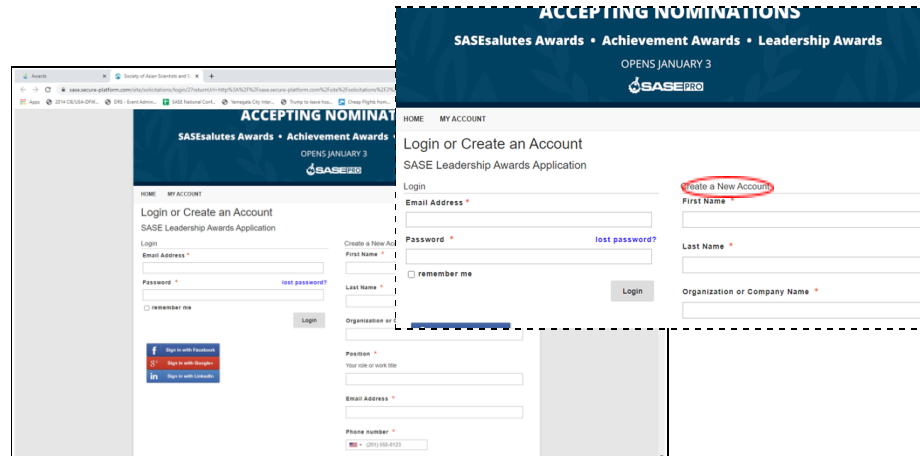


User Guide for SASE Pro Awards 2022

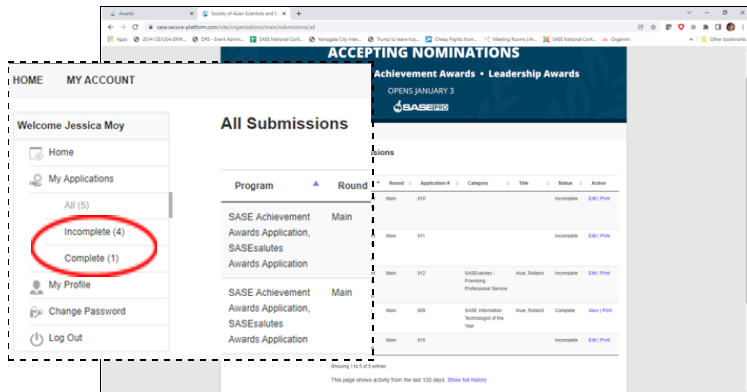
Step 1 – All SASE Pro Award nominations should be made by selected representatives of the organization. Organizations may identify a primary nominator or a nomination team for their award submissions. Award nominators are often identified by the organization’s HR/D&I team and/or the Asian ERG. If you are unsure about your representative, please contact us at awards@saseconnect.org.

Step 2 – Nominator(s) should create an account on the [SASE Pro Award Nomination platform](#). Once an account is created, the nominator can log back in at any time using their email address and a password they created.

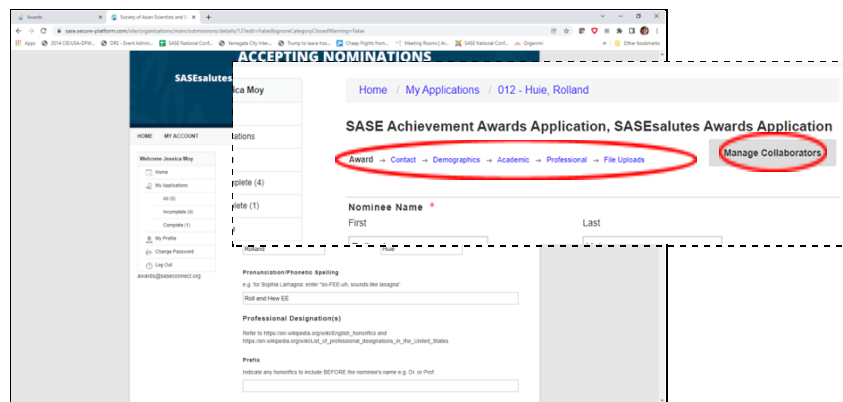


Step 3 – Multiple nominations can be made for Leadership Awards (max 1 per category). Up to five employees can be nominated for SASEsalutes and an additional five employees can be nominated for Achievement Awards.

The dashboard to the left of the page will list all applications that have been started along with completion status. The platform will save each part of your nomination as save is pressed before moving to the next screen. You may return to work on the nomination at any time. The platform also allows for multiple contributors to add their comments to the nomination package.



Step 4 – A dashboard is displayed at the top showing progress through the nomination process. You may add additional internal employees under the Manage Collaborators tab to ensure they receive all emails that go out with regards to the status of the nomination package.



Step 5 – An email confirmation will be sent once the nomination package has been submitted. The **Leadership Awards deadline is April 16** and the **Achievement and SASEsalutes Awards deadline is May 29**. Please note, these deadlines are approximately one month earlier than in 2021.

Step 6 – Judging will take place within the nomination platform. If you or someone from your organization would like to be a judge for nominees outside of your company, please have them [submit to be a judge](#). Judges will be requested to complete the process by May 7 for Leadership Awards and by June 11 for Achievement and SASEsalutes Awards.

Step 7 – Leadership Award winners will be notified via phone call or email by May 28 and Achievement Award winners and SASEsalutes winners will be notified by email by June 29.

Step 8 – SASE will request high resolution headshots from winners. In addition, SASE may request an acceptance video from Leadership and SASEsalutes winners.

saseconnect.org/pro/awards

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ACCEPTING NOMINATIONS

Leadership Awards • Achievement Awards • SASEsalutes Awards

OPENS JANUARY 3

SASE is dedicated to the advancement of Asian heritage scientists and engineers in education and employment to achieve their full career potential. To celebrate the successes of our community of Asian-heritage STEM professionals, please consider nominating well-deserving candidates and help us recognize the achievements, leadership, and successes of those in the fields of science, engineering, and technology.

| Leadership Awards | Achievement Awards | SASEsalutes Awards |
|--|---|---|
| The SASE Leadership Awards are SASE's most prestigious level of awards and were established to celebrate technical accomplishments and advancements in the fields of science, engineering and technology. These competitive awards recognize exemplary leadership in the SASE community, including volunteerism. | The SASE Achievement awards are recognitions that organizations utilize to highlight top talent within each of their own organizations. Organizations nominate individuals that meet or exceed the criteria in one of five categories. Each organization is limited to a maximum of five Achievement Award nominations. Nominations may be in one, two, or all categories but may not exceed five in total. | The SASEsalutes Military Service Awards honor those of Asian heritage who serve or have served in our country's military. The program aims to support the transition of veterans entering the civilian workforce, acknowledge the achievements of Asian-heritage Americans within the U.S. Military, and build awareness about the merits and benefits of a military career within the Asian community. |
| Nominate by Apr 16 | Nominate by May 29 | Nominate by May 29 |
| Overview Details Form | Overview Details Form | Overview Details Form |

Each recipient will be recognized at the SASE National Convention and STEM Career Fair in Atlanta, October 6 - 8, 2022.

Please visit:

www.saseconnect.org/pro/awards to find information about each of the SASE Pro Awards programs including overview, details, and the nomination form.