



# Illumination Awards

## IA SECTION CHAIR QUESTIONS & ANSWERS

*As a section IES Illumination Awards chair, at what stage am I able to start reviewing the projects? When will I be able to start nominating judges?*

Section administrators can review their section's projects as soon as they have their administrative page set up. The section chairs will be given instructions on how to do this on Thursday, January 12th. Once their administrative page is active, the chairs can start nominating judges.

*What is the difference between a section judge and an online judge?*

**Section Judging:** This judging/review presents an opportunity for peers, familiar with the program, to recommend edits allowing the applicant to best address all program requirements. This is also an educational opportunity for those new to the industry submitting a project for the first time or those that may need extra guidance from their section. While section judging is not mandatory, it is recommended. As an IA chair you would send out your own personal invitation or call for section judging which can be done in the same room as you or if you can set up and host a web meeting. Section judging can only be navigated through the IA Chair Admin page in live judging tab. Section Award certificates are available from the IES office.

### **Online Judging:**

We are asking all sections to nominate up to 10 qualified online judges on your IA Admin page. These people will be asked to review projects for the IES Illumination Awards. They will have access to an administrative page. For four weeks they can review and score projects randomly selected for them. All projects submitted will be reviewed by these judges. This judging is how projects move on at this level of judging to receive a Merit or be considered for final judging. Section chairs will be given a tab on their administrative site where they can manage these judges. They will be shown who has accepted their invitation and how much of project review has been completed.

### *What are the qualifications needed for Online Judges?*

The criteria we are asking for is as follows and will be listed on the administrative site;

Please nominate a maximum of ten judges, preferably to include one with prior experience in the program. Try to balance the skills of the judges from a good mix of disciplines with various areas of expertise so that they represent both the art and science of lighting.

Keep these criteria in mind when nominating judges;

- IES member grade members, Fellows, or Emeritus Members
- Have experience in the IA program (past recipient or past judge)
- Have a college degree in lighting or related field
- Are Lighting Certified (LC)
- Have at least five (5 ) year's experience in the lighting industry
- Have served as a judge in the past for the IES or any other lighting programs

### *Can the section judging be held online also?*

You cannot send your judges links to the projects so that they can review them at their own desktop. Everyone must be in the same room for live Section judging to view the administration page through live judging format.

Or, the IA Section chair can set up a web meeting where they share their desk top to view project images. Narration would have to be read allowed by the IA section chair. The point is to view this as a consensus judging.

### *Who decides if the section will need to do live judging, the applicant or the section board?*

The section makes the decision of whether to hold section judging or not. If you have an active awards program and would like to continue, you may do so. Some sections will prefer not to have their own judging. Those sections that wish to have their own section judging will be allowed to do so for local awards only. The outcome of this section judging will not affect the on-line judging.

### *Is the section judging considered a form of peer review since the projects are able to be edited afterwards?*

The section review/judging is an opportunity for peers to recommend edits to projects to address category criteria. This is also an opportunity for those new to submitting projects for the first time, or those that just need that extra guidance for their entry.

### *Is it correct that only projects reviewed at the section level qualify for a section award?*

Yes. Only projects submitted into sections that hold judging will qualify for a Section Award from that section.

*What types of changes are permitted after live section judging? Are the judges allowed to make suggestions before submission to the next level?*

Yes. Images may be changed or rearranged and script may be edited.

*Will applicants be notified of their status after the global online judging?*

When Online Judging closes within a few days IES sends out an email to all IA Chairs which announced merit recipients and those who have moved onto final judging. This list is listed by section. Section officers are free to make Announcements and contact Merit recipients and those who advanced on to the final.

IES will post the list of Merit recipients on the IA Web page within a week after online judging closes. We will also be mailing out a formal letter with Merit Certificates to all recipients via mail. Approximately one month after online judging is completed all Merit recipients should have received items in the mail.