



BIG Idea Judging Instructions

INSTRUCTIONS

Please review the form to familiarize yourself with the categories in Sections 1-7. The scoring allows specific points for each question for a total of 500 points.

In judging each section, you will consider and score each bullet point separately. If the question/statement was addressed in the application, you should determine how many points to award for that bullet based on the SUPERIOR, ABOVE AVERAGE, AVERAGE, BELOW AVERAGE, or POOR points spread in the Scoring Legend. Record the score for each bullet point in the Points Awarded box. Please add your comments which will be a key learning tool for the students. They will not see individual scores, only comments.

JUDGING PROCESS

1. Most students participate as part of a class, therefore you may find entries with varying levels of student effort. If you have any questions about an entry, feel free to contact us.
2. Dashboard shows entries assigned for judging and their status. It also includes instructions and survey link.
3. To save scores and comments in each section you must click **SAVE THIS SECTION AND CONTINUE** as you move from one section to the next. Once you click SAVE THIS SECTION AND CONTINUE the scoring will not be lost if you navigate to the next section. The points can be updated or changed and notes can be added or changed. Students will only see the average score and comments so please be sure to add constructive comments.
4. DO NOT click "Final Submit" until you are sure you will not want to edit your scoring. After you have clicked "Final Submit" you will only be able to view the score sheet and will not be able to make any further changes to it.
5. Across from each section title there is a View Scoring Legend. Use this tool to help you determine how many points to award for that bullet based on the SUPERIOR, ABOVE AVERAGE, AVERAGE, BELOW AVERAGE, or POOR points spread in the Scoring Legend.
6. Judging is not complete until every entry on the dashboard has an action status of Closed. Score sheets which have been saved but not final submitted will show an action status of Edit. Please remember to final submit all entries to complete the judging process.



JUDGING FAQ's

1. What were the students' requirements for their entry?

Students were asked to address specific questions for each section of the business entry in a certain number of words. These questions and word counts are shown on the scoresheet you will use. The word count was verified at the time of submission so all you have to judge is how well they answered the questions.

2. How do I know how many points to award for each section?

Use the Scoring Legend to determine how many points each bullet point deserves based on how well the point was addressed. For instance, if a student covered the point very little or not at all, that would be considered POOR and the points you award should be in the 1-5 range. If the bullet point is covered, the work is ABOVE AVERAGE and 16-20 points would be awarded.

3. How do I award points for innovation and creativity?

Award points based on the creativity and innovation of the idea or the implementation of the idea. If you feel that the idea is very creative and the innovation is original or that the student implemented the idea innovatively, the score should be SUPERIOR and 21-25 points should be awarded. If the idea is not creative or innovative in its implementation, the score should be POOR and 1-5 points would be awarded.

4. Am I judging too hard or too easy?

Hopefully the information above gives you the proper guidance for scoring. We understand that each judge comes to the table with different experiences and will have their own approach to the judging process. This is one reason why we have 3 different people judge each application. Also use the final score and related "letter grade" scale to help determine appropriate scoring.

5. Am I required to include comments?

Yes. Judges are strongly encouraged to include some comments. Comments can point out areas that could use more work, ideas for improving an idea, or praise for good work. Students will only see the average score and comments so constructive comments will provide them another way to learn about entrepreneurship.

6. How should the Quality of Written Communication points be awarded?

Judges should also use the scoring legend for this purpose. No grammar or spelling errors in the document would be considered SUPERIOR and 21-25 points would be awarded. If the spelling or grammar is so poor that you are struggling to read and understand the application, the work would be considered POOR and 1-5 points would be awarded. Also consider if the language used was professional and appropriate.

7. Should I deduct points if the application does not include financial information?

No. In the BIG Idea Competition, students are not asked to address the financial requirements and impacts of their business. Since this is not a Business Plan competition, a financial section is not included.