

Scottish Cyber Awards Application Guidance

To ensure your application stands out and gives you the best chance of success, it's crucial to follow these guidelines and understand the process. Whether you're an individual or representing an organisation, these tips will help you navigate through the application process smoothly.

1. Understand the award categories:

Take the time to thoroughly read and understand the 13 different award categories available this year. Reading through them all is essential to ensure you're entering the category best suited to you or your company. Please note that the categories have changed from last year, so ensure you review them carefully.

2. Read the criteria and eligibility guidelines:

Before investing time and effort into your application, verify the eligibility requirements for your organisation. Familiarise yourself with the rules for each award category. Each has its own set of criteria. This information is listed on each award application web page on the left.

3. Make sure you meet the criteria:

What are the judges looking for? Each category has a detailed description and set of criteria, so make sure your entry covers everything the judges want to see.

Consider copying these descriptions and criteria into a separate document to use as headings while gathering relevant information. If you find it challenging to meet the criteria for a particular category, explore other categories that might be a better fit for your entry.

4. Showcase your business with examples:

Judges appreciate concrete evidence rather than mere assertions. Back up your claims with clear and relevant examples that demonstrate the actions and accomplishments you're describing. Take the time to carefully read the descriptions and criteria to identify the specific examples and information required to strengthen your application.

5. Prove your content:

Where asked, provide additional supporting documentation to validate your claims. This can include customer or staff testimonials, statistics, key performance indicator (KPI) reports, or any other evidence that supports your entry. These supporting materials enhance the credibility of your application.

6. Write inspired, truthful words:

Avoid exaggeration or misleading information, as the judges will recognise it. Make sure your words accurately reflect your achievements, contributions and the impact you have made.

7. Word count:

Keep in mind that there will typically be a word count limit for each section of the application form. Familiarise yourself with these limits before you begin writing. There are distinct sections on the application form, all with their own word count criteria. Note these down on the document you're using to complete your entry so it's visible.

Be sure to complete all sections on the form to build a comprehensive award application.

Best of luck with your application!



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