

Elementary Judging Procedures

Round 1 Judging 9-10:30

- **Lead Judges pair up their group, assign projects, distribute score sheets**
- Each judge completes a score sheet for each student interviewed
- Judge pair records the students scores, ranks the top five students and may nominate 1 or 2 students to stay for round 2 based on scores, notes, and sharing their impressions
- **Judge pairs complete the Round 1: Recommended to Stay form and give to Lead Judge**
- **For students who must stay for Round 2 judging, the Lead Judge will circle the project numbers on the NCR diagram, tear off bottom copy for their own use, submit toop copy to the Judge Coordinator. Lead judge (other judges may assist) goes to projects during break, circles the G (grade) on each student's display number to indicate they stay.**

Round 2 Judging 11-noon

- **Lead Judge re-assigns judges to projects nominated to stay for second short interviews for their grade. Make sure each student has the same number of interviews in round 2.**
- Judges use the Round 2: Ranking form to compare and rank those projects they visit. This form, along with the students scores from Round 1 should be used later when discussing placement awards.
- **When the last judge pair in a grade interviews a student, DO NOT RELEASE ANY STUDENTS. ALL STUDENTS WILL BE RELEASED TOGETHER AT NOON.**
- **After Round 2, grade level judges convene for discussion to select placement winners. Lead judges should collect the ranking forms and use them to complete the Grade/Category Comparison Form in the lead judge packet. Discussion should include reviewing these comparisons, comments from judge's who interviewed them, rankings, and a final vote if needed. This can be done over lunch in Walb 222.**
- **Lead judge records the placement winners on the results form for their grade and submits to Judge Coordinator who brings to Headquarters (Walb 114)**