



Today's students. Tomorrow's business professionals.

Administrative Support Research Project (S) (260)

CONTESTANT NUMBER _____

RATING SHEET – COMPLETE ONE PER CONTESTANT

PRESENTATION SCORE

Judge 1 (100 points) _____

Judge 2 (100 points) _____

Judge 3 (100 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE PRESENTATION SCORE _____ (100 maximum)

SPECIFICATION SCORE _____ (30 maximum)

TECHNICAL SCORE

Judge 1 (110 points) _____

Judge 2 (110 points) _____

Judge 3 (110 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE TECHNICAL SCORE _____ (110 maximum)

TOTAL SCORE _____ (240 maximum)

RANK



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Presentation Scoring Rubric

Evaluation of Oral Presentation	Below Average	Average	Good	Excellent	Points Awarded
Opening and summary	1-5	6-10	11-15	16-20	
Content of presentation	1-5	6-10	11-15	16-20	
Effectiveness of presentation: Voice projection, transitions, flow, stage presence, etc.	1-5	6-10	11-15	16-20	
Quality of problem solution	1-5	6-10	11-15	16-20	
Answers to judges' questions	1-5	6-10	11-15	16-20	
TOTAL PRESENTATION POINTS (100 points maximum)					

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

Specification Points Rubric

SPECIFICATION POINTS: All points or none per item are awarded by the proctor per contestant, <i>not</i> per judge.	Points Awarded	
Set-up lasted no longer than three (3) minutes – 5 points Presentation lasted no longer than seven (7) minutes – 5 points	10	
Documentation submitted at time of check-in: keyed and signed Individual Entry Form (1 copy) and Research Paper, including Works Cited (1 copies) <i>Must have copies for preliminaries and finals</i>	10	
Word-processed research paper and Works Cited page followed the Style & Reference Manual	10	
TOTAL SPECIFICATION POINTS (30 points maximum)		

TOTAL MAXIMUM POINTS = 240

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