

## 2017 AIFST Malcolm Bird Commemorative Award

### BACKGROUND

The AIFST Malcolm Bird Commemorative Award is named in honour of Malcolm Bird, fifth President of the Institute (1975-77), who died in 1977 soon after completing his term of Presidency and who had always shown an active concern for the welfare of young members. This award is for young AIFST members who demonstrate academic achievement, leadership and integrity in their profession.

### CRITERIA FOR NOMINATION

- a) This Award is open to all current financial members of AIFST who are under 30 years of age at 30 June in the year of the Award.
- b) Nominees must have been a financial member of AIFST for a minimum of 12 months prior to the closing date for nominations.
- c) The subject of the award entry abstract and subsequent paper and oral presentation shall be any topic relating to food science and or technology.

### NOMINATION PROCESS

- a) AIFST shall call for nominations for the Award via channels deemed appropriate and aligned with the overall AIFST awards program. The call for nominations shall outline the closing date of entries; provide the award guidelines and nomination form; and details for return nominations.
- b) Nominations are to be completed via the AIFST Nomination Form which includes a technical abstract, not exceeding 1000 words, based upon any aspect of food science and technology, and may be either a critical review or the result of original research.
- c) Nominations must be accompanied by:
  - I. Current Curriculum vitae which includes achievements in study and professional positions to date and extent of involvement in the Institute
  - II. 200 word statement by peer or department head indicating how the nominee has demonstrated academic excellence, leadership and integrity.
  - III. A statement from a supervisor of the nominee to the effect that the paper is an individual effort.
- d) Multi-authored papers shall not be accepted.
- e) No late submissions shall be accepted, although AIFST reserves the right to extend, or change the closing dates for entries at its discretion and without prior notice.
- f) Each entrant shall give an undertaking to attend at the time and place designated by AIFST to receive the award.

## JUDGING PROCESS

- a) AIFST shall invite three (3) Judges who are appropriate members of the food industry to act as the Award Judging Panel. The members of such Judging Panel shall not be members of the AIFST Board, and shall not be professional or personal associates of the nominee/s. In addition, AIFST shall act as Convener of the Award Panel. However, AIFST shall have no primary voting rights and in the case that the Judging Panel cannot reach a majority decision, the AIFST CEO or nominated delegate shall have the casting vote.
- b) Should a Judging Panel member withdraw at any stage, the AIFST CEO or nominated delegated shall appoint a substitute panelist.
- c) AIFST shall notify the Judging Panel of their appointments. AIFST shall acknowledge each nominee with receipt of the nomination.
- d) AIFST shall provide the Judging Panel copies of each nomination, together with the judging guidelines which outline the points system for assessing nominations. The Judging Panel shall read the nominations for the award and select the three (3) highest scoring submissions on the basis of the judging guidelines in Attachment 1.
- e) If the Judging Panel determines there are no nominations of sufficient merit, the Judging Panel shall recommend to AIFST that no award be made that year. AIFST's decision on whether an award shall be made is final.
- f) AIFST shall notify the successful nomination(s) as determined by the Judging Panel in line with the award timelines. AIFST shall also notify non-successful nominees at this time.
- g) Authors of outstanding but unsuccessful papers in any year, at the discretion of the Judging Panel, may be invited to resubmit their papers in the following year of the award, provided that year's nomination criteria is met. These authors may resubmit the unsuccessful paper in its original or modified form if they so desire.

## JUDGING CRITERIA

- a) Abstract submissions will be assessed against the judging matrix in Attachment 1 which includes aspects relating to relevance to food science and technology (15%); compliance with correct use of scientific terminology and AIFST abstract guidelines (30%); grammar, formatting and adherence to Award Guidelines (35%) and demonstration of results and industry feasibility (20%).
- b) Finalists written papers will be assessed against the judging matrix in Attachment 2. Final written proposals may be up to 5,000 words (or equivalent) and/or up to ten A4 pages including images and charts, but not including reference lists (this may be additional pages). Text must have 1.5 spacing in fonts no smaller than 11pts.  
  
