

INSTRUCTIONS ON HOW TO NOMINATE FOR ICCES OUTSTANDING YOUNG RESEARCHER AWARD

1. NAME OF HONOR/AWARD

2. **DATE:** Give the date the nomination is sent to ICCES awards Chairman.

3. **NOMINEE/AUTHOR:** Give full name, positions held, address and citizenship (optional).

4. **CITATION:** Give a 35-40 word summary of nominee's qualifications.

Remarks: The citation is the heart of the NOMINATION. It lists the nominee's achievements, which must be supported in the statement of qualifications that follow. The citation should attract the interest of the members of the review committee.

5. **NOMINATORS:** List names.

Remarks: Give professional and business connections of nominators. To avoid potential conflicts of interest, participation of nominators and references that have a monetary relationship with, or are immediate superiors of, a nominee is strongly discouraged.

6. **REFERENCES:** Submit reference forms from at least three, but not more than five, references well acquainted with the nominee's qualifications as they relate to the requirements of the award.

Remarks: To avoid potential conflicts of interest, participation of nominators and references that have a monetary relationship with, or are immediate superiors of, a nominee is strongly discouraged. If the nominators are close professional or business associates of the nominee, make sure that the references include names of those outside the immediate associates of the nominee. Attach reference forms to nomination.

7. **QUALIFICATIONS:** Give complete statements of the specific ways in which the nominee meets the requirements for the honor. Please remember that the judges of your nominee have nothing on which to base their judgment except the facts in your NOMINATION. The statement of qualifications should be a narrative summary with heavy emphasis on the accomplishments that make the nominee worthy of the honor. It should be readable from the first word to the last, written in the active voice. *It should be clear and succinct, yet complete.*

Remarks: In some cases, the statement of qualifications may be written around the chronological steps in a nominee's career. Such a treatment permits a simpler biographical statement. Frequently, publications or patents of the nominee provide important facts about the nominee's achievements and may be brought into the argument in this section of the nomination rather than separately under publications and patents below.

8. **PUBLICATIONS:** List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5.

Remarks: The books and articles written by the nominee are frequently his/her only visible output. A chronological list of fifty or one hundred books and papers produced by the nominee may frequently have little relation to the achievements of the nominee. The purpose of the committee in requesting a list of only 15 publications and having comments on a maximum of 5 is to require the nominator to point to those publications which support the nominee's achievements and establish the claim to the honor for which he/she is nominated. As stated above, the quoting of publications to substantiate the nominee's achievements may best be handled under Qualifications, leaving under Publications only a short statement about the number of publications produced and giving a general listing of the subjects covered.

9. **U.S. AND FOREIGN PATENTS:** List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5, using the same procedures described for publications.

10. **BRIEF BIOGRAPHY:** Give birth date and place, citizenship (optional), education, positions held, honors, ICCES activities and participation in other engineering societies.

Remarks: In listing positions held, include directorships of civic activities and industrial corporations. For a nominee having many honors, those honors should be included that support the achievements for which the individual is being nominated.

NOMINATION FORM
ICCES – OUTSTANDING YOUNG RESEARCHER AWARD

Date: _____

To: Chair, ICCES Outstanding Young Researcher Medal(either Theory, or experimental, or computational)
Dear Chair,

It is my belief that _____ is a young investigator who is committed to pursuing research in computational engineering and science(in either theory, or experimentation, or computation categories) and has demonstrated significant potential to make substantial contributions to the field.

(printed name of nominator)

(signature of nominator)

Address of Nominator:

Telephone: _____ **Fax:** _____

Please fill in the following information regarding your nominee:

Full Name: _____ **Date of Birth:** _____

Address of Nominee:

Telephone: _____ **Fax:** _____

List below the names of five persons who are familiar with the candidate's work and who you have asked to serve as a reference regarding the accomplishments and potential of the nominee.

1

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2

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3

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4

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5

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On a separate sheet, please describe the nominee's accomplishments and commitment to either theory, or experimental, or computational engineering and science. Attach the supporting letters and other materials.

Please submit one original copy and a PDF file of the form together with all other nomination materials to the award committee(theory/experiment/computation) Email:awards@icces.org by 31 October 2011.