



# QM

## INTERNATIONAL CONFERENCES 2022

CITIZENSHIP EDUCATION IN DIVIDED TIMES: BUILDING CONNECTIONS THROUGH VALUES

### Principles of transparent evaluation

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ISSUED BY Network Manager

*To whom it may concern*

To ensure the highest possible transparency and uniformity in the evaluation of submitted abstracts/proposals, the following principles have been implemented:

- (1) Submissions are administered by a person designated by the CitEdEV Network Manager - the Administrator. The CitEdEV Network Manager is the only person who knows their identity.
- (2) All received abstracts/proposals will be randomized and 'double-blinded' and will be given a unique code with which they will be forwarded to the evaluators. No other information regarding the author(s) or submitting institution will be passed on to the evaluators. The Administrator is the only person with access to the database of generated codes and also the only person who will have access to the applicants' information.
- (3) Once the abstract/proposal is submitted and the submission period expires, the submitter will receive an official confirmation of the receipt of the abstract/proposal and of its forwarding to the evaluator.
- (4) Evaluator will evaluate abstracts/proposals designated by the Administrator. All evaluators are CitEdEV Scientific Committee members and possess the necessary expertise.
- (5) All the abstract/proposals will be evaluated by two Evaluators. The second evaluator will furthermore, independently of the first one, re-assess the abstract/proposal. Abstracts/proposals will be accepted if both evaluators recommend their acceptance.
- (6) In case of discordance between the two evaluators, the abstract/proposal will be submitted to the CitEdEV Conference Scientific Committee plenary, which will discuss it and decide on the possible acceptance of the abstract/proposal. The decision of the Scientific Committee will be final.
- (7) Once all the submitted abstracts/proposals are evaluated, the opinions on the acceptance/rejection of abstracts/proposals will be forwarded to the appointed person - the Administrator - who will only at this point unblind the individual applications and contact all the submitters subsequently with the decision about their submissions.

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