

## 6 Tips for a Strong CACEE Awards Submission

**Be sure to read the criteria closely.** Have you addresses all the criteria in your submission?

**Make it readable.** Keep in mind the audience. Depends on the award, it may go to CACEE Membership to vote on. Consider whether your submission is easy to read for someone who will be reading multiple submissions in one sitting. Don't be afraid to use bullet points.

**Provide links to your work.** CACEE Members may want to learn more, so be sure to provide a link, if publically available, for anyone to continue reading about your work.

**Limit the length.** The ideal submission is 250 words, however you can submit up to 500 words.

**Highlight results.** Often submissions tell us about the problem and the action, but a winner submission will include the result!

**Ask for advice.** If you're stuck, there are lots of members in the CACEE community who would love to help! Consider reaching out the CACEE National Office, [CACEE Board of Directors](#), [Awards & Recognition Committee](#) or [past award winners](#)!

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