To be eligible finalist written reports must be submitted by 5.00pm on 1 June 2017 via email to AIFST with Subject Line: 'Attention: Malcolm Bird Award Written Report' to [aifst@aifst.com.au](mailto:aifst@aifst.com.au).
- c) Finalist Presentations will be assessed against the judging matrix in Attachment 3. All oral presentations will be assessed via the following process:
  - I. Each paper shall be presented on for not less than 10 minutes and not greater than 15 minutes (plus 5 minutes for questions).
  - II. The Award Judging Panel shall hear the papers as presented and allot scores according to a scoring system determined by the AIFST Award Guidelines (Attachment 3).

- III. AIFST shall calculate judge's scores and the author of the paper receiving the highest total score shall be determined the winner.
- IV. AIFST will arrange a vote only to break a tied score. However if two competitors receive the same total score, the judges shall convene and determine an outright winner reviewing both the written submission and the oral presentation.

**2017 AWARD TIMELINE**

Call for Nominations	1 December 2016
Close of Nominations	5.00pm on Thursday, 13 April 2017
Judging Panel Review	By Friday, 5 May 2017
Successful Nominees Notified	Week commencing 22 May 2017
Unsuccessful Nominees Notified	Week commencing 29 May 2017
Prize Awarded	Sydney, NSW, 17 – 18 July 2017 (Annual AIFST Convention)

**AWARD PRIZE**

The award finalists shall receive a complimentary registration to the Annual AIFST Convention to provide their presentation. All other costs relating to participation in the Award are to be covered by the finalist. All award finalists shall receive a certificate and the overall award winner will receive a cash award as determined on an annual basis by AIFST. The prize will be presented at the Annual AIFST Convention.

**AWARD GUIDELINES REVIEW**

Date approved: 29 July 2016  
Review Date: 31 October 2017

**AWARD GUIDELINES APPROVED:**

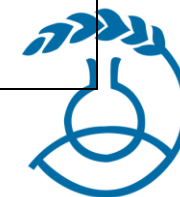
.....  
**CHIEF EXECUTIVE OFFICER APPROVAL**

29/07/2016

.....  
**DATE**

**Attachment 1: Abstract Nomination Submission Scoring Matrix – Malcolm Bird Award**

Criteria						
Abstract nomination submission	<b>Relevance to food science and technology )</b>	Abstract demonstrates relevance to the food industry as it is based solely in providing information and or research into areas that support this topic.  15	Abstract demonstrates relevance to the food industry however some of the areas it covers are not solely based in food science related topic areas  14- 9	Abstract demonstrates some relevance to the food industry however there is not a lot based in food science related topic areas  8- 5	Abstract demonstrates Limited – almost no relevance to the food industry as the areas it covers are not solely based in food science related topic areas  4 -1	Abstract is not about any topic related to food science and technology  0
	<b>Written using scientific terms correctly</b>	All scientific terms were used in the right context and spelt correctly.  10	Most scientific terms were used in the right context and spelt correctly but a couple of errors were found  9-8	Not all scientific terms were used in the right context and spelt correctly – there were a number of errors found  7- 5	Many scientific terms were not used in the right context and/ or spelt incorrectly  4-2	Most of the scientific terms used were used incorrectly or spelt incorrectly  1 --0
	<b>Written using scientific conventions for acronyms</b>	All acronyms used were initially written in full and acronym appearing in brackets in the first instance, then the acronym was used without brackets at all other times throughout the abstract  10	Most acronyms used were initially written in full and acronym appearing in brackets in the first instance, then the acronym was used without brackets at all other times throughout the abstract – a couple of errors found  9-8	Not all acronyms used were initially written in full and acronym appearing in brackets in the first instance, then the acronym was used without brackets at all other times throughout the abstract – a number of errors found  7- 5	Many acronyms used were not initially written in full and /or many of the acronyms used did not appear in brackets in the first instance, and then the acronym was used without brackets at all other times throughout the abstract There were many errors found  4-2	Correct conventions for acronyms usage as described in column 2 were not followed at all  1 --0
	<b>Provides detail of results</b>	Results gained were provided in some detail  10	Results gained were provided with a small amount of detail  8 -7	Results gained were provided with very limited detail  6 -5	Results gained were provided with very limited – no detail  4 -2	No results provided  1 -0



