

EQIP for Science Peer Review Panel: FAQs

Who can submit lessons or units for review?

The EQIP Peer Review Panel for Science will consider materials submitted by educators, districts, states, informal science organizations, nonprofits, and commercial developers provided the materials can be posted freely online—either on Achieve’s site under a Creative Commons license, or on another website hosted by the person or organization submitting the materials.

How can materials be submitted for review?

The submitting individual or organization must complete this submission form:

(<https://goo.gl/forms/PKBwqM37Heo0ERrX2>).

- The submission form will collect necessary information about the submitting individual or organization and the material being submitted.
- After completing the form, the submitter must send all submission materials or link to a hosted server to Jeremy Thomas at Jthomas@achieve.org in the form of a Zip folder.
- Submissions will be accepted on a rolling basis and evaluated on a first come, first serve basis.
- For individuals or organizations that have a large volume of lessons and units that they would like to be evaluated, please only submit two or three lessons units to start. If you would like to submit more at a time, please contact Jeremy Thomas at the e-mail above.

What happens with the materials after they are submitted?

1. Achieve will assign the lesson or unit to at least three EQIP peer reviewers for review using the following guidelines:

- Peer reviewers review material in their grade band and content area of expertise.
- Peer reviewers do not participate in review of material on which they might have a conflict of interest.
- The three peer reviewers for each lesson or unit conduct a review individually before synthesizing their reviews into a consensus report.
- Achieve staff facilitate the review process as needed to ensure a consensus rating, while making sure that the review reflects the perspective of the reviewers.

2. Achieve will notify the submitting individual or organization of the final rating.

- Achieve will return the lesson or unit to the submitting organization along with the feedback from the EQIP Peer Review Panel.
- For lessons/units that do not earn the rating necessary for posting, Achieve will keep the fact that materials were submitted and the feedback provided confidential. Criterion-based feedback is intended to be constructive and in the spirit of continuous improvement. Resubmission is encouraged!
- Developers will have the opportunity to revise the instructional materials based on the feedback from the EQIP Peer Review Panel.

- The materials can be resubmitted to the EQuIP Peer Review Panel for a second review once the feedback has been incorporated. Revisions will need to clearly explain how the new version addresses the concerns of the original review to be considered again.

3. Achieve will post Creative Commons submission lessons or units that are identified as an *Example of High Quality NGSS Design*, an *Example of High Quality NGSS Design if Improved or Quality Work in Progress*, along with feedback from the EQuIP Peer Review Panel, on our website at:

www.nextgenscience.org/PRP.

- Achieve will also post a hyperlinked list of materials that have earned and accepted the digital badge as a non-creative commons submission on our website.

4. Developers that earn a quality rating can also post a digital badge wherever they have posted their materials online, if they agree to post it in accordance with the badge guidelines.

Who reviews the submitted science lessons and units?

The EQuIP Peer Review Panel for Science is made up of over 35 educators and experts from across the country representing every grade band with more than 400 years of combined teaching experience. These reviewers were identified following a rigorous blind selection process that verified a deep understanding of *A Framework for K-12 Science Education* and the NGSS and the applicant's ability to apply the EQuIP Rubric for Science. Applicants were selected based on their ability to make consistent, criterion-based evaluations using the latest version of the EQuIP Rubric for Science.

Reviewers will be recused from reviewing submissions that a) they developed in part or in whole, b) they have a financial or personal tie to, or c) directly compete for market share with materials they have a financial or personal tie to.

Who can I contact for more information?

For additional questions about the process of submitting instructional materials for review by the EQuIP Peer Review Panel for Science, please email Jeremy Thomas at jthomas@achieve.org.