



Project of the Year Judging Sheet

School Name _____

Project Name _____

Category _____

A. **Cover** 5 points _____

1 point deduction for each cover violation
Deduct 1 point if the school name is noted on the cover

- School name
- Project name
- Project category
- 3-ring binder
- ½ inch binder

B. **Project of the Year Report** 15 points _____
Goal (Only the first goal listed will be evaluated)
Do not deduct points for additional goals.

Does the goal meet the criteria below?
2 points each
No partial credit may be given for each item

- Specific – what do we want to accomplish?
- Measurable – how will we know when it is accomplished?
- Attainable – how can you accomplish the goal?
- Relevant – does it seem worthwhile and realistic? Why?
- Timely – by when will it be completed?

- Goal meets the category description? (5 points)

Description (Limited to 300 words) 20 points _____
Partial credit may be given

- Is this a new project to your school or a twist on a tradition? 2 points
If the project is not new or a twist on a tradition deduct 2 points.

3 points deduction if it doesn't answer each of the items listed

- Why is this project/event important?
- Who is your target audience?
- What are you doing during the project/event?
- When did the project/event happen?
- Where did the project/event take place?
- How did you accomplish the project/event?

Evaluation (Limited to 300 words) 10 points _____

No partial credit may be given for each item

- Was your first goal evaluated? Explain. (5 points)
- What changes would you make? (5 points)

C. Project Planning (Task Sheet) 15 points _____

No partial credit may be given for each item

- The project can be re-created by following the Task Sheet. (6 points)
- Dates are in chronological order. (2 points)
- Dates reflect continuity. (2 points)
- The tasks listed match all parts of the project description. (3 points)
- The book is signed by advisor and by president. (2 points)

D. Documentation 17 points _____

Partial credit may be given

- The book includes the required 5 single-sided pages of documentation. (5 points)
Only the first 5 pages will be evaluated.
Deduct 1 point for each page missing, do not deduct here for extra pages.
- The book includes at least 1 page of pictures of the project. (2 points)
- Photos include captions that support or extend the project description. (2 points)
- The documentation supports the project? (8 points)

E. Overall Project Book

Partial credit may be given

- Spelling/Grammar 6 points _____
- Complexity / Level of Impact 6 points _____
- Logistics (proper format) 3 points _____
Deduct 1 point for extra documentation pages
- Book is clean and well-ordered 3 points _____

(Emphasis on quality of project, not artistic presentation)

TOTAL POINTS (100 points possible) _____

Judge's Comment Area (Explain point deductions.)