

## 2019 GENERAL SALON JUDGING GUIDELINES

### Goals and Purposes

- The purpose of an award is to acknowledge work that best reflects the ideals and high standards of the profession.
- The purpose of the evaluation procedure is to efficiently select the most qualified and significant pieces of artwork in each category.
- The selection process is designed to be impartial, unbiased and equitable.
- The goal is to evaluate an illustration based on objective criteria from problem solving, rendering skill and aesthetic appeal, rather than subjective impressions.
- The judging criteria attempt to reflect the ideals of the profession that make medical illustration unique in the field of visual communication. **Heavy emphasis is placed on problem-solving, visualization and accuracy of medical subject matter** in addition to visual impact and technique.

### Awards

A two-tiered award system will be used during judging.

#### AWARD OF EXCELLENCE

- To be given to artwork that has met the *highest standards* of the profession.
- More than one AWARD OF EXCELLENCE may be granted by the judges.

#### AWARD OF MERIT

- To be given to artwork deserving *special recognition of achievement*. The judges may grant multiple AWARDS OF MERIT.

It is not necessary to designate AWARDS OF EXCELLENCE or AWARDS OF MERIT for every category, if the judges do not feel that the entries attain the standards deserving of an award. This is left to the discretion of the judges.

### Anonymity

- An attempt will be made to keep the artists anonymous by covering the artists' signatures on printed work and asking that digital entries be submitted without credits for judging. (A credited copy may be used for the Salon opening and display.)
- The identity of judges on individual scoring sheets will also remain anonymous.
- All work to be judged has an individual code number based on the category and item number. This number must be entered at the top of each scoring sheet by the judge.

## GUIDELINES FOR SALON PREJUDGING

In the past, individuals have been hard-pressed to finish judging by the end of the day since the entries require so much time to adequately review. Prejudging is meant to save time on judging day by having the judges in certain categories review the entries prior to the meeting. Each judge will be able to review the entries in his/her assigned categories in the week prior to the meeting and then fill in the appropriate score sheets. On judging day at the Salon, judges need only discuss their results with the others in their assigned groups and decide on the award winners. This makes their day shorter and your job much less stressful.

### Prejudging Process for Judges:

1. Each judge will receive an email from the AMI Headquarters inviting them to join the Dropbox Folder that they (and their team) have been assigned to.
2. Once you join the Dropbox Folder, please copy the Folder to your computer. DO NOT remove or alter the Dropbox folders and files.
  - Open each entry (and salon label) and judge it based on the criteria of the AMI Judging Form.
  - Fill out a questionnaire for each piece in your category. On the first page, you will select the category you are judging. On the second page, you will be prompted with a dropdown selection, which will allow you to select your item, one per questionnaire, sequentially (001, 002, 003 etc.).
  - The next two pages cover the questions for *communication problem solving* and *production values*. The last entry in this section is a field for notes or concerns for the piece.
  - Before you click submit, you should check "Send me a copy of my response".
  - At the meeting revisit the top entries and discuss with your team. On the morning of judging, you will receive the collected data of your group, which will give you quantitative results. The average score including the top three will be available in the data.
  - Select the top pieces that you think may be worthy of awards and/or further discussion.
  - More than one "Award of Merit" or "Award of Excellence" can be awarded if there are entries that deserve it.
  - Please come with your phone or device to view your results or alternatively you can print out your emailed copy of your completed questionnaires.

**NOTE: We ask that you complete the questionnaire by midnight July 23**