



## EVALUATORS

### Appropriate Questions to ask Participants

1. What did you personally learn from this STAR Event?
2. Why did you select this project or topic?
3. How project/topic relates to Family and Consumer Sciences?
4. How project/topic relates to FCCLA?
5. How project/topic relates to occupation/career and coursework taken?
6. Where information was found?
7. How the knowledge learned/gained can be used in other ways, in life, etc.?
8. How might this information benefit you in the future?
9. Did you learn anything during your research for this event that surprised you?
10. How could you help educate other teenagers on this topic?
11. Did you change your mind or attitudes after reading/researching this topic?
12. How are you going to educate others on this topic?
13. If this information important to know?
14. Have you given this information to other groups? What were their reactions to the information?
15. What group in your community would be interested in this information?
16. Where did you find the best information regarding this topic?
17. If you had this to do over again, would you have selected the same topic? Why or why not?

### 4 C's OF EVALUATION

**CONSTRUCTIVE:** This is an educational experience for students. Your thoughtful evaluation and comments can greatly enhance and expand their learning. Please remember that students are often very nervous. For many – even those in grades 11 and 12, this could be their first competitive event.

- Focus on the achievement of youth. This evaluation must stress what students do well and give them credit and recognition.
- Fairness. Do not let influencing factors interfere with your evaluation of a participant's presentation. If you know the individual or fell influenced in any way, ask that the participant be sent to another team for evaluation.

**COMPLETE:** Rate each item on the rubric. Be sure to note the maximum number of points possible for each item and score accordingly. When unsure if a student has completed something, please ask the student or the other evaluators for clarification.

**CONSISTENT:** Apply the standard criteria on the rubric in a consistent manner for each team you evaluate.

- Measure achievement against standard criteria rather than against another student. Team performances should be measured against the criteria on the rubric rather than compared with previous presentations.

**CLEAR:** Please be generous with your written comments giving students constructive and specific praise and criticism. Include suggestions for improvement. Any points taken off must be explained in a comment. Please remember that these rubrics are returned to the participants.

- Recognize that all students are winners.
- Honesty, sincerity, and sensitivity.
- Be Positive

## GENERAL EVALUATOR INFORMATION

### General Information and Instructions

- Evaluation teams typically consist of two adults.
- Become familiar with the rules, point summary forms, and the rubric criteria for your assigned event. Question any criteria not understood.
- Before each participant begins, you will receive a rubric and other pertinent information about the participant. Take a few minutes to preview the information, as it is a part of their presentation and evaluation.
- Time is allowed at the completion of each presentation for you to work (quickly) on your ratings and comments.
- When completing the rubric, circle the chosen score. Write the appropriate rating in the points column and **write comments** on the bottom of the rubric. Written comments serve as a valuable source of feedback for the individuals and teams. Record total points. Verify point total and initial by the total point box.
- If unsure about anything concerning the presentation, ask the participants to explain or clarify.
- Do not request that participants hand you items—instead, please stand up for a closer look.
- Score the participant entry and discuss the presentation in private with the other evaluators on your team. Spend a few minutes reviewing the strengths and areas for improvement of the presentation. **Do NOT inform participants of their score and/or rating.**
- Compare ratings with other evaluators and discuss the scores given to each student. The adult room consultant will then total scores and determine the average rating. Together, the evaluators will review the score and come to a consensus on the rating. Although evaluator scores will vary, **we recommend that all three evaluator ratings 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 participants score. All scores should be whole numbers (i.e. do not give individual rating categories 2.5 out of 5 points.) **Rounding off points: Total scores should NOT be rounded.**
- Each team of room consultants will complete a point summary form for each individual or team. Evaluators should verify the point total and initial.
- 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 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.

## THE EVALUATION PROCESS

Evaluators play a key role in STAR Events. In fact, evaluators determine whether the experience is a positive or negative one for the students. **It is the goal of STAR Events to make participation positive for all participants, regardless of the ratings they receive.** This can be accomplished by a considerate, sensitive, and fair evaluation process. The evaluation procedures attempt to accomplish the following:

- ***Focus on the achievements of youth.*** The evaluation process must stress what students do well and give them credit and recognition for it.
- ***Promote interaction between youth and adults.*** Student and adult evaluation teams have been created to enable youth and adults to share responsibility and exchange views from their level of experience.
- ***Encourage youth to take an active role in their own evaluation.*** Participants are asked to evaluate themselves as well as hear the evaluations others make about them.
- ***Measure achievements against a standard rather than against another student.*** All efforts should be made to rate the individual or team against the criteria on the event rubric rather than comparing them to previous presentations.
- ***Recognize that all students are winners.*** Each participant has winning qualities or they wouldn't have made it to district or state level events. The evaluation process must reaffirm to students what those winning qualities are.

Evaluators make important value judgments about a student's accomplishments. Participants will accept these opinions provided certain conditions are met. It is important that as an evaluator you strive for the following:

- ***Consensus.*** Although evaluator scores will vary, it is important that a consensus is reached between and evaluation team in regards to the event criteria. Please attempt to rate participants within a 10-point range.
- ***Consistency.*** Attempt to rate students similarly when the performance is similar.
- ***Fairness.*** Do not let any influencing factors interfere with your beliefs concerning the presentation. When offering constructive criticism, keep in mind the feelings of the individual.
- ***Honesty and Sincerity.*** Make simple forthright statements of your beliefs concerning the presentation. When offering constructive criticism, keep in mind the feelings of the individual.
- ***Attention to Detail.*** Be very specific in your evaluation comments. Rather than “You did a fine job,” highlight the areas where they did a fine job.
- ***Constructive Comments.*** Focus primarily on what the person did well. Don't overload on the negatives that's what the participant is likely to remember the longest. Positive comments and thoughtful, constructive suggestions will benefit the participant the most in the long run.

**Many thanks - evaluators make this event possible!**