	<b>Follows a logical order of information i.e. introduction, body, conclusion</b>	Abstract follows standard structure and has a logical flow to its structure i.e. Easy to read  15	Abstract follows standard structure but is not always logical in its flow i.e. some information seems to appear without a logical  14-9	Abstract follows standard structure but one or two components are missing such as the introduction or conclusion  8-5	Abstract does not follow standard structure and does not have a very logical flow to its provision of information-difficult to follow ideas or thoughts  4-1	Abstract makes no attempt to follow the standard report writing structure. And has no logical flow in its structure  0
	<b>Correct spelling and grammar used throughout abstract)</b>	No spelling or grammatical errors found  10-9	A couple of spelling or grammatical errors found  8-6	Several spelling or grammatical errors found  5-4	Numerous spelling or grammatical errors found.  3-1	Very little spelt correctly or very little correct grammar used  0
	<b>Follow all guidelines for abstracts as provided by AIFST</b>	All components of guidelines were followed  10-9	A couple of components of guidelines were not followed errors found  8-6	Several of the components of guidelines were not followed errors found  5-4	Numerous of the components of guidelines were followed errors found  3-1	None of the components of guidelines were followed  0
	<b>Report was submitted on time (or extension granted) (loss of 1 per day for non-conformance)</b>	On time with /without a previous extension granted  5	Submitted 1 day late with /without a previous extension granted  4	Submitted 2 days late with /without a previous extension granted  3	Submitted 3 days late with /without a previous extension granted  2	Submitted 4 days late with /without a previous extension granted (not accepted after this date without a previous extension granted)  1
	<b>Report length is correct</b>	Correct within 10% of word limit  5	Correct within 20% of word limit  4	Correct within 30% of word limit  3	Correct within 40% of word limit  2	Correct within 50% of word limit  1-0
	<b>Idea or project is feasible and has real world food industry application</b>	Ideas described in abstract can be seen to have real world application in the world of food science and technology i.e. project or idea as described is feasible for application in the food industry  10-9	Ideas described in abstract can be seen that might have real world application in the world of food science and technology but some problems may arise  8-6	Ideas described in abstract can be seen that might have real world application in the world of food science and technology but many problems may arise  5-3	Difficult to see the real world application of this project or ideas as presented in the abstract submitted  2-1	No real world application of this project or ideas as presented in the abstract submitted can be seen  0
	<b>TOTAL SCORE OUT OF 100</b>					

