

## **Essay Rules and Criteria for Registered and Student Technologist Categories**

### **Eligibility**

- Any registered technologist or student technologist, who is a member of the OSRT in good standing **at the time of application and at the time of the Annual Meeting**, shall be eligible to compete in the Essay Competition.
- Editorial Review Board members are not eligible to compete in the Essay Competition. These individuals may submit a non-competitive essay.
- All essays must be original work, prepared by the applicant(s) and not previously published or presented at an Ohio Society of Radiologic Technologists' Annual Meeting.
- Registered or Student Technologist may only submit or be a participant on one essay.
- Upon receipt and acceptance of the completed application form and essay, a notice of acknowledgement or ineligibility will be communicated by the Honors and Awards Committee, via e-mail, to the primary applicant listed on the application.
- It is the individual's responsibility to know and follow all rules for competition.
- All application materials and essays must be submitted by February 1 via the OSRT Website.**

### **Student Eligibility Requirements**

To compete as a student technologist, each applicant must:

- Be enrolled in an approved medical imaging or radiologic sciences program at the time of application.
- Be an OSRT member in good standing at the time of submission of this application for competition. If you need to join OSRT, click the Join OSRT button on the OSRT's Website and complete the electronic membership process.
- If any individual listed on the application does not meet eligibility requirements, the essay will be considered ineligible and disqualified.

### **Registered Technologist Eligibility Requirements**

To compete as a registered technologist, each applicant must:

- Be an OSRT member in good standing at the time of submission of this application for competition. If you need to join OSRT, click the Join OSRT button on the OSRT's Website and complete the electronic membership process.
- Hold active registry or certification and be in good standing with the ARRT, ARDMS, or NMTCB at the time of application.
- If any individual listed on the application does not meet eligibility requirements the essay will be considered ineligible and disqualified.

### **Submission Rules**

- A completed application form submitted via the OSRT Website by February 1.
- Electronic copy of the essay must be submitted with the application through the OSRT Website. The electronic copy must be created using only PDF format. Remember, you must be an OSRT member in good standing at the time of submission of this application for competition.

### **Essay Rules**

- Title Page: should include the essay title and author(s) name/credentials, centered to the middle of the page.
- Abstract: summarize the significant information in the essay to be understandable without reference to the text. The use of abbreviations should be avoided and the abstract should be limited to 200 words.
- Text: Each essay must be typed, double-spaced, 12 point font, Times New Roman with 1" margins. Each page must be numbered.
- Figures/Tables: must be numerically identified, referenced, titled and double-spaced.
- References: a list of references, primarily from peer-reviewed sources, (see judging critique sheets) must be used in preparing the essay and should demonstrate a thorough and up-to-date review of topic materials. The reference page must be presented in the *American Medical Association Manual of Style*.

The Honors and Awards Committee will disqualify any essay that is not correctly referenced or is not in the *American Medical Association Manual of Style*.

- Subject matter for the essay should be pertinent to medical imaging or radiologic science, have current or future educational or technical value and follow the criteria listed on the essay judging criteria sheets.
- Collaboration on the essay is limited to no more than two individuals per essay.
- Identification: Essay must include author(s) name(s) and may include institutional affiliation and advisor's name.

**Essays not conforming to the above specifications will be disqualified.**

**Judging Criteria: See Essay Judging Critique Sheet (next page)**

**Judge Information**

- The judging will be conducted by the Editorial Review Board members. The Chairperson of the Board of Directors may also select additional judges with appropriate technical knowledge to evaluate essays based on the subject material of the essays.
- All judges must have the appropriate technical knowledge to effectively evaluate essays for technical quality and accuracy.
- Judging shall be completed at least two weeks prior to the Annual Meeting.
- Judges shall evaluate each essay using the Essay Judging Evaluation Scale (see below).
- Essays not meeting minimum eligibility requirements, using inappropriate references, or demonstrating evidence of plagiarism will be immediately disqualified.

**Essays must score a minimum of 80% or greater on the scoring form to be eligible for an award.**

100-94% eligible for 1<sup>st</sup> place

100-88% eligible for 2<sup>nd</sup> place

100-80% eligible for 3<sup>rd</sup> place

In the event of a tie for 1<sup>st</sup> place, 2<sup>nd</sup> place will be dropped and the next award will be 3<sup>rd</sup> place. In the event of a tie for 2<sup>nd</sup> place, 3<sup>rd</sup> place will be dropped. In the event of a tie for 3<sup>rd</sup> place, it shall be at the discretion of the Honors and Awards Committee on how the tie will be handled.