

# **Judging**

## **A Five Step Process**

**As a member of a judging team, you will:**

**1. View**

- Evaluate each entry based on History Day judging criteria for each category
- Make notes, record questions for interview, etc. on your worksheets (these sheets will not be returned to the students)
- Complete evaluation section of the score sheets
- Judges for websites and historical papers will read their entries before History Day.

**2. Interview**

- Conduct a five-minute interview with each student or group of students who completed a project.
- Ask questions about the content as well as the presentation of the entry
- Ask questions about the student(s) research and development of entry. Encourage them to expand on their findings and thesis.
- See judging criteria handout for more suggested questions

**3. Come to consensus on up to two county winners**

- Compare your evaluation section of the score sheets with other judges in your group
- Agree on up to two entries that are winners
- Fill out judges consensus form with these results and deliver it to scoring room in the library.
- Inform staff in scoring room if you select less than two winners or if there are additional outstanding entries for consideration.

**4. Complete your final score sheets**

- Each entry should have a score sheet from each judge in the judging group.
- Spend the most time on the comments section. Students read these avidly.
- See the “Judging Criteria” handout for suggested comments in all three criteria areas
- Clip together score sheets from all judges for each entry and turn them in to the scoring room.

**5. Complete the remaining paperwork**

- Please fill out the Outstanding Primary Source Awards nomination form and the program evaluation and turn it in to the scoring room.

**Thank you for your help with History Day!**