



AUSTRALASIAN ORTHODONTIC BOARD

AOB Student Award Requirements for Congresses and FRE Meetings

Note: Congresses are usually held over 4+ days and FRE Meetings are held over 2 days. Hence the time-requirement for cases assessments at FRE meetings will be tighter.

Dedicated area:

A dedicated area is required for the set-up, assessment and viewing of all Student Award cases.

This area could be in the Industry Exhibition – or in another area deemed suitable by the organising committee and acceptable to the AOB Executive.

Cases:

Each school will present 3 cases.

Number of schools: Maximum 6 schools

Total cases: 18 (max)

Signage for that meeting: The PCO for the meeting will need to produce and mount a sign which should read: “AOB Student Cases”

Program listing:

The meeting program (hard copy and electronic) needs to have the location where cases are set out.

Delivery of cases:

1. Each student nominated to bring a case to the meeting is responsible for delivering the case to the designated area.
2. Cases are to be delivered at the commencement of Registration for that meeting

Collection of cases:

1. The student is responsible for the collection of the cases at the end of the meeting
2. The day and time of case collection day will be advised by AOB Executive.

Assessors:

There will be two Assessors

Each Assessor assesses all cases.

Assessment of the cases

- Assessments to be completed as soon as possible

Assessment Sheets:

An adequate number of Assessments Sheets are to be printed and put with the cases for use by the Assessors. Use of assessment sheets is discretionary and the assessors just need to nominate a worthy case for the award.

Assessment Result

The assessors, after agreeing on the recipient of the award, should inform the AOB Chair of the decision.

AOB spot in the Program

A 15 minute spot is required in the program (final day) for the AOB Chair to:

- Announce the award winner
- Deliver any news update
- Encourage members to sign up to the AOB

TIME LINE:

Oct:

Send email to HOD's (copied to SLP's and AOB Exec) re selection of the 3 cases from their school. Each nominated student should bring both a hard copy and digital version to the meeting.

Oct:

Send email to PCO (copied Meeting Chair, AOB Exec etc.) to make sure that all arrangements will be in place for the Student Award.

Dec:

Send email to all appointed Assessors – thanking them for agreeing to assess the Student Award cases.

Jan:

Send email to all HOD's (copied SLP's etc.) with:

- Reminder that nominated (3) cases need to be taken by students to meeting (place and time)
- Requirements for collection of cases at end of meeting (place and time)

Post Congress/FRE:

AOB Chair to send emails to:

- Recipients of Award
- HOD's SLP's of submitting schools
- Assessors