### Attachment 3: Oral Presentation Scoring Matrix – Malcolm Bird

Criteria						
Oral presentation	<b>Content - Description of topic is well explained</b>	A clear and accurate description of the topic was provided. All components of were well explained and presented in a clear and logical manner	A clear and accurate description of the topic was provided. All components of the were explained but were not all clearly explained but are still presented in a logical manner	The description of the topic was not very clearly defined. Not all components of the topic were explained and are not all clearly explained but are still presented in a logical manner	The description of the topic was not clear and / or not accurate. Not all components of the topic are explained and those that were not explained clearly or with much accuracy	Topic not described. And many – all components of the topic were discussed in any manner
		10-9	8-7	6-5	4-3	2-0
	<b>Content - All results and data provided is clearly presented and explained</b>	Professional looking and accurate presentation of the data labelled and titled appropriately and easily read by audience. Data is analysed and interpreted accurately. Results are explained clearly and in a logical manner.	Professional looking and mostly accurate presentation of the data labelled and titled appropriately and most but not all data can be easily read by audience. Data is analysed and interpreted accurately in most cases but not all. Results are explained clearly and in a logical manner.	Data is presented but not all labelled and titled appropriately and not all data can be easily read by audience. Data is analysed and interpreted accurately in most cases but not all. Results are explained but not very clearly.	Data is presented but is not labelled and titled appropriately. Data is difficult forth audience to read. Data is analysed and interpreted but is not accurate or key elements have been missed in the analysis.	No data provided but is explained or data provided but not explained at all.
	15- 12	11- 9	8-6	5-2	1 -0	
	<b>Content -Presentation slides are well structured with correct spelling and grammar</b>	Slides “look” appealing and are not overloaded with text. (Slide colours and font choices made slides appealing and easy to read). All images are appropriate to enhance the content. There are no grammatical or spelling errors present.	Slides are mostly appealing and easy to read. Some images chosen detract from the information being provided rather than enhance the slide show/ and or the slides presented have too much text on them. There are a couple of grammatical or spelling errors present.	A number of the slides presented are not easy to read. Due to colour choices or too much text on slides or font use dis too small. Some images chosen detract from the information being provided rather than enhance the slide show/ and or the slides presented have too much text on them. There are a few of grammatical or spelling errors present.	Many of the slides presented are not easy to read. Due to colour choices or too much text on slides or font use dis too small. Some images chosen detract from the information being provided rather than enhance the slide show/ and or the slides presented have too much text on them. There are a lot of grammatical or spelling errors present.	All slides were unappealing and difficult to read for various reasons such as colours used, font size selected, and too much text on slides. A large number of spelling or grammatical errors made on slides/
	15 -12	11-9	8 -6	5-2	1-0	

	<b>Delivery- Speed of delivery</b>	Speed was of a good pace neither too fast or too slow  5	Speed was either slightly too fast or slightly too slow  4	Speed of delivery was too fast or too slow  3	Speed of delivery was much too fast or much too slow.  2	Speed of delivery was not satisfactory as was too fast to keep up or so slow as to be difficult to keep track of what was being presented upon.  1-0
	<b>Volume too soft/loud</b>	Volume of delivery was at a pleasant volume with speaker neither yelling or raising their voices or too soft making them difficult to hear  10-9	Volume of delivery was either slightly too loud or slightly too soft  8-7	Volume of delivery was either too loud making it unpleasant to listen to or too soft making it difficult to hear with any accuracy what was being said. or slightly too soft  6-5	Some or all of the speakers spoke too loudly or too softly making it wither too difficult to hear what was being said or too loud making it difficult to listen too.  4-3	Entire presentation was too loud or too soft.  2-0
	<b>Pronunciation of key terms – accuracy</b>	All terms correctly pronounced by all team members  10-9	Most terms correctly pronounced by all team members  8-7	A number of terms mispronounced by some team members terms  6-5	A large number of terms mispronounced or a few terms mispronounced consistently throughout presentation by 1 or more team members  4-3	Far too many errors with pronunciation of terms  2-0
	<b>Pitch, tone and emphasis</b>	Well used for emphasis of key points by al team members  10 -9	Well used for emphasis of key points by some of the team members  8 -7	Could have been used to greater effect for emphasis of points being made by all team members  6 -5	Not used very well at all by all team members  4 -3	Not used at all by any team members- voices were all quite flat  2-0
	<b>Speaking not reading</b>	All team members engaged well with the audience and used significant amounts of eye contact. Team members did not “read” all text from slides. If reading from notes it was not obvious  10 - 9	All team members engaged with the audience and used eye contact. Team members did not “read” all text from slides. If reading from notes it was not greatly obvious but could be improved upon  8 -7	Team members needed to engage more with the audience and use more eye contact. Team members may have read from notes or slides and it was somewhat obvious but was still fairly well done.  6-5	Team members needed to engage more with the audience and use much more eye contact. Team members may have read from notes or slides and it was very obvious.  4-3	Team members did not engage well with the audience and lacked eye contact due to reading from notes or slides more than looking up.  2-0

	<b>Use of filler words- limited usage</b>	Excellent – no filler words used  5	Very Good - Minimal number of filler words used  4	Good - A handful of filler words used  3	Satisfactory - A substantial number of filler words used  2	Unsatisfactory/Needs Improvement - Significant number of filler words used  1-0
	<b>TOTAL SCORE OUT OF 90</b>					