

EVALUATORS—All Events



- Three evaluators are assigned to each evaluation team. Evaluation teams typically consist of one adult and two student members.

Prior to STAR Events

- Become familiar with the rules, point summary form and the rubric for your assigned event. Question any criteria not understood.

At STAR Events

- Ask the participants to explain or clarify anything that is unclear.
- Participants **CANNOT** hand you items—instead, please stand up for a closer look.
- Spend a few minutes reviewing the strengths and areas for improvement of the presentation.
- Remember that students are to follow the rubric and guidelines – please evaluate them according to this criteria and not to what you think they “should” have done (if not required/addressed in the event guidelines).
- When completing the rubric, circle the correct number, write the appropriate rating in the score column and **write comments** on the rating sheet. Written comments serve as a valuable source of feedback for individuals and teams. Record total points. Verify point total and initial.
- Compare ratings with other evaluators and discuss the scores given to each student. Although evaluator scores will vary, **all three evaluator ratings must be within a 10-point range**. If the scores are outside a 10-point range, discuss the criteria and make sure there is a consensus between evaluators to standardize the participant’s score.
DO NOT ROUND OFF SCORES.
- The adult room consultant will then total scores and determine the average rating. Together, the evaluators will review the final score and come to a consensus on the rating.
- Rubrics and point summary forms are to be turned in to the room consultant at the end of the presentation, **NOT** held by evaluators until the end of the day to be adjusted. The Evaluators’ Record form may be used to keep track of scores earned by each presentation.
- Do NOT inform participants of their score and/or rating.
- The decisions of the evaluators are final.
- Do not discuss the final ratings with anyone prior to the Recognition Sessions.
- Please discuss any suggestions for improvement on your event with the event lead consultant. Your comments are welcomed and appreciated.
- Do not leave your Event until your Lead Consultant says the evaluation process is completed.

(adapted from National FCCLA Management Manual, 2015)