

TENHOFF AWARD EVALUATION GUIDE

TITLE: _____

SPEAKER(S): _____

The purpose of presenting a technical paper to a group of fellow test pilots is to relate challenges faced, solutions developed and lessons learned in the planning and execution of a test program. Ideally, the presenter will share how they institutionalized their lessons-learned and how listeners might do the same. The items listed below have been agreed-to by the Board of Directors as the most important aspects of a technical paper. This guide will be used to compare the relative merits of the papers being presented.

	Score*			Weight	Subtotal		
GROUND RULES/ELIGIBILITY							
Publishable manuscript submitted on time	Yes	No		Eligible if "Yes"			
Within maximum allowable time (≤2 minutes over)	Yes	No		Eligible if "Yes"			
Content was not apparently intended for marketing	Yes	No		Eligible if "Yes"			
Compliance with time limits**	0	2	5	x 1			
TECHNICAL AND PROFESSIONAL CONTENT							
Importance of the subject material to the flight test profession	1	2	3	4	5	x 1	
Effectiveness in relating technical challenges and their solutions	1	2	3	4	5	x 1	
Effectiveness in justifying and encapsulating lessons-learned	1	2	3	4	5	x 2	
Description of institutionalizing these lessons and providing a model for other organizations	1	2	3	4	5	x 1	
EFFECTIVENESS OF PRESENTATION							
Speaking skills relative to native English skills†	1	2	3	4	5	x 1	
Quality and utilization of visual aids	1	2	3	4	5	x 1	
JUDGES AND AUDIENCE QUALITATIVE RATING							
Overall effectiveness and value of the presentation	1	2	3	4	5	x 1	
SETP App audience rating‡	1	2	3	4	5	x 1	
Total (out of 50 possible)							

*Representative scoring rubric terms:

1	3	5
Incorrect, sloppy, unprofessional, false, mean-spirited, crude, failure	limited value, not inaccurate, old news, obvious, not unprofessional	Outstanding, important, highest-quality, novel, thought-provoking

**Within allowed time, 5 pts; no more than 1 minute over, 2 pts; more than one minute over, 0 pts.

†Do not penalize presenters for speaking in a second language. Consider preparation and resulting clarity.

‡If audience ratings are not available for any reason, double the judge's qualitative score