



(260) Administrative Support Research Project

CONTESTANT NUMBER _____

RATING SHEET – COMPLETE ONE PER CONTESTANT

PRESENTATION SCORE

Judge 1 (120 points) _____

Judge 2 (120 points) _____

Judge 3 (120 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE PRESENTATION SCORE _____ (120 maximum)

TECHNICAL SCORE

Judge 1 (150 points) _____

Judge 2 (150 points) _____

Judge 3 (150 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE TECHNICAL SCORE _____ (150 maximum)

TOTAL SCORE _____ (270 maximum)

RANK

(260) Administrative Support Research Project

Judge Number _____

Member ID _____

Presentation Scoring Rubric

Evaluation of Oral Presentation	Below Average	Average	Good	Excellent	Points Awarded
Opening: Gain attention, states purpose, preview main ideas	1-2	3-5	6-8	9-10	
Content of presentation: material included is relevant and supports main ideas; content is logically presented	1-5	6-10	11-15	16-20	
Effectiveness of presentation: Voice projection, transitions, flow, stage presence, eye contact, etc.	1-5	6-10	11-15	16-20	
Quality of problem solution: accuracy of information, creativity of solution	1-5	6-10	11-15	16-20	
Summary: restatement of purpose and review of main points	1-2	3-5	6-8	9-10	
Answers to judges' questions: answers are accurate and complete	1-5	6-10	11-15	16-20	
All points or none are awarded per item below.					
Setup lasted no longer than three (3) minutes				5	
Presentation lasted no longer than seven (7) minutes				5	
Documentation submitted at time of check-in: Research Paper (1 copy) and Works Cited (1 copy) <i>Must have copies for both preliminaries and finals</i>				10	
TOTAL PRESENTATION POINTS (120 points maximum)					

Props and/or additional items shall not be used as a basis for scoring.

TOTAL MAXIMUM POINTS = 270

PRESENTATION WILL BE STOPPED AT SEVEN MINUTES

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