Dear %%First Name%%,

We are excited to welcome you as a 2022 ROI Summit application reader. We thank you in advance for carving time out of your busy schedule for this important task.

You can find your applications by [logging in to Schusterman.org](https://www.schusterman.org/user/login?destination=node/86106), clicking on your name in the top righthand corner, then clicking on My Tasks. Each of your applications will appear as a separate task.

At the end of each application, you will find the Readers Review Form for the specific application you are evaluating. For your convenience, we have included detailed instructions at the top of each application explaining how to successfully submit your scores.

Please be sure to complete your reading and scoring no later than **Wednesday, February 23 at 11:59pm EST (Thursday, February 24 at 6:59am Israel Time)**. If you discover that you will *not* be able to complete your reviews by this deadline, please let us know ASAP so we can reassign your applications to another reader before it is too late.

In addition to the instructions on the Readers Review Form, here are some helpful tips as you begin your evaluation process (see the attached **Scoring Success** document for more detailed tips and guidelines):

1. Review the entire application (video included) before scoring it.
2. Schedule blocks of time to read your applications.
3. Start by reading through a few applications without scoring them to get a sense of the process and the pool.
4. Reserve "Must" for the truly impressive candidates in your batch so they float to the top.
5. Keep the big picture in mind: On average, there is one spot available for every three candidates.
6. Trust your instincts. Don't second guess yourself.
7. If you know the candidate you’re reviewing, score them anyway and note your connection in the Comments section.
8. If you feel that you have a conflict of interest regarding a particular applicant and believe you may not be able to score them fairly, please contact [summit@roicommunity.org](mailto:summit@roicommunity.org) so we can reassign the application.
9. Check out the candidates' websites.
10. We read your comments (so please write some)!
11. Your scoring and your comments will only be seen by staff and will not be shared with the candidates.

Finally, before you dive in, please open the attached document titled **Community Eligibility** to review the qualities we look for in the ideal ROI Summit candidate, as well as our expectations of ROI Community members.

Thank you once again for your role in helping us build the incoming cohort of ROI Community members. We look forward to receiving your evaluations!

If you have any questions or concerns, please reach out to [emily@roicommunity.org](mailto:emily@roicommunity.org). For technical issues, please reach out to [help@roicommunity.org](mailto:help@roicommunity.org).

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On behalf of the ROI Team