining Whova to get a feel of poster to come with questions
- After viewing a poster exiting out will bring you back to your location from before looking at the poster
- If poster judge come to judges meeting before poster, if backup for any session come to judges meeting before that session you are a backup for
- Judge for oral presentation or 3MT presentation go directly to your session
- Can judge all day if you would like, more than happy to allow you to keep judging
- Oral presentations are 1 hour long and when entering presentation section order of students is the order of presentations and students are aware of breakdown of 15 minutes with 10 being for presentation and 5 for Q&A
 - Can type out question and moderator will read it or send message after and they will get back to you in messages tab
- Poster Session
 - Just over 2 hours long
 - Students with poster during that time frame other than Megan Carillo (did 2 posters)
 - Can do it at own pace during time frame to get judging done
 - Click on any names and abstract will pop up
 - If really interested can click add to my agenda
- 3MT
 - Hard deadline of 3 minutes
 - Competition and winner moves on to next competition as well as people's choice award winner
- When not judging can go to any presentations taking place or any of the workshops
- Judging rubrics created as google forms and type in feedback and then press submit to send it to Sarah
 - Once finished click submit another doc and the form will refresh

- Return form by at least 30 minutes after session but 3MT needs to be back sooner
- Links to submit rubrics will be in email and will have form link on cogs website under important information for judges
- Judge person by person not comparing to them
- Scores will be summed then averaged to compare to others in the session to determine the winner
- Only fill out rubric and form for what you are assigned to judge